

MINUTES OF THE REEDSPORT CITY COUNCIL REGULAR SESSION JANUARY 6, 2014
7:00 P.M. CITY HALL COUNCIL CHAMBERS.

PRESENT: Mayor, Keith Tymchuk
Councilors Frank Barth, DeeDee Murphy, Linda McCollum, Diane Essig and Debby Turner (Councilor Kathi Wall-Meyer was absent)
City Manager, Jonathan Wright
City Attorney, Steve Miller

OTHERS PRESENT: Vera Koch, Deanna Schafer, Sergeant Tom Beck (Interim Police Chief), Debbie McKinney, Deborah Yates, Richard Varela, Barbara Massey-Nino, Ed O'Carroll, Elly Keeland, Esther Siderman, Steve Lindsley (Umpqua Post)

CALL TO ORDER/PLEDGE OF ALLEGIANCE

1. CITIZEN COMMENTS

This time is reserved for citizens to comment on items that are not on the Agenda. Maximum of five minutes per item, please.

Richard Varela introduced himself as the new Volunteer Development Coordinator for Douglas County. This position is part of the Vista Volunteer program. He will be working with Douglas County to promote the volunteer programs, which consists of the volunteers for Meals on Wheels and the Senior Center kitchen.

2. PRESENTATIONS, PROCLAMATIONS, AWARDS

None.

3. APPROVAL OF THE AGENDA

The agenda was amended to move the Urban Renewal Agency Meeting to prior to the City Council Executive Session.

Councilor Diane Essig motioned to approve the agenda as amended.

Councilor Dee Dee Murphy seconded the motion.

MOTION:

that the City Council approve the agenda as amended.

VOTE:

AYES 6 NAYES 0

(Mayor Keith Tymchuk, Councilors Barth, Murphy, Essig, Turner, and McCollum, voted in favor of the motion.)

Mayor Tymchuk declared the motion passed unanimously.

4. PUBLIC HEARINGS

None

5. CONSENT AGENDA

Routine items of business that require a vote but are not expected to require discussion by the Council are placed on the Consent Calendar and voted upon as one item. In the event that a Councilor or citizen requests that an item be discussed, it will be removed from the Consent Calendar and placed under General Business.

- A. Approve minutes of the work session of December 2, 2013.
- B. Approve minutes of the regular session of December 2, 2013.
- C. Shall the City Council accept the SCA Grant for the Overlay of Bowman Rd?

At the July 2013 Council meeting, the Council adopted Resolution 2013-0013 directing Staff to apply for a SCA grant for the repaving of Bowman Road.

Staff has received notice that the SCA Grant has been awarded. The City Council can now accept the grant and complete the contract.

The City has budgeted \$97,000, for this project. The estimated project cost for repaving Bowman Road is \$106,100. The SCA grant will fund up to \$50,000 of the project cost. The remaining cost to the City will be approximately \$56,100.

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- 1. Accept the Small Cities Allotment Grant.
- D. Motion to approve the Consent Calendar.

Councilor Linda McCollum motioned to approve the agenda.

Councilor Diane Essig seconded the motion.

MOTION:

that the City Council approve the agenda.

VOTE:

AYES 6 NAYES 0

(Mayor Keith Tymchuk, Councilors Barth, Murphy, Essig, Turner, and McCollum, voted in favor of the motion.)

Mayor Tymchuk declared the motion passed unanimously.

6. GENERAL BUSINESS

- A. Whom shall the City Council elect to serve as President of the Council for the period January 7, 2014 to January 6, 2015 and whom shall the City Council elect to serve as Alternate President of the Council for a defined period of time?

Chapter IV, Section 17 of the 2006 City of Reedsport Charter specifies the following:

“President of the Council. At its first meeting after this Charter takes effect and thereafter at its first meeting of each odd-numbered year the Council, by ballot, shall elect a president from its membership. In the Mayor’s absence from a Council meeting, the president shall preside. Whenever the Mayor is unable to perform the functions of his office, the president shall act as Mayor, shall have all the powers of the Mayor, including the authority to co-sign all orders on the treasury with the City Recorder.”

Councilor Diane Essig was the immediate past President of the Council.

Chapter IV, Section 17 of the City of Reedsport Charter of 2006 also provides the following:

“Whenever the Council shall find a need to authorize a member of the Council to act as Mayor in the absence of the Mayor and the president of the Council, it may by motion authorize one additional member in addition to the Mayor and the president to act as Mayor, to have all the powers of the Mayor, including the authority to co-sign all orders on the treasury with the City Recorder, so long as the motion specifies a definite, fixed time period during which the authority is to continue.”

Councilor Diane Essig was the immediate past Alternate President of the Council and took the position of Council President with the resignation of Councilor Mike Macho.

Councilor Debby Turner motioned to elect Frank Barth as President of the Council to serve from January 7, 2014 to January 5, 2015 and elect Diane Essig as Alternate President of the Council for the same defined period of time.

Councilor Linda McCollum seconded the motion.

MOTION:

that the City Council elect Frank Barth as President of the Council to serve from January 7, 2014 to January 5, 2015 and elect Diane Essig as Alternate President of the Council for the same defined period of time.

VOTE:

AYES 6 NAYES 0

(Mayor Keith Tymchuk, Councilors Barth, Murphy, Essig, Turner, and McCollum, voted in favor of the motion.)

Mayor Tymchuk declared the motion passed unanimously.

B. Councilor committee assignments by the Mayor.

Annually, the Mayor makes assignments from the City Council membership to various Council Committees, Forums and Associations. The Mayor is asked to make new assignments for the 2014 calendar year. All assignments expire on December 31 of each year.

The following are the new Council Committee assignments made for 2014:

City Parks and Beautification Committee

[meets in City Hall as required]

Diane Essig

Council Personnel Committees:

[meet as required]

City Attorney Evaluation

City Prosecutor

Full City Council

City Manager

Municipal Judge Evaluation

City Manager

Full City Council

Full City Council

League of Oregon Cities (LOC), Legislative Committee

[meets in Salem during the Summer before a legislative session]

Keith Tymchuk

Lower Umpqua Economic Development Forum

[meets monthly on the third Tuesday]

Staff: City Manager/City Planner

Council: Kathi Wall-Meyer

Council Audit Committee

[meets as required]

DeeDee Murphy

Debby Turner

Traffic Safety Advisory Committee:

2 Vacancies

unlimited terms

Applicant: Fred Lundgren

MAYOR APPOINTMENTS:

Reedsport Branch Library Advisory Board

1 Vacancy

4 year terms

December 31, 2017

Applicant: None

Contact was made with all incumbent committee members. A press release was distributed to the Media, placed on the City Website and posted in Reedsport City Hall.

Because there were more positions open than applicants, all persons who applied were appointed.

Councilor Frank Barth motioned that the City Council makes appointments and ratify Mayors appointments to fill vacancies on the City's various citizen participation boards and committees.

Councilor Debby Turner seconded the motion.

MOTION:

that the City Council make appointments and ratify Mayors appointments to fill vacancies on the City's various citizen participation boards and committees.

VOTE:

AYES 6 NAYES 0

(Mayor Keith Tymchuk, Councilors Barth, Murphy, Essig, Turner, and McCollum, voted in favor of the motion.)

Mayor Tymchuk declared the motion passed unanimously.

- D. Shall the City Council approve a resolution in support of applying for a Land & Water Conservation Funds grant for developing outdoor recreation projects and assign 2014-001 as the title?

City Manager Jonathan Wright said as part of the City's ongoing commitment to revitalize the City's Downtown and Waterfront area, the City completed the Waterfront and Downtown Plan. The plan states that the Waterfront Area provides substantial opportunity to attract visitors and strengthen Reedsport's unique identity as a riverfront town. With anticipated future redevelopment along the riverfront and planned improvements to the Rainbow Plaza, River Front Way is poised to become an even more important travel route for pedestrians, bicyclists and local vehicle traffic.

This plan specifies that the development of Rainbow Plaza is to be consistent with the Rainbow Plaza plan. While much of the Plaza Plan has yet to be developed, event coordination groups such as the Chainsaw Carving Championship Committee have cited the immediate need for restroom facilities in the Plaza area. This need is consistent with the Rainbow Plaza Plan which restroom facilities designated as a priority for construction. This facility is to be located in the northeast corner of the plaza.

The State Parks Department has opened up a grant for recreational facilities that are designated by the Statewide Comprehensive Outdoor Recreation Plan (SCORP) as a priority for recreation needs. In Douglas County, bathroom facilities are on the list of priority recreational enhancements.

The State Parks Department has funding available for up to 50% of the project cost. A bathroom facility is estimated to cost around \$60,000. The City has available local and in-kind matching funds to fulfill its share of obligation related to this grant application should the grant funds be awarded

Councilor Debbie Turner motioned to adopt Resolution 2014-001 authorizing application for a Land & Water Conservation Funds grant from the Oregon State Parks and Recreation Department for placement of a public restroom at Rainbow Plaza, authorizing the City Manager to sign all documents.

Councilor Dee Dee Murphy seconded the motion.

MOTION:

that the City Council adopt Resolution 2014-001 authorizing application for a Land & Water Conservation Funds grant from the Oregon State Parks and Recreation Department for placement of a public restroom at Rainbow Plaza, authorizing the City Manager to sign all documents.

VOTE:

AYES 6 NAYES 0

(Mayor Keith Tymchuk, Councilors Barth, Murphy, Essig, Turner, and McCollum, voted in favor of the motion.)

Mayor Tymchuk declared the motion passed unanimously.

- E. Shall the City Council authorize carver camping on Water Ave. between the two Knife River buildings, during this year's Chainsaw Carving event?

City Manager Jonathan Wright said that the Chainsaw Carving Festival is a Chamber of Commerce sponsored event, held at Rainbow Plaza in the City's Waterfront/Downtown area. During the Chainsaw Carving Festival, carvers come from outside the area to compete in the festivals events. Many travel to the area in their Recreational Vehicles (RV) and camp at various locations around Rainbow Plaza. For this year's event, the Chainsaw Carving Committee (a subcommittee of the Chamber of Commerce) has requested the use of Water Ave., where it

dead ends at the Umpqua River between the two Knife River warehouse buildings, as the designated carver camping area from June 10, 2014 – June 16, 2014.

Section 9.50.020 of the Reedsport Municipal Code restricts camping upon any public right-of-way without approval of the City. The Chainsaw Carving Committee asserts that the consolidated camping area would provide carvers with a central location, outside of the event area to stay. If approved, Staff recommends that all campers sign an agreement that states:

The carver, their heirs, successors, executors and assigns, shall defend, indemnify, and hold harmless the City of Reedsport and its respective officers, employees, and agents from any and all claims, actions, damages, court costs, judgments, penalties, fines, and other expenses ("claims"), including claims for property loss and personal injury (including death) that may be prosecuted, asserted, or charged resulting from usage of the public right-of-way for temporary camping from June 11, 2013- June 17, 2013.

The Chainsaw Carving Committee feels that the designated camping area would not draw business away from local merchants as many of the carvers do not have the resources to attend the event and pay for camping. During past events, carvers have camped in the right-of-way of Rainbow Plaza Ave. without permit or on private property located adjacent to the festival, adding to the congestion surrounding the festival. To further ensure that they do not compete with area business the Chainsaw Carving Committee would only make the area available to carvers and not vendors or patrons of the event.

The Chainsaw Carving Festival draws many people to the area. While there is no economic impact to the City, the event benefits local businesses.

Councilor Diane Essig motioned to approve a temporary dry camping area, from June 10, 2014 – June 16, 2014, in the right-of way of Water Ave for the carvers of the Chainsaw Carving Festival.

Councilor Dee Dee Murphy seconded the motion.

MOTION:

that the City Council approve a temporary dry camping area, from June 10, 2014 – June 16, 2014, in the right-of way of Water Ave for the carvers of the Chainsaw Carving Festival.

VOTE:

AYES _____ 6 _____ NAYES _____ 0 _____

(Mayor Keith Tymchuk, Councilors Barth, Murphy, Essig, Turner, and McCollum, voted in favor of the motion.)

Mayor Tymchuk declared the motion passed unanimously.

F. Shall the City Council adopt an ordinance amending Section 3.04.230 of the Reedsport Municipal Code?

Public Works Director Joel Smith said that Section 3.04.230 of the Reedsport Municipal Code contains the City's policy on charging customers for both taping a water main and water meter installation. This policy requires individual estimates and varying costs for from one customer to the next. As discussed at the November 2013 City Council Meeting, staff is proposing to set a flat fee based on an average cost for meter installation. Therefore, this section must be amended. The amendment is proposed as follows:

3.04.230 Charge for tapping a main or water meter installation.

The charge to an applicant for tapping a main ~~or a water meter installation~~ will be the actual cost of all labor and materials in connection therewith, including but not limited to the actual cost of inspection, labor in making the tap and laying the service pipe, cutting into or through any walk or pavement, and cost of repairing and replacing the same. The applicant may request a written quotation for the above costs. Upon payment of the quoted figure, the work shall be performed and no cost adjustment will be made regardless of the final cost.

The charge to an applicant for water meter installation shall be a flat rate set by resolution of the City Council plus the cost of the meter and appurtenances. The City has a payment plan available to help break up the cost of the meter and installation.

Except as follows: During the process of a water main replacement, the charge to an applicant for tapping a main and a water meter installation shall be for the cost of a meter only, if the application is made prior to substantial completion of the water main replacement project.

There is no immediate financial impact as this will require a rate to be set by resolution after the Ordinance takes effect.

Councilor Frank Barth motioned to adopt the ordinance as proposed and title it 2014-1029.

Councilor Linda McCollum seconded the motion.

MOTION:

that the City Council adopt the ordinance as proposed and title it 2014-1029.

VOTE:

AYES 6 NAYES 0

(Mayor Keith Tymchuk, Councilors Barth, Murphy, Essig, Turner, and McCollum, voted in favor of the motion.)

Mayor Tymchuk declared the motion passed unanimously.

7. MISCELLANEOUS ITEMS

(Mayor, Councilors, City Manager, City Attorney)

Mayor Keith Tymchuk commented on the passing of Doris Shinkle.

City Manager Jonathan Wright said that there is a meeting of the South Western Area Committee on Transportation (SWACT) committee on Friday at 10:00am. The City of Reedsport's project for the downtown area may be included in the area STIP due to funding received for larger project. The project will be again considered at this meeting; however this does not guarantee funding at this time but the project needs to be on the list to be included in the future funding.

He also mentioned that two new carvings have been donated by the Chamber of Commerce and placed at the Umpqua Discovery Center. A pelican and a salmon sculpture.

Charlene Lohf was chosen as employee of the month for her ability to adapt to change with the passing of Chief Mark Fandrey and helping out in the interim during the transition to the new Chief.

8. EXECUTIVE SESSION OF THE REEDSPORT CITY COUNCIL, JANUARY 6, 2014
CITY HALL CONFERENCE ROOM.

PRESENT: Mayor Keith Tymchuk, Councilors Frank Barth, DeeDee Murphy,
Linda McCollum, Kathi Wall-Meyer, Diane Essig and Debby
Turner

City Manager Jonathan Wright

Attorney Steve Miller

OTHERS PRESENT: Vera Koch, Tom Beck, Deanna Schafer

Pursuant to ORS 192.660(2)(h) To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

9. ADJOURN

Mayor Keith Tymchuk

ATTEST:

Deanna Schafer, City Recorder