

City of Yachats
CITY COUNCIL MEETING SUMMARY
February 3, 2022

WORK SESSION

Present: Anthony Muirhead, MaryEllen O'Shaughnessey, Greg Scott, Ann Stott, Council president, Leslie Vaaler, Mayor, Katherine Guenther, Pro Tem City Manager, Dayna Capron, Neal Morphis, Tom Lauritzen

Session called to order by Mayor Vaaler at 9:30 am.

I. CHARGE LETTERS FOR THE COMMISSIONS

(1:34) O'Shaughnessey first addressed how important the commissions are to the work of the community. She explained the purpose of a Charge Letter.

She drew Council's attention to the letter included in the meeting packet.

(3:52) Stott applauded O'Shaughnessey for a wonderful job; thought the ideas on content were "right on".

(4:19) Scott confirmed that this was a letter for all Commissions and that the structure was good. He questioned the item under Environmental Considerations and felt it should be broader in scope.

(5:28) Muirhead said it was well done and had no issues with it.

(5:57) Stott expounded on Scott's suggestion suggesting the wording what Council goal does the project pertain to.

Discussion had regarding wording and not making the process cumbersome. O'Shaughnessey advised her draft was very rough and had a friend help format it and Vaaler proofed it.

(9:32) Vaaler also indicated it was well written and thought having some wording about providing a safe environment would be good. She asked if it needed to come back to Council after it was updated and before it went to the Commissions.

(11:42) Stott agreed with getting the document to the Commissions and then began the discussion that the Commissions also need a similar document from Council when they are asked to take on a project. Discussion held on that suggestion.

(18:28) Comment read from Craig Berdie regarding late budget reports and Commissions not having control of their budgets several times expenditures have been taken from a budget category with no notice. Stott asked Berdie to bring some examples of the items he has mentioned to the meeting next week.

(20:09) Vaaler indicated that the meeting with Parks and Commons on February 9 would be a great way to get input from a Commission and asked if the next draft could be ready by then.

II. AGENDA FOR FEBRUARY 9 MEETING WITH PARKS AND COMMONS

(21:29) Vaaler indicated she communicated with Parks and Commons Chari, Mazeika and asked if he had suggestions of agenda items. She asked if Stott

1 had anything she wanted to contribute from the last Parks and commons
2 meeting.

3 (22:04) Stott indicated that they mentioned a few times in the meeting about
4 bringing something to council so she knows there are things they want to
5 address. She has four (4) things that might be good topics.

- 6 1. Skate Park – repairs/designs
- 7 2. Greenspace and Pocket Park – updates
- 8 3. Wetlands discussion
- 9 4. Scope of their responsibilities – the Commission does a lot – is it too
10 much? Should it be reorganized? Can Council offer better/more
11 assistance?

12 (25:13) Vaaler indicated her thoughts were organized differently but had a lot
13 of overlap with Stott's suggestions.

- 14 1. Communication
- 15 2. Scope of Responsibilities
- 16 3. Projects

17 **III. CITY MANAGER TRANSITION**

18 (27:16) Vaaler advised Katherine Guenther and Heide Lambert will be
19 working together to get a handle on the administrative side of the job. She
20 thought Council should have a plan on how to work with the new City
21 Manager; what to do and what not to do...

22 (29:15) Stott started the discussion, indicating an obvious need to sit down
23 with her, the other being timing; this is not a normal job transition from one
24 city manager to another. She felt Council should steer clear for at least a
25 week so that Lambert can meet with Guenther and get a handle on things and
26 then meet with her to determine how to move forward.

27 (31:01) Vaaler agreed and advised Lambert's first day is February 14th and
28 there is a Council meeting on the 16th so we will get an introduction to Council
29 pretty quickly. She will be helping Lambert with the agenda. She referred to
30 O'Shaughnessey and Stott working on a "Council Expectations" document
31 and thought that could be a basis for discussion.

32 (32:40) Stott advised they started working on it but then O'Shaughnessey
33 worked on the Charge Letter, but they do have a foundation. She had two
34 options:

35 (34:25) Muirhead agreed with Stott and felt that the priority right now was not
36 agendas but stabilizing city Hall. Need to support her with whatever training
37 tools available. He suggested that for the time being the Council keeps using
38 Guenther while Lambert learns the job.

39 (36:51) Guenther agreed with Stott and Muirhead. Lambert needs to be able
40 to learn the job and establish her priorities. She felt that a week isn't near
41 enough time to work on the "less glamorous" parts of the job.

42 (39:00) O'Shaughnessey indicated that there seems to be agreement that at
43 this time Council steps back and let Guenther and Lambert get things figured
44 out.

1 (39:46) Vaaler indicated the February 16 Council meeting will be relatively
 2 brief but one thing that will be discussed is the March 16 meeting with the
 3 County.

4 (40:19) Stott advised she was not ready to move one from this topic. She
 5 asked to present the two models of evaluation tools she and O'Shaughnessey
 6 came up with and have the Council think about them.

7 **REGULAR MEETING**

8 Meeting called to order by Mayor Vaaler at 10:18 am.

9 **I. ANNOUNCEMENTS, CORRESPONDENCE, AND PROCLAMATIONS**

10 (44:16) Vaaler announced that Heide Lambert has signed the contract as
 11 proposed by the City Council and she will begin on February 14th.

12 (44:49) Muirhead indicated Yachats News did a nice article about the
 13 struggles of our local businesses and wanted to share some feedback for the
 14 benefit of the Council and the community. From his perspective the last two
 15 months has been the worst since the beginning of the pandemic. Businesses
 16 are struggling and he asked that people be patient. Speaking for himself it is
 17 February and the busy season is approaching and he has no idea what's
 18 going to happen in the next few months. It is a scary time. Stott asked if it
 19 was numbers or time. Muirhead responded that people are getting sick and
 20 when two or three people are out for a week, there are only so many fingers
 21 to plug holes.

22 (48:00) Vaaler indicated receipt of correspondence from both the Red Cross
 23 and Representative Gomberg regarding the blood shortage and ask people to
 24 consider to donating.

25 Also received email from resident Don Phipps encouraging Council to look
 26 into speed cameras to regulate speeds within town. She has spoken with
 27 McClung and determined this an ODOT concern Phipps offered to he would
 28 be happy to contact other cities that had such a camera.

29 **II. PUBLIC COMMENT**

30 (50:11) Jacqueline Danos advised that the City has received two grants on
 31 housing and she received dates from Cascadia Partners for an initial kick-off
 32 meeting. She advised the City has to have one staff person involved to prove
 33 interest. She would like to see a Council member attend this meeting as well
 34 as the City Manager. The date is February 23rd at 11 am. Discussion was
 35 held on the importance of attendance and Danos felt the person(s) who will
 36 be working on the project should be the one attending the initial meeting.
 37 Guenther advised she is planning on being at the initial meeting as the
 38 Planner of the City. Vaaler said she would attend and if possible
 39 O'Shaughnessey and Muirhead will also attend.

40 (55:31) Danos addressed the Council about the discussions of charges,
 41 projects and finances and it appears to her that Planning is taking the "back
 42 burner" again. She stressed that the community has not done good
 43 comprehensive planning in a very long time. Many of the projects taking
 44 place, Greenspace, parks, streets, those are all land use issues.

45 (57:31) Sandy Dunn addressed the Council: regarding a contractor to
 46 transcribe the minutes for meetings. She asked why there have been no

1 minutes posted. Guenther advised there has been no change in policy and
 2 that with staff shortages there has been a problem getting “a rhythm”. She
 3 advised that Lorraine Barrett has been coming in and downloading the
 4 meetings to a flash drive and bringing them home to transcribe. She further
 5 indicated that the hiccup was on the part of City Hall in getting a system in
 6 place to upload the transcribed meetings.

7 (1:00:50) Craig Berdie indicated one of the highest priorities of the new City
 8 manager is to getting out the agenda a week before the meeting as specified
 9 by the rules. If they only come out a day ahead, the community does not have
 10 the chance to review them and respond. In addition, financial reports are not
 11 seen on a regular basis nor is there any kind of management. Berdie
 12 continued to express his frustration with the dysfunction of City Hall and
 13 Council.

14 (1:02:52) Guenther wanted to make sure unrealistic expectations are not
 15 made for the incoming City Manager. She indicated that the agenda content
 16 is not controlled by the City Manager. Often there are changes happening up
 17 until the very last minute and those are required to be posted 24 hours before
 18 a meeting. Deadlines can be set for Council and Commissions but getting
 19 information in on time just doesn’t happen. If that is a priority, it will take a
 20 collaborative effort between the Council, Commissions and Staff.

21 (1:04:24) Stott responded to Berdie saying the Council has failed in many of
 22 their responsibilities in the past year and that they can either dwell on those
 23 failures or look forward and recognize the problems. She often feels the same
 24 way and then goes into City Hall and sees what the two staff members are
 25 doing. She hopes that the community can welcome Lambert, get behind her
 26 and move forward. She thanked Dunn and Birdie for their comments and
 27 stated she wanted to “move forward in a positive way”.

28 **III. NEW BUSINESS**

29 **A. Proposal for a November “straw vote” for Lincoln County Voters** 30 **concerning a voluntary goal to become Carbon Neutral by 2035** 31 **(Presentation by Martin Desmond)**

32 (1:06:58) Vaaler welcomed Martin Desmond regarding a possible straw
 33 vote.

34 (1:07:26) Desmond indicated he would be co-presenting with Joanne
 35 Savar (?) and June O’Connor. They are representing Citizens for a Better
 36 Lincoln County and 350 Oregon Central Coast. The question of the straw
 37 vote would be: Should Lincoln residents and businesses adopt a voluntary
 38 goal to become Carbon neutral by 2035? He went on to discuss the 65-
 39 page climate action plan and becoming Carbon neutral. They are asking
 40 the various Councils to ask the County to place this on the ballot for
 41 November. He felt this gave the opportunity in the next six to nine months
 42 to educate and have vigorous debate on the issue of climate change.

43 (1:10:49) O’Connor reviewed what is included in carbon in the
 44 atmosphere: utilities, transportation, heating, comprehensive recycling,
 45 plant based diet, comprehensive insulation, mindful consumption, forest
 46 sequestration and conservation of resources. The more people talk about

1 these things, the better they understand what is happening in their
2 community. That is the purpose of these meetings so that people will
3 know what they're voting on when they get to the ballot box.

4 (1:11:45) Savar said they are not asking for the Council to agree with the
5 language of the straw vote, just to ask the County to put this on the ballot
6 and let the people decide what they want to do about climate change.
7 Being long-time residents they have concerns regarding flooding, wild fires
8 and other natural occurrences and feel we should mitigate as much as
9 possible while there is still time.

10 (1:13:20) Vaaler asked what the next steps were if it passes or in the
11 alternative doesn't pass.

12 (1:14:00) Desmond advised they were relatively confident it will pass. In
13 that case education would be provided to businesses and individuals.

14 (1:15:37) Scott indicated he felt there was no down side to this. He moved
15 that we **send a letter to the County indicating City of Yachats Council**
16 **support in favor of this initiative.**

17 **Vote:** Muirhead, yes; O'Shaughnessey, yes; Scott, yes; Stott, yes;
18 Vaaler, yes. **Motion carried unanimously.**

19 **B. Dahl Disposal**

20 (1:17:48) Vaaler indicated she had a communication from Zach Dahl at
21 Dahl Disposal DEQ sent a letter indicating that as of February 28th Dahl
22 Disposal would be taken of the list of E-waste providers. She discussed
23 the situation. Dahl requested that Council write a letter to DEQ supporting
24 Lincoln County Solid Waste District's request that the decision to remove
25 Dhal from the E-waste provider list be reversed. Vaaler drafted a letter and
26 she read the letter to Council.

27 (1:21:17) Scott asked what the rationale terminating Dahl. Vaaler indicated
28 that Dahl told her the DEQ wanted to decrease the number of facilities.

29 (1:21:43) Stott asked where the nearest E-waste facility would be. Vaaler
30 replied it would be Thompsons in Lincoln City.

31 (1:23:18) Scott indicated that it seemed to be a reversal of good
32 environmental intentions and he strongly supported sending a strongly
33 worded letter. On Vaaler's question, he thought the letter she wrote
34 should be more strongly worded. Discussion held regarding the wording
35 of the letter.

36 (1:24:41) Stott made the motion that: **Council send a strongly worded**
37 **letter to DEQ in support of allowing Dahl to collect electronic waste.**
38 Discussion continued.

39 (1:27:40) Morphis advised that care should be taken when writing to DEQ.
40 On the website it appears they have changed some of their guidance
41 parameters for permits and compliance and it's possible there are some
42 new rules that Dahl wasn't meeting.

43 (1:28:40) **Vote:** Muirhead, yes; O'Shaughnessey, yes; Scott, yes; Stott,
44 yes; Vaaler, yes. **Motion carried unanimously.** Vaaler indicated she
45 would send the letter the next day.
46

1 **IV. OLD BUSINESS**

2 **A. Approval of 2022 Council Goals**

3 (1:30:15) Stott made the motion: **to approve Council's 2022 goals.**

4 **Vote:** Muirhead, yes; O'Shaughnessey, yes; Scott, yes; Stott, yes;
5 Vaaler, yes. **Motion carried unanimously.**

6 **B. Finance Committee**

7 (1:30:50) Vaaler indicated this involves the composition and mission of a
8 Finance Committee. She referred to the first discussion of Ordinance 355,
9 the draft from January 6th, draft of January 19th and the final draft. She
10 asked for questions or any further changes.

11 (1:32:48) Danos indicated that not having a member of the Planning
12 Commission involved in Finance is a mistake.

13 (1:33:08) Berdie agreed and thought it was inappropriate that there were
14 no representatives of any commission. He referred to the selection of the
15 finance committee as being incestuous without broad public input into an
16 important process and that it is not serving the community.

17 (1:34:25) Vaaler responded to Berdie, indicating there has been much
18 discussion within Council. She explained that Commissioners were not
19 being excluded, but should be involved when they had financial expertise
20 to contribute. It would be up to the Finance Commission to make sure that
21 they were getting input from the commissions. In regards to being
22 incestuous, she would hope that the Finance Commission that Council
23 appointed would be one to view it as their responsibility to get public input
24 and then use their financial expertise to determine what to do with that
25 input.

26 (1:36:55) Scott corrected Vaaler indicating it was a committee, not a
27 commission. He also said having commissioners involved has been tried
28 and it didn't succeed. In addition, the original concept behind the Finance
29 Committee was to assist the City in coming up with ideas and strategies in
30 paying for capital improvement projects. Originally evaluating and
31 structuring CIP projects was not something that was initially anticipated. He
32 feels the Finance Committee's role is helping the City determine how to
33 pay for millions of dollars of capital projects. He supports the document for
34 the time being to move forward and actually get some capital projects
35 completed. He feels the discussion of allowing commissions greater
36 opportunity of comment should be had, but right now the City needs to
37 move forward.

38 (1:39:20) Berdie made further comment on Finance Committee and
39 summarized by saying he felt it needed broader representation. He would
40 like to come back to this. He has no problem with the purpose or the goals
41 but with the composition being defined so narrowly.

42 (1:40:14) Stott explained further that the term four to six members skillful
43 in finance and analysis is not ruling anyone out anyone from the
44 community. She reiterated the purpose of the committee is to advise City
45 Council and the City Manager so decisions can be made. She said while

1 she understands Danos and Berdie’s concerns, she feels this document is
2 the best route going forward.

3 (1:: 42:47) Scott moved to approve Ordinance 355 as amended.

4 (1:42:54) Vaaler indicated that changing an ordinance has to done through
5 advertising a public hearing. Guenther agreed but said she would get the
6 exact information.

7 (1:43:48) Stott drew attention to the second page that referred to
8 “commission chairs, boards and department heads”. Vaaler suggested the
9 wording be changed to “commission chairs...” Discussion was held on
10 how Public Works works with Finance. After further input from Don Groth,
11 it was decided to change the wording to: “commissions chairs and staff...”

12 (1:48:49) Vaaler reworded Scott’s motion to state: **move Ordinance 355**
13 **forward to have the City Manager’s office do what is needed to have**
14 **a public meeting for public input and then a vote.** Scott replied, “So
15 moved.”

16 **Vote:** Muirhead, yes; O’Shaughnessey, yes; Scott, yes; Stott, yes;
17 Vaaler, yes. **Motion carried unanimously.**

18 **V. CITY MANAGER REPORT**

19 None.

20 **VI. OTHER BUSINESS**

21 **A. From Mayor**

22 (1:51:27) Vaaler indicated she attended the round table on Monday
23 morning with Kurt Schrader’s office. It was not well attended. A repeated
24 theme of the meeting was the concerns about housing, unhoused,
25 transportation. Schrader followed up with an email with a list of grants that
26 might be helpful and if we do apply for any of them to send a copy to the
27 Congressman’s office to see if they can move it along.

28 **B. From Council**

29 None.

30 **C. From Staff**

31 None.

32
33 Meeting adjourned at 11:22 am

34 Transcribed by Contractor, L.F. Barrett, April 7, 2022