

CITY OF YACHATS

CITY COUNCIL MEETING

June 13, 2018

Draft Minutes

Mayor Gerald Stanley called the June 13, 2018 meeting the City Council to order at 6:00 pm in Room 1 of the Yachats Commons. Council members present: Gerald Stanley, Jim Tooke, and Max Glenn. Absent: Barbara Frye and Greg Scott. Staff present: City Manager Shannon Beaucaire and Clerk Judy Richter. Audience: 29.

I. Announcements, Correspondence, Proclamations, and Public Comment

A. Announcements

Mayor Stanley explained the procedures for making motions and taking audience input.

John Moore announced Clean Sweep would be Friday through Sunday at the ballfield. He noted they are still looking for volunteers to work the event. Mayor Stanley clarified that residents could put out items on their curb starting Thursday.

Mayor Stanley announced this coming weekend is Beachcomber Days in Waldport and the Byrdsong Consort concert is Saturday at 3 pm at the Little Log Church.

B. Ask Day Proclamations

Ginger Gouveia introduced the Ask Day Proclamation about gun safety.

Commissioner Tooke moved to designate June 21, 2018 as Ask Day in the City of Yachats: Aye – 3; No – 0.

C. Public Comment

1. Maxine Sheets-Johnstone () was concerned about how July 4th is celebrated. She read from a letter dated, May 5, 2011, about reading the Declaration of Independence at the 4th of July ceremonies. She wanted to decrease ignorance about the celebration, where an estimated 40% of Americans do not know why we celebrate Independence Day. She had previously been told people would not listen. Sheets-Johnstone also raised the issue about noise restrictions in the City Code.

Tooke suggested they could do something about reading the Declaration. Mayor Stanley indicated he would talk to restaurants about the noise issue.

2. Ann Stott (915 Driftwood Lane) indicated her experience as a Civics teacher concurs with Sheets-Johnstone about the ignorance of the reason for 4th of July celebration, especially among youth.

II. Minutes

A. May 2, 2018 Work Session and Regular Meeting

Members Present: Jim Tooke was not present.

Page 2, Line 40: the City's cost was \$1,100,000, not \$650,000.

Councilor Glenn moved to approve the May 2, 2018 minutes as amended: Aye – 3; No – 0.

1 **B. May 9, 2018 Meeting**

2 Page 4, Line 11: add “developed by the Newport City Council” after “look at these initiatives”
3 Page 3, Line 38: Mayor Stanley believed the statement, “structure is sufficient for Library but
4 not for storing books” was only accurate for not storing books in the attic. Anderson
5 understood differently and agreed to check the engineer’s report.
6

7 Glenn moved to approve the May 9, 2018 minutes as amended: Aye – 3; No – 0.
8

9 **IV. Reports**

10 **A. Council Reports**

11 Councilor Tooke attended the Mid-Coast Water Planning Partnership meeting. He reported
12 there would be a public meeting from 6-8 pm at the Hatfield Marine Science Center tomorrow,
13 June 14, 2018.
14

15 Glenn highlighted the blue painting on streets that indicate the safe zones for tsunami
16 evacuations. He reported the Emergency Planning Committee is planning Tsunami Walk Out
17 exercise on June 23, 2018, and Jenny Demaris of Lincoln County Emergency Planning wants
18 the City to have an annual Tsunami Walk drill to help educate the entire County. Glenn
19 attended Lincoln Community Land Trust Board Meeting and announced their work on workforce
20 housing is paying off with news of receiving a grant for \$15,000 in partnership with Proud
21 Ground.
22

23 Mayor Stanley attended the Tri-County Mayor’s Meeting, the Waldport Seashore Resource Fair,
24 the Cape Perpetua Collaborative Launch, the Friends of Yachats Commons meeting, the
25 Economic Development Alliance meeting, the Monthly Pollinator Project planning meeting, and
26 the Marketing Committee meeting where and learned Mushroom Festival has gotten so large
27 that it will be filmed by Oregon Travel Magazine. He reported there would be a Sea Vegetable
28 weekend on July 14-15, 2018.
29

30 **B. City Manager Report**

31 Manager Beaucaire covered the following areas:
32

33 South Tank: continuing the weekly phone calls with contractors to assess progress

34 South Tank Financing: Clerk Judy Richter explained Resolution 2018-06-08 accommodates the
35 change orders for work on the South Tank. She summarized the original note was for \$1.1
36 million and was amended to \$1.4 million. The most recent updates would add \$300,000 for
37 a total note of \$1.7 million, a significant portion of which is forgivable. The Infrastructure
38 Finance Authority (IFA) is requiring a document that formalizes the Urban Renewal Agency
39 (URA) contribution of \$100,000 per year for 14 years to cover this loan. Richter noted after
40 the 14 years, other revenue bonds would be retiring and would free up money to cover the
41 payment. She noted Council would see another resolution that formalizes the loan.
42

43 Affordable Housing: While at the Coastal Managers’ Meeting, Manager Beaucaire learned of an
44 opportunity for a grant to hire a consultant to work with communities on how to create
45 affordable housing. The County would apply to the Oregon Department of Land
46 Conservation and Development on behalf of Depoe Bay, Lincoln City, Waldport, Newport,
47 Siletz, Toledo, Confederated Tribes of Siletz Nation, and Yachats. Manager Beaucaire
48 noted if the Council wished to participate, a Letter of Support needed to be signed today.

49 IT: Manager Beaucaire reported she would attend the Council of Governments meeting on
50 Friday focusing on issues for the next legislative session. She noted the importance of

1 "Smart Communities" in recruiting new business. She added she has been working with
2 Councilor Scott to improve IT, and she plans to develop a RFP for IT.
3 Finance Committee: Manager Beaucaire was sad to announce that Tom Lauritzen has decided
4 to resign from the Finance Committee. She expressed gratitude his many years of service
5 and dedication.
6

7 **V. Business**

8 Mayor Stanley reported section 5C of Manager Beaucaire's employment agreement indicates
9 that vacation leave must be used by June 30, unless a carryover is approved by Council.
10 Lauritzen noted the previous Recorder had accrued a year of vacation leave upon her
11 retirement with no records to support it. He suggested a recipient of a carryover be required to
12 report the hours to Council so a record is maintained.
13

14 Tooke moved to allow the carryover of the City Manager's vacation time in FY17-18 to FY18-19:
15 Aye – 3; No – 0.
16

17 **A. Lincoln County Materials Management Plan**

18 Mark Saelens, Lincoln County Solid Waste District Manager, speaking as staff of Lincoln County
19 Solid Waste Advisory Committee (SWAC), presented the recommendations from their revised
20 Plan. He asked the Council to approve the plan. He highlighted how Lincoln County has
21 outperformed many rural communities in the State in terms of recovery. He explained how
22 recycling and trash amounts varied during recessions. More recently, woody debris accounts
23 for up to 30% of recovery, and the market for woody debris use has been declining. He
24 explained the difference between Materials Management and Solid Waste Management. If
25 approved, the document will be available on the County website in July. Saelens noted 30-35%
26 of what goes into landfills is food waste and woody debris, items that can be composted. He
27 noted it is not economically feasible for the County to build a composting facility.
28

29 Mayor Stanley asked Saelens what "support" meant in terms of City action. Saelens explained
30 they wanted the City to send a letter of support.
31

32 Glenn moved to send a letter of support to Lincoln County Board of Commissioners for the
33 Materials Management Plan: Aye - 3; No – 0.
34

35 Mayor Stanley wryly noted the report indicated, "Depoe Bay is known as the whale watching
36 capital of the work. Waldport features the Alsea Bay Interpretive Center. Yachats is known for
37 its scenic lighthouse." Saelens indicated a correction would be made to the draft report.
38

39 **B. Resolution 2018-06-05: Receiving Unexpected Revenues 2017/18 Budget**

40 Richter explained this item is a "cleanup" item for the current fiscal year. She noted the
41 Transient Rental raised \$187,891 more than originally budgeted, and this overage is distributed
42 to cover over-expenditures. The Food and Beverage Tax revenues were also greater than
43 budgeted, and this income goes directly to servicing debt.
44

45 Glenn moved to approve Resolution 2018-06-05 accepting certain identified unanticipated
46 revenues to be added to the General Fund and to the Capital Reserves Fund and to be
47 expended therefrom: Aye – 3; No – 0.
48

49 **C. Resolution 2018-06-06: Transferring Funds 2017/18 Budget**

50 Richter explained this resolution receives the monies from the previous resolution 2018-06-05
51 and disburses them where needed.

1
2 Tooke moved to adopt Resolution 2018-06-06 authorizing transferring of monies between
3 objects of expenditure and recognizing unanticipated revenues from Resolution 2018-06-05:
4 Aye – 3; No – 0.

5
6 Glenn moved to allocate up to \$4,000 from the general contingency funds to IT in FY17/18 to
7 cover expenses already spent and needed maintenance and repair: Aye – 3; No – 0.

8
9 **D. Resolution 2018-06-07 to Eliminate Unnecessary Fund**

10 Richter explained the City previously had a contract with the US Forest Service, which no longer
11 exists. She reported there is a balance in the fund to \$145.97, which needs to be transferred to
12 the general fund. Richter noted the auditors recommend the action to close the fund.

13
14 **Additional Actions**

15 Glenn moved to adopt Resolution 2018-06-07 eliminating the unnecessary US Forest Service
16 Contract Fund: Aye – 3; No – 0.

17
18 Manager Beaucaire explained Resolution 2018-06-08 is to secure additional loan money for the
19 South Tank Project.

20
21 Glenn moved to adopt Resolution 2018-06-08 authorizing City staff to secure additional
22 financing for the South Tank and allocation of budget revenues and expenditures: Aye – 3; No –
23 0.

24
25 Manager Beaucaire indicated a motion is needed to participant in the County application for
26 grants to assist with affordable housing.

27
28 Glenn moved to instruct the City Manager to draft the necessary support documents to
29 participate in the County grant application program: Aye – 3; No – 0.

30
31 **E. Receiving Input on Dahl Proposal to add Yard Debris pickup as a service**

32 Chuck Lerwick and Joe Cook represented Dahl Disposal service. Cook recalled the City asked
33 Dahl to develop a program for green waste recycling which was presented at the Council
34 meeting in May 2018. Cook noted Dahl has 482 customers in the City, of which 382 have 35-
35 gallon waste service. Cook suggested that the 20% with the larger can service likely include
36 their green waste in the regular trash. Cook noted the fee would be \$1.75 for all waste
37 customers with the 35-gallon can and 6.3% of the current rate for all other customers.

38
39 Glenn asked how many residents currently subscribe to the green waste service. Lerwick
40 indicated there are 41 customers paying \$8 per month. Cook indicated they would continue the
41 subscription service if the City did not want the curbside green waste pickup, but the price would
42 be fluctuating.

43
44 Mayor Stanley clarified that Quiet Water is a commercial customer, but they will still have to pay
45 into the system. Cook indicated their rate for the commercial service would increase by 6.3%

46
47 Mayor Stanley clarified Dahl would continue the large brush bin if the City wanted that service to
48 continue should they opt for the curbside green waste pickup

49
50 Audience members asked:

- 1 1. Could they get a smaller recycling bin? Recycling would be every other week so there were
2 not plans to reduce the size of the recycling cans.
- 3 2. Would residents have 3 cans? Yes.
- 4 3. Would there be a program for excess yard debris beyond the green waste curbside cans?
5 Dahl is offering a program to allow residents to bring woody debris after a storm event.
- 6 4. Could one get two cans for green waste? Yes
- 7 5. What is the pickup schedule? Regular recycling and green waste would be every other week.
8 Regular trash continues each week. Residents can get a monthly or bi-weekly service.
- 9 6. What type of woody debris is accepted? Anything that grows, and invasive species are
10 accepted. This collection is different from the woody debris collection at the transfer station.
- 11 7. What is the service for Quiet Water? Four 300-gallon bins and seven 95-gallon recycling
12 cans. Quiet Water would pay a total of \$47.57 per month for the program.

13
14 Tooke noted the City's woody debris bin program was instituted when the ban on burning yard
15 waste was implemented. Glenn indicated he had mixed feelings based on citizen input he has
16 heard, including a resident who reported they bought a pick-up to haul debris from the large
17 trees around their yard to the big bin, and residents who stated landscapers already haul away
18 their mowing clippings. Glenn clarified the subscription service would continue if they opted to
19 not participate in green waste curbside pickup. Mayor Stanley reported he has received
20 comments from many complaining about paying for services they do not need.

21
22 Manager Beaucaire asked Dahl to elaborate on their offer to allow customers to bring extra
23 woody debris to the transfer center after a storm, which would be weighed and charged to the
24 City should the City decide to remove the large bin at the sewer plant. Cook noted the City
25 generated 60 tons of materials through the large bin at a cost of \$8,000-10,000. He added the
26 current rate for woody debris is \$110 per ton, which means that if customers brought an extra
27 60 tons to the center, the City would pay \$6,600. He indicated they would allow customers to
28 bring debris for a few weeks after a major storm event.

- 29
30 1. John Purcell (116 Spring Hill) clarified invasive species cannot go into the big bin but can go
31 in household bins. Lerwick noted the curbside pickup and large bin debris go to different
32 locations.
- 33 2. Craig Berdie (319 E 3rd St) was in favor but was concerned about having a third bin
- 34 3. Leslie Vaaler (205 Radar Rd) was in favor, and pointed out the extra for Quiet Water was less
35 than the \$1.75 others would pay. She, too, was concerned about the size of the current
36 recycling container. She noted there are people in the community for whom \$1.75 makes a
37 difference, and wondered if there were assistance programs or if there were individuals who
38 could help with assistance.
- 39 4. Christine Lothrop (17 Reeves Circle) was in favor of the proposal. She talks to her neighbors
40 to about filling each other's containers, depending on their weekly needs.
- 41 5. Jacqueline Danos (116 Spring Hill) wondered if customers could round up their bills to offset
42 the increase for those who could not afford the program. [Dahl was open to the idea, but
43 would need to figure how to administer such a program.]
- 44 6. Tom Lauritzen (204 Shell St) has noted the bin at the sewer plant often contain large trees.
45 He would like to see the red dumpster go away as it puts a burden on Public Works to
46 maintain it. He noted there are only 482 residential customers for over 700 homes,
47 meaning over 200 homes do not have trash service.
- 48 7. Melissa Johnson (56 Green Hill Drive) was worried about the cost starting small but
49 increasing rapidly in the future.
- 50 8. Helen Anderson (77 8th Street) loved the idea of the program as she could get a year of
51 curbside service for what one load to the transfer station now costs. She asserted there

1 was a large difference in \$96 per year for the subscription service versus \$21 per year for
2 the proposed program. She added if there were 60 homes in Quiet Water, their per-home
3 fee would be 79 cents per month or \$9.51 per year.

4 9. Debbie Moore (Spruce Ave) was in favor of both the bin and the home pickup program.

5
6 Mayor Stanley read emails he had received:

7 10. Quinton Smith asked the Council to go slow on this proposal as other costs are going up,
8 the \$1.75 is small but represents a significant percentage increase, and he wanted more
9 info on how the current subscription service is working.

10 11. Patty Johnson and Pat Rollins supported curbside program, but also wanted to keep bin.

11 12. Paul and Maggie Marshall did not think they should charge an additional \$1.75 but like the
12 idea of curbside pickup.

13
14 Tooke noted cities typically require trash pickup. Tooke clarified the City's franchise does not
15 require all homes to have trash pickup. Cook was not certain the difference in trash customers
16 and the number of homes would be attributable to seasonal visitors.

17
18 Lerwick noted Dahl could provide 65-gallon blue bin containers to customers who want them.

19
20 Glenn moved to approve an additional 6.3% per month for green waste curbside pickup and to
21 have the City Manager draft a resolution memorializing this action at the next City Council
22 meeting: Aye – 2; No – 1 (Stanley).

23
24 Glenn stated he wanted to respond to Councilor Frye's request to have a meeting about
25 financial planning, and the City Attorney suggested they have a work session with a facilitator to
26 discuss these goals and policies.

27
28 Glenn moved to authorize the City Manager to set up a special Council work session around a
29 conference work table with a facilitator to address their concerns, including but not limited to the
30 role of Council in financial planning and reporting, organization, status of projects, roles and
31 responsibilities of the City Manager and City Council members, and other matters: Aye – 3; No
32 – 0.

33
34 Manager Beaucaire asked if Council supported moving forward with issuing a RFP for IT.
35 Manager Beaucaire explained this proposal would include input she has received from citizens
36 and staff. Lauritzen was in very in favor of this approach.

37
38 Glenn moved to direct the City Manager to create a RFP for IT services: Aye – 3; No – 0.

39
40 Manager Beaucaire clarified the continuation of the bin at the waste treatment plant would be
41 addressed at a later meeting.

42
43 **VI. Other Business**

44 **A. From Mayor** – none

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46 **B. From Council** - none

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48 **C. From Staff** - none

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51 Mayor Stanley adjourned the meeting at 8:34 pm.

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GERALD STANLEY, Mayor

ATTEST:

Shannon Beaucaire, City Manager

Date

DRAFT