



CITY OF YACHATS

CITY COUNCIL MEETING

February 19, 2020

Approved Minutes

Meeting Call to Order

Mayor W. John Moore called the February 19, 2020 regular meeting of the City Council to order at 2:00 pm in Room 1 of the Yachats Commons. Council members present: W. John Moore, Max Glenn, Jim Tooke and Leslie Vaaler. Absent: none. Staff present: City Manager Shannon Beaucaire and Water Treatment Plant Lead Rick McClung. Audience: 23.

I. Announcements, Correspondence, and Proclamations

Mayor Moore read a letter from Dann Cutter, interim Co-Executive Director and IT Manager at COG, explaining the email hack that occurred on February 4, 2020 and the precautions taken to remedy the matter and add extra security.

II. Public Comment

1. Craig Berdie (319 E 3rd Street) reported he recently learned about Seal Rock getting a new grant for their water retention system. He asked that the Council consider establishing within 30 days a committee to come up with at least five recommendations on how to establish long-term water security. He suggested the Committee would provide within 120 days information on:

- Description of method
- Capacity of method
- Cost estimates
- Completion times
- Advantages and disadvantages of each system
- Funding sources

Mayor Moore stated Council does not normally respond to Citizens Concerns but wanted to ask Councilors if they wanted to proceed with the issue. Councilors agreed to have this topic on the March 5, 2020 agenda.

2. Boomer Wright, candidate for State Representative, introduced himself.

III. Consent Agenda

1. January 2, 9 and 15, 2020 minutes

Councilor Vaaler moved to approve the consent agenda: Aye – 4; No – 0.

IV. New Business

1 **A. Application for Council Vacancy**

2 Mayor Moore reported they received three applications for the open Council seat and they now
3 need to set interview dates. Vaaler noted Greg Scott was only available for interviews during
4 certain dates in March that were past the March 5, 2020 next meeting date. Mayor Moore noted
5 the second Council meeting in March was joint with the County. Councilor Glenn suggested
6 they could email Scott to get his responses for the interview questions. Councilors discussed
7 how to proceed.

8
9 Mayor Moore suggested setting up interviews Mary Ellen O'Shaughnessy and Ariana Carlson on
10 the morning of February 24, 2020 at either 9:00 am and 10:00 am. Council will decide how to
11 proceed at that time.

12
13 Mayor Moore suggested that members of the audience could write questions on an index card for
14 the candidates which the City Manager could review for appropriateness.

15
16 **B. Appointment to Public Works and Streets Commission – Linn West**

17 Linn West stated he was a semi-retired architect who has been visiting the area for twenty years.
18 He currently consults with architecture and engineering firms and has experience with Public
19 Works type projects.

20
21 Councilor Tooke stated West would be a welcome addition to the Commission.

22
23 Glenn moved to appoint Linn West to Seat F of the Public Works and Streets Commission via
24 Resolution 2020-108: Aye – 4; No – 0.

25
26 **C. Recommendation Regarding Heat System for Commons**

27 Facilities Manager Heather Hoen explained the situation with the residential heating units
28 currently installed in the Commons, several of which were not working. She indicated she has
29 talked to many local heating companies about installing a commercial system. She was in the
30 process of getting bids on the project. Mayor Moore noted that the Finance Committee moved to
31 recommend that \$50,000 be allocated for a capital project for a central unit.

32
33 Glenn asked how the central unit compared to the multiple units. Hoen noted the issues with
34 each type. Berdie summarized additional discussion at the Parks and Commons Commission and
35 their decision to not go with a \$60,000 unit that could better recycle air for heating and cooling.
36 Tooke clarified that the warranty for the commercial unit was 10-12 years.

37
38 Hoen explained that the prevailing wage would apply at \$50,000 and the estimate from Airrow
39 Heating was for just under \$46,000. She added that Airrow Heating had added a 20% buffer to
40 account for prevailing wages. Vaaler clarified that Hoen could get a firm bid from Airrow that
41 would be valid for 30 days.

42
43 Tooke moved to transfer \$50,000 from the City Hall General Fund to the Parks and Commons
44 Capital Fund: Aye – 4; No – 0.

45
46 **D. Topics for Joint Session with Lincoln County Commissioners**

47 Councilors suggested the following topics:

1. Status of Ocean View Drive
2. Update on County Housing Initiative, update on workforce housing, and Claire Hall's appointment by the Governor to the Oregon Housing Stability Council and updates on affordable housing
3. Is there Lincoln County Transportation available from the new housing development at the north end of Newport to Yachats? – Agreed to remove
4. Is it possible to get a quarterly update from the County Sheriff's Department?
5. Update on whether funding has been restored to Lincoln County Health and the prospect of a mobile health facility that could serve Yachats.
6. Update on county policies on vacation rentals
7. Input on water issues for the coast – Agreed to remove
8. Report on Lincoln County financial outlook and possible impact on Yachats
9. Sheriff's plan for South Lincoln County responsiveness
10. Discussion about the building department's policies regarding inspections and Certificate of Occupancies
11. Reclassification of 66 or 69 acres in Riggs property in our watershed and the County share of a judgment from a lawsuit. Berdie suggested it appeared the owner tried to get around reforestation regulations by reclassifying the land use. Discussion on communications with the County on this issue.

Vaaler read several other questions from Craig Berdie around watershed properties.

Tooke indicated he could research information for Item 7 and report to Council at a different time. Council agreed to hold off on this question.

Gerald Stanley stated that there is bus service to the north end of Newport which requires a transfer at their City Hall. He reported that Lincoln County Health is fully staffed and funded and that they still have the Yachats service in their strategic plan. Council agreed to remove Item 3 from the list.

Jacqueline Danos asked if combining the derelict housing issue between Yachats and Waldport could be rolled into the County Housing Initiative. Mayor Moore clarified that Danos was talking about properties outside of the city limits. Manager Beaucaire stated the Housing Initiative was a regional study and could include Danos' suggestion. Mayor Moore suggested this issue could be part of Item 2.

Tooke asked for an update on the archeological study for the 804 Trail. Manager Beaucaire explained this part of the project has been frustrating. Mayor Moore added that the County is paying for the study. Glenn asked if they could ask the County if they could work with a different certified archeologist who could be more responsive. Manager Beaucaire added that she has not had a recent update from the County. Berdie added that asking for a status report was part of the normal course of business and should not be seen as a threat. Berdie added that the City does not want to lose another construction season. Mayor Moore clarified this topic was part of Item 1.

V. Reports

A. Visitor Center Report

1 Vaaler asked why there were differences between quarters 1 and 2 for rents and personnel.
2 Mayor Moore suggested Vaaler contact Bev Wilson to determine the answer.
3

4 **B. Financial Report**

5 Martha Jirovec explained what she has recently accomplished for the December 2019 report,
6 including adding additional notes, completing quarterly interfund transfers, setting beginning
7 balances, discussion on food and beverage tax being added directly to debt service, and noting
8 the high insurance costs due to the CIS audit requirements.
9

10 Manager Beaucaire indicated the audit was required by CIS for workers compensation insurance.
11 Jirovec reported CIS did charge for the audit. Sue Forty explained that the audit is required
12 every three years. Forty suggested that the audit should be free but the City would be charged for
13 overages.
14

15 Mayor Moore asked how one would determine the amount in a reserve fund, such as in water
16 reserves in 660-1705. Jirovec explained the numbers in that fund. Groth noted the beginning
17 balance was done in June but the budget was done in March so the percent met was a
18 meaningless number.
19

20 Vaaler asked if the low personnel costs on 100-1010 were due to the City Manager's salary being
21 overly charged to Public Works. Vaaler supported having some historical data in these reports.
22 Forty explained the new budget process will eventually eliminate these zero budget balances.
23 Vaaler, Forty, Jirovec and Groth discussed how the reports will eventually appear.
24

25 Vaaler noted this system has new categories for which there would be no prior budget. Forty
26 indicated going forward there will be prior budgets.
27

28 **C. Council Reports**

29 Mayor Moore reported:

- 30 1. He, Tooke, Glenn and attended community meeting with Curt Schraeder on January 23,
31 2020.
- 32 2. He participated in the League of Oregon Cities Training on January 30, 2020
- 33 3. He met with Justin Peterson, Planner from COG, and Nathan Bernard about status of his
34 work with obtaining proper permits.
- 35 4. He will have a report next month on the Oregon Mayors Association board retreat.
36

37 Tooke reported on the Mid-Coast Water Planning Partnership coordinating committee meeting
38 that morning.
39

40 Glenn reported:

- 41 1. He chaired the Community Relations Council with Angell Job Corps, who is now at
42 101% of occupancy and is almost fully staffed.
- 43 2. He attended the monthly board meeting of Council of Governments.
44

45 Vaaler reported she attended the February 11, 2020 meeting of the Public Works and Streets
46 Commission, where they are preparing new tsunami evacuation maps reflecting the location of
47 the new fire station and are recommending participation in an "Adopt a Fire Hydrant" program.

1
2 **D. City Manager Report**

3 Manager Beaucaire highlighted that:

- 4 1. Justin Peterson is representing Yachats in the County's work on the National Hazard
5 Mitigation Plan
6 2. Peterson and Dana Nichols, planner from COG, have been negotiating with ODOT on the
7 street and curb issues for Yachats. They will be having a meeting with an ODOT
8 representative in March to walk the areas as part of the preapplication for a
9 Transportation Systems Plan.
10 3. She is working with facilitator about the goals and matrix of priorities.
11 4. She will soon have an update on the City Hall move to the 501 Building
12 5. She is planning to add pages to the website for specific projects to contain updates for the
13 given project and people could sign up to get notified of these updates.
14 6. Audio of all meetings are now available online through the website
15 7. The weather page has been upgraded to provide more detail and more frequent reporting.
16 8. The City has purchased Adobe Acrobat software so the City can proceed with getting the
17 old document library on line in a manner that is ADA compliant
18 9. She will be signing the contract with TCB Security to provide code enforcement.
19 Anderson clarified that TCB would be available to talk to the Planning Commission.
20

21 **VI. Other Business**

22 **A. From Mayor** – none

23 **B. From Council** - none

24 **C. From Staff**

25 Anderson stated there will be a notice going out about procedures for retaining the public records
26 of Commission and Committee members notes. She indicated there was a box where members
27 could drop off their notes. Mayor Moore added that Councilors keep their notes with the
28 expectation that they will be turned in at the end of service.
29

30 Mayor Moore adjourned the meeting at 3:31 pm.
31

32 ATTEST:
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36

37 _____
38 W. JOHN MOORE, Mayor
39

Shannon Beaucaire, City Manager

Date: _____