

Siletz City Council
Regular Meeting
Monday, September 11, 2023, 6:00 PM
Siletz City Hall

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

Council President S. Trachsel officiated the meeting and served as Mayor Protem in the absence of Mayor Worman.

1. Pledge of Allegiance

Council President Trachsel led the Pledge of Allegiance.

2. Call Meeting to Order and Establish a Quorum

Council President Trachsel called the meeting to order and established a quorum.

3. Approve Minutes: Work Session Minutes August 28, 2023, and Regular Minutes August 28, 2023.

Motion 1: Whitehead moved to approve the minutes of the Work Session 8-28-23 and the Regular Minutes of 8-28-23 as submitted. Smith seconded the motion.

Council President Trachsel declared it was moved and seconded and called for discussion. There was none.

Vote: Motion 1 passed.
Ayes: 3 were in favor.
Councilor Retasket abstained.

4. Accounts Payable- Financial Report

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

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

Council President Trachsel 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

- Rural Continuum of Care- Community Services Consortium – Pegge McGuire

Pegge McGuire from Community Services Consortium came before the council to request a resolution of support next month to pull out of the Continuum of Care (CoC). She explained that a continuum of care is a concept of having a whole spectrum of housing and services. She discussed the structure of a CoC and how HUD evaluates the effectiveness of a CoC. She explained that we currently all belong to the Rural Oregon Continuum of Care (ROCC), which is 26 different counties across Oregon. McGuire explained to the council that the ROCC is not performing well and that becomes a problem when they apply for funding because it lowers the score of the ROCC, and they are competing against larger entities with higher scores. Discussed were the Executive Orders that the Oregon Governor passed, Executive Order 2302 had no money assigned to it and Executive Order 2303 had 100 million dollars assigned to it. That money was assigned to larger CoCs. Lincoln County got \$765,000 assigned by formula. She explained how all of that is connected to homelessness in Lincoln County and homelessness regionally. Lincoln County has over 150 service providers to address homelessness, this number increases to over 200 when health-related services are provided. McGuire explained the CoC's next steps would be to figure out a way to hold on to and expand the funds. She stated that she would be back and is requesting a resolution from council to show support for this effort to pull out of the Continuum of Care.

- United Way- Kevin Manske

Kevin Manske is the CEO President of the United Way of Linn, Benton, and Lincoln Counties. He stated that Lincoln County has been underrepresented by United Way and they are trying to get a feeling of what is happening in the county and want to know what the city could use funding for. He explained that a team of volunteers from each county fill out applications for grants for different agencies within the county to receive funding from United Way.

Council requested a summary sheet from United Way for more information.

6. Reports of Officers, Boards, or Standing Committees

- Parks

Councilor Retasket reported that they are done with all of the summer activities. She stated that they are working on the trunk or treat event for Halloween and doing a Christmas craft day with kids on November 11th. She also reported that they are asking for sponsors for gift items for the raffle baskets and they will start selling raffle tickets.

- Library

Sunshine Keck from the Siletz Library thanked everyone for participating in the community garage sale. She reported that the library is raising funds by selling raffle basket tickets for paving the parking lot. The next project they will be raising money for, is putting two automatic handicapped accessory doors into the library.

- Fire Department

No report.

- County Sheriff's Office (LCSO)

No report.

- Lincoln County Homeless Advisory Board

No report.

- Staff Report

Public Works Lead D. Viar gave a staff report: 1.) Hired new employee Chase Rilatos and in the process of getting him trained, also hired another employee who can start on October 4th. 2.) Picked up the memorial benches and picnic tables that were donated by the school. 3.) Called Sanitare to find out the status of the PLC for the sewer plant. 4.) Called WesTech to check on the status of PLC for the water plant. 5.) Lost public works employee, Derek Jefferson, he was the wastewater plant operator and DRC. 6.) Ted Lepine came back from medical leave. 7.) Interviewed candidates for the Utility Worker position and found someone. 8.) Found an active homeless camp at Old Mill Park and had the code enforcement officer make contact. 9.) Had to shut off the water at 3 different locations due to water leaks, all 3 are now repaired. 10.) Benches at the T- Ball field were installed. 11.) If there are no objections from council, Darin said he would like to send the plans to our engineers on record for the new Tribal wellness center to make sure we can handle the capacity for a building that size.

City Planner Kevin Cronin stated that he highly recommends sending the plans for the Tribal Wellness Center to the engineer for review.

7. Public Comments

A citizen asked council when the next homeless advisory committee meeting was.

Council President Trachsel reported it was Wednesday at the Oregon Coast Community College at 1:00 PM.

8. Unfinished Business

A. Revisions to Zoning Code | Accessory Dwelling Units (ADUs)- Kevin Cronin- City Planner

City Planner Kevin Cronin gave his staff report on Accessory Dwelling Units (ADUs) to the council. He informed council that the city received a letter from the Oregon Department of Land Conservation and Development (DLCD) stating that they are in support of the changes to the Ordinance, and they have two additional suggestions for changes. The first change is to add the wording "site built" in section 17.16.050-line C. The other suggestion was to decide what the maximum size should properties and buildings be.

B. Public Hearing- Accessory Dwelling Units (ADUs)

Council President Trachsel opened the Public Hearing.

Citizen asked about 'site built' and what could be put in the code to make sure that it's clear that tiny homes are allowed, asked if a water a sewer hookup is required, asked if setbacks change, and then asked what off-street parking means.

City Planner Kevin Cronin explained that the city could put specific language in the code to make it clear, but state law allows it already. He also explained that it would be up to the plumbing code and to work with a plumber to see if a lateral hookup works or if existing connections would work for water and sewer hookups. He explained that the setbacks are not changing and that on-street parking means next to a curb and off-street means on private property.

A citizen asked if the state allows tiny homes. City Planner Cronin explained that the state does allow it, but the legislature decided not to regulate tiny homes.

The Siletz Fire Chief asked if there was a vertical height limit on the tiny homes. The City Planner stated that 30 feet is the maximum height. The Fire Chief also stated that he had a concern about access to ADUs in case of emergency if they are in a backyard behind another structure or being blocked by something.

Another citizen stated that it helps disabled people by letting them stay in ADUs. He explained that his lot is ½ acre and has enough room for two extra units for people to live in.

Council President Trachsel closed the Public Hearing.

Councilor Retasket asked the Fire Chief how they plan on identifying ADUs when it comes to responding to an emergency. He explained that hopefully when dispatch is on the phone with the caller that they

will disclose that information. City Planner explained that he would be the one to make sure that new ADUs get an address.

Council discussed that 600 feet seems small for ADUs.

C. Second Reading and Public Hearing – Ordinance 205-23 An Ordinance Adding Camping, and Parking Regulations to the City’s Municipal Code

Motion 3: Smith moved to read Ordinance 205-23 An Ordinance Adding Camping, and Parking Regulations to the City’s Municipal Code by title only. Whitehead seconded the motion.

Council President Trachsel declared it was moved and seconded and called for discussion. There was none.

Vote: Motion 3 passed
Ayes: All were in favor

Council President Trachsel read Ordinance 205-23 An Ordinance Adding Camping, and Parking Regulations to the City’s Municipal Code into the record.

Motion 4: Smith moved to approve Ordinance 205-23 An Ordinance Adding Camping and Parking Regulations to the City’s Municipal Code. Whitehead seconded the motion.

Council President Trachsel declared it was moved and seconded and called for discussion. Councilor Retasket stated that she does not agree with the rest of the council about people being able to live in RVs and that she thinks people should be allowed to live in an RV if they are tied into city services.

Vote: Motion 4 passed
Ayes: 3 were in favor
Nays: Councilor Retasket

D. Request for Proposal – Municipal Court Judge Services

Council reviewed the Request For Proposal for a Municipal Court Judge. Discussed was having the full council, the Court Clerk, and the Code Enforcement Officer at a work session meeting for interviews for judge services.

Motion 5: Trachsel moved to approve the Request for Proposal for Municipal Court Judge Services with the addition of a ‘licensed attorney’. Whitehead seconded the motion.

Council President Trachsel declared it was moved and seconded and called for discussion. There was none.

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

9. New Business

- A. Introduction and 1st Reading – Ordinance 206-23- An Ordinance Amending Title 17 Zoning Code Section 17.16.050 of the City of Siletz Municipal Code

Tabled until next meeting.

10. Correspondence

- Sunshine Keck – Water Bill

Council read the letter from Sunshine Keck regarding her water and sewer bill. The complaint was that her sewer bill went up a lot because she watered her fruit trees but didn't actually have more sewer usage. Discussed was how sewer and water rates are tied together and if there was a way for the city to separate the two when it comes to billing. Decided was to take this question to the rate study to see what can be done.

- The News Guard Article

Council reviewed the News Guard Article that talked about the City of Siletz passing the tobacco resolution.

- Ethics Matters- Oregon Government Ethics Commission

Recorder Chestler provided council with some information on Public Meetings Laws.

11. Council Comments

Whitehead: Asked if there was any way for the city to have rent control. City Recorder Chestler said she would ask the City Attorney about it.

Whitehead also stated that she has received many complaints about someone that lives on Scarlet Street driving at fast speeds and shooting fireworks towards people's houses. The complaints have not been reported to the Sheriff's Office.

Retasket: Stated that she has no way to access her city email and will not put city information on her personal devices. Discussed was getting tablets for the councilors to use for city emails and documents.

12. Adjournment

Whitehead moved to adjourn the meeting at 7:50 PM.

There being no further business to come before the council, Council President Trachsel adjourned the meeting at 7:50 PM.



Mayor Protem Susan Trachsel

ATTEST:



Recording Secretary Makenzee Goodell