



October 4, 2018
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: Judy Rowland, Mayor
Gary Carl, Council President
Josh McMillin via telephone
Paul Forcum (absent)
Kathy Holston
Kevin Gobelman
James Affa

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

2.0 PUBLIC COMMENT

Jackie Taylor 78195 High Prairie Road- She read a statement in support of the City Administration from a City of Oakridge employee who couldn't make the meeting.

Sherry Klosterman 48314 Hills Street- Aside from this wonderful paper that was handed out and all the millions of dollars that is going to be contributed on our behalf, the citizens of Oakridge to pay for all of this stuff along with grants, what exactly has our esteemed City Administrator done for our community?

She would like an answer from the City Council and Mayor. Ms. Klosterman read a statement that was not turned in for the record.

Rustie Ackland 48265 E Commercial St- She is here to talk about the Snowflakes that are going to be put up on the highway. She wants to invite anyone who has time on Saturday to replace the current bulbs with new LED bulbs at the Westfir City Hall at 9:00 A.M.

Ken Hooker 48231 Hills Street-It is his opinion that the City Administrator should be terminated for cause or without cause, complaints have been turned in and not addressed.

George Custer 48175 McFarland Rd- George Custer read a letter in support of the City Administrator and against negative personal agendas.

Kristy Ball 76487 Cedar Street- Wanted to address comments on line about the political forum renting the WAC. She has asked for a refund and was charged the wrong amount for the rental of the room. She also spoke about Mr. Sweet's letter that he read regarding contact between himself and Mayor Rowland. She seconds the fact that we should terminate the City Administrator tonight.

3.0 MAYOR AND COUNCIL COMMENTS

Mayor Rowland responded to Kristy Ball's comments regarding Mr. Sweet's letter and not being invited to the political forum.

Councilor Holston thanked the members of the community who attended the candidate forum and encourages everyone to exercise your right to vote no matter who you are voting for.

Councilor Carl said he along with several other councilors attended the League of Oregon Cities conference last week in Eugene. He got some good information on zoning and housing that he intends to pass along to Mr. Custer and some other information for the council.

Mayor Rowland said she'd like to see a workshop soon with the council, so they can go over what they learned.

Councilor Affa asked Kristy Ball if she has got any response at all from the City?

Kristy said no, nobody has contacted her.

Councilor Affa said from what he understands from the emails that she rented two separate rooms and they both turned out to not fit the venue.

Kristy explained the schedule of events and said she has not received a refund or a response from the city.

Mayor Rowland read a Proclamation to proclaim October as Domestic Violence Awareness Month.

Mayor Rowland read a Proclamation to proclaim October 14-20 Freedom from Workplace Bullying Week.

Councilor Affa wanted to make a comment to both of the people that supported the City Administrator and those who don't quite feel that he is doing a good job, he wants to thank you for letting us know what you think and let you know your opinions are not falling on deaf ears.

4.0 ADDITIONS, CORRECTIONS, OR ADJUSTMENTS TO THE AGENDA

None

5.0 CONSENT AGENDA

Motion: Councilor Holston moved to approve the consent agenda as written. Councilor Affa seconded the motion.

Councilor Holston asked to make a few additions to the minutes.

G. Carl (aye), J. Affa (aye), K. Holston (aye), K. Gobelman (aye), J. McMillin (aye), Mayor Rowland (aye).
Motion carried 6-0

6.0 ADMINISTRATIVE SERVICES

6.1 City Administrators Report-

Louis said we sent out the RFP for the City Attorney, the closing date will be November 7, 2018, we sent out seven letters.

Laskey-Clifton was supposed to have their project done by September 5th and we gave them an extra 10 days so September 15th. At this point they are in the penalty phase, they are having to pay the city \$250 a day for every day that they go beyond September 15th. He wanted to make the council aware that this is occurring at this time. They were supposed to have the project done within 300 days.

Councilor Affa asked if they gave an indication on when they'd be finished?

Louis said the last document he saw they said a month and a half.

We are moving along with some businesses, for a change they are moving forward and everything seems to be ok. Hopefully in the next 10-12 days we will be able to close on one of them.

He reached out to Congressman DeFazio's aid to help us with the IMBA Grant. He is on the campaign trail right now.

In regards to I & I, we have not moved much farther on that, the City Engineer is a little behind on some projects, we had a very frank discussion today that we needed to start seeing some results on the I & I and a couple other projects.

Rick has been working on getting quotes to get the Banner Bank Amphitheater worked on. It has been there for at least 15 years, we definitely need some maintenance done, so we will be putting some money into that.

Transportation Systems Plan, Rick has been working pretty hard on getting the members for the Project Advisory Committee.

Louis had mentioned that he talked to a group called the Community Transportation Association of America, the team lead from that organization, Chris Zeilinger will be in Oakridge on the 26th of October to present the initial scope of the project for the feasibility of a train stop and the expansion of the Diamond Express to weekend runs. That is huge that we are able to get them on board. This will just be phase one.

Louis has also asked Congressman DeFazio's aid to help him with the CMAQ funds and the American Steel Act about getting our bus built.

Codification of Ordinances and City Code will be one of the first things the newly appointed Admin Committee will be working on.

Councilor Holston said she has some pretty big concerns about the Diamond Express, she understands that after November 1st the 12:00 run will be canceled, and there has been decreased ridership. She is being informed that the buses are not being kept clean, there has also been a big turnaround in drivers, they are down to one driver now. She has riders that say they can't get information from Pacific Crest Bus Lines and LTD says they don't deal with them. She is very concerned because we have people who use this bus consistently for work and she is concerned that more routes will be dropped.

Louis said he will get a hold of LTD and see if he can get a meeting set up with John Ahlen that deals with the granting portion. He will be the first person he will reach out to, John is his contact that he deals with the Diamond Express.

Councilor Holston said they are currently using is a 20 year old bus that does not have air conditioning or heat.

Louis said he will call John first thing in the morning.

Councilor Affa asked Louis where we are with the IMBA Center.

Louis said Dan Whelan from DeFazio's office is working are working together and they will be talking to ODOT and another agency to see if they can free up the funds and allow us to use them for a Goods Project instead of a Public Improvement Project. He is on the campaign trail right now, hopefully next week he will get with him and they can start working on the IMBA piece.

6.2 City Recorder Finance Report- No Report

6.3 MOU between Regional Accelerators & Innovation Network and the East Lane County Collaborative

Louis read the issue.

RAIN was up here last year at the Pub and they had a number of local entrepreneur's present their products, kind of a Shark Tank style type of presentation. There are a couple of those people still moving their products along.

Councilor Carl asked if there was any money awarded to that because Dillon Sanders won that for the wood thing and he was just in here and he said he didn't think that was going to go very well. Louis said he got a very small amount of money.

Louis said what RAIN does is work with entrepreneurs that have ideas that can be developed into traded sector types of jobs such as manufacturing, as long as it ships out of state or out of country. For it to be considered a traded sector job, basically not retail, but they do work with people who have retail businesses also and direct them to the agencies that can help them.

Councilor Affa said he is still a little fuzzy on what he is buying with his money.

Louis said what their goal is, this is the position they are wanting to hire. Ford Foundation and a couple other granting agencies have already put some money towards this program. The \$10,000 they are asking for starts October 1st through September 30th, they are going to use this as additional seed money, they want to have a Venture Catalyst, the person who works with the entrepreneurs, they want to hire him part time, that is why they are trying to put this money together.

Councilor Carl asked if the money is going to come from the city?

Louis said \$5,000 is.

Councilor Carl asked who from the city is going to evaluate the effectiveness of this person?

Louis said the city leadership will.

Councilor Carl said because we had a situation last year where we put up, he thinks \$2,000 to Travel Lane County for a young woman to help us and I don't think the city got its money's worth out of that. He doesn't know, you and Rick had more contact with her than he did, the point is, was any evaluation ever done to follow up to see if the city got \$2,000 worth for our contribution. Now we are considering putting up \$5,000, is there going to be somebody from the city to evaluate this and say whether this is a good idea or not.

Louis said yes, the last time execution was not done the way it should have been on the front end, part of that is on him and part of that is on the former mayor.

Councilor Carl asked if he learned from that?

Louis said yes, absolutely.

Mayor Rowland asked if they will be working out of city hall?

Louis said they may be working out of Eugene, but they have to spend so many days in Oakridge and so many days in Lowell.

Louis said we do have this money in our Economic Development Fund.

Councilor Holston said she does understand this and she participated in RAIN and she saw what it was for, she agrees that it is an opportunity for our citizens to think about entrepreneurial activities and how to fund and start them. She is more concerned about the memo of understanding, this East Lane County Collaborative is something we have already participated in?

Louis said yes, when we first started with RAIN about a year ago.

Councilor Holston said so you and Lowell collaborated to make this East Lane Collaborative and so the contacts are you and Jared from Lowell so you will be responsible for ensuring the performance of the activities that you described in the MOU, because you seem to have an awful lot on your plate right now. You said we have the funds in Economic Development to do this?

Louis said yes.

Councilor Holston said we had a discussion at one point on whether RAIN really provided a valuable resource to the City of Oakridge because of what the traded sector definition really needed to be. Currently there really wasn't a lot of small entrepreneurs that would qualify for that. We had difficulty finding people who qualified under that definition to participate in that program so she is concerned.

Louis said the difference would be the amount of time put into it the first time is not as dedicated as this position would be. It was Caroline coming up trying to work it through as she could and she had other areas to do also. This is why they are wanting to focus a Venture Catalyst to our area and he thinks it will develop better.

Councilor Carl said he is skeptical, \$5,000 may not seem like a lot of money, but it is. If we dedicated that money instead to a grant writer that worked here for the city, might we get more bang for the buck? He is still feeling burned by the Travel Lane Student, \$2,000 and we didn't get anything for it.

Motion: Councilor Holston moved that the City Administrator sign the Memorandum of Understanding with the Regional Accelerator & Innovation Network (RAIN) and contribute \$5,000 to hire a part time RAIN Rural Venture Catalyst for East Lane County. Councilor Gobelman seconded the motion.

Councilor Carl abstained.

Mayor Rowland (aye), K. Gobelman (aye), J. Affa (nay), K. Holston (aye), J. McMillin (aye). Motion carried 4-1

6.4 Admin Audit/Organizational Audit/Assessment Discussion

Louis said he had the opportunity at League of Oregon Cities to talk to a couple of different companies who do administrative audits, organizational assessments and those kinds of things. He put this stuff together and what he'd like to recommend to the council if you are ok with this is basically the same thing we did with the City Attorney is to get a couple councilors and the mayor and figure out what pieces we want to pull out of this. We could do a work session for this.

There will be a work session on October 10 at 6:00 P.M. at City Hall.

6.5 MOU with Southern Willamette Collaborative

Louis said the purpose of this MOU is to assist The Good Company as they are out writing grants for our Woodsmoke mitigation program. There are some grants that we as a city cannot accept, so the collaborative is willing to accept these grants so we can continue to work on the Woodsmoke mitigation program.

Motion: Councilor Holston moved that the City Administrator sign the Memorandum of Understanding with the Southern Willamette Collaborative (SWFC) for the purpose of applying for 501 C 3 status funds to continue the City of Oakridge Wood Smoke Mitigation Plan. Councilor Carl seconded the motion.

Councilor Gobelman asked who would be managing the 501 C 3 grants?

Louis said primarily The Good Company would be writing them and managing them, but we would be using Southwest Forest Collaborative and they use another organization that they are under the umbrella of for the dollar piece, he can't remember the name of them right now.

Councilor Gobelman asked where does the liability lie? He is asking because it doesn't really spell it out as clearly as he'd like.

Louis said with us as far as if we don't use the funds properly. We could make this a little clearer and put something to the effect of not using it as a direct pass through to city operations that aren't directly affiliated with Woodsmoke Mitigation Program. We have to separate it, he thinks that is what they are saying.

Councilor Gobelman said we have to make it clear that we use these funds strictly for the Woodsmoke Mitigation Program and no other city operations.

Louis said he thinks they will be ok with that language.

Councilor Holston asked Councilor Gobelman if he didn't think that "and follow suit with the strategies outlined in the Woodsmoke mitigation plan" doesn't that define enough?

Councilor Gobelman said what he is trying to say is that the language doesn't really state that you can't through some convenient way utilize it for other city operations, he would like tighter language because 501 C 3 is a sensitive issue with the IRS and any leverage that they can find they will pull your certifications. We want to protect the people who are helping us.

Louis said he will change the language to that effect. He can put it in as an amendment.

K. Gobelman (aye), Mayor Rowland (aye), K. Holston (aye), J. Affa (aye), G. Carl (aye), J. McMillin (aye).
Motion carried 6-0

6.6 Fill the Administration Committee Vacancies

Louis said the Administrative Committee has been around for a long time however, it had not been ratified by resolution or rule before and recently the council did that and they placed four citizens on that committee. We have three here tonight applying for the vacancy.

Motion: Councilor Carl moved that we appoint Bobbie Whitney, Rustie Ackland and Rick Wiemholt to serve in the vacant Administration Committee Vacancy. Councilor Holston seconded the motion.

J. McMillin (aye), J. Affa (aye), K. Gobelman (aye), G. Carl (aye), Mayor Rowland (aye), K. Holston (aye).
Motion carried 6-0

7.0 COMMUNITY SERVICES

Rick said he has two items he'd like to bring up, the first one is last month's report from Analytical Laboratories, and he gave the council copies. We had two wells that did have hits of Tetrachloroethylene, both of them were low, one of them were .5 parts per billion and the other was .0082. We happened to do our routine sampling of the entry point, the entry point is the very first opportunity a citizen would have to drink the water. Once the diluted water from all four wells reached the entry point and after the chlorine contact chamber it became a no detect. So, it was detected at the wells, but once it was mixed it was not detected at the point of entry. We are testing the well heads the first Friday of every month.

Rick wanted to report on the meeting of the New Community Center, gathering information. He reported on all of the suggestions that were turned in to him at the meeting and he will be setting up another meeting.

Councilor Carl said he appreciates him doing this and taking the time to meet with the citizens, unfortunately some of the council couldn't be there because of the League of Oregon Cities, but good job.

Councilor Holston asked about the analysis report, so, we are now testing all of the wells the first Friday of the month, last month we had one well that showed trace amounts and this month we have two wells that show small trace amounts of Tetrachloroethylene, the water you are drinking shows it is non-detectable. What are we doing as far as DEQ?

Rick said unfortunately we are waiting for funding to come around in about two years. If anyone wants to write a letter to DEQ, these levels are really low and it doesn't rise to what they consider an emergency. But we will continue to test.

Louis said he followed up on Mr. Ball's inquiry to Senator Prozanski, they said they will go to DEQ and see what they can do.

8.0 POLICE SERVICES

Chief Martin gave his report. He went to the Oregon Chiefs of Police and Oregon Sherriff's Association Conference which is an executive training at the Police Academy in Salem. The main topics are Mental Health Awareness and Suicide Prevention.

Reserve Officer Miller has started working in the schools as the Resource Officer, she works about 10-12 hours a week. The School District funds this with \$15,000 a year.

The reserve officers have been a great job helping the full time officers with back up type calls, we've had multiple calls going on where most of the whole department has had to go out.

We have four people interested in becoming reserve officers for us.

The 24th annual Fall Fun Night will be Wednesday October 31st at the WAC Gym from 6:00 P.M. until 8:00 P.M.

You might see some officers with beards in October and November for Prostate Cancer Awareness in November and Breast Cancer awareness in October. They will be donating to money to whatever organization they wish. They'd like to donate to a female veteran who has had breast cancer. They'd like the girls upstairs to judge who has the best beard. You can sponsor an officer if you'd like to help the cause.

Councilor Holston asked about the Woodsmoke Mitigation and if we will have people trained for this, how many people and when will they be trained.

Chief Martin said hopefully by the end of the month.

LRAPA has postponed the backyard burning to the 13th, you should call or look on the LRAPA website to inquire about burning.

9.0 EMERGENCY SERVICES

No report, Chief was absent.

10.0 REPORTS FROM BOARDS AND COMMITTEES

None

Meeting Adjourned 8:50 P.M.

Signed: _____
Judy Rowland, Mayor

Signed: _____
Susan LaDuke, City Recorder