



June 16, 2016  
City Council Regular Session  
Willamette Activity Center, Rm 8  
47674 School Street  
7:00 p.m.



## MINUTES

---

### 1.0 CALL MEETING TO ORDER / PLEDGE OF ALLEGIANCE

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

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

Mayor Coey read the rules of decorum and reminded everyone that this is a business meeting with the City Council and Staff.

### 2.0 PUBLIC COMMENT

Kathy Holston 48427 Roaring Rapids Way – She wanted the Council to be aware that GOATS has cleaned up the pump track at Diamond View Park and if you see Eugene Cathcart around to thank him. They will be having work parties in July and August so come on out and they hope to see you there.

Ken Hooker 48231 Hills Street – He read a statement. He saw an Oakridge Police vehicle at the Midas store on 7<sup>th</sup> in Eugene, he was telling a friend about this and they said they saw the Police Jeep there last month. With all of the talk about getting businesses to come in to Oakridge why do we take our vehicles to Eugene when we could have it done locally and the money stays in our town?

He appreciates what Councilor Carl did last night stating his situation on modification of 18.

### 3.0 MAYOR AND COUNCIL COMMENTS

Mayor Coey said we had a work session last night, we worked through some things that we need to do better. We are waiting on the staff report on that. If there is a complaint that comes through from the

community it will go to staff and they will be the ones who do the report and they will come back to the Council. If need be they will do a work session.

We got a good response back on the PM 2.5 it sounds like LIHEAP is getting a grant for \$50,000 and it looks like it is coming here.

The Side by Side went well, they are already planning for next year and possibly events in the fall and winter.

Hills Creek Dam is being drawn down 66ft so it looks like we won't have a lake for the next 2 years.

Councilor Carl thanked Mr. Hooker for raising a question in a reasonable way. I can't answer the question, but someone on the staff should be able to address that.

Councilor Rowland said she spent the day listening to the May 5, 2016 Council meeting and she did hear herself say she was tired of the bitching, she did not call anyone a bitch, she wants that stated since that is what it says in the paper. She did not say anyone was uneducated, she did say they were uneducated and didn't have all of the facts.

She wanted to thank the Mayor for all he did to make the Side by Side event happen, and she hopes people realize that if he didn't have the connections at the County level and the Forest Service connections this would have never happened. If not for his connections, this event would not have taken off last week.

Councilor Carl wanted to let everyone know that next week a delegation from Travel Oregon is going to come through Oakridge, hosting a group from Arkansas. They are interested in Cycle Tourism so the State Tourism Agency is bringing them here to show them firsthand what Oakridge has done. So, if you see them say hello and smile.

Mayor Coey said there is 11 of them coming to town and there will be some others as well. Mayor Coey said he received an email from Travel Oregon about this. They will be here for two days and in Bend for two days, they are looking to increase their tourism and their recreational tourism. We would like to put on some shine for them while they are here.

Councilor Affa asked Louis how are collection efforts are going on our judgement?

Susan said it is at zero, there are other garnishments that are ahead of us.

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

Additions 6.10 Resolution 13-2016 To accept a special purpose grant for the wood heating program and 6.11 Use of OIP for Fireworks Show for the Fourth of July.

Scratch 7.2 Sale of AT&T Lease, we will do this at the July 7, 2016 meeting.

#### **5.0 CONSENT AGENDA**

Susan sent out a corrected set of minutes.

**Motion:** Councilor Buchmeier moved to approve the consent agenda with corrections. Councilor Carl seconded the motion.

J. Affa (Aye), A. Buchmeier (Aye), Mayor Coey (Aye), J. Rowland (Aye), G. Carl (Aye). Motion carried 5-0

## **6.0 ADMINISTRATIVE SERVICES**

### **6.1 City Administrators Report**

Louis said at present we have three sales we have been working on, Mr. Tanner's sale, hopefully that will close tomorrow. He is still working on the sale with Mr. Altemus, there are a number of ground water rights issues and some easement issues, they went out to a July 30 date, if they can't get it all flushed out then we are done.

Councilor Carl asked what role does Mr. Altemus play in this process and what role does the City play?

Louis said they are working on that together, he has the information on the ground water rights and Mr. Altemus and Louis are working together to get the descriptive language on the easements. After that a review will be done by our attorney to ensure that it is put together properly.

Louis said the Ms. Lamont's plans have been shipped to the building department, they picked them up today.

Councilor Buchmeier asked about the Enterprise Zone for Mr. Tanner.

Louis said as soon as everything closes then Louis and Mr. Tanner or his General Manager will sit down with the County Assessor's office with the person who does the Enterprise Zone stuff and fill out the tax exempt paper work.

Louis wanted to answer Mr. Hooker's question, this was brought to his attention, and he hasn't had an opportunity to speak to his Chief's. He knows that both of them send some of their vehicles to Eugene for some items and some items they do here. It depends on what the issue is, he will talk to them on Monday. He agrees that if we can have it fixed here, then we should. We should be supporting our community.

### **6.2 City Recorders Financial Report**

Susan gave the Financial Report.

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

J. Rowland (Aye), Mayor Coey (Aye), A. Buchmeier (Aye), J. Affa (Aye), G. Carl (Aye). Motion carried 5-0

### **6.3 Resolution 7-2016 Establishing a Water reserve fund**

Louis said one of the things we discussed as we are moving forward with the Water Project for the last year plus, was that of the \$4.50 increase that was going to be assessed for the consumers, of that we

wanted to put .43 cents per household into a water reserve fund. The payback on the loan is \$4.07, that is the purpose of this resolution, is to establish the water reserve fund and this is something that must be reviewed every ten years.

**Motion:** Councilor Carl moved that we adopt Resolution 7-2016, establishing a water reserve fund for the purpose of planned and unforeseen maintenance of the drinking water system. Councilor Affa seconded the motion.

Louis explained how they came up with .43 cents for the Water Reserve Fund.

Louis said we will amend the resolution to reflect the .43 cents per household and the motion stays the same.

J. Affa (Aye), J. Rowland (Aye), G. Carl (Aye), Mayor Coey (Aye), A. Buchmeier (Aye). Motion carried 5-0

#### **6.4 Resolution 8-2016 Adopting the Oakridge Community Center Capital Campaign Plan**

Louis said we were originally going to ask the Council to adopt this, but the Consultant has said no, at this point what we need is just approval of the plan so we can turn it in to the Ford Foundation to let them know we have a conceptual done and they will go in and clean it up and publish it more formally and we will bring that to the Council for either acceptance or adoption.

**Motion:** Councilor Buchmeier moved that we approve the Capital Campaign Plan as submitted. Councilor Carl seconded the motion.

Mayor Coey (Aye), G. Carl (Aye), A. Buchmeier (Aye), J. Rowland (Aye), J. Affa (Aye). Motion carried 5-0

#### **6.5 Resolution 9-2016 Resolution Certifying Municipal Services**

Louis said for us to receive State Sharing we have to certify that we have a certain number of services.

**Motion:** Councilor Carl motioned for the adoption of Resolution 9-2016 certifying that the City of Oakridge provides four or more of the required municipal services for State Funding. Councilor Rowland seconded the motion.

A. Buchmeier (Aye), J. Affa (Aye), Mayor Coey (Aye), G. Carl (Aye), J. Rowland (Aye). Motion carried 5-0

#### **6.6 10-2016 Resolution declaring the City's election to receive State Revenues**

Louis said this requires Council approval to participate in the Revenue Sharing program that includes liquor tax, cigarette tax and fuel tax. All of the different taxes that the State shares with municipalities.

We need to do a public hearing for Resolution 10-2016 and Resolution 11-2016, we will do a joint public hearing.

**Motion:** Councilor Rowland motioned for the adoption of Resolution 10-2016 declaring the City's election to receive State Revenue. Councilor Carl seconded the motion.

Mayor Coey (Aye), J. Rowland (Aye), J. Affa (Aye), G. Carl (Aye), A. Buchmeier (Aye). Motion carried 5-0

**6.7 Resolution 11-2016 Adoption of the FY 16-17 Budget and imposing and Categorizing Taxes**

Louis said the Budget Committee has presented a budget to the Council for the Fiscal Year 2016-2017 budget with a total of 9,923,033.

**Public Hearing for Res. 10 & 11 2016**

Open public hearing 7:45 P.M.

**Statements in Favor**

None

**Statements in General**

None

**Statements in Opposition**

Dawn Kinyon 47709 School Street #2- She was part of the budget process this year until she resigned from City Council, she was there when they approved the \$10,000 transfer. After she resigned it was changed to \$6,900. She would urge the Council to change it back to \$10,000 as it was approved by the budget committee.

Close Public Hearing 7:47 P.M.

**Council Discussion**

Councilor Rowland said she was at that meeting and she said she would like to see \$10,000 in that account, she didn't say \$10,000 plus the \$3,100 that was already in there. She said a total of \$10,000.

**Motion:** Councilor Rowland moved that we approve Resolution 11-2016 adopting the FY 2016-2017 budget in the amount of \$9,923,033 and making appropriations and imposing and categorizing taxes. Councilor Carl seconded the motion.

A. Buchmeier (Nay), G. Carl (Aye), Mayor Coey (Aye), J. Affa (Aye), J. Rowland (Aye). Motion carried 4-1

**6.8 Resolution 12-2016 Transferring Funds between funds for appropriate fiscal balance of Expenses**

Louis said this is something that we go through just about every year to ensure our funds are balanced. This year we went did quite a bit with Public Works, Teller Road was one of them and a number of water and sewer projects were part of that. We did use a lot of seasonal personnel so that was one area that really hit us hard. The other funds he didn't have to move as much.

**Motion:** Councilor Buchmeier moved that we adopt Resolution 12-2016 authorizing the transfer of FY budget Appropriations within funds for appropriate fiscal balance. Councilor Affa seconded the motion.

G. Carl (Aye), A. Buchmeier (Aye), Mayor Coey (Aye), J. Rowland (Aye), J. Affa (Aye). Motion carried 5-0

#### **6.9 Contract Services for oversight CPA and Audit prep**

Susan said last year we did the same thing, we put out an RFP for a new CPA when Summer took a job in Hood River. Throughout the year SGA provided some great services to us, they are a growing auditing firm but they have had some things that transpired in their office and we have the opportunity to bring Summer back. This is a savings of roughly \$2,500, possible more. Summer was the only one who responded to the RFP. .

**Motion:** Councilor Carl moved that we approve the appointment of Summer Sears, CPA for monthly support and audit preparations services. Councilor Rowland seconded the motion.

Mayor Coey (Aye), G. Carl (Aye), J. Affa (Nay), J. Rowland (Aye), A. Buchmeier (Aye). Motion carried 4-1

#### **6.10 Resolution 13-2016 to accept a specific purpose grant for the wood heating program**

Louis said as we got into the year we partnered up with the Southern Willamette Forest Collaborative to work with the Wood Heat Program. They received some funds and they needed a place for those funds to go, the Oregon Community Foundation asked if we could put them through our budget and we did. Now we need to have a Resolution in Place.

Councilor Carl said the recommended motion from the City does not specify an amount.

Louis said we can put an amount in there.

**Motion:** Councilor Carl moved that we adopt Resolution 13-2016 to accept \$11,825 as an unforeseen specific purpose grant fund. Councilor Buchmeier seconded the motion.

Mayor Coey said this was money that was well spent, it was part of our PM 2.5, and this was a donation of wood from Roseburg Lumber from where they cut the year before and gave us all the ends. Last spring they offered to load it if we would haul it so we sent up 12 dump trucks and they loaded them. We entered into an agreement with the Southern Willamette Forest Collaborative, who got a grant from the Ford Foundation and with Inbound, Inbound supplied the processing of the wood. We ended up with 60 cords of wood and most of them sold for \$100 a cord, mostly to seniors and people who were financially strapped. It gave us a great outreach if nothing else.

G. Carl (Aye), A. Buchmeier (Aye), Mayor Coey (Aye), J. Rowland (Aye), J. Affa (Aye). Motion carried 5-0

#### **6.11 United Communities Events Association request for use of OIP for Fireworks 2016**

Louis said the OIP was used last year and it appeared to go well, people seemed to enjoy being able to spread out around the Industrial Park.

Louis said if anyone needs something on the agenda, he needs to have it the Friday before. We try to get the full agenda to the Council by Monday.

**Motion:** Councilor Carl moved that we allow the United Communities Events Association to use the OIP for the July 4m 2016 Firework show. Councilor Buchmeier seconded the motion.

Councilor Carl asked Ms. Edds if she has insurance for this event?

Ms. Edds said yes she does.

Councilor Carl asked Louis if he has checked on that?

Louis said yes and he talked to Mr. Tanner and they will both have insurance and we will be an additional insured.

J. Affa (Aye), Mayor Coey (Aye), G. Carl (Aye), J. Rowland (Aye), A. Buchmeier (Aye). Motion carried 5-0

## **7.0 COMMUNITY SERVICES**

### **7.1 Water Project Engineering RFP**

Louis said at the last meeting we had someone from the prevailing side move to reconsider the motion, upon reading from Roberts Rules of Order we needed to have someone from the minority to make that motion.

**Motion:** Councilor Rowland moved that we reconsider the Water Project Engineering RFP. Councilor Affa seconded the motion.

A. Buchmeier (Aye), J. Affa (Aye), J. Rowland (Aye), G. Carl (Aye), Mayor Coey (Aye). Motion carried

**Motion:** Councilor Buchmeier moved that Curran-McLeod be selected as our project engineer for the Water Systems improvements and the Certification of the City's Water Rights. Councilor Carl seconded the motion.

Louis read the Issue. There are times when it is necessary for the City to solicit a project Engineer for a specific project such as the Million Gallon Tank, a well, Water rights certification and transmission lines.

Councilor Rowland asked Pat Curran, Principal of Curran-McLeod, why Teller Road was over budget?

Mr. Hodges said if Councilor Rowland didn't mind he would like to answer. He explained that there were a number of issues that occurred during the project, none of them were out of the norm. They put in a new drain project, when they excavated a man hole it simply fell to pieces, that was a small change order. There was another matter of combining some of the driveways that added about \$2000-\$3000. The big item was the church has a very large and wide driveway, the concrete was asphaltic type and old. He tried to avoid cutting in to it and once they did it fell apart.

Councilor Affa said he knows absolutely nothing about your company and asked Mr. Curran if he could tell everyone about his company.

Mr. Curran said they serve communities with a population of 10,000 or less in Oregon and Southern Washington. They have made the effort to acquire the best talent that they could and over the years have grown to nine to ten people.

Councilor Affa asked Mr. Curran where in Portland are they located?

Mr. Curran said they are in Tigard, Oregon.

Councilor Affa what a large contract is for them?

Mr. Curran said they often will do projects up to ten million dollars. Most generally they maintain six to eight million each year.

Councilor Affa so you have a special quality in the field, a wonderful engineering firm?

Mr. Curran said yes, they have acquired such a wide capability and understanding knowledge of little stuff that cities need to know like the ORS, Dept of Justice, SDC's, mechanisms for recovery costs, grants and loans.

Councilor Affa said in Louis little speech here he said that there was an engineer that was working with somebody else and is now back working here, is that you? (Mr. Hodges)

Mr. Hodges said yes, that is him.

Councilor Affa said so you left the company and came back?

Mr. Hodges said no, he knew Mr. Curran for some time before he came to work for Curran-McLeod. He has worked for the City of Oakridge for 12 years, first for Pace Engineering and then Curran-McLeod.

Councilor Affa asked if he gets a straight salary and bonus or percentage?

Mr. Hodges said they are salaried employees.

Councilor Affa said a 2 – 2 ½ million dollar contract is a substantial amount for him correct?

Mr. Curran said that is a good project, they have two of them going right now in that range.

Councilor Affa said he would venture to say that we are probably one of farthest clients.

Mr. Curran said probably moderate, we serve the coast, Joseph County, Gold Beach.

Mr. Hodges said they are the on demand on call waste water engineer for the U.S. Forest Service for Region 6 so they work in Oregon, Washington, Idaho and possibly Alaska.

Councilor Affa said it sounds like they are spread thin.



Mr. Curran said it has to be scheduled, it has to be planned, and they need to be able to provide the client the service that their firm has been formed to do. They work together to make sure the projects come together in favor of the city.

Councilor Affa asked if they are on a calendar year?

Mr. Curran said yes, a calendar year.

Councilor Affa asked how many projects are they in the middle of now?

Mr. Curran said they are in one stage or another on about 20 projects of varied sizes.

Mayor Coey asked Chuck what his opinion of Ed is and if he has any issues with the company?

Chuck said they did our phase one project which is like the one we are doing now and it has worked flawlessly, the engineering was good and everything about the project went well. He has had no problems working with Ed when he was with Pace and nothing since he has been with Curran-McLeod.

Mayor Coey said he wants to see better communication, that doesn't always seem to happen.

Mr. Hodges said he agrees with the Mayor, it could be better.

Councilor Affa asked how many projects a year do they average?

Mr. Curran said in one form or another 35 for the company as a whole.

Councilor Affa asked if they have come down here for a visit without charging us, just to spend a weekend or a day? You have had twelve years to do this.

Mr. Hodges said he is going to push back on this one. He can't tell you how many times where an issue has arisen with Oakridge and he just does it for free, he does stuff for Louis and Chuck all the time. He is not going to sit here and bill us for every ten minute phone call or every hour he does something. We try and keep our rates fair and we work within the project budgets like they say they will do. We don't have any change orders for engineering services for Oakridge.

Councilor Affa said he appreciates all that he does that he doesn't bill us for, but that wasn't his question. He wants to know if he ever comes here, brings the family and enjoys the sun.

Mr. Hodges said he loves coming down here, he is very attached to this community. He used to come down here on an almost monthly basis to ride, he comes here when we works ski patrol at the pass. So yes, he does have a certain amount invested in this community.

Councilor Buchmeier thanked them both for coming down and facing the judge and jury and she also wanted to thank them for helping us with the funding for this water project. Councilor Buchmeier asked Mr. Hodges if he sees any concerns with the water project.

Mr. Hodges said one of his concerns is that there is an old 6" line that runs down Hwy 58 and it supplies water from the main section of town up to the Industrial Park. He is a little concerned about the hydraulics

of that pipe that it might be too small and might need to be increased in size. This is depending on where the well is going to be. Other issues that he is very concerned about is that the reservoir was going to be placed on the old landfill, but that has been resolved because it has been moved to another site.

G. Carl (Aye), J. Affa (Nay), J. Rowland (Aye), Mayor Coey (Aye), A. Buchmeier (Aye). Motion carried 4-1

## **7.2 Sale of AT&T Lease to Black Dot**

Will do this at the July 7, 2016 meeting

## **8.0 POLICE SERVICES**

### **8.1 IGA for Law Enforcement Services between the City of Oakridge and Westfir**

The Chief was not here so Louis presented the report. We have been the contract police department for the City of Westfir for about 14 years, we have had a long relationship with them. The IGA is for \$25,000 that is about a 7-8% from last fiscal year.

**Motion:** Councilor Rowland moved that the Mayor sign the IGA with the City of Westfir to provide Police services. Councilor Affa seconded the motion.

Mayor Coey (Aye), A. Buchmeier (Aye), J. Rowland (Aye), G. Carl (Aye), J. Affa (Aye). Motion carried 5-0

## **9.0 EMERGENCY SERVICES**

### **9.1 IGA for Provision of Fire Protection Service between the City of Oakridge and Westfir**

Louis said Westfir had difficulty getting volunteers and that is why they entered into the IGA with the City. We increased them approximately 10%.

**Motion:** Councilor Carl moved that the Mayor sign the IGA with the City of Westfir to provide fire protection services. Councilor Rowland seconded the motion.

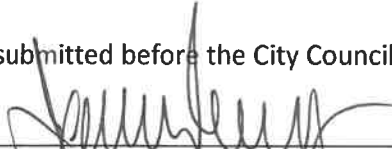
A. Buchmeier (Aye), G. Carl (Aye), J. Rowland (Aye), Mayor Coey (Aye), J. Affa (Aye). Motion carried 5-0

## **10.0 REPORTS FROM BOARDS AND COMMITTEE**

None

Adjourn meeting 8:50 P.M.

Respectfully submitted before the City Council July 7, 2016

Signed:   
James Coey, Mayor

Signed:   
Susan LaDuke, City Recorder