

Minutes of the
CANNON BEACH CITY COUNCIL
Tuesday, December 6, 2011
Council Chambers

Present: Mayor Mike Morgan, Council President Sam Steidel, Councilors Nancy Giasson, Melissa Cadwallader and Wendy Higgins

Excused: None

Staff: City Attorney Tamara Herdener, City Planner Rainmar Bartl, Building Official Mark Brien, IT/Finance Director Renee Sinclair, PublicWorks Director Mark See and Administrative Assistant Brandy Brien

CALL TO ORDER AND APPROVAL OF THE AGENDA.

Mayor Morgan called the meeting to order at 7:00 p.m.

Motion: Steidel moved to approve the agenda as presented; Giasson seconded the motion.

Vote: Steidel, Giasson, Higgins, Cadwallader, and Morgan voted AYE; the vote was 5/0 in favor and the motion passed unanimously.

CONSENT AGENDA

- (1) **Consideration of the Minutes of the Regular Meeting of November November 1, 2011 and the Work Session of November 8, 2011.**

Motion: Giasson moved to approve the minutes as amended; Cadwallader seconded the motion.

Vote: Steidel, Giasson, Higgins, Cadwallader and Morgan voted AYE; the vote was 5/0 in favor and the motion passed unanimously.

PRESENTATIONS

- (2) **Oregon Emergency Management (OEM) Presentation by Deputy Director Dave Stuckey**

Mayor Morgan introduced Deputy Director Dave Stuckey.

Stuckey thanked the Council for the opportunity to speak tonight. He introduced Emergency Management Planner Chuck Perino; and reviewed that OEM's objective is to increase the state, local, Regional and National readiness and timely response to a multi State Region Cascadia Subduction Zone (CSZ) catastrophic earthquake/tsunami.

Perino presented the Oregon CSZ planning effort and scenarios to the Council and audience. He concluded that OEM will continue Cascadia catastrophic response planning, there will be ongoing updates and additions to the overall plan that may ultimately lead to refinements of the Federal and State Plans.

Council thanked OEM representatives.

- (3) **First Quarter Financials Report by IT/Finance Director Renee Sinclair**

Sinclair summarized her staff report. She reviewed the report with Council and noted that the City has completed the first business quarter of the 2011-12 fiscal year and room taxes received for the quarter ending September 30, 2011 were \$48,000 more than that received for the quarter ending on September 30, 2010.

ACTION ITEMS

(4) Consideration of an Interagency Cooperation Agreement between the Cannon Beach Rural Fire Protection District (CBRFPD) and the City of Cannon Beach (City).

M. Brien summarized his staff report, noting that as discussed at the November 8, 2011, Work Session, the agreement will establish a clear path of communication between the City and CBRFPD; and no changes have been made to the agreement.

Motion: Steidel moved to authorize the City Manager to sign the agreement between Cannon Beach Rural Fire Protection District and the City of Cannon Beach; Giasson seconded the motion.

Vote: Steidel, Giasson, Higgins, Cadwallader and Morgan voted AYE; the vote was 5/0 in favor and the motion passed unanimously.

Morgan thanked M. Brien for putting together the agreement.

(5) Consideration of an Agreement between Affordable Carpet Cleaning Service, Inc. and the City of Cannon Beach to provide Janitorial Services for City Hall and Porter Services to the City's Public Restrooms.

See summarized his staff report, noting that the City solicited Request for Proposals (RFP's) for seasonal janitorial services for the City's public restrooms and other janitorial services. *Affordable Carpet Cleaning Services* has been notified of the City's intent to award the contract pending the Council's consideration.

Motion: Steidel moved to authorize the Mayor to sign the agreement between Affordable Carpet Cleaning Services and the City of Cannon Beach; Giasson seconded the motion.

Vote: Steidel, Giasson, Higgins, Cadwallader and Morgan voted AYE; the vote was 5/0 in favor and the motion passed unanimously.

(6) Consideration of the Appointment of City Manager Rich Mays as the Certifying Officer for the 2009 Regional Housing Center Agreement #903 - Community Action Team, Inc.

Mays summarized his staff report. He noted that he has been acting as the "Certifying Officer; however steps needed to be taken to formally designate him as the "Certifying Officer" in order to satisfy the requirements of the Housing Center Grant #903 for the 2009 Regional Housing Center Agreement #903 - Community Action Team, Inc.

Motion: Giasson moved to appoint Rich Mays as the Certifying Officer for the 2009 Regional Housing Center Agreement #903 - Community Action Team, Inc. Grant; Steidel seconded the motion.

Vote: Steidel, Giasson, Higgins, Cadwallader and Morgan voted AYE; the vote was 5/0 in favor and the motion passed unanimously.

INFORMATIONAL/DISCUSSION ITEMS

(7) Review of the December 12, 2011, Community Potluck

Council and staff discussed the upcoming potluck. Plans to increase survivor support facilities and supplies; and the potential and existing Bridge across Ecola Creek will be the primary topics of discussion. The potluck will be on December 12, 2011, 6:00 p.m. at the Cannon Beach Chamber of Commerce at 207 N. Spruce.

Leonard Skreba, City Resident, P.O. Box 83, Cannon Beach, suggested that the Council research a mobile scissors bridge through a military surplus to be placed across Ecola Creek.

(8) **Monthly Status Report**

Council reviewed the report with staff.

(9) **Mayor Communications**

There was none.

(10) **Councilor Communications**

Steidel provided an overview of the last of the ICS Training instructed by the City's Emergency Consultant Bill Vanderburg; and noted that the training was very enlightening and will help in developing an emergency plan. Building Official Mark Brien, Public Works Director Mark See and City Manager Rich Mays; and Emergency Properness Committee members Doug Wood and Bob Mushen all participated in the training.

(11) **Good of the Order/Public Comment**

Leonard Skreba, City Resident, P.O. Box 83, Cannon Beach, OR, expressed a number of his concerns, including concerns with regard to the City's taxpayers, with the current Council and staff, with regard to Council's current topics of discussion and with the idea of any new capital projects.

ADJOURNMENT.

The meeting was adjourned at 8:59 p.m.

Brandy Brien, Administrative Assistant

ATTEST:

Mike Morgan, Mayor

