

**NEHALEM CITY COUNCIL
COUNCIL MINUTES
REGULAR MEETING
November 18, 2019**

Mayor Dillard called the Regular Council Meeting to order at 6:00 p.m.

COUNCIL MEMBERS PRESENT: Bill L. Dillard Jr., Mayor
Jim Welsh, Council President
Stacy Jacobsen, Council Member
Hilary Howell, Council Member
Jeff Pfeifer, Council Member

STAFF PRESENT: Dale Shafer, City Manager
Melissa Thompson-Kiefer, Asst. City Mgr./Recorder
Don Davidson, Public Works Director

VISITORS: Ken Shonkwiler, ODOT
Juliet Hyams, Wheeler City Manager
Phil Chick
Debbie Moberly
Lane deMoll
Tracey Curtis
Paul Walczak

Mayor Dillard led those present in the Pledge of Allegiance.

MINUTES

The Council reviewed the minutes of the October 21, 2019 Regular Council Meeting. Councilor Howell noted a correction. Councilor Jacobsen **MOVED** to approve the minutes from the October 21, 2019 Regular Council Meeting as corrected. Councilor Howell **SECONDED** the motion. **MOTION PASSED 4-0 (Yes: Welsh, Howell, Pfeifer, Jacobsen; No: None).**

OLD BUSINESS

POLICE REPORT

The Council reviewed the Police Report for October 2019.

PLANNING COMMISSION PUBLIC HEARING IN DECEMBER TO CONSIDER PROHIBITING SHORT-TERM RENTALS IN ACCESSORY DWELLING UNITS (ADUs) WITHIN THE URBAN GROWTH BOUNDARY (UGB)

City Manager Shafer said the Planning Commission will hold a public hearing in December to consider amending the Zoning Ordinance to not allow ADUs within the UGB to be used as short-term rentals. The City Council will have a hearing in January. She explained that due to State legislation, we must also make changes to Ordinance 2019-02 to remove the stipulations on owner occupation and off-street parking.

DRAFT COMPREHENSIVE PLAN UPDATE

City Manager Shafer said that she had not yet received any comments from the Department of Land Conservation and Development (DLCD) on the draft updated Comprehensive Plan. The plan will come before the Council in December for adoption.

PROPOSED TRAIL TO CITY PARK

City Manager Shafer said she needed more information about the proposed trail to the City Park before she could make a recommendation. There was brief discussion regarding possible ADA requirements and potential impact of elk on trail surfaces. Phil Chick shared that there was some discussion about using volunteers to build the trail, but nothing had been determined. In response to public comment requesting a map and additional information, City Manager Shafer explained that the trail was not being proposed by the City; it was an idea that was presented to the City and it was not that far along. Mayor Dillard concurred that it was still in the holding process.

NEW BUSINESS

REGIONAL TRANSPORTATION PLAN – KEN SHONKWILER, ODOT

Ken Shonkwiler from the Oregon Department of Transportation (ODOT) explained what a Transportation System Plan is, the process for developing the plan, and why ODOT decided to fund the regional and individual plans for Nehalem, Manzanita and Wheeler. Mr. Shonkwiler answered clarifying questions for the Council and public. Wheeler City Manager Juliet Hyams explained that population growth was a consideration in her application for the transportation plan grant. The Council confirmed for Mr. Shonkwiler their interest in pursuing the plan. There was public comment requesting that repairs to B Street (a County road) be addressed in the plan.

PLANNING COMMISSION VACANCY

Mayor Dillard declared there was a vacancy on the Planning Commission and applicants must reside within city limits. City Manager Shafer said the vacancy would be advertised for 30 days.

BUSINESS LICENSE FEE

City Manager Shafer said the business license fee needed to be reviewed and she did not recommend changing it. Council President Welsh **MOVED** to maintain the current annual business license fee of \$15.00. Councilor Howell **SECONDED** the motion. **MOTION PASSED 4-0 (Yes: Welsh, Howell, Pfeifer, Jacobsen; No: None).**

CORRESPONDENCE/OTHER BUSINESS

The Council reviewed correspondence from Steve Van Dyke resigning from his contracted duties as Cross Connection Control Specialist. Public Works Director Davidson explained the duties. City Manager Shafer explained that Maintenance Specialist II Moore would take a class and do the work in house. The Council reviewed correspondence from Julie Chick regarding a proposed trail and a letter of support from Chantelle Brown for the proposed trail. The Council also reviewed a thank you letter from Tides of Change.

STAFF REPORTS

CITY MANAGER REPORT

City Manager Shafer reported on meetings she will attend. She said she is looking at doing a water rate study to accumulate funds to develop the Coal Creek water right and will keep the Council informed.

PUBLIC WORKS REPORT

Public Works Director Davidson reported that our average daily water usage for October 2019 was 94,000 gallons, turbidity averaged .09 NTU's and both Bacteriological samples were negative.

BILLS

Councilor Jacobsen **MOVED** to approve payment of the bills. Councilor Howell **SECONDED** the motion. **MOTION PASSED 4-0 (Yes: Welsh, Howell, Pfeifer, Jacobsen; No: None).**

COUNCIL COMMENTS

Council President Welsh inquired about the last water loan amount. Public Works Director Davidson recalled it was about 3.1 million dollars. There was brief discussion regarding the water rate study and loan to develop the Coal Creek.

PUBLIC COMMENTS

Paul Walczak said he had a letter regarding the proposed trail to the City Park. City Manager Shafer said he could give it to her now or email it.

ADJOURNMENT

The next regular Council Meeting will be December 9, 2019.

There being no further business, Mayor Dillard adjourned the meeting at 6:35 p.m.

APPROVED:



Bill L. Dillard Jr., Mayor

ATTEST:



Melissa K. Thompson-Kiefer, Assistant City Manager/Recorder