

City of Rockaway Beach City Council Meeting Minutes



Date: Wednesday, January 20, 2021 (*Rescheduled from 1/13/21*)
Time: 6:00 P.M.
Location: Rockaway Beach City Hall, 276 HWY 101 -Civic Facility

CALL TO ORDER – Sue Wilson, Mayor

PLEDGE OF ALLEGIANCE

OATH OF OFFICE:

Notary Public Michelle Hebert administered the oath of office to the newly elected City Council member Keith Cantrell.

ROLL CALL

[Mayor - Sue Wilson: Present](#)
[Position #1 -Keith Cantrell -Present](#)
[Position #3 - Kristine Hayes: Present](#)
[Position #4 - Terry Walhood: Present](#)
[Position #5 - Penelope Cheek: Present](#)
[Position #2 - Tom Martine: Present](#)

CONSENT AGENDA

Cheek questioned two checks, a leased right of way payment to POTB and a Public Works Health Department payment. Shepard explained each.

Cheek made a motion, seconded by Hayes to approve the December 9,2020 Minutes and Check Register; motion carried.

[Position #5 - Penelope Cheek: Motion](#)
[Position #3 - Kristine Hayes: 2nd](#)
[Position #1 - Keith Cantrell: Abstained](#)
[Position #3 - Kristine Hayes: Approve](#)
[Position #4 - Terry Walhood: Approve](#)
[Position #5 - Penelope Cheek: Approve](#)
[Position #2 - Tom Martine: Approve](#)

CITIZEN INPUT ON NON-AGENDA ITEMS

Lori Craig, 1305 Nehalem Street, mentioned the Public Work crew did a great job cleaning up after the storm. She addressed the challenges Nehalem Street had been experiencing while referring to flooding and an unpaved road.

PRESENTATIONS, GUESTS & ANNOUNCEMENTS

Wilson read the following: Nan Devlin with Visit Tillamook Coast will give a short presentation on the marketing plan and tourism outlook for 2021.

Devlin provided a recap of 2020 and the impacts of Covid-19. She mentioned the County has seen different types of visitors, one being Experiential travelers and the seconded being Entertainment travelers. She explained that an experiential traveler was the usual traveler as the entertainment travelers prefer all-inclusive resorts, cruises, group tours, Disneyland, etc. She stated Oregon Coast Magazine and 101 Things to Do had shut down. She said they are redirecting print ad budget to digital and videos. She said Tillamook Coast Visitors Association did not directly advertise in 2020, they focused on safety and visitor behavior messaging, working with Travel Oregon, Oregon Coast Visitors Association, Clatsop County, Reginal Solutions, and social media and tourism influencers within the County. She explained how this has been very successful. She stated she had submitted a wayfinding budget to the County Commissioner asking for \$300,000.00 for phase I of Rockaway Beach.

STAFF REPORTS

Chief of Police Charlie Stewart, absent.

Fire Chief, Todd Hesse, said the Department responded or participated in 41 events during the month of December. Hesse mentioned the Department would be taking the first of the 2-shot series of the Covid-19 vaccination. He stated they still have in place all the recommended practices and guidelines as set forth by OSHA, OHA, CDC as well as other applicable County, State and Federal authorities. He said the new year brings several items that would be a priority to complete. He mentioned as he has stated in the past he has been in the process of a complete overview of the department. He said the top 3 priorities would be finalizing a community Risk Reduction Assessment and Plan, develop a Standard of Cover document, and prepare a workable plan to implement the standard of cover. He stated repairs had been made to 2113 the Cities class 1 engine and 2112 the Cities Type 1 Pumper Tender. He said both units are back in service and had passed the annual pump testing as described by NFPA 1901. He mentioned that he was able to start pre-fire planning of the commercial structures. He stated the pre-fire plan is a complete survey of a commercial structure. He said the data collected includes, the size of the building, hazards, closest fire hydrants, contact information and most importantly an actual plan in case of a fire or emergency. He mentioned his mission and goals had not changed, he continues to take care of the immediate safety of his crew and the public's needs.

Public Works Director, Rob Morris, stated the month of December held many challenges for the Public Works Department, all of which were met head-on by crews. He mentioned the water reservoir cleaning and inspection was completed, with contractors removing an average of about 2 inches of sediment from each of the three active reservoirs. He said the winter season continues to bring weather-related challenges for crews, and December was no exception with multiple king tides, power outages, high surf, and copious amounts of rainfall. He stated keeping storm drains open throughout town to facilitate drainage and minimize flooding occupies a great deal of his crews' time and is basically a full-time activity this time of year. He addressed that there was a major water main break in the downtown area this month, necessitating a water service outage that extended to a much greater portion of town than expected. He said the size of the main, location of the break, weather and groundwater conditions, and the fact that it happened in the middle of the night all came together to provide the perfect storm water emergency conditions. He stated his crew, along with the crucial assistance of local contractor, were able to repair the leak and restore service in what he can only describe as incredibly difficult conditions. He

said without the support of extra equipment and manpower from outside resources they could not have controlled the situation as quickly as they did and would likely have faced an even more critical situation. He mentioned given that this event was an unusually impactful one due to the conditions, and the outage was much more widespread than is typical in main breaks here in Rockaway and lessons were learned. He said because of this, he has put together a Water Emergency Public Outreach Plan. He stated it is a step-by-step progression of our notification procedures during a water emergency event, outlining the actions that need to be taken to best keep the public informed and meet State requirements. He mentioned he had been working with Gordon McCraw of Tillamook County Emergency Management to figure out a way that Nixie can be used to broadcast notices. He said as a final note, he wanted to recognize the efforts of City Hall in external communications throughout this event. He said as we were in the field fixing the problem and coordinating the response, Becca, Michelle, and Ally worked along side us remotely throughout the night to update the City's web page and field calls. He stated their effort and dedication are critical to our operations and success as a community.

City Manager, Luke Shepard, welcomed Council to the first meeting of 2021 along with the welcoming of the newest Council member Keith Cantrell. He said 2021 had already be very active with the king tides, heavy rain, high surf and high winds and that staff did an excellent job handling the situation. He stated the City has a highly talented group of employees that care about their City and that it shows in their work. He mentioned a few updates: There are no new offers on the Police Department Building. The Budget calendar will be presented at the next meeting. He said the 2019/2020 audit is complete, the last step is for Council to adopt the plan of action. He stated next Council meeting Peter Gelser, the Chief Auditor would be present to review the audit and answer any questions from the council. He informed the council that emergency riprap repairs were needed at the wayside near the beach access point to protect the veteran's memorial. The new riprap will improve the pedestrian access point at the wayside but will also make any future ADA compliance type projects in that location more difficult and even more costly. He also informed the council that the City is accepting bids in the Main Pump Station Rehabilitation Project and will likely ask the Council to award the project to the lowest bidder at their next meeting in February.

OLD BUSINESS -None

NEW BUSINESS

ELECTION OF A NEW CITY COUNCIL PRESIDENT

Wilson read: At the first meeting of each year; the City Council must elect a president from its membership. The Council President presides in the absence of the Mayor, and acts as Mayor when the Mayor is unable to perform their duties.

Cheek made a motion to appoint Terry Walhood as new City Council President, Seconded by Hayes: motion carried.

Cheek made a motion, seconded by Hayes, to elect Terry Walhood as new City Council President: motion carried.

[Position #5 - Penelope Cheek: Motion](#)

[Position #3 - Kristine Hayes: 2nd](#)

[Position #1 – Keith Cantrell: Approve](#)

[Position #3 - Kristine Hayes: Approve](#)

[Position #4 - Terry Walhood: Approve](#)

[Position #5 - Penelope Cheek: Approve](#)

[Position #2 - Tom Martine: Approve](#)

REAPPOINT PATRICK MCINTIRE AND JONATHAN BEEMAN TO THE BUDGET COMMITTEE

Wilson read the following Patrick McIntire's previous term on the Budget Committee ended in June of 2020. Mr. McIntire has requested to be reappointed. Jonathan Beeman most recently served on the City Council and previously served on the Budget Committee. Jonathan Beeman has requested to be reappointed to the budget committee.

Hayes stated she would like to see a public notice so the public can submit applications rather than reappointing. Hayes mentioned concerns about two being married on the same committee. Shepard stated that the City's past practice has been to reappoint positions when the committee member requests reappointment and to notice the vacancy in all other situations. Shepard added that there does exist a vacancy on the budget committee in addition to the two positions up for reappointment on the agenda, and that if these two positions are not filled by reappointment at tonight's meeting a notice of the three vacant positions will be posted. Walhood said Patrick McIntire showed very good skills and knowledge about the budget. Council did not make a motion on the agenda item.

REMOVE CHECK SIGNERS

Wilson read the following Council may remove check signing authority by motion. It is recommended that former City Councilor Jonathan Beeman and former City Manager Terri Michel be removed as check signers on the Columbia Bank Checking Account.

Hayes made a motion, seconded by Walhood, to remove Jonathan Beeman and Terri Michel as check signers on the Columbia Bank Checking Account; motion carried.

[Position #3 - Kristine Hayes: Motion](#)

[Position #4 - Terry Walhood: 2nd](#)

[Position #1 - Keith Cantrell: Abstained](#)

[Position #3 - Kristine Hayes: Approve](#)

[Position #4 - Terry Walhood: Approve](#)

[Position #5 - Penelope Cheek: Approve](#)

[Position #2 - Tom Martine: Approve](#)

ADOPT PLAN OF ACTION FOR THE COMPLETED FISCAL YEAR AUDIT ENDED JUNE 30,2020

Wilson read the following: Koontz, Blasquez & Associates have completed their financial audit for the 2019-2020 budget year and will present the audit at the February Council Meeting. City Manager will review the Audit and Action Plan with the City Council.

Councilor Hayes asked if the City Council would be notified when the items in the action plan were complete. Shepard confirmed.

Hayes made a motion, seconded by Martine, to adopt the plan action date December 27, 2020; motion carried.

Position #3 - Kristine Hayes: Motion

Position #2 - Tom Martine: 2nd

Position #1 – Keith Cantrell: Abstained

Position #3 - Kristine Hayes: Approve

Position #4 - Terry Walhood: Approve

Position #5 - Penelope Cheek: Approve

Position #2 - Tom Martine: Approve

COUNCIL CONCERNS

Hayes mentioned she began reading the audit and was impressed with most of what seen had seen and thought the city was doing well financially. She addressed she hopes to participate in understanding how the City is spending the Tourism funds. She questioned how the Transient Room Tax income flow was. Shepard informed here that revenue was coming in at the same level as last year, despite the COVID 19 pandemic. She mentioned she would like to see more active activities within the Community. She said she feels better about the City's finances then she ever had. She would like to see the Council work together in future workshops etc.

Walhood said she was proud of Public Works and all City employees.

Cantrell said what motivated him to run and be a part of Council is the fact it's all about the citizens and he is glad to be here.

Cheek wanted to thank all the City employees for their hard work over the last month. She thanked Morris and all Public Works along with the Fire Department and Police Department. She thanked Becca and City Hall employees for doing a great job.

Martine spoke about Mrs. Mercer the elderly lady that walks up and down the street and her request and main wish for benches.

MAYOR'S REPORT

Wilson thanked all Departments and addressed how hard they work.

ATTORNEY COMMENTS

Putman request an executive session (Allowed under ORS 192.660(2)(h); to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed) to update Council on City vs. Taylor Case.

Hayes departed the meeting after expressing her displeasure about the lack of notice given by the City Attorney on need for an the executive session.


Wilson opened the executive session at 7:40 P.M.

Wilson closed the executive session at 8:15 P.M.

ADJOURNMENT

Wilson adjourned 8:17 P.M.

MINUTES APPROVED THIS 10TH DAY OF
FEBRUARY, 2021



Sue Wilson, Mayor



Luke Shepard, City Manager