

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

Present: Mayor Worman, S. Trachsel, J. Whitehead
Absent- Excused: T. Retasket, W. Smith
Staff: 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 and declared he would be a voting member to establish a quorum.

3. Approve Minutes: Regular Meeting Minutes November 27, 2023.

Motion 1: Trachsel moved to approve the Regular Meeting Minutes from November 27, 2023, as submitted. Mayor Worman 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- Financial Report- December 11, 2023

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

Motion 2: Whitehead moved to approve the accounts payable as presented. Mayor Worman 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

- Where We Call Home Strategic Plan for Lincoln County Homeless Advisory Board CEO Ernest Stephens of Morant McLeod

The scheduled presentation was canceled with a request for Council to review the 131-page document in preparation for the January 22nd Regular Meeting.

6. Reports of Officers, Boards, or Standing Committees

- Parks

Mayor Worman reported that the city held the Christmas Tree lighting, and it looked like it went well.

- Library

A representative from Friends of the Library reported to the Council. She thanked Public Works Lead D. Viar for draining the water outside of the library. She informed council that the library has a model train exhibit out. She reported that on December 19th there will be a teen craft day at the library. Lastly, she stated that the library hours will not change this year for the holidays.

- Fire Department

No report was given.

- County Sheriff's Office (LCSO)

No report was given.

- Lincoln County Homeless Advisory Board

Councilor Trachsel stated that there will be a homeless advisory board meeting on Wednesday.

- Staff Report

City Recorder Chestler gave the public works report due to Public Works Lead Viar being out on vacation. She reported that there was a water main break that was fixed with help from the Tribe. Also, Public Works pumped into the river, and it was reported to all agencies required. She stated that those events caused the city to look at the Emergency Response Plans, and now the Admin Staff is updating the water and wastewater plans.

Recorder Chestler also reported that Judge Poole will be in the office on December 28th to be sworn in and to discuss the next steps for municipal court.

Lastly, Recorder Chestler reported that on January 9th there will be a project development meeting with the Regional Solution Team from 3:00 PM- 4:30PM to get the ball rolling on exploring funding options in earnest. CTSI is invited to this meeting.

7. Public Comments

The outreach manager from Dahl Disposal, Dave Larmouth, gave the council a few updates. He reported that since Christmas is on a Monday this year collections service will be delayed all week except for Friday. He also reported that Dahl is watching the weather this time of the year and service can be impacted due to weather/hazards.

8. Unfinished Business

- A. 2nd Reading and Public Hearing - Ordinance 207-23- An Ordinance Establishing Title 7 Traffic Regulations to the City of Siletz Municipal Code

Council stated that all the updates have been updated with what was discussed at the last meeting.

Motion 3: Trachsel moved to read Ordinance 207-23- An Ordinance Establishing Title 7 Traffic Regulations to the City of Siletz Municipal Code by title only. Mayor Worman 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

Mayor Worman read Ordinance 207-23- An Ordinance Establishing Title 7 Traffic Regulations to the City of Siletz Municipal Code into the record by title only.

A public hearing was opened with no comments received. The public hearing was closed.

Motion 4: Trachsel moved to approve Ordinance 207-23- An Ordinance Establishing Title 7 Traffic Regulations to the City of Siletz Municipal Code as submitted. Whitehead seconded the motion.

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

Vote: Motion 4 passed

Ayes: All were in favor

- B. 2nd Reading and Public Hearing- Ordinance 208-23 An Ordinance Amending Title 2- Administration and Personnel- Chapter 2.16, Procurement Policy of the City Municipal Code

Motion 5: Trachsel moved to read Ordinance 208-23 An Ordinance Amending Title 2- Administration and Personnel- Chapter 2.16, Procurement Policy of the City Municipal Code by title only. Whitehead seconded the motion.

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

Vote: Motion 5 passed

Ayes: All were in favor

Mayor Worman read Ordinance 208-23 An Ordinance Amending Title 2- Administration and Personnel- Chapter 2.16, Procurement Policy of the City Municipal Code into the record by title only.

A public hearing was opened with no comments received. The public hearing was closed.

Motion 6: Trachsel moved to approve Ordinance 208-23 An Ordinance Amending Title 2- Administration and Personnel- Chapter 2.16, Procurement Policy of the City Municipal Code as submitted. Whitehead seconded the motion.

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

Vote: Motion 6 passed
Ayes: All were in favor

9. New Business

A. Municipal Court "Clerk of the Court" Appointment Request

After discussion, a motion was proposed to approve the appointment of the Administrative Assistant General to Clerk of the Court with discussion regarding the job description reevaluation in a future work session meeting.

Motion 7: Trachsel moved to advance the Administrative Assistant General to Clerk of the Court which includes the advance to Step C. Whitehead seconded the motion.

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

Vote: Motion 7 passed
Ayes: All were in favor

B. Resolution 721-23 A Resolution Amending the Council Rules

Council reviewed and discussed the proposed changes to the resolution by the City Attorney.

Discussed was changing section 4.6 to align with the City Charter and to change the agenda item 'Special Orders' to 'Presentations'.

Motion 8: Trachsel moved to approve Resolution 721-23 A Resolution Amending the Council Rules with the adjustment in section 4.6 to align with the City Charter and the adjustment to the agenda item 'Special Orders'. Whitehead seconded the motion.

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

Vote: Motion 8 passed
Ayes: All were in favor

10. Correspondence

There was no official correspondence, though it was noted that a couple of Christmas Cards were received and displayed.

11. Council Comments

Councilor Trachsel expressed interest in getting involved in the city's comprehensive planning process and noted she accepted appointments to the LLC Energy and Environment and LLC Transportation Policy Committees.

Councilor Whitehead apologized for being sick and missing the meeting.

Mayor Worman discussed the possibility of revisiting the Charter regarding the mayoral election cycle.

12. Adjournment

Trachsel moved to adjourn the meeting at 7:05 PM.

There being no further business to come before the council, Mayor Worman adjourned the meeting at 7:05 PM.



Mayor Will Worman

ATTEST:



Recording Secretary Makenzee Goodell