



April 15, 2021  
City Council Meeting (Via Zoom)  
Willamette Activity Center Room 8  
47674 School Street+  
7:00 p.m.

## MINUTES

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**1. CALL MEETING TO ORDER- 7:01 pm**

**Council Present:** Mayor Holston, Councilors Bobbie Whitney Dawn Kinyon, Michele Coker, Melissa Bjarnson, Audy Spliethof and Chrissy Hollett

**Staff Present:** City Administrator Bryan Cutchen, Finance Director Eric Kytola, Police Chief Kevin Martin and City Recorder Jackie Sims

**2. Pledge of Allegiance**

**3. Roll Call – All present**

**4. Additions, corrections or adjustments to the agenda**

Mayor Holston- move 15.1 up on the agenda to do after 8.1

Bryan- added 10.1.4 to review the CIS volunteer forms

**5. Public Comment**

Sarah Altemus-Pope 48121 Commercial St- on May 3<sup>rd</sup> at 5:00 the Southern Willamette Forest Collaborative will host a community meeting at Greenwaters Park for Greenwaters Trails System. They will try to host a guided tour at this event.

Dan Barclay – read a statement regarding the Public Safety Levy.

Councilor Bjarnson-asked Dan to send her a copy of the information.

Dan-he will send her a copy, but not the whole council.

**6. Mayor Comments / Announcements / Proclamations**

Mayor Holston- Budget committee meeting dates are April 29<sup>th</sup>, May 5, 12, 19 and May 25<sup>th</sup> will be the formal Public Hearing and City presentation.

**7. Council Comments / Announcements**

Councilor Kinyon- proposed to have on a future agenda paying back money to citizens that they paid on water bill increase in the past

Mayor Holston asked for a consensus of the council whether or not to add to this a future agenda.

Councilor Whitney-she would prefer to have more information before they make a decision, she does not agree. There is not enough information, we need to look at the fees and see if they were applied correctly.

Councilor Hollett-she wants to add this, the reason is she was a councilor when they added the increase and some of the information wasn't true and it was illegal to do.

Mayor Holston-this will take some time and Councilor Kinyon should work with Bryan to gather information.

Bryan- he will add this to his list.

**8. Consent Agenda**

8.1 Approval of minutes from April 1, 2021

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

Hollett (aye), Bjarnson (aye), Whitney (aye) Spliethof (aye), Mayor Holston (aye), Coker (aye), Kinyon (aye). Motion carried 7-0

**9. Business from the City Council**

9.1 Parliamentary Rules on Debate- Councilor Spliethof

Bryan- read the issue.

Councilor Spliethof- it is hard when you are talking about a subject and you get interrupted.

Councilor Whitney- the presiding officer's job is to keep control of the meetings and keep the flow of the meeting. She doesn't want to lose the ability to have discussions, her feeling is this is to be hammer to the Mayor, she really hopes this is not the intent of this discussion.

Councilor Bjarnson-she disagrees, the Mayor should not butt in when someone has the floor. She likes not having to be so formal.

Councilor Kinyon-she has been interrupted several times by our Chair.

There was discussion on how the word "shall" should be interpreted.

Councilor Hollett- she thinks we all need to be respectful, she has been interrupted a lot and it's frustrating and she feels the tension. She does respect the Mayors job running the meetings.

Mayor Holston- she agrees with what has been said. There have been times when we've all found ourselves to be heated. Maybe we should consider a time limit that you have the floor. Get your thoughts in order, some councilors repeat their thoughts over and over. She would ask for some grace when doing zoom meetings, she can't always hear and see everyone. We have had some debates that have been very alarming having not been privy to conversations with council. We should review mastering council meetings.

Councilor Spliethof-we need to make sure when the chair gives you the floor you should say "I relinquish the floor" to the chair when you are done.

**10. Business from the City Administrator**

10.1 City Administrator Update

10.1.1 Disc Golf Tournament Date Change from July 24<sup>th</sup> to July 31<sup>st</sup>

Bryan- they just need to change for the tournament to July 31<sup>st</sup>, it was previously approved for July 24<sup>th</sup> by the council, no vote needed.

#### 10.1.2 TMDL Mitigation Plan Adoption

Bryan-read the issue.

Councilor Spliethof- we did have mercury in the settlement pond, do you know how much is in there?

Bryan-if you read the packet the majority of the mercury is airborne, the rain will bring it down. He will look for the study that was done previously.

Mayor Holston- we had discussions on this, DEQ said we didn't need to put up a fence or put signs up because then we could be sued. We did plant trees but then there was a fire, elk got to them and they got ran over. This is an important thing for the community.

**Motion:** Councilor Hollett moved to adopt the current 2019-2024 City of Oakridge TMDL Implementation Plan. Councilor Whitney seconded the motion.

Coker (aye), Mayor Holston (aye), Bjarnson (aye), Kinyon (aye), Spliethof (aye), Whitney (aye), Hollett (aye). Motion carried 7-0.

#### 10.1.3 City Property Rentals

##### 10.1.3.1 Firewise Event

Sarah Altemus-Pope- this is still in the planning stages, this is to tell folks about Firewise. Masks will be required and they will socially distance and follow Covid guidelines.

**Motion:** Councilor Whitney moved to approve the Firewise fee waiver for us of Greenwaters Amphitheater and Community building May 21<sup>st</sup>, 2021. Councilor Kinyon seconded the motion.

Mayor Holston (aye), Hollett (aye), Coker (aye), Spliethof (aye), Whitney (aye), Bjarnson (aye), Kinyon (aye). Motion carried 7-0.

##### 10.1.3.1 Gravel Grinder

**Motion:** Councilor Whitney moved to approve the Alcohol permit for the Gravel Grinder event on June 24<sup>th</sup>, 2021 from 5-8 pm and they must follow all Covid restriction guidelines. Councilor Coker seconded the motion.

Mayor Holston (aye), Hollett (aye), Coker (aye), Spliethof (aye), Whitney (aye), Bjarnson (aye), Kinyon (aye). Motion carried 7-0

#### 10.2 Finance Director Update

Councilor Kinyon-when and how will we review spending the stimulus money for Oakridge?

Bryan-he is waiting for the spending request, it will be a governing body decision.

Councilor Kinyon-she thought we had some changes to the emergency plan draft and then Bryan was going to bring it back.

Bryan-an intern reviewed the plan and made some recommended changes.

Mayor Holston-she wants to schedule this summer to go over what happens in an emergency, she would like to have a work session on this.

Councilor Whitney-that is a fantastic idea, we learned a lot from Snowmagedon, it was a learning experience and getting information out was challenging.

Sarah- we will dabble in to this at the Firewise event.

Mayor Holston- would like the Public Safety Committee to take this on, make a plan for a town hall meeting.

Councilor Coker-she has already added this for discussion at their next meeting.

#### 10.1.4 CIS Proposed Volunteer Forms

Bryan-read the issue.

Councilor Kinyon- would like to table this until the next meeting, she needs time to digest this information.

#### 10.2.1 March Financial Report

Bryan- due to time constraints tonight he will have his staff put their reports in writing.

#### 10.3 Economic Development Update

Grace- gave an update on the Economic Development

#### 10.4 Police Update

Chief Martin will provide a written report. He did want to add that there have been a lot of cougar sightings in Oakridge, one got hit and there is a mama and her babies out around town.

#### 10.5 Fire Department Update

Written report

#### 10.6 Public Works/Community Services Update

Written report

### **11. Reports of Boards, Commissions and Committees-None**

### **12. Items Removed from the Consent Agenda-none**

### **13. Ordinances, Resolutions and Public Comments-none**

### **14. Public Hearings- None**

### **15. Appointments**

#### 15.1 Budget Committee Appointment

Bryan- read the issue

Brenna Chrisman- introduced herself. She does the Inventory/supply budget at Orchid Health.

Councilor Whitney-asked if she has logged in to any of the budget meetings?

Brenna- yes she has.

Councilor Kinyon-she thought Bryan said he took the advertisement off the website.

Mayor Holston- if we have an open position we can't say we aren't taking applications.

There was discussion about having a cut off time for applications for the budget committee.

Bryan-he will put the post back up to allow applications.

**Motion:** Councilor Coker moved to appoint Ms. Chrisman to serve on the Oakridge Budget Committee for a term of three years. Councilor Whitney seconded the motion.

Whitney (aye), Hollett (aye), Spliethof (aye), Bjarnson (aye), Kinyon (aye), Mayor Holston (aye), Coker (aye). Motion carried 6-0

Councilor Hollett-can we change the appointments to the beginning of the agenda from now on so applicants don't have to wait.

Mayor Holston-the agenda order is in our Council Rules of Procedure, but there is no reason that when we have appointments you can ask at the beginning of the meeting to move it up until we change the council rules.

**16. Public Comment**

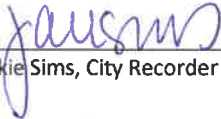
Trudy Hammond 47752 Berry St- asked if the public can have input when going over the policies and procedures.

**17. Adjourn-9:05 p.m.**

Signed: \_\_\_\_\_

  
Kathy Holston, Mayor

Signed: \_\_\_\_\_

  
Jackie Sims, City Recorder