

I. CALL TO ORDER: Mayor Burden call the City Council meeting to order at 7:10 p.m., June 19, 2018 at Wheeler City Hall.

II. ROLL CALL:

Mayor Burden, Heidi Wilcox-Siglin, Dave Bell, Bob Harlow and Dawn Sea Kahrs

Excused Absence: Jim King

Staff Present: Angela Oslund, City Manager

Public Present: Edith Rohde, Kevan Ridgway, Marti Severson, William H. Mullen, Diana Staben, Carl Whiting, Jay Verburg and Stew Martin

Media Present: Brad Mosher, Country Media (Headlight Herald)

III. MAYOR AND COUNCILOR COMMENTS:

- Restrooms, Business Oregon Grant
- Sign Ordinance, Citizens Advisory Committee
- Transportation Plan
- City Hall
- Letter of Support to EVCNB – Grant application to Oregon Community Foundation

IV. CONSENT CALENDAR:

1. **Additions or Deletions to Agenda**
2. **Wheeler City Council Minutes of May 15, 2018**
3. **Financial Reports for May 2018** – Emailed to Council June 14, 2018 at 3:07 p.m.

Bell moved to adopt the consent calendar as presented, Kahrs 2nd motion. All for the vote, 4-0.

V. PRESENTATIONS, GUESTS, ANNOUNCEMENTS AND CORRESPONDENCE:

1. **Presentations**: Kevan Ridgway- Minds Aligned Group LLC, Oregon Coast Public Art Trail
Stew Martin – Tsunami Signage
2. **Guests**: None
3. **Announcements**: None
4. **Correspondence**:
 - Manzanita Department of Public Safety May 2018

VI. PUBLIC COMMENT ON NON-AGENDA ITEMS:

Carl Whiting – read report on behalf of Jon Hull in regards to the Port of Nehalem
Jay Verburg – concerns about repairs needed to be done around the City

VII. COMMITTEE REPORTS:

- **Planning Commission** – Minutes for June 14, 2018 Planning Commission meeting
- **Parks Committee** – Minutes for May 1, 2018 Parks & Recreation Committee meeting

- **Wheeler Citizens (Unaffiliated) – Emergency Preparedness:** Updates
- **Port of Nehalem Liaison**

VIII. CITY MANAGER & PUBLIC WORKS DEPARTMENT REPORT

City Manager Report

Budget Committee Meeting:

- The Budget Committee approved the proposed FY 2018-2019 budget with minor changes as agreed on at the meeting. Those changes have been made and the budget is now ready for adoption.
- City Manager recommended pay increases for City employees of 2.5% for cost of living per the cost of living index, and 5% merit pay increases (resulting from their performance evaluations) for both Joe Velkinburg and Lori Rieger effective July 1, 2018. Angela Oslund's pay increase will begin at the successful completion of the six month probationary period, set at 5% per contract beginning October 1, 2018. The City Manager recommends that the existing pay schedule be revised and updated in FY 2018-2019 given the City's review of current workload, tasks, and resource leveling across the staff.
- City Manager has prepared a breakdown of contingencies in the FY 2018-2019 budget, presented at workshop.

Planning Commission Meeting, June 14, 2018

- A Public Hearing was held to consider a Design Review Application #2018-04 Rising Star Café from Pepi Gabor for new concrete patio work and installation of a pre-manufactured gazebo.
- The City will be holding a public hearing on the matter of the Flood Insurance Rate Map (FIRM) and Flood Insurance Study (FIS) adoption to meet the (FEMA) requirement. Public Hearing is set for July 12, 2018 at 7:00 PM Planning Commission and July 17, 2018 City Council at 7:00 PM.
- Planning Commission discussed the current zoning ordinance with respect to the geotechnical report requirements. Planning Commission provided recommendation to City Council regarding the
- Planning Commission discussed the sign ordinance, and potential for Citizens Advisory Committee in a revision.

Management – General

- The City received a thank you card for the passing of the tobacco free ordinance in public facilities from James Becraft who has been working with multiple jurisdictions on tobacco free areas. I expressed my appreciation on the City's behalf.
- Water Vulnerability – Bill Mullen brought up his concerns about the vulnerability of the water system in the event of a natural disaster at the May 3, 2018 Planning Commission Meeting. I have spoken to our contract engineer, Bill Pavlich, regarding potential grant funding to pay for a water system resiliency study. He tells me that Oregon Sustainable Infrastructure Planning Projects (SIPP) funding may be available. I have asked him to provide me with more information about this grant.
- Manzanita CO2 Scrubber Payments – I have spoken with Jerry and Cynthia regarding the repayment of the loan towards installing the CO2 Scrubber on the water system. They tell me that annual payments of approximately \$13,000 would be added to the once a year reconciliation (February). A formal Ordinance will be drafted after the final construction has been completed and the actual total construction cost has been finalized.
- The Nehalem Bay Health District has invited the City to participate in their future planning efforts and

strategic planning process. The meeting is being held Tuesday June 19th, 2018 at 7:00 PM. Since we have a schedule conflict, I have offered to meet with them at another time to respond to any questions they may have regarding City administrative processes related to planning.

- The League of Oregon Cities has sent the City of Wheeler a survey requesting information on what topics the City considers priority in terms of the League's focus and planning.

Parks & Recreation Committee Meeting: May 17, 2018

- The Parks Committee is getting ready for Wheeler Clean-Up Day, June 9, 2018 (9AM to 2PM). Joe will look for a canopy with sides to use for volunteers.
- Joe will install a new irrigation popup riser in the middle of the flower bed.
- Upper Park Map tabled until June.
- Discussion on whether to enlarge the garden area to include more community garden plots.

Public Works Report:

Bids for the SCA paving projects have been received from bidders and a selection has been made for S&C Paving to proceed with scheduling. Staff has spoken with S&C's foreman to schedule; he said work will not be done until September due to their schedule being so full this season. Public works had planned to address pot hole repairs while these projects were being done but due to the late start staff may reconsider the timing for these repairs. This would mean a trip to the asphalt plant up on the Trask River in the GMC dump truck for a load of materials. Staff has reservations about driving out of town with that vehicle.

Longfellow Construction was utilized to do some brush cutting for the Cities emergency access routes: Third Street between Fir Street and Hall Street, access road above the Gervais Reservoir, and Hospital Road. It would have taken considerable time for staff to accomplish what was done in two days by Longfellow Construction.

Trevis Johnson has come onboard as the cities seasonal worker and has been mowing the parks and weed eating the right of ways. He has been a great help with the work being done on the Cities boat docks.

The boat dock project has been proceeding with about 45% of the work completed. Most of the billing has been received and due to unforeseen conditions staff will be over budget on this project but will still have matching grant money from the Port up to \$5000.00.

City Planner Report: none

IX. PUBLIC HEARING: None

X. EXECUTIVE SESSION: None

XI. GENERAL BUSINESS:

1. Old Business:

a. Ordinance No. 2018-01, An Ordinance Repealing Ordinance 2008-01 and providing for the Creation of an Emergency Preparedness Committee 2nd reading: Wilcox-Siglin read 2nd reading by full title of Ordinance 2018-01 and moved to adopt, Harlow 2nd motion. All for the vote 3-0.

* Councilman Bell was excused from meeting as he was feeling ill

b. Ordinance No. 2018-02, An Ordinance Regulating Single-Use Carryout Bags, and Banning Single-Use Plastic Carryout Bags 2nd reading: Harlow read 2nd reading by full title of Ordinance 2018-02 and moved to adopt, Kahrs 2nd motion. All for the vote 3-0.

c. Sign Ordinance – Discussion to create a Citizen Advisory Committee in the next few months and move forward with this topic.

d. Port of Tillamook Bay Easement, Acquisition of Marine Drive into the City- Discussion on how to address ownership.

2. New Business:

a. League of Oregon Cities (LOC) 2019 Legislative Agenda – Discussion on needing Councils top four and least four discussion options to see on the upcoming ballot

b. Resolution No. 2018-02, Resolution of the City of Wheeler Approving Solid Waste Collection Rates: Harlow moved to adopt Resolution 2018-02, Wilcox-Siglin 2nd vote. All for the vote, 3-0.

c. Resolution No. 2018-03, a Resolution of the City Council of the City of Wheeler Declaring its Election to Receive State Revenue Sharing: Wilcox-Siglin moved to adopt Resolution 2018-03, Harlow 2nd motion. All for the vote, 3-0.

d. Resolution No. 2018-04, a Resolution of the City Council of the City of Wheeler Approving Salary Increases for City Employees: Kahrs moved to adopt 2018-04, Harlow 2nd motion. All for the vote, 3-0.

e. Resolution No.: 2018-05, a Resolution Water Rate Increase: Kahrs moved to adopt Resolution 2018-05, Wilcox-Siglin 2nd motion. All for the vote, 3-0.

f. Resolution No.: 2018-06, a Resolution of the City Council of the City of Wheeler Approving an Intergovernmental Agreement with the City of Manzanita for Police Services FY 2018/2019: Wilcox-Siglin moved to adopt Resolution 2018-06, Harlow 2nd motion. All for the vote, 3-0. Per Mayor Burden add “Cooperative” to the Resolution title and to vote the Resolution as edited. All for the vote, 3-0.

g. Consideration of the Approved FY 2018/2019 Budget (Hearing): Mayor Burden opened a Public Hearing for any questions and/or comments in regards to the 2018/2019 Budget. No comments and or questions from the public, public hearing was closed.

h Resolution No.: 2018-07, a Resolution of the City Council of the City of Wheeler adopting the Fiscal Year 2018/2019 Budget: Wilcox-Siglin moved to adopt Resolution 2018-07, Harlow 2nd motion. All for the vote, 3-0.

i. Update on FEMA Claim – need letters of support: City Manager provided update

XII. ADJOURNMENT: 9:23 p.m.

Stevie S. Burden, Mayor

Angela Oslund, City Manager

Lori Rieger, Transcriber

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