

ACTION SUMMARY

Date:	January 9, 2024
Time:	2:00 p.m.
Place:	441 Hwy 101 N., Civic Meeting Room 1
Attending:	Chair Linn West, Co-Chair Don Groth, Commissioner Bob Bennett, Commissioner Kevin Erdahl, , and Commissioner Don Phipps; Staff: Dave Buckwald, Wastewater Lead, Rick McClung, Water Lead and Kimmie Jackson, Deputy City Recorder
Absent	Commissioner James Welch

CALL MEETING TO ORDER:

1. Agenda Item - Announcements or Correspondence	
Topic	Discussion
	Announced State of the City is February 22 at 4p at the Commons Multipurpose room.
2. Agenda Item Citizens Concerns	
	None
3. Agenda Item Reports	
	Public Works Dept. attached to the online packet.
	Finance Report attached to the online packet
Action Item	
4. Agenda Item	
	Renewal of responsibility on admin policy 18;
	Recorder reviewed document retainage, requirements, handbooks for this commission;

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Action Items:	

5. Agenda Item Current Business

	Hwy 101 Delineators, it was reported that the city is waiting on an approved alternative delineator.
	For Emergency Preparedness an updated proposal of requirements needs to be addressed; review plan of items that need to be in the conexas; how would the TRT and hotels/motels like to proceed; get schedule for fall fair; seek assistance from Lincoln county emergency management rep.
	Street Conditions for paving for 2024-25 will have the ideal locations and get three bids for the work to be performed.
	CIP proposed 5-year plan included discussion of a fence around the water tanks, rehabilitation of the fences at the wastewater and water plant, public works fuel tank trailers, wastewater corrosion rehabilitation; Wastewater heat pump, water booster stations auxiliary power project.
Action Items:	Alex Cox will remain the liaison for the fire department.
	Motion was called to accept these projects, and to forward them to the Finance Committee for consideration. The vote was called and passed unanimously.

6. Agenda Item New Business

	Safety concerns of the fire department entrance to Hwy 101: Don Phipps would like endorsement to propose to council some additional cross walk lights, stripes across 101; suggesting having thirteen on the west side of the street and eighteen on the east. Would like to start contacting ODOT again regarding Phase II South needing engineering as well as the need for grant money for the third phase north.
	Consider including this with the village circulation plan.

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Action Item	McClung will contact ODOT for an update and report to the city manager on the road transfer.

3. Agenda Item Other Business

	Public Works is in the process of the removal of the oil out of the oil tankers at the Commons.
Action Item	
	Add Goals to the handbook
	Add Charter to handbook

Adjournment:	4:13p.m.
Prepared By:	Kimmie Jackson, Deputy City Recorder