



May 2, 2019
City Council Meeting
Willamette Activity Center Room 8
47674 School Street
7:00 p.m.

MINUTES

1.0 CALL MEETING TO ORDER / PLEDGE OF ALLEGIANCE

Council Present: Kathy Holston, Mayor
Christina Hollett, Council President
Bobbie Whitney
Stan Barenboim
Paul Forcum
Donald Hadley
Trisha Maxfield

Staff Present: Marsha Miller, Pro Tem 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 PLEDGE OF ALLEGIANCE

3.0 ROLL CALL- All Councilors present

4.0 CORRECTIONS, OR ADJUSTMENTS TO THE ADGENDA-

5.0 PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA –

6.0 MAYORS COMMENTS/ANNOUNCEMENTS/PROCLOMATIONS

Mayor Holston said council has a packet of information that she got from the wood smoke meeting, Good Company has been hired by Oakridge through LRAPA and they have been taking care of our PM 2.5 issues and writing grants. Their grant window is expiring at the end of May and they are working on grants so

they expect to be re-funded through those. She plans on having them come and talk to the council and citizens about what they do and what they have accomplished and what their goals are from the next 1-5 years.

Mayor Holston and the City Administrator met with the Forest Service and talked to Duane Bishop, they talked about roads, trails whether they are open and what the process is, how far behind they are and if they will be open for events or recreation as the season begins. They talked about fire prevention, there will be no slash burning around Oakridge.

Next Friday there is a Small Cities Meeting in Millersburg, she is not sure if she is driving up. Go to the LOC site and look at the Small Cities Conference for the Southern Willamette Valley.

The TSP meeting is coming up, this is the second meeting. The first part of the meeting is closed to community input.

The first Budget Meeting is May 14, 2019 at City Hall at 6:00 p.m.

Mayor Holston and Councilor Hollett attended the LOC Conference, it was the 2019 Spring Conference.

6.1 National Tourism Week Proclamation

National Tourism Week is May 5th through the 11th. Mayor Holston read the proclamation.

Councilor Whitney said she is looking for clarification on the budget meetings to find out where they are on getting some written conditions for those of us who have conflicts of interests.

Marsha said she spoke with the City Attorneys this week and they are still working on that. She told them the first budget meeting will be more informational, but it would be nice to get that for then, but if not definitely the second meeting.

7.0 CONSENT AGENDA

7.1 Approval of April 18, 2019 minutes

Motion: Councilor Maxfield moved to approve the consent agenda minutes from April 18, 2019. Councilor Whitney seconded the motion.

Mayor Holston (aye), P. Forcum (aye), B. Whitney (aye), S. Barenboim (aye), D. Hadley (aye), C. Hollett (aye), T. Maxfield (aye). Motion carried 7-0

8.0 BUSINESS FROM THE CITY COUNCIL

Councilor Maxfield said she would like the record to reflect her vote from the last meeting for the RTMP Funds, she didn't realize that on the applications it stated the three year rule, with that being said we did not discuss that as a committee whether or not that the businesses actually abide by that.

Mayor Holston said she would point out that we did discuss that in the meeting, it wasn't a point of a lot of discussion because none of the people that applied that rule affected.

9.0 BUSINESS FROM THE CITY ADMINISTRATOR

9.1 City Administrator Report

9.1.1 Update on Fire and Emergency Services

Marsha wanted to give an update on where we are with the Fire and Emergency Services. The Fire Chiefs last day will be May 19, 2019. The plan for providing the oversight and management of the Fire Department is to appoint an interim fire chief and she has been working with a number of agencies to find a qualified candidate to bring forward to the council for consideration. The plan is to have an interim chief for the rest of this fiscal year and into the next fiscal year until July 1, 2020. The reason for that is twofold, one is we think there is some work to be done in the fire department, there certainly is some repair to be done in terms of relationships. Also we have a funding problem in the fire department, the mechanism and the way its funded currently is not really sustainable, so we would like an opportunity for the new City Administrator to work with the interim fire chief and work through a lot of those issues. Then we can clearly evaluate how we want to move forward from that point. One of the challenges is that we are in a remote community so it is a little more challenging, but she does have a couple of leads and she will keep you posted on that.

Questions have been raised about the status of the volunteers who were dismissed, in the letters they received they were told they could reapply after six months and that still stands. The City is standing by that statement and the determinations will be made on an individual basis.

Councilor Maxfield asked if we have looked at what it would be, the viability of having an in house interim fire chief? And also she is curious with the volunteers she realizes that there was a misstep in their termination and that should have been approved by council, so she finds it odd that we are going to just move forward, she feels like that should be a council decision and yet we are being told that that is the way it is.

Mayor Holston said it is being brought up for discussion, is there any other discussion.

Councilor Whitney said the six months should be coming up here shortly isn't it?

Mayor Holston said August 1st she believes.

Councilor Whitney said at the same time there were other volunteers who received the same letter that came in and made arrangements and worked on a plan, correct?

Marsha said correct.

Councilor Whitney said she feels that it needs to stay as it is, because we have people that did what was asked of them and what does that say to those who came in and followed through with what they were asked to do if we totally change it at this point.

Councilor Maxfield said we also need to look at this through another lens, what do our staffing numbers look like, how many local residents are volunteers are staffed on the fire department? She hears you in

that some people did come in and they settled things in the right way, however that still should have went through council just based on the charter and the authority within the contract, so for her it just feels like they were totally bypassed, in that it was a misstep and as a council it's our job to recognize those missteps.

Councilor Whitney said she does not necessarily believe that there was a misstep, because it is her understanding that Phil gave the approval for that and he was acting as the administrator at that time.

Councilor Maxfield said based on the charter an interim is not allowed to make those decisions.

Councilor Whitney said he wasn't an interim, he was not a pro tem, he was acting as the city administrator, and he was not designated at a pro tem.

Councilor Hollett said what their disagreement is right now, she would like to hear from our attorney, because she has heard otherwise, but she would like our current attorney to weigh in on this. She does agree with Trish.

Councilor Hadley said the way it was done when he went to Mr. Messina and went behind all of our backs, he should have got permission to do that, he did ask Mr. Messina and he did give him permission to do that, but he didn't have the right to do that.

Mayor Holston said the question also begins to be that these are volunteers, they are not employees and what the status of a volunteer is and whether or not the fire chief has authority over the volunteers which indeed he did and he did get permission from the city administrator to move forward. I do believe that there is a great deal of validity to dismissal letters being sent out, those that chose to come back and follow through with it and take the necessary steps that they felt was personally for them important and continue to stay on the fire department as opposed to those who said no, I don't want to take those steps. This isn't a cart blanc no you can't come back, this was a dismissal, the option was given to all those volunteers to do a leave of absence and they would have been reinstated when they met their terms. We don't have a large force even when we have a full staff and our goal is to have even more. She would hope as we move forward we will empower and enrich our volunteer force so it is as healthy as it used to be. In a rural community it needs to be healthy. She looks forward to having applications come in from those who wish to reapply, she thinks it's unfair not to leave that in place.

Councilor Whitney feels that generally she feels that it is a good idea to allow a little more time for the departments to heal and then allow an interim to come on and have a little bit of time in the fire department before we step in to that. That is just a whole lot of stuff at one time for a new person, we should just let it finish its course.

Councilor Hadley said but if they met all of the state requirements and not our city requirements, did they meet the state requirements?

Mayor Holston said what matters is what they agreed to here at our department. We can get into the details on whether or not those were fair or were they regularly applied to everybody, were they given enough notification, she too agrees to that there were missteps made. She agrees that there wasn't the thoughtful approach that was done to this. She recognizes that there was a lack of leadership and we suffered for it. She truly does not believe that the right thing to do is to go backwards right now, she

encourages the council to move forward. By not considering this it is a better thing than to consider it, in her mind this is an issue that needs to heal.

Councilor Hadley said he agrees that we need to go forward, but he wants to ask the Mayor why she went down to the fire department to talk to all of the volunteers and she didn't tell us you were going to go.

Mayor Holston said she doesn't need to tell you, she went down there as Mayor with the city administrator to ask any of the fire department if they had questions about the process we just went through. It is the city administrator's job and the mayor's job to uphold the moral of the departments of the city and by reaching out to them and giving them the opportunity to ask questions and provide answers in a safe environment was the right thing to do.

Councilor Hadley said and do you think it was right that they sent me that letter?

Mayor Holston said she doesn't know what letter you got.

Councilor Hadley said he knows the person who sent it to him, he saw all of the staff sign the petition.

Marsha said Councilor Hadley is referring to a letter he got before the last meeting.

Mayor Holston said let's get back to the matter of the volunteers. We need to move forward with this and have a discussion about whether or not we think it's appropriate for the volunteers to be allowed to reapply or wait until August 1st, it sounds like council is saying they would like to push it and let them be able to apply immediately due to safety and community standards.

Motion: Councilor Whitney moved to ask our attorney to review the process for the termination of the five volunteers from the fire department with the purpose of determining its legal sufficiency and give us a recommendation. Councilor Hollett seconded the motion.

Councilor Whitney said whatever recommendation we get, that we as a council abide by that and follow the recommendation.

Councilor Maxfield said she agrees that this a great approach and there does need to be a transition to them coming back, as a council are they allowed to have information on staffing and how many live in the community?

Mayor Holston said it is not up to council to choose the individuals who apply and apply standards to them. That is up to the fire department.

Councilor Maxfield is just curious as to what our preparedness level is.

Mayor Holston said that is something we get a report on quite frequently, this council or maybe this room, tends to be divided on it as to whether they even want to believe it. She tends to want to believe it, others don't want to believe it.

Councilor Maxfield said she is just curious what our local resources are, what is available to us.

Mayor Holston said anyone who applies is available to us if they are chosen.

Councilor Maxfield said if they can get up here.

Mayor Holston said we can't do anything about the roads, let's face it that is another conversation.

Councilor Forcum asked if we can have them get back to us by the next meeting?

Mayor Holston said did you want to make an amendment to the motion?

Councilor Whitney said we have a lot of things going on and we are still waiting on a budget response, we really need to allow them time.

B. Whitney (aye), Mayor Holston (aye), S. Barenboim (aye), T. Maxfield (aye), D. Hadley (aye), C. Hollett (aye), P. Forcum (aye). Motion carried 7-0

9.1.2 Appointing Volunteer to the Oakridge Economic Development Advisory Committee

Tabled until next meeting to look into the number of out of city committee members.

9.2 City Recorder Finance Report- 2nd Meeting

9.3 Emergency Services Report-Chief was absent

9.4 Police Services Report-2nd Meeting

9.5 Community Services Report

9.5.1 Park Fee Waiver

Sarah Altemus Pope is requesting a fee waiver for the Tree Planting Salmon Run.

Motion: Councilor Whitney moved to approve the fee waiver for the use of Greenwaters Park Community Building and trails for the Treeplanting Salmon Run scheduled Sunday May 5, 2019 and transfer from TRT Funds for grounds maintenance. Councilor Maxfield seconded the motion.

B. Whitney (aye), T. Maxfield (aye), C. Hollett (aye), P. Forcum (aye), Mayor Holston (aye), D. Hadley (aye), S. Barenboim (aye). Motion carried 7-0.

10.0 ITEMS REMOVED FROM THE CONSENT AGENDA-None

11.0 UPCOMING MEETINGS AND EVENTS-

Tree Planting is this weekend along with an Art walk.

12.0 Public Comment

Dan Barclay 47501 Hwy 58- Handed out documents to the council to discuss to clear up some of the unnecessary confusion on RTMP.

Tracy Sunflower, owner of Westfir Lodge- She is here to address some of the questions we had on the Chamber Executive Director position. They have a budget to pay for the position for six months, this is a part time position. They want to focus on fundraising events to support the position. They would like this position to eventually be a full time position for an Oakridge or Westfir resident. She hopes that we will support them, they received support from the City of Westfir, they do have their own savings and they continue to recruit from their memberships.

Mayor Holston asked how many members they have?

Tracy said they have 39 members at this time.

Councilor Hollett asked when are the meetings held?

Tracey said the next meeting is May 8th at the Westfir Lodge from 6-8 p.m. it is a business after hours, it is a way to highlight their business members.

Councilor Whitney said she mentioned that the City of Westfir contributed?

Tracy said they donated 10% of their RTMP funds.

Councilor Hollett asked how much does that come out to?

Tracy said it came up to a little over \$1,000.

Councilor Maxfield said so in the beginning you mentioned that you have it budgeted for six months of part time work?

Tracy said we are doing this as contracted work, so we can't really tell them how much they can or can't work. Once we get a fine applicant we can discuss how much time they want to put into it.

Councilor Hadley asked what the benefit is for the businesses, he was a member in the past and it didn't benefit him at all.

Tracy said she doesn't know how it was in the past, the chamber is a way to market your business. Marketing, networking, advocating for your small business is something they can help with.

Mayor Holston said she thinks one of things the Chamber hasn't done in the past that they could do is 40 voices are better heard than 2-3 voices. She would like to see the chamber put more effort into identifying things within the city that could help businesses and advocate for them.

Dawn Kinyon said she is curious, she thought there was going to be more discussion at this meeting about the process for the CA?

Mayor Holston said that is going to be discussed in the executive session.

13.0 Executive Session ORS 192.660 (2) (a) To consider the employment of an officer, employee, staff member or individual agent.

Adjourn for Executive Session at 8:00 p.m.

Executive Session Adjourn at 9:42 p.m.

14.0 ADJOURN MEETING 9:42P.M.

Signed: _____
Kathy Holston, Mayor

Signed: _____
Susan LaDuke, City Recorder