

Siletz City Council
Regular Meeting
Monday, April 24, 2023, 5:30 PM
Siletz City Hall

Present: Mayor Worman, S. Trachsel, J. Whitehead
Excused: T. Retasket, M. Cummiskey
Staff: Public Works D. Viar, City Recorder B. Chestler

1. Pledge of Allegiance

Mayor Worman led the Pledge of Allegiance.

2. Call Meeting to Order and Establish a Quorum

Mayor Worman called the meeting to order, he declared for this meeting he would be a voting member to establish a quorum.

3. Approve Minutes: Regular Meeting Minutes April 10, 2023; Executive Session Meeting Minutes April 10, 2023.

Motion 1: Trachsel moved to approve the minutes of the Regular Meeting April 10, 2023, and the Executive Session Minutes of April 10, 2023. Whitehead seconded the motion.

Mayor Worman declared it was moved and seconded and called for discussion. There was none.

Vote: Motion 1 passed.

Ayes: All were in favor.

4. Accounts Payable- Finance Report April 24, 2023

Motion 2: Trachsel moved to approve the accounts payable as presented. Whitehead seconded the motion.

Mayor Worman declared it was moved and seconded and called for discussion. There was none.

Vote: Motion 2 passed.

Ayes: All were in favor.

5. Special Orders

None.

6. Reports of Officers, Boards, or Standing Committees

- Parks

Parks and Recreation has a meeting scheduled for April 27th. Mayor Worman reported to the council that he met with Rilatos & Sons and discussed turning the grass strip on Bensell Street into a gravel strip and the grass strip next to the Fire Department for parking. They are going to look at graveling it one

piece at a time and give the city a quote for each section. Mayor Worman also stated that Rilatos & Sons looked at the piece of property under the bridge that the City is interested in purchasing to see how much it would cost to turn it into a gravel parking lot.

- Library

Reporting once a month.

- Fire Department

Reporting once a month.

- County Sheriff's Office (LCSO)

Reporting once a month.

- Homeless Advisory

Nothing was reported.

- Staff Report

City recorder B. Chestler gave an update on the RCAC Rate Study.

7. Public Comments

County Commissioner Casey Miller reported to the council that the County and City used to have joint session meetings one time a year, but that has now changed and now a commissioner is attached to each jurisdiction. He stated that he is here for the city to provide information, answer any questions and observe the City's process. He also stated that the County is exploring another year of the RV abatement program. Also discussed were ARPA funds and if the City has any projects that the county could do to benefit the city to propose those projects to him. Discussed were the barriers to grant writing and applying for grants.

8. Unfinished Business

A. Intergovernmental Agreement – Coordinated Office on Homelessness

Councilor Trachsel reported on the Intergovernmental Agreement on Homelessness that was completed in April by the County. It had been reviewed by the city's prior attorney and other city attorneys, and she was comfortable with the IGA as presented. The IGA is between Lincoln County, the City of Lincoln City, the City of Depoe Bay, the City of Newport, the City of Toledo, the City of Waldport, and the City of Yachats.

Motion 3: Trachsel moved to enter into the Intergovernmental Agreement for a Coordinated Office of Homelessness Response System for Lincoln County. Whitehead seconded the motion.

Mayor Worman declared it was moved and seconded and called for discussion. There was none.

Vote: Motion 3 passed.

Ayes: All were in favor.

B. Oregon State University School of Public Policy – Statement of Work for the City

Councilor Trachsel reported on the letter that she sent to recommended contacts, that Oregon State University would like to talk with regarding houselessness. They are giving the city 750 hours of work for free, to help come up with a draft ordinance for the council on homelessness. The group will also give a presentation to the council on their findings.

Motion 4: Mayor Worman moved to approve entering into an agreement with Oregon State University School of Public Policy with Councilor Trachsel signing on behalf of the city. Whitehead seconded the motion.

Mayor Worman declared it was moved and seconded and approved that Councilor Trachsel would sign the Statement of Work for Oregon State University School of Public Policy.

Vote: Motion 4 passed.
Ayes: All were in favor.

C. Audit Services

City Recorder Chestler gave an overview of the status of the audit with Grimstad and Associates and the firm's letter of resignation from performing the audits. The city's CPA is currently looking for a new auditor. Council discussed turning Grimstad into the State Board of Accountancy.

D. Municipal Court – Resolution 708-23- A Resolution Approving the Creation of an Intergovernmental Agreement Between the City of Toledo and the City of Siletz to Provide Municipal Court Services

Resolution 708-23- A Resolution Approving the Creation of an Intergovernmental Agreement Between the City of Toledo and the City of Siletz to Provide Municipal Court Services was read into the record in its entirety.

Mayor Worman met with Mayor Cross and their city attorney to come up with the provisions of entering into the Intergovernmental Agreement for Municipal Court Services.

Motion 5: Mayor Worman moved to approve Resolution 708-23- A Resolution Approving the Creation of an Intergovernmental Agreement Between the City of Toledo and the City of Siletz to Provide Municipal Court Services. Trachsel seconded the motion.

Mayor Worman declared it was moved and seconded and called for discussion. There was none.

Votes: Motion 5 passed.
Ayes: All were in favor.

9. New Business

A. Retirement Letter and Resignation Date- Allen Middaugh

Council discussed Allen Middaugh's retirement letter and accepted his resignation. Discussed was working on posting to fill the open position. Also discussed was what sort of retirement party the City should throw for Allen's retirement.

B. OLCC Annual Liquor License Renewal Recommendation

Motion 6: Mayor Worman moved to recommend approval of the OLCC liquor license renewals in the City of Siletz. Whitehead seconded the motion.

Mayor Worman declared it was moved and seconded and called for discussion.

Vote: Motion 6 passed.

Ayes: All were in favor.

C. Resolution 709-23 A Resolution Allocating American Rescue Plan Act Funds to Revenue Replacement of Personnel Expenses

Resolution 709-23 A Resolution Allocating American Rescue Plan Act Funds to Revenue Replacement of Personnel Expenses was read into the record in its entirety.

Motion 7: Trachsel moved to approve Resolution 709-23 A Resolution Allocating American Rescue Plan Act Funds to Revenue Replacement of Personnel Expenses. Mayor Worman seconded the motion.

Mayor Worman declared it was moved and seconded and called for discussion. There was none.

Vote: Motion 7 passed.

Ayes: All were in favor.

Mayor Worman stated that he appreciates the employees and their diligence in keeping the city working.

D. Resolution 710-23 A Resolution Authorizing Personnel Policy Changes to "Comp Time" and "On Call Duty" Page 27 and 28 of the Employee Handbook Dated January 22, 2016

Resolution 710-23 A Resolution Authorizing Personnel Policy Changes to "Comp Time" and "On Call Duty" Pages 27 and 28 of the Employee Handbook Dated January 22, 2016, was read into the record in its entirety. The changes made were in section 11 under compensatory time off; Any amount of compensatory time accrued must be used or will be cashed out at the end of the fiscal year, the city will not allow hours to be carried over into the next fiscal year. Also, changes were made under section 'E. Public Works Employees', the maximum on call pay hours per day is 15. On-call pay is compensated at a flat rate of \$250.00 per week.

Council amended Section 11- Overtime, Paragraph C, that the paragraph will end with the first sentence.

Motion 8: Mayor Worman moved to approve Resolution 710-23 A Resolution Authorizing Personnel Policy Changes to "Comp Time" and "On Call Duty" Pages 27 and 28 of the Employee Handbook Dated January 22, 2016, with amendments to section 11. Whitehead seconded the motion.

Mayor Worman declared it was moved and approved and called for discussion. There was none.

Vote: Motion 8 passed.

Ayes: All were in favor.

E. Budget Roadmap to Consolidation of Funds

City Recorder Chestler stated she will be proposing to the council, budget document layout changes to occur this budget cycle. She stated she is working with the CPA to ensure that Budget Law is followed

making the changes as it is a complex process. The changes should be before the council at their next regular meeting in the form of Resolutions.

10. Correspondence

- Forthmobility Empowering Mobility

Forthmobility's program was presented to the council about Community Charging Rebates.

- Letter to Confederated Tribes of Siletz Indians – Nesika Illahee Parade Permit

CTSI needed a letter from the city for the Nesika Illahee Parade. They are bringing back the insurance and permit to the city.

11. Council Comments

Mayor Worman reported that he had a meeting with Allen regarding a list of infrastructure projects the city needs to do within the next few years. Also, a punch list of projects for the summer of 2023. Mayor Worman also discussed the young adult who tore up the ball field with a vehicle, he was cited by the police. As punishment, he is supposed to do work on the baseball field. Mayor Worman also reported that Willey Stokes was accepted for outside city limits budget committee policing district.

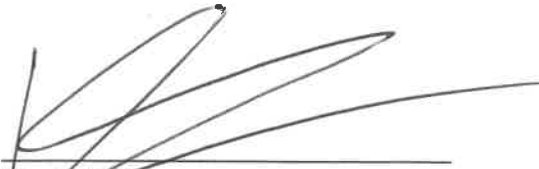
Councilor Whitehead discussed softball tournaments. The mayor agreed to help spearhead the idea.

Councilor Trachsel asked about a date for another joint meeting with the Tribal Council. Mayor Worman said he would reach out to CTSI for a date.

12. Adjournment

Councilor Trachsel moved to adjourn the meeting at 7:30 PM.

There being no further business to come before the council, Mayor Worman adjourned the meeting at 7:30 PM.



Mayor Will Worman

ATTEST:


Recording Secretary Makenzee Goodell