



May 19, 2016  
City Council Regular Session  
Willamette Activity Center, Rm 8  
47674 School Street  
7:00 p.m.



# MINUTES

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## 1.0 CALL MEETING TO ORDER / PLEDGE OF ALLEGIANCE

Mayor Coey announced that Councilor Chitwood resigned from the Council. Staff will notice out Council vacancy.

Mayor Coey read the Rules of Decorum. This is a business meeting between Staff and Council, it is not an open meeting. We allow public comment as a privilege, not a right and there is a three minute time limit.

Council Present:        Jim Coey, Mayor  
                              Judy Rowland  
                              Gary Carl  
                              Amy Buchmeier  
                              Dawn Kinyon  
                              James Affa

Staff Present:            Louis Gomez, City Administrator  
                              Mike Hansen, Interim Fire Chief  
                              Jackie Taylor, Assistant Planner (absent)  
                              Susie LaDuke, Finance Director/City Recorder  
                              Kevin Martin, Police Chief  
                              Rick Zylstra, Assistant to the City Administrator

## 2.0 PUBLIC COMMENT

Kate Young 76576 W 2<sup>nd</sup> Street – She is a Real Estate Broker with Oakridge Real Estate, she understands that the City sent out requests for proposals for Real Estate Agents to assist with the sales of city owned property, Oakridge Real Estate did not receive the RFP.

Louis said he hasn't sent it out yet, it will go into the paper and it will be an open process and everyone that is interested will have an opportunity.

Ms. Young said she is very excited to hear about this and after reading the City's strategic five year plan she went out and identified about 50 properties that the City owns and is not using and does not appear to have a future need for. These are Industrial, Commercial and Residential properties.

William Maxwell 48473 Jasper Drive- He will defer to a different meeting.

Megan Knapp 47638 Hwy 58- Earlier today she sent out an email to council and staff, she read some of the highlights of the letter. Will Mayor Coey and Councilor Rowland be allowed to vote on the issues pertaining to the quarry since they have stated their obvious bias at the last meeting? We need a well thought out plan and proper mitigation for all businesses that would be affected by a sidewalk before any further decisions are made. She has requested documents from Susie at City Hall weeks ago and also from Louis requesting the format for follow up on complaints and has not received anything up to date.

Sandy Edds 48251 E 1<sup>st</sup> Street – She agrees that we should be selling our properties, but she wonders on the sale they are discussing tonight, the old Atherton building. She asked didn't Ron Hill come up with three offers on that building and the price was raised all three times.

Robin Keever 47778 Hwy 58 – She has a petition with signatures against the placement of the sidewalks along Hwy 58.

### **3.0 MAYOR AND COUNCIL COMMENTS**

Mayor Coey asked Ms. Knapp if she turned in the proper paperwork for her document requests.

Louis said yes she did, that was on him. Louis asked Ms. Knapp if she could remind him what it was that she requested.

Ms. Knapp said she didn't need to remind him what she asked for.

Mayor Coey said in regards to the formal complaints filed with the council. He will address some of them. As the Mayor he is the facilitator of the meeting and that means to keep the meeting in order. As far as the Quarry and the sidewalks these are things that are in motion, they are not decided yet. We are working through them and we will continue to work through them. As far as comments that were made in some of the complaints that were derogatory and inflammatory towards him and others, personally he thinks that is pretty childish and has no place in a meeting like this. We can agree to disagree on a lot things here and that is how we get things done.

Mayor Coey said the flag is at half-staff this week and that is because it is public safety week. The Mayor read two proclamations.

Chief Hansen we got a new, old ambulance that has 120,000 miles less than our other one. It is outside if you want to take a look at it.

Councilor Kinyon asked which committee did the sign issue get assigned to?

Louis said he hasn't sent it anywhere. He hasn't heard from the majority or by consensus of the council if they want him to look at this further.

Councilor Carl asked someone to explain what they are talking about.

Councilor Kinyon explained to Councilor Carl what the issue with the sign is.

Louis said he will send this to the Community Services Committee.

Councilor Kinyon asked if the city has been issued the Special Use Permit from the County?

Louis said the City had opportunity to give last comments through the 17<sup>th</sup> of this month and he hasn't heard if we have got a final yet.

Councilor Kinyon asked if we have scheduled a meeting yet with the crosswalk property owners and ODOT.

Louis said he sent a letter out to the property owners about a week ago and he just got the updated plans today. He just needs ODOT to review them and they will set up a date.

Councilor Kinyon wanted to discuss the complaints we have received from citizens.

Mayor Coey said he is done discussing that. We can discuss it more at the work session Wednesday.

Mayor Coey asked the rest of the Council if they wished to discuss this tonight?

Councilor Carl said no.

**Motion:** Councilor Affa moved to suspend the code of conduct until such time that we can get in place an adjudication plan that is covering number 18. Councilor Carl seconded the motion.

G. Carl (Aye), J. Affa (Aye), J. Rowland (Aye), A. Buchmeier (Aye), D. Kinyon (Aye), Mayor Coey (Aye).  
Motion carried 6-0

Councilor Kinyon asked if we are going to address Ms. Knapp's question regarding councilors being able to vote when they have shown bias?

Councilor Carl said again, Councilor Rowland, Mayor Coey and all of the rest of us on the Council are not voting on anything to do with the quarry, it is not a city issue, it is a County issue. He doesn't understand why a member of the public is continuously asking about our vote or to do this or that when in fact it is the County Commissioners that ought to be addressed on this issue, not the City Council.

Mayor Coey said we all have our biases, we all do, there are things you like you vote no for. This is not a conflict of interest and that is the only question that would come in to play here. Biases are biases that has no bearing on this what so ever. If he chooses to vote for or against the quarry which we don't have a vote for. We chose as a council two weeks ago to have the City Administrator draft a letter which we received today and it got leaked to the public in a draft form that is completely, not officially unethical, but it is unethical.

Councilor Kinyon said it was not leaked to the public and posted on line.

Mayor Coey said it got out to the public somehow and ended up on Facebook.

Councilor Kinyon said it is not on Facebook.

Mayor Coey said it most certainly was on Facebook. We agreed months ago to have the City Administrator construct a letter, which we have talked about for months now, about our response to a request from Old Hazeldell Quarry. We did it as a neutral letter which he thinks is a great letter. Was there some punctuation errors or other stuff, yes that is the whole point in sending out a draft to the Council, so we can work it the way we want to work it, before we send it to the Commissioners, Old Hazeldell and the Planning Commissioners.

Councilor Kinyon asked if this is on the agenda for tonight?

Mayor Coey said no it is not. The letter has been submitted to the Council for review that means it won't be discussed tonight. Somebody on this Council leaked it out to the public, which we did call the City Attorney to see if it was unethical or not and he said no, but it was gray and not worth pursuing.

#### **4.0 ADDITIONS, CORRECTIONS, OR ADJUSTMENTS TO THE AGENDA**

**Additions**      **6.6**      **Fireworks request for TRT**  
                         **7.3**      **Resolution 5-2016**

#### **5.0 CONSENT AGENDA**

**Motion:** Councilor Carl moved to approve the consent agenda. Councilor Rowland seconded the motion.

Councilor Kinyon said she believes the minutes are not detailed enough on the topics where they discussed the quarry at the last meeting and she believes there was stuff left out in regards to how Judy was speaking to the public.

Louis said because we have audio available, we try to get as much captured in print but we don't always get it all especially in really long discussions and there is no violation in any way by doing it the way we do it because we do have the audio available. People can come into the office to listen to the recordings if they wish. This is the way we have been doing them for a number of years.

Councilor Affa asked how one would go about getting a copy of the recording?

Susan said you could turn in a records request and we can give you a cd, she believes the cost is \$5.

It was brought up to look into a webcast for the meetings to save time and money on the minutes.

There was a consensus of the council to look into a webcast for the meetings although we still have to have a paper copy of the minutes.

Mayor Coey said our budget is very skinny this year so there isn't a lot of extra money here if any.

J. Rowland (Aye), A. Buchmeier (Aye), G. Carl (Aye), D. Kinyon (Aye), Mayor Coey (Aye), J. Affa (Aye).  
Motion carried 6-0

#### **6.0 ADMINISTRATIVE SERVICES**

##### **6.1 City Administrators Report**

TSP Update/Highway 58 Refinement Plan – Rick is completing a TGM Grant application at this time to fund a TSP Update and a Health Study that ties in to Safe Routes to Schools.

Highway 58 Pedestrian Study/Hwy 58 Crosswalk – DKS Consultants have finalized the Pedestrian and Bicycle Study for Highway 58, they will be doing a short presentation of the Final Draft of the study for potential adoption tonight May 19, 2016.

Strategic Plan – Currently the Council is working on a Community Center, they will be getting with the consultant on Wednesday next week to discuss more.

Economic Development – One of the things we did was we got drawings for the existing buildings out at the Industrial Park and in those drawings it shows the cost to renovate them and get them to functioning use. Some of them about half a million and some close to a million to get them to where a company of some sort could use them.

Million Gallon Tank and Well – This week the request for proposal committee met which was Louis, Chuck Kurnick, Councilor Buchmeier and Councilor Chitwood. They met with the facilitator from LCOG Denise Walters and they did their first initial review for Requests for Proposals for the water project. By next Thursday the 26<sup>th</sup> he hopes to have all the reference checks done on the RFP's and then we will get this to the council so we can decide who we want to do this project.

IMBA Grant – We are looking at trying to see what we can do with \$160,000. The Mayor is talking to our Federal partners and Louis emailed the Federal Highways, one of their folks who can say yes or no in regards to an exception on how the money can be used.

Log Bicycle Racks – Louis saw the first one, George was working on it and it looks really nice. The first one will go in the yellow zone by the PUB.

George said they are hoping to have it out and on display, functioning at the location mentioned.

Pending Sale 76276 Industrial Park Way - In regards to Mr. Hill, Louis spoke with him and he understood what the issue was at that time. He was ok with us moving forward with an entity that would be producing jobs.

LRAPA – The Mayor, Rick and the Chief have been in contact with LRAPA in regards to our PM 2.5 issue on the particulates. Rick is sending out letters to the people who were on the exemption list letting them know we are having people from LCC doing the inspections for us. They are energy students at LCC and we are notifying the people.

## **6.2 City Recordors Financial Report**

Susan gave the financial report to the council.

**Motion:** Councilor Rowland moved to approve the City Recordors Financial Report as presented. Councilor Carl seconded the motion.

Councilor Kinyon asked Councilor Carl if he requested to see the statements from all of the accounts.

Councilor Carl said no just the ones Susan provided, he just wanted to see the accounts.

Susie said he asked for the General Accounts and that is what she provided.

D. Kinyon (Aye), Mayor Coey (Aye), J. Affa (Aye), G. Carl (Aye), A. Buchmeier (Aye), J. Rowland (Aye).  
Motion carried 6-0

### **6.3 Adoption of DKS Study – Public Hearing**

Mayor Coey read the Issue.

Scott Mansure from DKS Associates gave the presentation.

They gave a presentation about four months ago, they took the feedback they received from the Council and made some changes and now they are presenting their final recommendations.

The goal of this study is to improve safety for pedestrians and bikes along Hwy 58, they have made some recommendations on ways to make the Highway safer.

Mr. Mansure went over the recommendations for crosswalk locations and the type of crosswalks that they recommend at each location.

They looked at the entire corridor, they have recommended adding speed feedback signs showing travelers what their speeds are.

They received a lot of feedback from their technical advisory committee regarding the option of making Highway 58 a three lane facility. They talked about some of the benefits of this. Some of the benefits of converting from five lanes to three lanes is it reduces the travel speeds, right now the average travel speeds are 39-43 MPH, a lot of that has to do with passing. When you are travelling behind a truck and enter the city it widens and that is when people start passing. This will improve right turning for trucks, right now if they try to turn from the curb lane it is very difficult to get in and out of businesses. The bike lanes will provide a space designated for bikes. The bike lane also creates a buffer between people walking on the sidewalk.

The intent is if you adopt this plan Louis will work with ODOT to start seeking grants to start implementing the pedestrian improvements.

Councilor Carl asked how are we going to be able to pass slow vehicles if we can't pass them through town?

Mr. Mansure said that is what they are trying to eliminate with the three lanes, they don't want people trying to pass and speeding through town.

Councilor Carl is worried that people will be passing unsafely down the Highway since to the West there is no place to pass outside of town.

There was discussion on where the bike lanes and sidewalks will be located along the Highway and oversized loads coming through town.

All of the driveways along the highway will have curb cuts, they are not going to block access to businesses.

**a) Open Public Hearing**

Opened public hearing at 8:31 P.M.

**b) Staff Report**

Mayor already covered the staff report

**c) Statements in Favor**

Matt Altemus is in favor of traffic slowing down going through town, he has seen other towns do this and he has seen a big difference.

Susan Davis is in favor of this because it will be easier to cross the highway with the crosswalks.

Kevin Martin said he is in favor as Police Chief for safety reasons and as a citizen because the plan would make it more of a destination location instead of place to pass.

**d) Statements in Opposition**

Robin Kever asked how people are going to turn in to businesses with three lanes. As far as the safety issue we already have people darting in and out of traffic.

**e) Statements in General**

Dan Barclay said everyone is saying this is for safety and he doesn't think anyone would disagree, but are there examples? ODOT doesn't maintain the sidewalks or pull the weeds with what we have now.

Sandy Edds said she has no problem with this, she is not sure the distance of the sidewalks, and she has got two different answers from ODOT. She just wants to make sure business access is not blocked.

William Maxwell in concerned about the truck parking being allowed, are we going to take out the sidewalk and bike lane in front of Robin's business?

Mayor Coey said no, there will be a curb cut, it will be like in the front of Chevron.

Elizabeth Barclay has seen this vision in Sisters. There is nowhere to park along Highway 58.

**f) Close Public Hearing**

Closed public hearing at 8:41 P.M.

**g) Council Discussion**

Mayor Coey went over the breakdown of the costs for the proposal.

Councilor Kinyon asked about the trucks having the ability to pull into the far right lane to park.

Chief Martin said currently they can park to unload, not to grab a sandwich or a drink.

Louis told Mr. Mansure that the question they are trying to ask is with the buffer and bike lane, can a semi legally park to the curb to load and unload with the configuration that has been shown?

Mr. Mansure is not sure right now.

Chief Martin said he has looked at this before and he couldn't find anything that says for or against.

#### h) Council Action

**Motion:** Councilor Carl moved that we adopt the DKS Oakridge Pedestrian Study. Councilor Rowland seconded the motion.

Councilor Affa said the way this reads we are just talking about painting.

Mayor Coey said the highway is going to be painted, the curbs and sidewalks are a different element.

Councilor Buchmeier said in order for ODOT to help us find money to do sidewalks and any changes we have to have a pedestrian study done. It does not tie us in to anything that is in this study.

Louis said that is correct, the next step would be community engagement. We are not tied in to doing any of this.

J. Rowland (Aye), G. Carl (Aye), Mayor Coey (Aye), A. Buchmeier (Aye), D. Kinyon (Aye), J. Affa (Aye).  
Motion carried 6-0

#### 6.4 Planning commission Report on 2015 Activities- Will report at the next meeting

#### 6.5 Sale of Lot 30, 76276 Industrial park Way to Fidelity Real Estate Trust

Louis read the agenda title sale of property at 76276 Industrial Park Way.

**Motion:** Councilor Buchmeier moved that we approve the sale of parcel 30, 76276 Industrial Park Way to Fidelity Real Estate Trust C/O Daniel J Tanner for the amount of \$70,000 with a down payment of \$20,000 and the remaining \$50,000 to be paid over 5 years at 4.25% interest with payments of \$923.21 per month and any balance owing to be paid with the sixtieth month payment. Councilor Rowland seconded the motion.

Mr. Tanner said he has had been in Pleasant Hill for 17 years and operates his own business. He has multiple businesses that he wants to do here as well and he has had friends here for years, capable guys that want to work and that is what this community needs good paying jobs.

Louis said he is sure most of you are familiar with Tannerite, Mr. Tanner is the owner of that company.



Councilor Buchmeier pointed out on page 5 number 12 the date should be November 17, 2015, not 2105.

Mr. Tanner is ok with that change.

Louis is proposing the closing date as June 30, 2016.

Councilor Kinyon asked if Mr. Tanner if he was moving his whole business down here or is this in addition to his business.

Mr. Tanner said it is an addition.

J. Rowland (Aye), G. Carl (Aye), J. Affa (Aye), D. Kinyon (Aye), Mayor Coey (Aye), A. Buchmeier (Aye).

Motion carried 6-0

Louis presented the conceptals for Dollar General, they will be breaking ground in a couple of months. We just received their building permits this morning.

## **6.6 Fireworks – TRT**

Louis said Sandy Edds is coming before the Council asking for \$3,250 from the TRT fund for the fireworks show. Louis read the Issue. After he reviewed the funds we have about \$2000 available for this.

**Motion:** Councilor Kinyon moved that we approve the amount \$2000 to be paid out of the TRT program for the Fireworks committee. Councilor Buchmeier seconded the motion.

A. Buchmeier (Aye), Mayor Coey (Aye), G. Carl (Aye), J. Rowland (Aye), D. Kinyon (Aye), J. Affa (Aye).

Motion carried 6-0

## **7.0 COMMUNITY SERVICES**

### **7.1 Road Closure for Keg and Cask Festival**

**Motion:** Councilor Carl moved that we approve Mr. Custer's request for street closure from Alder Street to Oak Street for the Keg and Cask Festival on August 13, 2016 from 11:00 A.M. until 10:00 P.M. Councilor Rowland seconded the motion.

Mayor Coey (Aye), D. Kinyon (Aye), J. Affa (Aye), A. Buchmeier (Aye), J. Rowland (Aye), G. Carl (Aye).

Motion carried 6-0

### **7.2 Willamette Activity Center Gymnasium Discussion**

Rick said we received no input on the offer we made to the Upper Willamette Community Development Corporation in regards to selling the Willamette Activity Center Gymnasium area. We have been in communication with St. Vincent DePaul for the same reason. Terry McDonald will look into the prospect of purchasing and utilizing the building if he had a letter of support from the Council.

Rick said the offer is to sell them the Gymnasium, stage, kitchen, bathrooms and showers for one dollar for the purpose of housing the Oakridge food pantry and similar services.

Postponed until next meeting

### 7.3 Resolution 5-2016

Rick read the Issue.

**Motion:** Councilor Buchmeier moved that we adopt Resolution 5-2016 for TGM grant support to update our Transportation System Plan and Safe Routes to School with a Health Impact Study. Councilor Carl seconded the motion.

G. Carl (Aye), D. Kinyon (Aye), Mayor Coey (Aye), J. Rowland (Aye), J. Affa (Aye), A. Buchmeier (Aye).  
Motion carried 6-0

### 8.0 POLICE SERVICES

#### 8.1 Resolution 4-2016

Chief Martin said CIS who is our insurance carrier has offered us risk management incentive funds in the amount of \$7,500 with matching funds of \$2,500 for a total of \$10,000 to be used for risk management.

**Motion:** Councilor Rowland moved to approve the transfer of \$6,654 from the General fund Contingency line to the Police Department New Equipment line, for the purchase of radio equipment. Councilor Carl seconded the motion.

A. Buchmeier (Aye), D. Kinyon (Aye), J. Affa (Aye), J. Rowland (Aye), G. Carl (Aye), Mayor Coey (Aye).  
Motion carried 6-0

Chief Martin said the case that Officer Larsen has been working on, he and the District Attorney presented that to the Grand Jury yesterday and they got 5 indictments. The trial starts next week.

### 9.0 EMERGENCY SERVICES

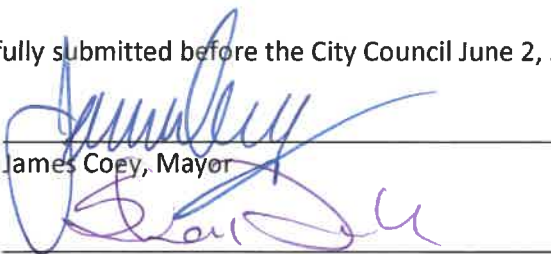
No report

### 10.0 REPORTS FROM BOARDS AND COMMITTEE

Adjourn Meeting 9:17 P.M.

Respectfully submitted before the City Council June 2, 2016

Signed:

  
James Coey, Mayor

Signed:

  
Susan LaDuke, City Recorder