

**CITY COUNCIL MEETING  
FEBRUARY 9, 2016**

**CALL TO ORDER/ROLL CALL/WELCOME - 6:00 P.M.**

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Mayor Peterson called the Bay City Council meeting to order at 6:00 p.m. She asked that everyone stand and join her in the Flag Salute. The following Council members were present: Robert Pollock, Kathy Baker, Kari Fleisher, Crystal Killion and Dee Harguth. Others in attendance were Attorney Lois Albright, Public Works Director Brian Bettis, Fire Chief Darrell Griffith and City Recorder Linda Downey. See an attached list of visitors.

**COMMITTEE APPOINTMENTS**

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Mayor Peterson recommended that Councilor Dee Harguth be appointed as Community Development Chair. Councilor Pollock had requested he be relieved as chair of the Community Development. As the Chair of Community Development Councilor Harguth would also be the liaison to the Planning Commission.

Motion by Councilor Baker and second by Councilor Killion to appoint Councilor Harguth as the Community Development Chair. Motion carried 5-0.

Mayor Peterson recommended adding Councilor Pollock as a City representative to the Garibaldi Fire District Steering Committee.

Motion by Councilor Killion and second by Councilor Fleisher to appoint Councilor Pollock as a City representative on the Garibaldi Fire District Steering Committee. Motion carried 5-0.

Mayor Peterson recommended Councilor Harguth be appointed to the Tourism Committee.

Motion by Councilor Killion and second by Councilor Baker to appoint Councilor Harguth to the Tourism Advisory Committee. Motion carried 5-0.

**VISITORS' PROPOSITIONS**

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Bay City Firefighter James Wakefield Jr. thanked the Public Works Department for the work they completed in clearing the hydrants. He noted a hydrant on 14th Street with a narrow path that was cleared for access. He requested a larger area to be cleared. The hydrant sits well off the street and it was very difficult to locate.

Wendy Schink stated that she was at the meeting to follow up on a complaint she had submitted in July concerning an RV being parked in the right of way. She did not feel the complaint had been addressed on the Baker property.

City Recorder Linda Downey contacted all three property owners about the complaints. Linda Downey stated that she believed that all three violations has been addressed. Public Work Director Brian Bettis said that there is a conduit box he believes to be on the property owners land. However without a survey it would be difficult to tell.

Wendy Schink stated that she thought the conduit and RV were in the right of way.

Kathy Baker stated that the conduit and water line had been placed more than 30 years ago and at that time were located on the property.

Discussion was held on the complaint. Public Works Director Bettis will attempt to locate the survey markers on the property.

Wendy Schink left the meeting at 6:11 pm.

Mayor Peterson moved item 7B forward on the agenda. Library Contract with Tillamook County. Librarian Sara Charlton was in attendance.

7B. Library Contract with Tillamook County.

Attorney Albright reviewed the proposed changes to the contract and the sections that she would like the Council to make a final decisions on.

Discussion was held.

The Council believed that the Library was a great asset to Bay City. The primary concern was the inability to break the lease agreement if necessary. Such as relocating the City Hall, or unexpected damage to the building.

Attorney Albright will make the final draft of the Contract for approval at the March meeting.

## **COMMITTEE REPORTS**

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A. Administrative:

Mark Harguth previously agreed to serve on the Budget Committee, however he has a schedule conflict and will be unable to serve.

Fire Chief Darrell Griffith stated that they have had an increase in the call volume. The Department is in need of additional volunteers.

Chief Griffith spoke about the information gathered from the Garibaldi Fire District Steering Committee. The City will need to decide for the future if the City will continue to support the Fire Department and go out for a levy or join with a Fire District.

Discussion was held.

Chief Griffith recommended the City sign a contract with Tillamook County Solid Waste for assistance to assist with code enforcement.

B. Community Development:

No Report.

The Transient Lodging Advisory Committee will meet again on April 6, 2016.

C. Public Works:

Public Works Director Brian Bettis reviewed the Public Works projects.

Director Bettis has been working with Darrell Sheets for the FEMA money application.

SHN will be providing City Attorney Albright with information for engineering contracts to replace some of the steel water lines in the City.

Director Bettis asked the Council for direction on how to proceed with vehicles and motor homes that need towed from the right of ways. Towing, storage and the cost to haul to a salvage yard was discussed.

Director Bettis will research the issue to better obtain costs of the towing and will report at the next meeting.

**MINUTES REVIEW**

The Minutes of the 01/11/2016 Council Workshop and 01/12/2016 Regular Council Meeting were reviewed.

A minor error was identified in the Workshop minutes and the correction made.

Motion by Councilor Pollock and second by Councilor Killion, to approve the minutes for the 01/11/2016 Council Workshop as amended and the 01/12/2016 Regular Council Meeting as presented. Motion carried 5-0.

**TREASURER'S REPORT**

With no questions or corrections Mayor Peterson asked the report be filled for audit.

**BILLS AGAINST THE CITY**

Councilor Pollock reviewed the bills with Fire Chief Darrell Griffith and City Recorder Linda Downey.

Motion by Councilor Pollock and second by Councilor Baker to approve payment of the bills against the City in the amount of \$46,193.37. Motion carried 5-0.

**UNFINISHED BUSINESS**

A. CoastCom Franchise Agreement

Attorney Albright will prepare a contract with CoastCom for the franchise fees.

This should be prepared for review at the March meeting.

Attorney stated that under the ordinance there is an application fee to cover the cost associated with the contract.

Motion by Councilor Fleisher and second by Councilor Killion to approve a franchise contract fees of \$500.00. Motion carried 5-0.

- B. Library Contract with Tillamook County  
This item was discussed earlier in the meeting.

**NEW BUSINESS**  
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None

**MAYOR'S PRESENTATION**  
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- A. Tillamook Estuary Meeting February 16, 2016.  
Scott Bailey and the project engineer will be present to discuss the Patterson Creek Culvert replacement project with the Council. City Engineer Steve Donovan will also attend the meeting.
- B. Town Hall Meeting / Goals / February 25, 2016.  
Mayor Peterson asked all members of the Council to attend the Goal Setting Town Hall meeting. She requested that the Fire Chief or a representative also attend.
- C. Pacific City Incorporation Town Hall Meeting.  
Mayor Peterson and City Recorder Linda Downey have been asked to attend the Pacific City Public Meeting. The Pacific City area is considering incorporation.

**CITY COUNCIL PRESENTATION**  
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No comments.

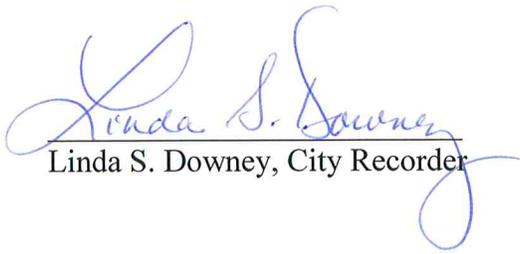
**ATTORNEY PRESENTATION**  
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Attorney Albright will provide information to the Council at the next meeting concerning the property that will be donated to the City. The property is located at the end of 4th Street and will be used to maintain the drainage culvert located at the edge of the property.

**ADJOURNMENT**  
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Motion by Councilor Fleisher and second by Councilor Killion to adjourn the meeting at 7:04 p.m. Motion carried 5-0.

  
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Shaena E. Peterson, Mayor

  
Linda S. Downey, City Recorder

# SIGN-IN SHEET

BAY CITY COUNCIL MEETING  
FEBRUARY 9, 2016, 6:00 PM

Sara Charlton Library

Darnell Griffin

Robert Poindexter

De Harguth

John Sallman

Wendy Schink

Ben Wakefield

Ben Wakefield

Timothy Wakefield