



CITY OF YACHATS  
CITY COUNCIL SPECIAL MEETING

Date: May 12, 2021

Meeting Summary

**Meeting Call to Order**

**Members**

Mayor/Leslie Vaaler called the City Council meeting on May 12, 2021 at 10:00 am to order

**Council/Commission/Committee members present:**

- |                                    |                              |
|------------------------------------|------------------------------|
| 1. <u>Mayor Vaaler</u>             | 5. <u>Councilor Muirhead</u> |
| 2. <u>Councilor Stott</u>          | 6. _____                     |
| 3. <u>Councilor O'Shaughnessey</u> | 7. _____                     |
| 4. <u>Councilor Scott</u>          | 8. _____                     |

**Absent:**

- |          |          |
|----------|----------|
| 1. _____ | 3. _____ |
| 2. _____ | 4. _____ |

**Staff present:**

- |                   |          |
|-------------------|----------|
| 1. <u>Jackson</u> | 5. _____ |
| 2. <u>Sites</u>   | 6. _____ |
| 3. <u>Hoen</u>    | 7. _____ |
| 4. <u>McClung</u> |          |

**Audience:**   22  

0:52

Mayor Vaaler read into record, on May 7<sup>th</sup> letter of resignation from Mr. Elliott. June 3, 2021 will be his last day.

- 1 • **2:00 – City Manager Position:** Vaaler suggested Kathrine Guenther could  
2 step in for the short-term position; Bob Nobel was also spoken to as well for  
3 the same transition period for the job; the council is receptive to having  
4 Katherine step into this role.
- 5 • **28:39 - Permanent City Manager:** Working City Manager, straight forward on  
6 structure on staff, committees and commissions; should go back to  
7 understanding the city administrator title; Eric Jensen, prepares background  
8 screening, receive apps, screening, and other services; do not have to live in  
9 the city limits; step back and reflect, adjust process and strategy; search  
10 inhouse instead of using a firm; selection committee to be developed.
- 11 • **1:20:27 - Financial Services Agreement;** Vaaler concerned in paragraph  
12 two, providing financial support, this is not a city council role and should be  
13 removed, it's the CM's responsibility; Mr. Lauritzen Financial Services  
14 Agreement with removing the City Council from paragraph; include a number  
15 of -day notice for Mr. Lauritzen to end contract clause; Lauritzen to do the  
16 training for staff.
- 17 • **1:31:21 - Lighting Ordinance 2<sup>nd</sup> Vote:** amended ordinance to be forwarded to  
18 Jackson for the May 19<sup>th</sup> packet

19  
20 **MOTIONS:**

21 Motion to appoint Katherine Guenther the pro-tem City Manager position with  
22 contract negotiations to be carried out by Mayor Vaaler and Lee Elliott.

23  
24 Aye: Stott, Scott, Muirhead, O'Shaughnessey and Vaaler

25 No: None

26 Absent: None

27  
28 Motion to amend the proposed lighting ordinance Section 9.42.070, Section  
29 (a)2 (a) during the month of April-Sept lights off 11p-sunrise, part (b) light off  
30 from October-March between 9pm-sunrise each night; to add the word  
31 "proposed" to the Lighting Ordinance; change the last WHEREAS to April 1,  
32 2021:

33  
34 Aye: Stott, Scott, O'Shaughnessey and Vaaler

35 No: None

36 Absent: None

37 Recuse: Muirhead

38  
39  
40  
41

1 **TO DO:**

2

3 ➤ Contract for Ms. Guenther to be prepared and ready for May 19<sup>th</sup> City Council  
4 meeting

5 ➤ Stott and CM to work with Guenther on a job description for the City Manager  
6 position; ready for the May 19<sup>th</sup> Council meeting; include where advertisement  
7 will be seen

8 ➤ May 19<sup>th</sup> meeting should include finance position

9 ➤ Bloch will forward lighting ordinance to Jackson for council packet of May 19<sup>th</sup>  
10

11 Leslie Vaaler, Mayor adjourned the meeting at 11:53pm.

12 **Kimie Jackson** \_\_\_\_\_

13 Kimie Jackson, Deputy Recorder

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