



September 7, 2017  
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

Council Present: Jim Coey, Mayor  
Judy Rowland  
Gary Carl, Council President  
Josh McMillin  
Barry Taylor  
Paul Forcum  
Kathy Holston

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

## 2.0 PUBLIC COMMENT

Mark Osborn 47771 Commercial Street – Mark is the new Academic and Attendance Intervention Specialist at Oakridge High School. He thanked the City for being a part of the Strive for Five program with the Oakridge School District, they were hoping for a 5% increase in attendance and they ended up increasing it by 7.9%.

## 3.0 MAYOR AND COUNCIL COMMENTS

Mayor Coey said since the last meeting he and Louis talked to Commissioner Williams and Sarah Means from Lane County regarding some things they could do to help us do our jobs a little better.

We are back on our regular City Council schedules and school is back in session.

Councilor Rowland said she volunteers at Senior Meals, they are located in the Nazarene Church. They need people to volunteer on Tuesdays and Thursdays from 8:30 A.M. until 1:00 P.M. They have two people that deliver food and neither of them showed up today.

Councilor Carl asked what the dates for the League of Oregon Cities are.

Louis said he signed all the councilors up for this, he hasn't heard from Josh, but he signed him up. Check in is Wednesday September 27<sup>th</sup> with Council, Mayor and Management type classes starting on Thursday between 8:00 and 9:00 A.M. It is located in downtown Portland at the Doubletree. Check out is the 30<sup>th</sup>.

Councilor Holston thanked Louis for forwarding all of the fire updates to the council.

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

None

#### **5.0 CONSENT AGENDA**

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

G. Carl (Aye), Mayor Coey (Aye), J. Rowland (Aye), P. Forcum (Aye), B. Taylor (Aye), K. Holston (Aye), J. McMillin (Aye). Motion carried 7-0

#### **6.0 ADMINISTRATIVE SERVICES**

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

Million Gallon Reservoir-Well-Transmission Lines- We are dealing with Union Pacific Railroad right now in regards to boring under the tracks. We have to make some adjustments with one of our lines, the 2" going under Rogers Lane because Union Pacific is rebuilding the bridge and it is at our cost, but we can tie it into the Water Project.

The Well Drillers are in town, you may get some concerns in regards to noise. They are going to try to do the actual striking during the week.

Easement Agreement with Old Hazeldell Quarry- We are trying to solidify the agreement itself. The biggest issue is the way it's written is and as you know an easement, if you buy it it's yours and if you don't you only have the right to use it and that is the case with this particular easement. They want access to our tank and we have issue with that. Our attorneys are trying to work all that out right now.

Councilor Holston asked if they are being cooperative.

Louis said yes they are.

Councilor Carl said the City has an Ordinance that applies to loud noises. Does this not apply to Union Pacific because they blow their horns in the middle of the night?

Louis said no it does not, it is for safety reasons.

Councilor Carl asked if we can waive liability to them would they stop blowing their horns?

Chief Martin said there are some cities that have passed ordinances for this.

Mayor Coey said there is a process you have to go through for this. It is rated on a certain traffic count. It has to do with gates and traffic counts etc...

Councilor Carl said he would like the Mayor to appoint him as a member of the council, to work with the city to address this issue.

Community Center Project- He has gotten most of the feedback back, hopefully we will start moving forward with that in the very near future.

I and I- We have regrouped a little, the City Engineer is going to go back and review the 2009 study that was done and see if he can narrow the scope of work like going from six basins to four. We will probably take a camera and down and do some minimal smoke testing to reduce cost. He figures he can get this done in four to five weeks.

OIP Building- Most of the renovation is done, we are just looking for quotes to do the floor.

RAIN (Regional Accelerator & Innovation Network) - The City of Oakridge is collaborating with RAIN and other organization to promote entrepreneurship in traded sector type businesses.

#### **6.2 City Recorder Finance Report – No Report**

#### **6.3 Ordinance 926-An Ordinance establishing the regulation of animals; establishing Procedures for setting fees; providing for remedies; and repealing Ordinance No. 858**

Louis said he and Councilor Holston discussed this and they ask that this be tabled until the next meeting. There are some modifications they'd like to make to this to make it cleaner.

#### **6.4 Modification of Bicycle on City Logo**

At the last meeting you picked our logo and the issue is the bicyclist doesn't look like a man. Louis has been calling around trying to get a program that will fix our logo, everything else will stay the same, and we just need to change the man.

Mayor Coey said he spoke with the VP of Integrated Marketing for Travel Lane, all we need to do at this point is tell them to go ahead and do what they are going to do and they will send this to us in a format that we can use.

Mayor Coey will send Louis the contact information.

**Motion:** Councilor Carl moved that we authorize the City Administrator to work directly with Travel Lane County to improve the image of the cyclist on our logo. Councilor McMillin seconded the motion.

Mayor Coey (Aye), K. Holston (Aye), J. McMillin (Aye), G. Carl (Aye), P. Forcum (Aye), B. Taylor (Aye), J. Rowland (Aye). Motion carried 7-0

#### **6.5 Presentation of Draft Emergency Operations Plan**

Louis said this is something we've been working on for a number of years, what he gave you is a general outline of the Emergency Operations Plan. Each department has probably another 15-20 pages to add to this, but Louis wanted you to have basically what our responsibilities are per department, what the duties of the Mayor are and the chain of command in case of a natural disaster. Normally if it gets to the point where a disaster is declared then the chain of command is very important. There will be more to come on this and this ties in with the Hazard Mitigation Analysis that was done with Lane County.

## **7.0 COMMUNITY SERVICES**

### **7.1 Resolution 14-2017 Special Cities Allotment Grant**

Rick said we are applying for a Special City Allotment Grant for \$50,000 to go towards one of our streets, last year we chose Berry Street and we will choose Berry Street again.

**Motion:** Councilor Rowland moved that we adopt Resolution 14-2017 Special City Allotment Grant for the support of reconstructing Berry Street. Councilor Taylor seconded the motion.

K. Holston (Aye), P. Forcum (Aye), Mayor Coey (Aye), B. Taylor (Aye), J. Rowland (Aye), J. McMillin (Aye), G. Carl (Aye). Motion carried 7-0

### **7.2 Parks & Community Services Committee Members Introduction**

Pulled from agenda due to Mr. Gobelman not being able to attend because of work.

## **8.0 POLICE SERVICES**

Chief Martin gave his report for August 2017

## **9.0 EMERGENCY SERVICES**

Chief Hansen gave his report for August 2017.

They were awarded a grant from the Assistance of Firefighter Grant for a Pumper Tender for \$430,306, the downside is the 90/10 match, and they have to come up with about \$43,000.

Mayor Coey asked Chief Hansen how they plan on coming up with the \$43,000 match.

Chief Hansen said there is an application for a hardship that you can apply for and he has already downloaded that. They have 30 days to accept the grant.

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

Parks and Community Services Committee- Councilor Taylor said they have set a date to paint the community building that will be on September 19th and 20<sup>th</sup>.

Mayor Coey reported that Cycle Oregon had to cancel due to the fires.

**Executive Session: 192.660 (2)(l) to review and evaluate the employment-related performance of the Chief Executive Officer of any public body, a public officer, employee or staff member who does request an open hearing.**

Adjourn meeting 7:53 P.M. for Executive Session

Resume regular session 8:47 P.M.

**Motion:** Councilor Rowland moved we approve the City Administrators salary increase. Councilor McMillin seconded the motion.

Mayor Coey (Aye), B. Taylor (Aye), J. Rowland (Aye), G. Carl (Aye), K. Holston (Aye), J. McMillin (Aye), P. Forcum (Aye). Motion carried 7-0

Meeting adjourned 8:48 P.M.

Signed:

  
James Coey, Mayor

Signed:

  
Susan LaDuke, City Recorder