



June 21, 2021
City Council Special Session (Via Zoom)
Willamette Activity Center Room 8
47674 School Street
6:00 p.m.

MINUTES

1. CALL MEETING TO ORDER- 6:00 pm

Council Present: Mayor Holston, Councilors 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

4. Additions, corrections or adjustments to the agenda

Addition- press release approval for chlorine shortage

5. Public Comment

Trudy Hammond 47752 Berry Street- she understands the public safety fee has been in discussion for a while now, what happens to the police department and fire department if it doesn't pass?

Mahala, Blue Wolf Motel 47465 Hwy 58-can we take the safety fee out of the budget and pass the budget without that fee and do that at a later time?

Jan Christensen- why does it say in the budget that there will be late fees and water shut offs if you don't pay the public safety fee? She was on the budget committee and she feels like she was lied to.

Dan Barclay- it is mind boggling that anyone didn't see this crisis coming. It's disgusting that a private citizen sat here for three minutes and unchallenged and criticized three sitting council members.

Trudy Hammond 47752 Berry Street-What will the time line be should the budget get passed and we lose an officer, does that go by seniority?

Bryan- wanted to address the questions, the emergency services fee, the budget has to be passed by 6/30, without an ordinance we cannot collect the ESF. He wants to give the public time to digest this.

If someone doesn't pay the ESF fee their water will get shut off and if we do have to lose an officer it does go by seniority.

Mayor Holston-asked Bryan to read the conversation between him and Merlin from the State of Oregon.

Bryan-read the conversation.

Jan Christensen-asked how many water meters are in the city and will Westfir and Hazeldell be included in the fee?

Mayor Holston-she doesn't know how many meters there are in the city and no, Westfir and Hazeldell are not included in this, we had discussion about that in the budget committee meetings.

6. Mayor Comments / Announcements / Proclamations

Mayor Holston-read the press release.

Motion: Mayor Holston moved we release this press release concerning the chlorine shortage be approved and the city administrator be directed to publish it. Councilor Spliethof seconded the motion.

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

7. Council Comments / Announcements

Councilor Spliethof-there was a motion on the floor when the meeting ended last week.

Mayor Holston-that is right, it was her error and falls on her shoulders. We can recognize the error and vote on it, it has no authority.

Motion: Mayor Holston made a motion to recognize that at the last council meeting an open motion was on the floor when we concluded the meeting and the mayor incorrectly closed the meeting before dealing with the motion that was open, acknowledging that motion is dead and has no teeth to it. Councilor Whitney seconded the motion.

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

Councilor Whitney-reminded the mayor that she had not answered Trudy's other question regarding what happens if we don't pass the fee.

Mayor Holston-we can't pass an unbalanced budget, if we don't pass the fee we don't know what other cuts would be made.

Councilor Whitney-what were the other two options beside the ESF?

Mayor Holston-the other two were reductions in personnel in police and fire and the other was transition to a primarily volunteer fire protect service. Our ALS transportation is a critical service, but not a required service.

8. Ordinances, Resolutions and Public comments

8.1 Resolution 07-2021 Adoption of the FY 2021-2022 Budget

Mayor Holston-asked for any conflicts of interest.

Councilor Hollett- declared an actual conflict of interest, her husband is an employee of the city under a collective bargaining agreement with the union and she will not be voting.

Councilor Bjarnson-declared a potential conflict of interest, she is on the volunteer roster with the Oakridge fire department.

Mayor Holston-asked the council where their thoughts have been since the last meeting.

Councilor Bjarnson-she appreciates Bryan's promptness with the information from the Department of Revenue, she also spoke to someone with the Department of Revenue and she confirmed what Bryan told them was appropriate.

Motion: Councilor Whitney moved that we approve Resolution 07-2021 adopting the FY 2021-2022 Budget in the amount of \$8,000,954 and making appropriations and imposing and categorizing taxes. Councilor Bjarnson seconded the motion.

Councilor Coker-she wanted to make sure that the \$31.00 fee is not guaranteed if we pass the budget.

Mayor Holston-there is no authority to collect the fee unless we pass the ordinance.

Councilor Kinyon-was concerned about the American Rescue Plan Grant money in the budget. She has some reductions in the budget that she would like to make also.

Mayor Holston-she understands the concern if we put it in the general fund it will get sucked up in a different way and we won't have the opportunity to appropriate it.

Bryan-we won't spend it until council approves it, it is in Wastewater and Water as Capital Expenditures.

Eric-it that is absolutely correct, as far as making sure the money won't get spent it will have its own account number to assure it will stay with that grant. The dollars will be very well monitored.

Councilor Kinyon-is concerned the money will get spent on the wrong thing.

Eric-he guarantees that the money won't get spent on the wrong thing, he won't misspend this money.

Mayor Holston-asked what they can say to give her some comfort in this, she is sensing she is not going to find that. She asked the council if they are as concerned as Councilor Kinyon and is this stopping us from a vote?

Councilor Coker-she agrees with Councilor Kinyon.

Councilor Kinyon-as long as this council agrees that we keep it in the general fund until we find legitimate ways to spend it in the general fund then she is ok keeping it there.

Councilor Blarnson-asked if Bryan had a rough time line on when we could have a work session and discuss where the money will be spent?

Bryan-we could have a work session in August, there is no rush to spend it.

Councilor Spliethof- asked about the \$17,300 in the woodstove replacement fund.

Eric-that is already accounted for so it is not extra money.

Bryan-if that money came from a grant there are limitations on what we can spend it on, he is going to research that.

Councilor Spliethof-can we dissolve the Bicycle Path Pedestrian Path for \$10,076.

Eric-the same with this fund, he will have to look at the ins and outs of this.

Councilor Kinyon-we have been transferring \$2,000 from the Streets Fund for many years, this is to pave a bicycle path somewhere. She agrees with Audy that we should just dissolve this.

Mayor Holston-there is a trail system in the works and the money would go into that.

Eric-if we dissolved both of these funds that do not have any expenditures tied to them it does not reduce the cost of what the city is facing at all.

Councilor Kinyon-she has suggestions for cuts to make in the general fund.

Membership dues- line #30, it is budgeted at \$11,000 and she would like to reduce it by \$5,000.

Mayor Holston-do you know what the dues are for?

Councilor Kinyon-no, she has not asked.

Travel and Training for Staff- line #31, it is budgeted at \$2,000 and she'd like to reduce that down to zero.
Travel and Training for Council-line #32, \$6,000 is budgeted and she'd like to reduce that down to zero.
Audit and Accounting- it is \$47,000 she'd like to reduce it down to \$37,000.
City Administrator Expense- line #39 she wants to cut \$1,000 reducing it to \$1,000.
Miscellaneous Expense-cut the full amount of \$2,500 leaving a zero balance.
Building Maintenance City Hall- line #42, the balance is \$7,100, she wants to cut \$2,100 leaving a balance of \$5,000.
Community Projects-line #44 the balance is \$2,500 and she wants to cut it all leaving a zero balance.
Total of all cuts is \$30,600 in the Admin Department.

Bryan-is concerned about taking Travel and Training to a zero and with the Audit and Accounting, we just hired a new firm and the expenses could change.

There was discussion on what miscellaneous expenses cover.

Mayor Holston-is concerned about Travel and Training, our water and sewer guys need to keep up on their certifications, she would ask that it stay at \$1,000.

Eric-in the General Fund memberships line \$6,000 is the GEMT program and \$4,000 is the membership with LRAPA.

Bryan-LRAPA is not voluntary.

Councilor Kinyon-aren't there other cities that don't pay LRAPA?

Mayor Holston-yes, but they don't have a grant through LRAPA.

Councilor Kinyon-recommended cuts to the library.

Supplies-line #9, there is \$2,400 in there, she recommends cutting \$1,200 leaving \$1,200.
Summer Reading Program- line #16, there is 1,000 in there and she recommends cutting \$500 leaving \$500.
Acquisitions- line #18, there is \$1,500, she recommends cutting \$800 leaving \$700.
Donation Acquisitions-line #19, there is \$2,000 in there, she recommends cutting \$1,500 leaving \$500.

Eric-looking at membership dues the Oregon Health Authority (FEMT) and LRAPA total \$10,875.

Councilor Kinyon-we will leave that one alone then and we will leave \$1,000 in Travel and Training for staff.

Mayor Holston-What is the total for the Library?

Councilor Kinyon- the total cuts are \$4,000

Mayor Holston- do you know what donation acquisitions is?

Councilor Kinyon-no she doesn't know.

Councilor Kinyon- She has reductions to make in the Parks.

Seasonal workers -line #6 reducing that to zero.
Equipment Under \$5,000- line #13, there is \$3,200 in there and she recommends reducing that to zero.

Mayor Holston-asked Bryan what the seasonal workers do and what are we giving up?

Bryan-they do a lot of lawn mowing in the parks, COVID cleaning in playgrounds, cleaning the restrooms. He would be concerned with this falling on the full time career staff who are working on the water system, waste water system, the streets and utility billing. The equipment under \$5,000 is the equipment that they use to do this work.

Mayor Holston-are these employees that we have all year round?

Bryan-this year we kept one year round for the COVID cleaning.

Mayor Holston-so with this we are saying we won't clean the bathrooms at the parks and we won't mow the lawn, which is a drastic statement. Dawn what were you thinking when you suggested this?

Councilor Kinyon-she doesn't think that is what this means, like Bryan explained to us earlier with a similar situation in another department it will just fall on the career full time staff.

Mayor Holston-asked Bryan if there is room for our full time staff to pick that up? They have requirements for their jobs that is higher than mowing the lawns, they already wear multiple hats as it is.

Bryan-he would have to end up locking the restrooms at the parks, he would want to focus on the critical services that we provide for the citizens like fixing water leaks, reading meters, the things the guys do every day.

Councilor Bjarnson-asked if volunteers could do any of that.

Bryan-he would be hesitant to have volunteers run the lawn mower with the liability, they can volunteer to clean the restrooms.

Mayor Holston-is hesitant, this puts undo strain on our full time workers.

Councilor Kinyon-she figured out that with these cuts it would cut the ESF fee down to \$26, but now with the \$11,000 going back in she will need to refigure the fee.

Councilor Whitney-we have council training coming up for Social Media Policy with LOC, does that come out of council training? She is concerned about the low income people who utilize the library.

Councilor Bjarnson-she supports the cuts, this is something we have to do.

Councilor Coker-she supports the cuts as well.

Mayor Holston-she is concerned with the wood stove and bike path funds, they will help us acquire more funds. She agrees to just not add to the bike path fund and let it ride. We need to research the restrictions to that fund. The cuts to the seasonal help will hurt badly. We can pass this budget if we are making cuts we need to be specific.

Bryan-recommended adjusting the motion.

Councilor Kinyon-this will reduce the ESF fee to \$27 with her adjustments and we are researching the bike and woodstove funds and not adding the \$2,000 this year.

Councilor Kinyon-made a friendly amendment to add the reductions as we have discussed.

Councilor Whitney-does not agree with the friendly amendment, the library is very valuable to our community and she does not agree with the cuts.

Councilor Bjarnson-she personally doesn't think \$4,000 is going to close the library, maybe shorten the hours.

Mayor Holston-the library is a valuable resource to our community, they work on a shoestring budget as it is, and she is willing to do this for one year. She is willing to help with fundraising for the library.

Whitney (aye), Spliethof (nay), Bjarnson (nay), Kinyon (nay), Mayor Holston (nay), Coker (nay). Motion failed 1-5

Motion: Councilor Kinyon moved to approve Resolution 07-2021 adopting the FY 2021-2022 Budget in the amount of \$8,000,954 and making appropriations and imposing and categorizing taxes with adding the reductions proposed by council. Councilor Bjarnson seconded the motion.

Whitney (nay), Spliethof (aye), Bjarnson (aye), Coker (aye), Mayor Holston (aye), Kinyon (aye). Motion passed 5-1

8.2 Ordinance 937 Establishment of a Public Safety Fee-First Reading

Bryan-read the issue.

Mayor Holston-this ordinance as written does not set the fee amount, the fee schedule will set that, we made reductions to the budget and we are working on reducing the fee. There will be forgiveness for low income families, the fee for motels and hotels go by the number of meters, not units.

Motion: Councilor Kinyon moved that we do not take the reading of Ordinance 937.

Mayor Holston-is your intent that you do not want to pass the ordinance?

Councilor Kinyon-she said if we get a second and have discussion that might come up.

Councilor Spliethof-seconded the motion.

Mayor Holston-so your intent was to reduce the budget and tell us how much it would reduce the ESF fee and not pass the ESF fee?

Councilor Kinyon-that's how I feel.

Mayor Holston-you don't want to pass the ESF fee you just wanted to reduce the budget.

Councilor Kinyon-yes.

Mayor Holston-I wish I had known what your intentions were. It doesn't make sense that you would calculate the fee out if you had no intention of passing the fee.

Councilor Spliethof-the council shouldn't be the ones to propose a safety fee, it should go to the voters again.

Bryan- For those who had no intention of even addressing an ordinance that is very disingenuous.

Councilor Kinyon- you told us to do this, you said we could do a supplemental budget.

Bryan-you went in and passed a budget that was out of balance, you had no intention of addressing the public safety fee. It was disingenuous knowing you wouldn't support this.

Mayor Holston-we have a deficit of \$500,000 plus, how are you going to pass this budget? The proposal in the budget was to have the fee, now we don't have the fee, how are you now going to pass this.

Councilor Kinyon-make more cuts.

Bryan- we have already passed the budget, we can't do a supplemental budget councilor, he will take care of the rest of it.

Mayor Holston- you just passed a budget that begins July 1, we can make changes and present a supplemental budget. We have passed an unbalanced budget, she cannot present and unbalanced budget to the state.

Councilor Kinyon-it is balanced, it has the anticipated fee in there.

Mayor-but you don't want to pass the fee. I don't understand where you want to cut, this isn't a game, this isn't a gotcha.

Bryan-he is will have to present a supplemental budget after July 1 for fiscal year 21-22.

Mayor Holston-we need to take the schedule of fees off of the agenda.

Mayor Holston (nay), Coker (aye), Spliethof (aye), Whitney (nay), Bjarnson (aye), Kinyon (aye). Motion passed 4-2

Mayor Holston- can we eliminate the public safety from the fee schedule and pass it that way?

Eric-no, we have to add in CPI rates to the water now.

Bryan-the water rates will be going back up now.

8.3 Resolution 08-2021 FY 2021-2022 Schedule of Fees-taken off the agenda

9. Appointments-none

10. Public Comment

Jan Christensen-she feels like her budget committee membership was wasted, you knew this was a problem, more cuts should have happened.

Trudy Hammond 47752 Berry St-can she more information on the supplemental budget will there be an increase in water rates?

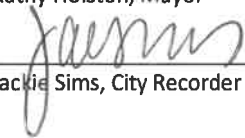
Mayor Holston-there will be a water rate increase, if the fee was passed we weren't going to raise the rates, but the fee didn't pass.

Bryan-the water will go up 1.7% on the base rate.

Dan Barclay-there are so many holes in the ordinance that you could drive a truck through it. Talked about how the fee would have charged customers.

11. Adjourn 8:25 pm

Signed: 
Kathy Holston, Mayor

Signed: 
Jackie Sims, City Recorder