

Siletz City Council  
Regular Meeting  
Monday, August 14, 2023, 6:00 PM  
Siletz City Hall

Present: Mayor Worman, T. Retasket, W. Smith, S. Trachsel, J. Whitehead  
Staff: City Recorder B. Chestler, Public Works Lead D. Viar

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 and established a quorum.

3. Approve Minutes: Special Meeting Minutes 7-20-23, Regular Meeting Minutes 7-24-23 and Work Session Minutes 7-24-23

**Motion 1:** Trachsel moved to approve the minutes of the Special Meeting on July 20, 2023, the Regular Meeting Minutes on July 24, 2023, and the Work Session Minutes from July 24, 2023, as presented. Retasket 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 August 14, 2023

Whitehead stated that she had reviewed the accounts payable and recommended approval.

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

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

Vote: Motion 2 passed.

Ayes: 3 were in favor.

Councilor Retasket abstained due to conflict of interest.

5. Special Orders

- Tobacco Prevention- Sara Herd

Sara Herd and Jamie Dunphy presented a Local and State Tobacco Update to the Council. Sara stated she represented Lincoln County Public Health (LCPH), and Jamie Dunphy represented the American Cancer Society. Sara presented tobacco prevention takes a layered approach to help Oregonians and our community members here in the City of Siletz and across Lincoln County to reduce and work towards eliminating the negative effects of nicotine and tobacco use. This includes preventing initiation of use, promoting quitting or cessation, eliminating exposure to secondhand exposure, and eliminating disparities. She reported that as of January 1, 2022, all tobacco and inhalant delivery systems (vape) retailers in Oregon are required to be licensed through the Oregon Department of Revenue. She explained tobacco density efforts in the county. Lincoln County's previous tobacco retail license efforts, prior to the statewide licensing requirements, had included components to restrict tobacco retail density to help protect our youth. The increase in tobacco tax in Oregon that went into effect January 1, 2021, has provided an opportunity to increase direct investments in communities most disproportionately impacted by commercial tobacco use. She discussed retailers are required to have a license to sell tobacco products and the distance requirements of 1000 feet of a school or other retailers. Discussed was that Siletz had one retailer, Noels Market. The Mini Mart in Siletz is on tribal property and does not have to comply. The tobacco retail license is enforced by the Department of Revenue and began enforcing the license requirements on January 1, 2022. Starting July 1, 2022, Oregon Health Authority began making compliance checks. There are two per year: one to make sure retailers are not selling to people under 21 and another to make sure retailers are in compliance with all tobacco retail laws. Lincoln County falls under state regulations and the failure rate is 30% on minimum-age sales. Jamie Dunphy stated that the Cancer Society aims to prevent a generation from starting the use of tobacco products. Requested was the city pass a resolution calling on the state to ban flavored tobacco products. He stated that he has a template to help write the resolution. Councilor Retasket reported that the Tribe is planning on planting tobacco plants for traditional medicine and does not wish to ban tobacco in Siletz in its entirety. Council discussed vaping at length.

## 6. Reports of Officers, Boards, or Standing Committees

- Parks

Councilor Retasket reported that the movie night on August 9<sup>th</sup> didn't happen due to the weather. She reported that Carol from the Siletz Library is concerned because the company Swank has restrictions on movie licensing. The annual license is \$314.00 per year. Retasket stated she thinks the city should have its own license and permit. Discussed was information about the restrictions of the license. Retasket requested permission to put in a charitable donation request to the Tribe to buy the city its own equipment for movie nights. It would be under \$700.00 for the equipment for movie nights. She also reported that Dahl Disposal has not put out the requested garbage cans on main street. Retasket stated that she talked to someone from the Tribe about the possibility of them growing the city flower starts instead of buying them retail to save money. Discussed was getting more supplies for National Night Out.

She stated that Parks and Recreation is done with most of the summer activities and the next event will be Trunk or Treat and she will start getting the message put out about the event to all the community organizations. Lastly discussed was the Christmas tree lighting and where the city would be getting it. Council wants to plan ahead and grow our own tree for the lighting.

Mayor Worman reported that the car show is on August 25<sup>th</sup>. He reported that there are a lot of vendors and donations. He stated that if anyone is available to volunteer, they need help with ticket sales and registration for cars.

Councilor Smith reported on August 5<sup>th</sup> there was the Ride for Recovery, the event had a good turn out and they raised \$4,750.00.

Retasket stated that the city needs to post signs at Hee Hee Illahee Park stating that the park will be closed on September 13<sup>th</sup> for the Cycle Oregon event.

Mayor Worman also reported that he built the donation thermometer for the playground. Discussed was fundraising for the playground and donations received.

- Library

Mayor Worman read the library report from Carol Schramm. The summer reading program finished up last week. They had 50 children signed up and more came out for the programs. The Lincoln County Library District will have their September board meeting at the Siletz Library on September 13<sup>th</sup> from 10:00 AM – 2:00 PM and all the council members are welcome to join and meet the board members.

- Fire Department

Fire Chief Dave Lapof reported that the city is smokey from the Linn County fires. He stated that they implemented a burn ban, only propane fires are allowed. Lapof reported that Lincoln County will be sending a task force to California to help with fires. The Cert class is scheduled for December. Lastly, he reported that the Fire Department will be having an open house this Saturday from 10:00 AM – 2:00 PM and the first 50 families to show up will get an emergency preparedness kit.

- County Sheriff's Office (LCSO)

No report was given.

- Lincoln County Homeless Advisory Committee

Councilor Trachsel gave a report on the Lincoln County Homelessness Strategic Plan. She reported on the process review, moving the mission forward, mission operations, and the introduction to funding the mission. The process review road map and timeline for strategic plan development covered the mission and goal, community study, analysis, plan, and the implementation. Regarding moving the mission forward, the mission statement was: to ensure that every member of our community has access to the resources they need, while also working to prevent the circumstances that lead to homelessness. She shared that the progression of the support model indicates that individuals from unhoused communities will decrease service needs and enter into housing stability over time. The strategic plan determined a continuous structure, the unhoused community can decrease to emergency and voluntary levels of houselessness. The committee believes the benefits of this approach will not only support our unhoused communities but provide opportunities across the region. The Lincoln County Homeless Advisory Board is to maintain its role after the plan is adopted, after the initial five years, and into the foreseeable future. The plan covers creating housing opportunities and overcoming affordable housing barriers. They are striving to overcome administrative fragmentation with technical support from emergency services, non-profits, churches, supports, and other services. She wrapped up her presentation with the materials discussing funding the mission. A common fund to seed other funding sources and provide a diversity of funds for long-term stability was explained. Identified were the potential funding sources: Common funds, new revenues, tax benefits, federal funds, state funds, grants, and rents.

- Staff Report

Public Works Lead Darin Viar gave the staff report: 1.) OAWU came and helped locate the water main from the water plant to Logsdan Road. 2.) Trimmed trees on Siletz River Dr. 3.) Filter #2 at the water plant had a turbidity pump leak, it was repaired. 4.) The Tribe did their tank drawdown for maintenance, which led to large production days. 5.) There was a small leak on the effluent weir at the wastewater plant, it was repaired. 6.) The fire department was working on a fire and drafting off a fire hydrant, the tank levels were monitored. 7.) James Frank received a complete pavement overlay over a three-day period. 8.) The Tribe striped the new pavement on James Frank. 9) Started clearing blackberries at Hee Hee Park. 9.) The school is watering 3 times per week, so the water plant is running at 6:00 AM on those days.

10.) Did work on the baseball infield. 11.) Heath from OAWU came to go over the lead and copper inventory plan. This is a new federal requirement that has to be completed by 2024. He reported that it looks good, and we are now ready to get started digging up and inspecting meters.

The water tank and the timing of when water is started were briefly discussed.

City Recorder Chestler gave an update on the Aduit, the public hearing scheduled September 11<sup>th</sup> regarding ADU's and the proposed ordinance, the annexation on Oak Flats and timelines, the rate study and anticipated date of the 1<sup>st</sup> review, online bill pay and the level of participation and the next three months of meetings that will be occurring.

## 7. Public Comments

None.

## 8. Unfinished Business

### A. Hee Hee Illahee Park Host

Retasket reported that the Brantley family withdrew their application for the Park Host Program.

Council discussed how old of a vehicle would be allowed to be the park host vehicle. Also discussed was giving the parks and recreation committee a key to the bathrooms at Hee Hee Park. Retasket stated that in the fall the parks committee will trim bushes at the park and take some bushes out. There will be a cost associated with the debris removal. Council had some discussion about how there have been fewer mishaps without a camp host this year.

### B. 2023-2025 Grant Young Memorial Planning Grant Assistance

Council was presented with the Grant Young Memorial Planning Grant Assistance opportunity from the Department of Land Conservation and Development for \$2,000 to help with planning.

Mayor Worman reported that Sequoia Consulting got an extension on the assistance to help the city look for grants. He stated that he has a meeting with them this week to discuss grants the city is interested in.

## 9. New Business

### A. Siletz Valley Fire District

- Fuel Storage

Fire Chief Dave Lapof stated that in 2012 he and Allen Middaugh discussed the fire department holding 600 gallons of fuel in the city fuel truck at the wastewater plant. Discussed was the Siletz Mini Mart not having a generator to pump fuel. He stated that his hope was to maintain the relationship between the city and the fire department to keep using the fuel truck. Discussed was a cooperative agreement between the city, Tribe, and fire department to get a generator for the Mini Mart.

Retasket asked for the co-op project for emergency management to be put on the agenda for the meeting with the Tribe.

Council was in favor to continue the relationship between the city and the fire department regarding storing fuel.

- City Property Land Use

Fire Chief Dave Lapof reported that the rescue station truck will not fit in the current station due to limited spacing. He explained to council that they would like to build another building behind the station. The footprint was discussed, and he reported that the building would not go past the fencing into the field. After some brief discussion decided was to keep the conversation going and discuss it at a future meeting.

#### B. Admin Employees Work Schedule

City Recorder explained to council the need for a full-time employee at city hall.

**Motion 3:** Retasket moved to approve the admin employees' work schedule as of August 1<sup>st</sup>. 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.

#### C. Lincoln County Consortium for Solid Waste Management

Council discussed the membership on the Lincoln County Consortium for Solid Waste Management and Councilor Trachsel was nominated to represent the city.

#### 10. Correspondence

- Aldrich Audit Planned Scope and Timeline

Council discussed wanting the audit data in advance.

- RCAC Letter

Recorder Chestler read RCAC's email into the record which reported the date of the 1<sup>st</sup> rate study analysis.

#### 11. Council Comments

Whitehead: Reported that she received a complaint that there has been a log truck going up and down on James Frank Ave.

Smith: Reported he spoke with David Gomberg and said he was going to work with the City of Siletz.

Retasket: Asked where the donation thermometer was going to go. She also reported that Chinook Winds Casino is having a shred day this Saturday. Retasket stated that she needed to be excused from the next city council meeting.

Trachsel: Thanked Sara Herd for staying for the entirety of the council meeting.

## 12. Adjournment

Retasket moved to adjourn the meeting at 8:55 PM.

There being no further business to come before the council, Mayor Worman adjourned the meeting at 8:55 PM.



Mayor Will Worman

ATTEST:



Recording Secretary Makenzee Goodell