



June 6, 2019  
City Council Meeting  
Willamette Activity Center Room 8  
47674 School Street  
7:00 p.m.

# MINUTES

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## 1.0 CALL MEETING TO ORDER

**Council Present:** Mayor Kathy Holston, Councilors Bobbie Whitney, Christina Hollett, Stan Barenboim, Paul Forcum, Donald Hadley, and Trisha Maxfield.

**Staff Present:** Pro Tem City Administrator Marsha Miller, Assistant City Recorder Jackie Taylor, Finance Director Susan LaDuke, Community Services Director Rick Zylstra

## 2.0 Pledge of Allegiance

## 3.0 Roll Call- All councilors present

## 4.0 Additions, Corrections or Adjustments to the Agenda

Mayor Holston said we are going to flip 9.0 and 8.0 and we are also going to flip 9.5 and 9.1

## 5.0 Public Comment on Items on the Agenda- None

## 6.0 Mayor's Comments / Announcements / Proclamations

### 6.1 Letter of Support for Pacific Source Foundation Health Improvement

### 6.2 Letter of Commitment for 90X30

Mayor Holston signed letters of support for both of these items.

Councilor Hollett has been talking to the Golf Course regarding Fourth of July Fireworks. She will keep us updated. Councilor Whitney is working her as well as Chief Martin.

Councilor Whitney talked about a post on the Oakridge Chat Forum regarding our Police Department that was negative. She talked to Chief Martin about this and he said if anyone has a complaint to please have them talk to him.

## **7.0 Consent Agenda**

### **7.1 Approval of Minutes from May 16, 2019 & May 23, 2019**

*Action:* Move to approve the minutes from May 16<sup>th</sup> and 23<sup>rd</sup> 2019

*Motion:* Whitney

*Second:* Maxfield

*Vote:* Passed-Unanimous

## **8.0 Business from the City Council**

### **8.1 Realtor of Record contract renewal**

Rick read the issue.

*Action:* To move that we direct staff to renew the contract for Realtor of Record with Equinox.

*Motion:* Whitney

*Second:* Hollett

*Vote:* Passed-Unanimous

## **9.0 Business from the City Administrator**

### **9.1 Announcements**

#### **9.1.1 Donation to the Woodsmoke Project**

Marsha announced that we received a donation from Arauco for \$4,322 for the wood smoke mitigation project.

#### **9.1.2 Recruitment update for the City Recorder/Finance Director**

We have the position posted and it closed on the 21<sup>st</sup> of this month.

#### **9.1.3 Recruitment Update for City Administrator**

We have the interviews scheduled for next Thursday and Friday.

### **9.2 Consideration to fill two OEDAC Vacancies**

Marsha said we have two vacancies for the OEDAC Committee, Vernon Beard who has been here before and Sandy Cutler, both are here to consider.

Councilor Hollett said she thinks the council should sit down and set a vetting process for this Committee and also the RTMP Committee.

Councilor Maxwell said she agrees with Councilor Hollett, we should be vetting the positions.

Mayor Holston said she would suggest that we ask the Admin Committee to look at all of the Committees over the next year and look at the processes for applying.

Councilor Maxfield she thinks we should open this up for questions to see if we feel that any of these candidates are qualified, she had a couple of questions that might help us gain a little bit more information on their skills.

Mayor Holston said she would first want to know that the council is going to appoint somebody before she would open this up the opportunity to question people that would be unfair and also could be perceived as biased. We have this agenda bill here that we need to deal with.

Marsha said she does not disagree that there should be a vetting process, but there needs to be a vetting process for all of the committees and some criteria.

Mr. Cutler, one of the applications said he would like to make a contribution to the community, he agrees with the vetting process, but he would prefer not to have to come back yet again, before the council so they can tell him yes or no.

Councilor Hadley said do you know how hard it is to get people to volunteer in this town, you bring these two people here and then you say well they don't want me. It is hard to get people to get involved, we get people to come here and you tell them you are not qualified. No questions were asked, you don't know anything about these people.

*Action:* To table this agenda item

*Motion:* Whitney

*Second:* Hollett

*Vote:* Passed 4 ayes 3 nays

*Action:* To suspend the committee vacancy rules from the June 6, 2019 agenda item 9.2 Bill and not require all of the applicants to be present for appointment.

*Motion:* Whitney

*Second:* Hollett

*Vote:* Failed 2 ayes 5 nays

*Action:* For the OEDAC Committee to come up with a set of guidelines for the vetting process for the OEDAC Committee ASAP and forward it on to the Admin Committee.

*Motion:* Hollett

*Second:* Holston

*Vote:* passed- unanimous

**9.3 Request to fill RTMP Committee Vacancies**

Marsha said considering the previous discussion do we want to post this or table it.

There was consensus to table this.

**9.4 Request to fill OEDAC Vacancy**

There was consensus to table this.

**9.5 Community Services**

**9.5.1 Facilities Permit Fee Waiver**

Rick read the issue.

*Action:* Move to approve the fee waiver for Friends of the Theater and Arts for June 21, 2019 to July 1, 2019 and to transfer the necessary funds from TRT.

*Motion:* Forcum

*Second:* Hollett

*Vote:* Passed-Unanimous

**9.5.2 Presentation by Good Company**

Justin Overdevest and Josh Proudfoot from the Good Company gave their presentation from the work they have done for the City of Oakridge for our Woodsmoke Mitigation.

**10.0 Items Removed from the Consent Agenda**

**11.0 Upcoming Meetings and Events**

Councilor Whitney made a couple of announcements for Senior and Disabled Services.

**12.0 Executive Session ORS 192.660 (2) (a) to consider the employment of a public officer, staff member or individual agent.**

**13.0 Public Comment**

**14.0 Adjourn- 8:19 p.m.**

Signed: \_\_\_\_\_  
Kathy Holston, Mayor

Signed: \_\_\_\_\_  
Susan LaDuke, City Recorder