



**DUNES CITY, OREGON  
CITY COUNCIL  
MEETING MINUTES**

REGULAR MEETING  
February 5, 2025  
CITY HALL

**Call to Order**

The meeting was called to order at 6:01 pm by Mayor Ed McGuire.

**Roll Call**

Mayor Ed McGuire stated that all Councilors were present. Councilor Larry Farnsworth was online virtually.

**Pledge of Allegiance to the Flag**

Mayor Ed McGuire led the meeting in the Pledge of Allegiance.

**Agenda**

Mayor Ed McGuire asked if there were any amendments or corrections to the Agenda.

MOTION MADE BY: Council President Susan Snow

MOTION: To approve the agenda for the February 5, 2025 Regular Session Agenda.

SECONDED: Councilor Chris Clemons

IN FAVOR: Unanimous

OPPOSED: None

Motion Passed

**Announcements/Correspondence**

Mayor Ed McGuire stated that City Administrator Lila Timmons was absent to the meeting due to an all-day training and that he had all of the Announcements and Correspondence.

A. Events

First event of the year was a Game Day on January 25<sup>th</sup>.

Dunes City will be having a Shred Day as soon as it can get scheduled with the vendor.

B. New Dunes City Sign

Mayor Ed McGuire stated that a new sign is at the corner of Highway 101 and Pacific.

C. Charter Communications Franchise Agreement Renewal

Mayor Ed McGuire stated that the City Attorney has recommended a public hearing for the Charter Communications Franchise Agreement Renewal. It will be held at the next meeting.

D. Adopt-A-Highway

Mayor Ed McGuire asked if the Council wanted to apply.

- E. Estate Planning  
Mayor Ed McGuire stated that the April event will be Estate Planning.
- F. ODART will have a practice flight on June 14, 2025.

**Citizen Input**

Richard Snow states that Lane County already has nuisance codes so that should be checked first. He further stated he did not want the City to become an HOA.  
Jeanne Jackson thanked the City for the new sign.  
Ricky Watts welcomed Duke Wells to the Council.

**Old Business**

- A. Updated Council Rules of Procedure  
Mayor Ed McGuire asked if there were any changes or questions about the Council Rules of Procedure or the City Council Norms. Council President Susan Snow asked about the procedure for a Councilor to get acknowledged.  
MOTION MADE BY: Councilor Larry Farnsworth  
MOTION: To adopt the updated Council Rules of Procedure.  
SECONDED: Councilor Richard Olson  
IN FAVOR: Unanimous  
OPPOSED: None  
Motion Passed
- B. City Council Norms  
Mayor Ed McGuire suggested to take out the line that the Councilors will address each other using titles during council meetings.  
Councilor Melissa Stinson suggested removing the line that states in public, staff will use titles when speaking to the council and council will use first names for staff. All agreed.  
MOTION MADE BY: Council President Susan Snow  
MOTION: To adopt the City Council Norms with two bullet points stricken.  
SECONDED: Councilor Melissa Olson  
IN FAVOR: Unanimous  
OPPOSED: None  
Motion Passed

**New Business**

- A. Approve Budget Calendar  
MOTION MADE BY: Council President Susan Snow  
MOTION: To approve the Budget Calendar  
SECONDED: Councilor Chris Clemons  
IN FAVOR: Unanimous  
OPPOSED: None  
Motion Passed
- B. Appoint Budget Officer  
MOTION MADE BY: Councilor Melissa Stinson  
MOTION: To appoint Lila Timmons as the Budget Officer  
SECONDED: Council President Susan Snow

IN FAVOR: Unanimous  
OPPOSED: None  
Motion Passed

**Work Session**

Chapter 91  
Councilor Melissa Stinson stated that she liked the example's definitions and the way the Ordinance was laid out as compared to what the City has currently.  
Mayor Ed McGuire stated that he suggested to add the Abatement section from the example to the City's Ordinance. After much discussion, the Council decided that the Councilors will review the Nuisance Ordinance and have their changes for staff at the February 19, 2025 meeting.

**For the Good of the Order**

Councilor Richard Olson mentioned that he had an inspection of his septic recently and the report stated that the septic company is saying the septic needed to be pumped before it is actually needed according to the table from OSU.  
Councilor Duke Wells mentioned that the Planning Commission should be visually recorded and not just audio. Mayor McGuire stated that it will be and that City Staff will be trained to do that.

**Executive Session**

There were none.

**Adjournment**

MOTION MADE BY: Council President Susan Snow  
MOTION: To adjourn.  
SECONDED: Councilor Chris Clemons  
IN FAVOR: Unanimous  
OPPOSED: None  
Motion Passed  
Meeting adjourned at 7:14 pm

**APPROVED BY THE DUNES CITY COUNCIL ON THE 19th DAY OF February, 2025.**

[Signature on File]

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Ed McGuire, Mayor

ATTEST:

[Signature on File]

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Lila Timmons, City Administrator