



August 20, 2020
City Council Meeting (Via Zoom)
Willamette Activity Center Room 8
47674 School Street
7:00 p.m.

MINUTES

1. CALL MEETING TO ORDER

Council Present: Mayor Kathy Holston, Councilors: Trisha Maxfield, Christina Hollett, John McClelland, Bobbie Whitney, and Dawn Kinyon

Staff Present: City Administrator Bryan Cutchen, Finance Director Eric Kytola, City Recorder Jackie Sims and Sgt. Mikal McPherson PD

2. Pledge of Allegiance

3. Roll Call – All present

4. Additions, Corrections or Adjustments to the Agenda

Mayor Holston- would like to move 8.2 out of the consent agenda into 10.1.4

5. Public Comment

Audy Spliethof - 47587 Teller Road- wants to know why we aren't recording at city hall any more. We used to record, but he was told that we no longer do that.

Bryan- we are recording all the time, we have two cameras that are motion triggered.

Audy also said when he turned in his signature sheets there were only two people signed in on the list and he knows there were more people than him that turned in signatures.

Bryan- explained the process.

Dan Barclay- in May 2015 he suggested the city present a live broadcast of the meetings, one of the first things Bryan did when he got here was put our meetings on YouTube. You can't do a search on the website for the candidates who are running for council. It would be helpful to put time tags on the videos for people who want to look up a particular agenda item.

6. Mayor Comments / Announcements / Proclamations

Mayor Holston- thanked Councilor McClelland for painting the light poles, they are coming along great. She would also like to thank Councilor Hollett for answering questions that are coming in regarding fire season. She reminded everyone that we are in a red season and there are no fires allowed, including recreational.

7. Council Comments / Announcements

Councilor Kinyon- asked Bryan for clarification on the signatures sheets when you turn in documents to city hall.

Bryan- explained the process, you will sign when the process is complete and you get your letter that you are an official candidate.

8. Consent Agenda

8.1 Approval of Minutes from July 16

8.2 Intergovernmental Agreements for Westfir Police, Fire and Shared Employee- removed from consent agenda

8.3 Lane County Regional Housing Rehabilitation Program Intergovernmental Agreement

Motion: Councilor Whitney moved to approve the consent agenda. Councilor Hollett seconded the motion.

Whitney (aye), Kinyon (aye), Maxfield (aye), Hollett (aye), Mayor Holston (aye), Forcum (aye), McClelland (aye). -- Motion carried 7-0

9. Business from the City Council

Councilor Whitney- she would like to see if there is a way to get a list of the Airbnb's in Oakridge, maybe from Travel Lane.

Mayor Holston- you are welcome to contact Travel Lane yourself and ask them. She anticipates future discussions on this.

10. Business from the City Administrator

10.1 City Administrator Update

10.1.1 Surplus of City Property

Bryan- read the issue. This isn't all of the surplus city property that has been approved. We are trying to get rid some of the material that is no longer needed.

Motion: Councilor Whitney moved we approve the surplus list for disposition in accordance with the city policy for public contracting and purchasing. Councilor Forcum seconded the motion.

McClelland (aye), Maxfield (aye), Forcum (aye), Kinyon (aye), Mayor Holston (aye), Whitney (aye), Hollett (aye). Motion carried 7-0

10.1.2 EcoGen Donation

Bryan- read the issue

This is a nonprofit that comes up once every other month and takes plastics and other recyclables that Oakridge Sani Haul no longer takes.

Councilor Maxfield- she is in favor of an in-kind contribution.

Mayor Holston- she is not sure what he is asking from us as in the length of time?

Bryan- this is for the calendar year 2020.

Mayor Holston- she likes the in-kind contribution. She would like to encourage the citizens to take their recycles to him.

Councilor Whitney- she agrees with the in-kind sponsorship although she'd like to add that public works be in charge of where they store stuff.

Councilor Forcum- are they asking for money?

Bryan- they are asking for \$500, but he is encouraging in kind.

Councilor McClelland- the bottom paragraph spells out what the in kind or \$500 would entail and it does entail those three for the year.

Councilor Forcum- asked if we did the \$500 where it would come out of.

Bryan- from the general fund.

Motion: Councilor McClelland moved we approve the request for an in-kind sponsorship. Councilor Maxfield seconded the motion.

Councilor Whitney- she would like to make a friendly amendment to add that the in kind service is at a level of covered storage.

Bryan- would like to just count it at a value of no more than \$500, he doesn't want to tie hands if he wants labor instead of storage he'd like to have that flexibility.

Amended motion; Councilor McClelland moved we approve the request for In-Kind sponsorship of EcoGeneration with a cap of \$500. Councilor Maxfield seconded the motion.

Kinyon (aye), Forcum (aye), Maxfield (aye), Hollett (aye), Whitney (aye), Mayor Holston (aye), McClelland (aye).
Motion carried 7-0

10.1.3 Three Legged Crane Outdoor Music Request

Bryan- read the issue.

Mayor Holston- she is glad this only through September 18th, anything that we can do to help a business flourish at this time she wants to do. She is concerned about the amplified music, would that mean he is going to throw a band out there every day, her senses say no, but she wants to be careful with that.

Bryan- the ordinance actually has limits on outdoor music not being able to be heard from 500 ft and some other things.

Councilor Kinyon- has anyone talked to the residents that live near there and asked if there would be any issues with that.

Bryan- he has been approached by one resident who is against this and we have one resident here in the audience if you want to hear from him.

Loren Hogue- he lives above the Three Legged Crane and he has no problem with the request. They offer enjoyment for people and with controlled amplification it will work very well for him.

Motion: Councilor Whitney moved to authorize the permit for the Three Legged Crane to have outdoor music on the requested dates. Councilor Maxfield seconded the motion.

Hollett (aye), Forcum (aye), Whitney (aye), McClelland (aye), Mayor Holston (aye), Maxfield (aye), Kinyon (aye).
Motion carried 7-0

10.1.4 Intergovernmental Agreements for Westfir Police, Fire and Shared Employee

Mayor Holston- she has a couple of questions regarding the police, in the contract with Westfir it states what we will and what we won't do for police coverage. She was approached by a citizen of Westfir concerning a vicious dog and had been told that our police department doesn't do that. She didn't see that specifically in the contract so she wants to make sure that whatever we are or are not doing is well defined.

Mikal- the confusion with this specifically with animal complaints, is we have asked for a separate contract for animal enforcement and they haven't had that. They did have one at one point and then it just went away and she is not sure why.

Bryan- it used to be included in the contract with Westfir, but it hasn't been included for some time. Westfir did actually do some shopping around for animal control with Lane County and found it to be very expensive. We left it out of this contract because we don't want to do animal control for Westfir.

Mayor Holston- is the rate of pay higher than last year, did we adjust for inflation at all?

Councilor Kinyon- wanted to clarify what would make an animal call a criminal call?

Bryan- that is a Chief question, he will get back to you. Regarding the rate of pay, this contract includes emergency response time, when you do that it increases the cost. The increase is probably about 10%.

Councilor Kinyon- If Westfir decided they wanted to add animal control is this something they could add any time during the year?

Bryan- he would ask for a separate contract.

Motion: Councilor Kinyon moved to approve the Intergovernmental Agreement with the City of Westfir Police, Fire and Shared Employee. Councilor Whitney seconded the motion.

Hollett (aye), Whitney (aye), Kinyon (aye), Maxfield (aye), Forcum (aye), McClelland (aye), Mayor Holston (aye).
Motion carried 7-0

10.2 Finance Director Update

Eric- he has been working with Bill, he is trying to understand the system and making sure that he does a good job. He has a lot of the accounting software to figure out.

10.3 Police Department Update- No update

10.4 Fire Department Update-

Bryan- the transport rate has increased greatly in the past few weeks. We have a new scheduling software that will help better track participation and easier sign up.

10.5 Public Works Update

Bryan- gave the Public Works update

10.6 Community Services Update

Bryan- gave the Community Services update

11. Public Hearings

11.1 Oakridge Industrial Park Rezone

11.1.1 Declared Conflicts of Interest

Councilor Whitney-declared a potential conflict of interest

11.1.2 Open Public Hearing- 7:56 pm

11.1.3 Staff Report

Rick Zylstra- read the staff report and background

11.1.4 Statements in Favor

Debra Borton- she is one of the many volunteers doing a lot of the work out there. There has been a lot of the public coming to them out there telling them how happy they are that are clearing the blackberries and cleaning it up

Jason Nehmer- he is in favor of this, he has been working on this along with Debra and he has poured his heart in to this.

11.1.5 Statements in Opposition- None

11.1.6 Statements in General- None

11.1.7 Close Public Hearing- 8:04 pm

11.1.8 Findings of Fact

Rick Zylstra- read the findings of fact

11.1.9 Council Discussion

Councilor Whitney- for the residential use with the lots, is that where the business is in front and residential in back?

Rick- typically mixed use would allow for a residential only. They just have to follow the the land use ordinance like any other residential or commercial zone.

Mayor Holston- does that mean someone could come in put a residence out there they would have to go to the Planning Commission because it is an allowed use?

Rick Zylstra- that is correct, they wouldn't have to go before the planning commission as long as their intended structure fits all the regular zoning for a residential use.

Councilor Kinyon- she wants to understand why we want to change the lots to mixed use?

Mayor Holston- we have had difficulty selling these lots, it's been recommended to us by a couple different realtors that we change the zoning. With the request to change the zoning at the park area it would be more marketable, we could get quite a few more people to look at it if it wasn't heavy industrial.

Rick- you are spot on Mayor, he has been out there at least ten times with potential buyers and they will tell him what they want to do and he'd have to tell them he's sorry that does not meet the zoning. We have not seen any desire for heavy industrial since he was with the city and it is not just what the market is requesting.

Councilor Kinyon- the reason she is asking is because the FHC recommends that we do not approve the change for rezoning based on some documents that they want that we can't afford to do.

Rick- with all due respect those documents are not required, they are just requested. We are meeting the intent of the FHC in providing better opportunity for housing, this will open up nine more lots for potential housing. FHC sends out these notices on a regular basis without ever looking at the criteria or actual case and he thinks that is what happened here.

Councilor Kinyon- they are telling us they'd like us to defer that and you are saying we don't agree with that.

Mayor Holston- that is exactly what they are saying, in this case this is a blanket statement from them because their job is to see how much housing they can get. For our community this has been suggested to us by realtors for the last five years. In this market we are seeing a lot of interest in combined residential and small shops. There are places in Redmond doing this and they are having great success.

Rick- he did a quick analysis based on the most recent tax data that he has and we have a pretty good mix of housing, based on property values and we have quite a few vacant properties as well. We are far from a situation where we need to worry about these nine lots.

Councilor Maxfield- does this change the value of the lots since they will be more versatile?

Rick- he is not sure, that would be a realtor question.

Councilor Hollett- to tag on to what Councilor Maxfield said, even though they might not be more valuable, the lots might sell better because there is more people looking for residential. Will any of this have an effect with the USDA having ownership over the OIP?

Rick- not that he is aware of and he included the USDA in this conversation quite a while ago and we never got anything back that is alarming or red flags.

Councilor Hollett- when she first became a councilor there was a little bit of discussion of putting an apartment complex out at the OIP and she is wondering if this change would make that possible?

Rick- yes it would, if the mixed use followed a medium density residential which it can do that is the purpose of mixed use, then you would follow the medium density district guidelines then you could build an apartment complex.

Councilor Kinyon- she is confused on the part where zoning would be an issue on selling a piece of property because the lot she lives on was heavy industrial and it was just a matter of asking as a condition of the sale for the zone to be changed to mix use and within a month the contract was over and it was a mixed use piece of property.

Rick- with all due respect Councilor Kinyon your property is still heavy industrial. This can be a conversation off line.

Mayor Holston- when people are looking for property to buy they want shovel ready and that includes zoning.

Councilor Whitney- are these the lots we were talking about doing sewer lines and electric service?

Mayor Holsten- to make them shovel ready.

Bryan- ideally we'd do every lot, but these are the initial ones.

11.1.10 Councilor Directed Action

Councilor Hollett- is there any reason that there is a rush to pass these ordinances?

Mayor Holston- she would counter on is there any reason not to?

Bryan- you do have some citizens who are ready to play some disc golf.

Motion: Councilor Whitney moved to adopt Ordinance 932 in a single reading read by title and then in full. Councilor Maxfield seconded the motion.

McClelland (aye), Mayor Holston (aye), Forcum (aye), Kinyon (aye), Maxfield (aye), Whitney (aye), Hollett (aye). Motion carried 7-0

Bryan- read the ordinance.

Motion: Councilor Maxfield moved to enact Ordinance 932. Councilor Whitney seconded the motion.

Mayor Holston lost connection to the meeting.

Kinyon (aye), Forcum (aye), Maxfield (aye), Hollett (aye), Whitney (aye), McClelland (aye). Motion carried 6-0

Motion: Councilor Maxfield moved to adopt Ordinance 933 at a single reading read by title and then in full. Councilor Forcum seconded the motion.

Kinyon (aye), Forcum (aye), Maxfield (aye), Hollett (aye), Whitney (aye), McClelland (aye). Motion carried 6-0

Rick- read the ordinance.

Motion: Councilor Whitney moved to enact Ordinance 933. Councilor Maxfield seconded the motion.

Hollett (aye), Forcum (aye), Mayor Holston (aye), Maxfield (aye), Whitney (aye), McClelland (aye), Kinyon (aye). Motion carried 7-0

Bryan- we still have the resolutions to look at in ten minutes and the Executive Session scheduled so it's either going to go long or push the resolutions to another meeting.

Council consensus was to table the resolutions to the next meeting.

- 14. Appointments-none
- 15. Other Business-none
- 16. Public Comment-none
- 17. Adjourn 8:54 PM

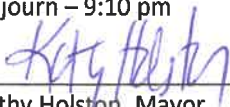
BEGIN EXECUTIVE SESSION- 8:54 pm

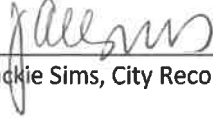
ORS 192.660 (2) (l) To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.

END EXECUTIVE SESSION- 9:10 pm

- 16. Public Comment-none

- 18. Adjourn – 9:10 pm

Signed: 
Kathy Holston, Mayor

Signed: 
Jackie Sims, City Recorder