

- CALL TO ORDER** The Regular meeting of the Seaside City Council was called to order at 7:00 PM by Mayor Don Larson.
- Present: Mayor Don Larson, Council President Don Johnson, Councilor Dana Phillips, Stubby Lyons, Tim Tolan, Jay Barber, and Tita Montero.
- Absent: None
- Also Present: Mark Winstanley, City Manager; Dan Van Thiel, City Attorney; Bob Gross, Seaside Police Chief; Neal Wallace, Public Works Director; Joey Daniels, Seaside Fire Chief; Esther Moberg, Seaside Library Director; Russ Vandenberg, Convention Center & Visitors Bureau General Manager; and Nancy McCarthy, Daily Astorian.
- Mayor Larson stated there was a very distinguished new department head sitting in the audience and that was the new Seaside Library Director, Esther Moberg.
- AGENDA** Motion to approve the December 10, 2012 agenda; carried unanimously. (Lyons/Johnson)
- COMMENTS – PUBLIC** Robert Perkel, 2039 Huckleberry Drive, Seaside, asked what was happening with the Lake Safeway situation.
- Mark Winstanley, City Manager, stated there was an engineering firm that was measuring and working out in the parking area today. The City of Seaside had approved all the plans and hopefully the project would be moving forward soon.
- CONFLICT** Mayor Larson asked whether any Councilor wished to declare a conflict of interest.
- No one declared a conflict of interest.
- CONSENT AGENDA** Motion to approve payment of the bills in the amount of \$517,139.64; and November 26, 2012, regular minutes; carried unanimously. (Lyons/Barber)
- VACANCY – LIBRARY BOARD** Mayor Larson stated there was one vacancy on the Library Board with two applications received from Marilyn Smiley and Robert Perkel. Mayor Larson suggested the vacancy be left open for more applications and interviews could be conducted prior to a workshop on Monday, January 7, 2013. Mayor Larson asked Council what they wished to do.
- Councilor Phillips asked for the vacancy to be left open and stated she would not be in Seaside for the workshop or Council meeting.
- Councilor Montero asked if Council needed to close the vacancy before interviews were conducted since there would not be another Council meeting until Monday, January 14, 2013.
- Mr. Winstanley stated staff would suggest Council set a date to close the vacancy as far as applications were concerned. There could then be an interview date set for the applicants and prior to Council selecting a new member for the Library Board all of the applicants that had been interviewed would need to be nominated.
- Mayor Larson stated Council could wait to interview the applicants at another date since there was a City Council meeting on Monday, January 14, 2013. Mayor Larson further stated there was a Council workshop for the Golf Cart Ordinance and Council could interview prior.
- Council President Johnson stated Council could conduct interviews on Monday, January 14, 2013, and accept applications up until Friday, January 11, 2013.
- Mayor Larson asked if Council would like to conduct a workshop for the Golf Cart Ordinance on Monday, January 7, 2013.
- Mr. Winstanley stated if Council selected Friday, January 11, 2013, that would not give staff time to set up interviews. Mr. Winstanley further stated Monday, January 7, 2013, would allow more time.
- Council President Johnson stated applications could be closed on Monday, January 7, 2013.
- Mayor Larson asked if Council would like to conduct a workshop for Golf Carts and interview the applicants at the same time.

Council consensus to close the vacancy on Monday, January 7, 2013 and conduct interviews prior to the Council meeting on Monday, January 14, 2013.

Mayor Larson asked if Council wished to conduct a workshop for Golf Carts.

Council President Johnson asked if that would give staff and the City Attorney enough time to get the information together to present to Council.

Mr. Winstanley stated Dan Van Thiel, City Attorney would be going out of town for the holidays.

Mr. Van Thiel stated he would dictate a memorandum about information that was summarized with the Golf Cart Ordinance and then Council could discuss that information together.

Councilor Montero stated since there was not a big rush on resolving the ordinance Council should wait until after January 16, 2013, when Councilor Phillips was able to attend.

Councilor Phillips stated she would appreciate being able to attend the workshop because the ordinance referred to an area where she lived.

Mayor Larson stated he would discuss a date with staff and get back to Council with the dates.

**RECOGNITION –
COUNCILOR TOLAN**

Mayor Larson stated Council and the public would take a break to honor Councilor Tolan. Mayor Larson further stated this was Councilor Tolan's last City Council meeting and Mayor Larson thanked Councilor Tolan for the many years he had served with the Planning Commission and then City Council. Mayor Larson further stated Council would recess to honor Councilor Tolan and have some cake.

Councilor Tolan stated he noticed he was under unfinished business.

RECESSED

Council recessed at 7:09 PM

RECONVENED

Council reconvened 7:29 PM

**PRESENTATION –
2011-2012 CITY OF
SEASIDE AUDIT**

Mayor Larson stated Council had met with Rick Proulx prior to the City Council meeting to review the audit.

Rick Proulx, Kern & Thompson, stated for the year end of June 30, 2012, there was an audit performed of the financial statements in compliance with the City. Mr. Proulx further stated the audit was performed in accordance with general accepted auditing standards and rendered an opinion. The opinion on the financial statements for the City of Seaside was that the financial statements were fairly stated and all true in respects. The amounts and disclosures were proper and adequate and everything was recorded properly in the right year and the statements were suitable for the presentation and were available to the public.

Mayor Larson asked if Council had any questions for Mr. Proulx.

Councilor Lyons stated there were many people who did not realize what the City had to deal with each year and how much money was spent.

Mr. Winstanley stated in the year that the City of Seaside just finished auditing the budget was approximately \$22,000,000.00 and this year the budget was slightly less at \$20,000,000.00. The City of Seaside had taken on budgets in the past with large construction projects that were approximately \$26,000,000.00.

Motion accepting the 2011-2012 City of Seaside Audit; carried unanimously. (Tolan/Johnson)

**BID RESULTS
WWTP METAL BLDG.
PACKAGE FOR DRYER**

Neal Wallace, Public Works Director, stated the City received two bids from suppliers for the prefabricated metal building to house the sludge dryer at the Waste Water Treatment Plant. The building was 150' long by 64' wide, was 14' tall at the eaves and 18' tall at the peak. The sides of the building would be a neutral sand stone color and the roof would be forest green. A minimal amount of directional exterior lighting would be used; enough for safety but not any bright wall packs. Mr. Wallace further stated Web Steel out of Sandy bid \$115,237.00 for the building package and Heligso out of Astoria, used an American Building building package, and bid \$114,910.00. Mr. Wallace further stated these were very competitive bids compared to the engineer's estimate of \$135,000.00.

Mr. Wallace further stated staff recommended accepting the bid from Heligso Construction for \$114,910.00 for the steel package. The building typically had a ten to twelve week lead time before shipment. Mr. Wallace further stated a structural sketch of the building and a diagram of where it would be located was in Council's packets.

Councilor Barber asked how the building would be funded.

Mr. Winstanley stated the City sold bonds approximately a year ago in order to fund some of these projects and the funds were set aside. When the bonds were sold the City initially was planning to add a new lime system to the Wastewater Treatment Plant. The new dryer system would be a new process and would not require a lime system but would require a building to keep the materials dry.

Councilor Barber asked if Council would receive another bid for the construction of the building.

Mr. Wallace stated that would be a completely separate bid and there was a ten to twelve week lead time for manufacturing the steel package and towards the end of January, 2013, staff would be going out to bid for the construction.

Motion approving the Wastewater Treatment Plant Metal Building Package for Dryer; carried unanimously. (Tolan/Phillips)

COMMENTS - STUDENT REPRESENTATIVE

Kegan Wallis, Student Representative, stated last week the winter term began at Seaside High School and tonight was the Seaside High School Cabaret. The first home swim meet was on Thursday, December 13, 2012, and both the boys and girls basketball teams have been doing good.

COMMENTS - COUNCIL

Councilor Lyons stated Council had received notices from Western Oregon Waste (WOW) and asked if Council should wait for the new cans with the wind latches. Councilor Lyons asked if the old cans would be taken away by WOW. Councilor Lyons further stated the notice that was received stated the old cans needed to be brought to WOW and there were many people who did not have a big enough vehicle to take a can back.

Mr. Winstanley stated he understood the problem and would be happy to discuss the issue with WOW.

Councilor Lyons stated there was a great crowd at the Pearl Harbor Ceremony on December 7, 2012. Councilor Lyons thanked Nancy McCarthy, Daily Astorian, for attending the ceremony.

Mayor Larson stated the article in the Daily Astorian was extremely well done and he thanked Ms. McCarthy.

Councilor Phillips wished everyone a very happy and safe holiday and a Merry Christmas.

Councilor Tolan thanked Council and the Mayor for the many years of working together. Councilor Tolan stated Randy Frank will be a great addition to City Council.

Councilor Montero stated the newest issue of the Coast River Journal was out and she wanted to thank Neal Wallace, Public Works Director, for representing the City and providing a testimonial for Tongue Point Job Corp. Councilor Montero further stated Travel Oregon came to Seaside and were the government entity that had administered one percent of the room tax dollars that were taken by the State to market tourism in the area and in the State. Councilor Montero further stated there were many people who attended the meeting and there were many questions asked about the tourism in Seaside and the marketing. Bottom line was that they really wanted to know if people really knew who Travel Oregon was and what they could do to help Seaside. Ms. Montero further stated Travel Oregon would meet in eight different locations and there would be a report put together which would be a good document for the City to have.

Councilor Barber stated he would give a quick update on the Coyote situation. The State informed us that the high water had moved the largest pack of Coyote's into the woods. There was also a discussion about some abatement procedures and there was a good local source that was willing to help with the process.

Council President Johnson thanked Councilor Tolan and stated it had been great serving together.

Councilor Tolan stated all this time he thought he was the youngest Councilor and then found out Council President Johnson was the youngest.

**COMMENTS – CITY
STAFF AND PUBLIC**

Russ Vandenberg, Convention Center & Visitors Bureau General Manager; stated the Convention Center Commission meeting Wednesday, December 12, 2012, would be held at 5:30 pm instead of 7:00 pm. Mr. Vandenberg thanked Councilor Tolan for all the support throughout the years.

Bob Gross, Seaside Police Chief, stated the Police Officer's continued to work hard. There had been a shoplifting incident over the weekend which turned into five shopliftings incidents and three people were arrested. Chief Gross invited Council to the Convention Center on Wednesday, December 19, 2012, to wrap presents for the Wishing Tree.

Mr. Wallace thanked Councilor Tolan and stated it has been great.

Laurie Oxley, Seaside Downtown Development Association, stated the local campaign had been doing very well.

Joey Daniels, Seaside Fire Chief, stated the department had been a little busy and would be wrapping presents at the Convention Center. Chief Daniels reminded the public to clean their Chimney, watch the candles burning and to make sure the Christmas tree was watered.

Kim Jordan, Administrative Assistant, stated Councilor Tolan would be missed and it had been great working with him and would be welcomed at City Hall anytime.

Mr. Van Thiel stated he was glad Councilor Barber had the Coyote situation under control. Mr. Van Thiel further thanked Council for letting him represent the City of Seaside and would miss Councilor Tolan who was a pleasure to serve. Mr. Van Thiel wished everyone a happy holiday.

Mr. Winstanley stated it truly had been a pleasure working with Councilor Tolan. Mr. Winstanley further stated Monday, January 14, 2013, Councilor Lyons, Councilor Johnson, and Randy Frank would be sworn in. Mr. Winstanley further stated he wanted to thank Council for the approval on the documents to purchase a new computer for City Hall. No more did Council approve the new computer then the old one crashed and staff was actually waiting for the new computer to arrive. Mr. Winstanley reminded Council the Goal Setting workshop was scheduled for Friday, January 18, 2013, and Saturday, January 19, 2013.

ADJOURNMENT

The regular meeting adjourned at 7:53 PM.

Kim Jordan, Secretary

DON LARSON, MAYOR