



October 5, 2017
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, Council President
Josh McMillin
Barry Taylor (absent)
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, Public Works Coordinator

2.0 PUBLIC COMMENT

Floyd Staley Oakridge, Or – Read a statement that he wants to put in the paper to the editor regarding free fishing at the OIP for kids under 12. He is wondering if he is premature in doing this at this time because is it not confirmed yet.

Louis said DEQ is going through their records for us on the fire suppression pond to see if they can find the No Further Action letter. As he recalls there were no issues with that pond.

3.0 MAYOR AND COUNCIL COMMENTS

Mayor Coey said Senator Wyden was here two weeks ago for a Town Hall meeting at the High School. He loved his visit here.

We had the LOC Conference in Portland last week. This is always a good conference and good for new councilors to learn and network. Mayor Coey joined on Thursday night and had sessions on Friday and Saturday.

Mayor Coey had a conversation with the Forest Service regarding the post assessment of the fires, how to reopen roads to make sure they are safe.

Mayor Coey met with John Omlin about the side by sides using our city streets.

This morning they had their second meeting with Oregon Solutions, they are helping us find funding for our PM 2.5, we need \$935,000.

Mayor Coey said on Saturday at Greenwaters Park from 9:00 A.M. until noon for the great river cleanup. After that from 1:00 P.M. until 3:00 P.M. at Ninkasi they are having a party with free pizza and beverages. The Mayor will be there to give a little talk and so will the Mayor's from Eugene and Springfield.

Mayor Coey said we need to schedule a work session.

The next work session will be on October 14 at City Hall from 9:00 A.M. until 2:00 P.M.

Louis said if you have specific topics to email them to him to put on the agenda.

Councilor Rowland asked who was our voting delegate when we were at the League of Oregon Cities?

Louis said technically it is supposed to be the Mayor.

Mayor Coey said he hasn't been involved with LOC, if anyone else wants to do it they can, he has too much on his plate.

Councilor Carl said he was pleased that the City Administrator invited him to meet with John Omlin to talk about developing side by sides here in Oakridge. He wants to create a hub for side by sides in Oakridge and hopefully the city will be able to develop a place out at the Industrial Park. It would be available to hunters, fisherman and others to use also.

Councilor Holston said the LOC Conference was a real eye opener and she thanked the city for helping the councilors to be able to attend. One of things she came back with is there are so many small cities in Oregon and many of those cities are really stepping up to the plate and getting their share of the pie and actively looking for it. She sat in on a meeting with LaPine and they talked about their City Administrator who is a young go getter and has lots of ideas and energy. They shared some of the successes that they've had in LaPine and part of that is they have the ability to unify the council and open up some real active lines of communication with their citizens.

The other thing she sat in on is housing, the statistics behind the housing crisis in Oregon is overwhelming. Translating that to Oakridge and seeing so many of the different facets of the housing market are apparent in Oakridge. Whether it be so many of the seasonal rentals that take up housing and we have a lack of housing for families to come in at affordable rental rates and people from outside of the community buying as investment property. It was a real eye opener and she intends to learn more about this and talk to the council and city administrator about steps that we need to be taking on how to keep our community from becoming a vacation nest and not residential and family nest.

Councilor Rowland said she agrees with Councilor Holston. This was her third LOC Conference and each time it's different and she learns new things. Saturday morning she went to one that was pretty shocking

on city council meetings and how to conduct yourself. They talked about mutual respect between the council and citizens and each other.

Councilor McMillin said he sat in on the Youth Council, which is something that he believes Oakridge could benefit from. It would be a really good way to integrate the youth and the adults of Oakridge. Amazing kids like that are better role models for younger kids and what better way to get them involved in city politics.

4.0 ADDITIONS, CORRECTIONS, OR ADJUSTMENTS TO THE AGENDA

None

5.0 CONSENT AGENDA

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

G. Carl (Aye), Mayor Coey (Aye), J. Rowland (Aye), P. Forcum (Aye), K. Holston (Aye), J. McMillin (Aye).
Motion carried 6-0

6.0 ADMINISTRATIVE SERVICES

6.1 City Administrators Report

Million Gallon Reservoir-Well-Transmission Lines- We finalized all of our pieces with the easement on the road off of Dunning Road, the Mayor signed the easement. They had a pre bid conference with about 30 contractors about a week ago. We are bidding the project out on October 12, 2017, that is when the bids will come in. We are going to build the road, they didn't really want to do that. We had to change the percentage of the grade of the road.

Hwy 58 Crosswalk Project- It looks like they have all of their utility locates.

Community Center Project- He's got all of his changes all bundled up and we are about ready to go gangbusters on that.

I and I- With direction of the council from the last meeting we are going for the grant, we are going to try to narrow the scope of the project so we raise rates as little as possible.

Mayor Coey said going through his stuff at home he found a memo dated February 2015 from Curran-McLeod talking about this and it looks like they already did a review of the I and I two years ago.

Louis said they didn't do a whole review, they did a cursory review.

OIP Building- Finalizing the quotes for laying the flooring for the office. The quotes we are getting are between \$7,000 and \$8,000 and that is just for the installation. Without trim most of the quotes are coming in at \$2.00 a sq ft and we may have received a quote for \$2.25 including the trim.

Mayor Coey said for the vinyl plank and cove it should go for about \$2.00 a sq ft.

Councilor Holston asked what we budgeted?

Louis said we budgeted for the OIP about \$25,000, but he might be coming back to you for a few thousand more because he is trying to get electricity put in on lot 37 and to have fiber put in at the OIP office. That would cost about \$6,000 which is not bad, but he has a call in to LCOG under the Fiber Consortium to see what kind of dollars are there.

AMTRAK Station- Louis just got off the phone with Senator Wyden's Senior Aide before he came here and he is looking at a couple of grants that she threw at him.

Councilor Carl said the last time Rob Eaton was in Oakridge he stopped by his café and he got to chat with him. Mr. Eaton invited the Oakridge City Council to come and visit Leavenworth, WA as a council as his guest and come up on the train.

City RV Park/Camping and Staging Area- We have been talking about Kokanee, right on the main road down from the cell tower as the staging area for the side by sides. We are looking at lot 39 now, we think that might be a better spot, it is dirt we probably will never sell and the goal is still to have the showers and bathrooms. Our Realtor of Record even suggested we don't use Kokanee so that they can have continuity with their sales and they also recommended using lot 39. No matter where we put it we are going to have difficulty with water and sewer.

Transportation Systems Plan- We've signed the scope of work documents and we are finalizing a schedule with ODOT. There will be participants from the council, planning commission, the public, ODOT, LCOG and others.

IMBA- Rick and Louis have put together all of their stuff ready to ship to Federal Highways Administration so that Mr. Woods can give us a go so we can start building this stuff.

We will be working with LCC again this year doing inspections for people who are on the woodstove exemption list.

On the Emergency Management Plan, we had a meeting with the Public Safety Committee Tuesday and our goal is to have the plan completed within 60 days to be presented to the Public Safety Committee and to Council after that.

Website Review- We've cleaned up a lot of the content and we are going to get a quote from our current provider, Aha and hopefully this month he will have some numbers. He is really looking to clean up our opening page and optimize our website so we can use tablets, mobile phones and all the normal stuff.

Mayor Coey thanked Rick for getting the work party together and painting the community building.

6.2 City Recorder Finance Report

Susan gave her financial report. Susan passed out the statement of revenue and expenses for the month of August, in two weeks she will get you all of the stuff for September.

6.3 Approve fee waiver for Middle School Cross Country Team

Motion: Councilor Holston moved to approve the park fee waiver for the Junior High Cross Country Team on October 25, 2017. Councilor Carl seconded the motion.

Councilor Carl wanted to confirm that we are transferring the money like we usually do for park fee waivers.

Louis said yes we will be transferring the money.

Councilor Carl asked how much this fee waiver is for?

Rick said it is a \$200 fee waiver.

K. Holston (Aye), Mayor Coey (Aye), G. Carl (Aye), P. Forcum (Aye), J. Rowland (Aye), J. McMillin (Aye).
Motion carried 6-0

7.0 COMMUNITY SERVICES

None

8.0 POLICE SERVICES

Chief Martin gave his report to the council.

Our reserves have been working the Duck games as parking enforcement and security detail.

9.0 EMERGENCY SERVICES

9.1 Acceptance of the Assistance to Firefighters Grant for Equipment and Training

Louis said we discussed this at one of the last meeting in regards to the \$340,000 Assistant to Firefighters grant, one of the requirements was that we have a 5% match. This will update our 1994 fire engine and also a water tender with Hazeldell. One of the issues was, where we are going to get the money to take care of that. Louis went through the general fund budget and took money out of some of the funds to make up the dollars for this 5% match.

Mayor Coey asked Louis if he has any conversation with the tax department regarding the WAC.

Louis said he has not other than requesting the documents. It is going to cost us roughly \$150 to \$300 for each entity that we have.

Motion: Councilor Rowland moved that the City of Oakridge accept the Assistance to Firefighters Grant and have the City Administrator procure the required 5% matching funds not to exceed \$21,515. Councilor Forcum seconded the motion.

P. Forcum (Aye), J. Rowland (Aye), G. Carl (Aye), J. McMillin (Aye), K. Holston (Aye), Mayor Coey (Aye).
Motion carried 6-0

Chief Hansen gave his monthly report for September.

10.0 REPORTS FROM BOARDS AND COMMITTEE

Meeting adjourned 8:06 P.M.

Signed:


James Coey, Mayor

Signed:


Susan LaDuke, City Recorder