



July 1, 2021  
City Council Special Session (Via Zoom)  
Willamette Activity Center Room 8  
47674 School Street  
7:00 p.m.

# MINUTES

---

**1. CALL MEETING TO ORDER- 7:00 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**

Bryan- added 13.3 Emergency Resolution 10-2021

**5. Public Comment**

Vincent LaRoche – asked the council to please restrict all fireworks to Greenwaters Park.

Bryan- read an email from David Gordon regarding the fire department volunteer pay.

Eugene Cathcart 76589 View Ct- spoke in favor of the proposed sale of lot 34 at the OIP.

Dan Barclay- the council had courage passing the budget, this crisis was never decided by citizens, and it is incumbent on council to reduce expenditures.

Aric Higdon 47401 Sunny Nook-talked about the fire department stipend, he is concerned for citizens.

Kristin Dodge- she read the mayors letter, she is looking for clarity.

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

Mayor Holston-read a letter from the Red Cross regarding blood donations and the need for blood, due to the extreme heat many donors didn't make it in to donate.

Mayor Holston -read a request from Regional Solutions Office from the Governor's Office, there are good things happening in Oakridge. . Bryan will be attending the upcoming Regional Solutions Office Committee's next meeting on July 8<sup>th</sup>.

**7. Council Comments / Announcements**

Councilor Kinyon-asked when they will be receiving the City Administrator review documents.

Mayor Holston-said she will get those out to the council.

Councilor Spliethof- asked about the water rate discussion to decrease the water rate increase, has there been any movement on that? Councilor Kinyon would like to know about the Covid money allocation.

Mayor Holston-the rate discussion did not need to be continued as it stands we will do the annual raise to the water rates. We sent out the information we have on the Covid money and we don't have the direction complete from the State of Oregon as to what we can and cannot use. You should have received a packet from the city administrator showing where you can spend the money.

Councilor Spliethof-do we have a code of conduct in the forms for the volunteer packets?

Mayor Holston-is sure that we do, but she will make sure that is in there.

Bryan-will have the new policy ready to go within 60 days.

Councilor Spliethof-read out of the packet concerning water reports.

Mayor Holston-you are reading very old documents, make an appointment with Bryan regarding this information, all of those issues have been addressed. You are misinterpreting what you are reading and these issues have been resolved for some time now.

Councilor Spliethof-asked if the current volunteers will need to sign the new policy, he thinks they should.

Councilor Kinyon-she agrees with Councilor Spliethof.

**Motion:** Mayor Holston moved to have all currently approved volunteers reaffirm and sign the new policy when it is published in the next 60 days. Councilor Kinyon seconded the motion.

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

**8. Consent Agenda-** this item was unintentionally missed

8.1 Approval of minutes from April 29, May 20 and June 3.

**9. Business from City Council**

**10. Business from City Administrator**

10.1 Oakridge Westfir Police Intergovernmental Agreement

Bryan- read the issue.

**Motion:** Councilor Whitney moved we approve the intergovernmental agreement to provide police protection services to the City of Westfir at a rate of \$40,263 for fiscal year 2022. Councilor Coker seconded the motion.

Councilor Hollett-she feels that this number is too low, we have talked about this in the past.

Bryan-he sat down with the Westfir City Council and let them know that depending on how things turn out with our budget we might be coming back to modify or cancel the agreement.

Chief Martin-their contract is for 20 hours a month plus emergencies.

Mayor Holston-we are only doing a little better than breaking even, we are in the midst of can we even afford to cover Westfir, we can't raise it enough to keep an officer, we may have to reduce our coverage.

Councilor Coker-that is what she was thinking, can we go back and make adjustments.

Bryan-we have three months to go back and cancel the agreement or make adjustments.

Councilor Spliethof-don't we have a contract with Lowell?

Bryan-yes, they have a set number of hours and it usually done by one of our reserves who lives in Lowell or the guys do it when they have court in town.

Councilor Hollett-their number needs to definitely increase.

Mayor Holston, Councilor Coker and Councilor Spliethof agreed.

Councilor Whitney-she thinks it would be a good idea to let Westfir know that we will be wanting to amend the contract.

Councilor Hollett-she thought that would be a second motion from the council.

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

**2<sup>nd</sup> Motion:** Councilor Hollett moved to direct the city administrator to renegotiate the contract with the City of Westfir to either increase the contract or decrease services. Councilor Spliethof seconded the motion.

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

#### 10.2 Infrastructure Finance Loan Approval

Bryan-read the issue. Well #2 is our primary producer.

Councilor Whitney-isn't this our main well?

Bryan-yes.

Councilor Spliethof-in the report it said the well has contaminates in it.

Bryan- as he mentioned, the well is sealed and there is no contamination.

Councilor Kinyon- is this refurbishment taking place of drilling another well?

Bryan-no, it will have to be done regardless, there are no plans for another well.

**Motion:** Councilor Whitney moved to approve the submission of a loan application to Business Oregon for \$260,000 to fund improvements to Well No. 2. Councilor Hollett seconded the motion.

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

#### 10.3 RTMP Request

Bryan-read the issue. This application was inadvertently left out of the 6/17 packet, there is still money left in the RTMP fund to approve.

**Motion:** Councilor Kinyon moved to approve the RTMP application for \$750 to the Oakridge Disc Golf Club to support the Middle Fork Open. Councilor Bjarnson seconded the motion.

Councilor Spliethof-Councilor Kinyon recommends not making any decisions until council has a policy on RTMP funds.

Mayor Holston-are you speaking for Councilor Kinyon or yourself?

Councilor Spliethof-myself.

Bryan-you approved seven others on 6/17, this was inadvertently left out.

Councilor Kinyon-the RTMP Committee is working on the policy.

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

### 13.3 Emergency Resolution 10-2021

Bryan-read the issue.

Councilor Spliethof-wanted to clarify that we would still have the fireworks show at Greenwaters Park, but it will eliminate all fireworks in the City of Oakridge?

Mayor Holston-that is what is up for discussion.

Bryan-pointed out section 3, Use of Fireworks Prohibited on page 2 that would be your avenue to approve the 4<sup>th</sup> of July fireworks show.

Councilor Kinyon-how do you plan on enforcing this if this gets adopted?

Chief Martin-it is going to be tough to enforce this, we need a lot more officers. His concern is the city is shooting off fireworks, they will get people saying ours are more dangerous, just keep that in your minds.

Councilor Hollett-she is torn, she 100% agrees that there is no way to enforce this, the City of Eugene is not enforcing it and they are asking people not to call 911 for illegal fireworks. The city should just ask the citizens to go watch the professional fireworks show.

Councilor Kinyon-will a ban like this allow a city to tell retailers that they can't sell fireworks?

Bryan-we had that opportunity some time ago when they applied for their permit, but given the urgency of this extreme danger that opportunity is already gone. He doesn't see shutting them down.

Councilor Kinyon-are the police going to show up where there are six year olds lighting sparklers, are they going to get told they can't do that?

Bryan- he is trusting the police to use their judgement and how they enforce this. Given the fire danger he doesn't see a choice that the city has here, it is unbelievable the condition we are in.

Councilor Kinyon- our focus should be on illegal fireworks, this is going to damper people from having fun.

Bryan-we will be sending a signal that we are serious and we cannot recommend that you even use fireworks.

Councilor Whitney-she wholeheartedly supports this ordinance. She has lived here since 1972 and she has seen many fires around Oakridge even when we didn't have this level of fire danger. Usually the high danger for fire season is in September and now it is July, we need to look at this seriously and this will give the police a little more teeth dealing with people. We need to be as safe as we can as dry as it is.

Mayor Holston- she gets this, how are we going to enforce this, but we are in extreme fire danger. We need to make a statement to our community. The city of Eugene has said not to call 911, but they gave a number for people to call in illegal fireworks. She understands our police are spread thin, with all of the firefighters over at Greenwaters perhaps we can see about them patrolling the streets also and reminding folks that we have a community fireworks display planned. As a council and as a community we need to say sometimes you have to make a sacrifice and the sacrifice this year is let's not go out of our way to burn our town down.

Chief Martin-if council passes this it shows their support of the officers enforcing it. This gives us a strong governmental interest, this ordinance gives us that and we can take enforcement action. In years past we have had people who have a total disregard for anybody or anything with their having fun and this will help us with those issues.

Councilor Hollett-she wants the council to be aware that this only covers people in the City of Oakridge. There are still places that people can do legal fireworks. Last year there were dozens and dozens of illegal fireworks going off all over and she remembers being told that there were no citations given out, but this year we will give them out for legal fireworks?

Bryan- citations to people who don't pay attention to warnings legal or illegal.

Mayor Holston-we are not going to say we know how unsafe it is, but go ahead and celebrate, we need to make a stand.

**Motion:** Councilor Whitney moved to approve Resolution 10-2021 declaring a state of emergency related to extreme heat and the dangers of fireworks; and prohibiting the use of fireworks within the City of Oakridge. Councilor Spliethof seconded the motion.

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

#### 10.4 4th of July Celebration

Bryan-read the issue. The fire level has been raised to high. He wants to change his staff recommendation, he had a conversation with the Forest Service Fire Management Officer and he mentioned that ODF will not have a presence at the display although the Forest Service and OFD will be there. He expressed concern about the pyrotechnics, Bryan recommends having the celebration without the pyrotechnics.

**Motion:** Councilor Spliethof moved to approve the Oakridge 4<sup>th</sup> of July fireworks if the fire danger level remains below extreme. Councilor Kinyon seconded the motion.

Councilor Whitney-do we know what sort of liability the city would have if God forbid we did have a fire from this?

Bryan-he tried to reach out to our insurance agent, the fireworks committee did present an insurance policy for 2 million with the city as the insured, he hasn't heard back from CIS.

Councilor Whitney-she has always enjoyed going to this event, but we are in unprecedented times and she doesn't know if this is worth putting the community at risk doing the pyrotechnics.

Councilor Hollett-she has spoken to other fire officials and what was expressed was that a professional fireworks show commence because people are more likely to go watch that instead of buying fireworks. She has looked at other cities, Harrisburg is continuing their fireworks along with Bend and Redmond.

Councilor Bjarnson-she feels that if we cancel the show that will drive more people to buy their own fireworks and that would be more dangerous.

Councilor Spliethof-say there is a fire and they have a 2 million insurance policy and there is more than 2 million in damage who is responsible for that?

Bryan-he would assume they'd want their money so they would go after both of us.

Mayor Holston-asked Councilor Hollett who she spoke with at the Forest Service about having a truck on the LaDuke side.

Councilor Hollett-she spoke with Matt Pederson with the Forest Service and the other person was Nate, she couldn't remember his last name.

Mayor Holston-her concern is that we sit in a bowl surrounded by tinder- dry and yes we usually have these kind of levels, but after this last heat she watched well established huge fir trees brown out because they were unable to pull any moisture out of the ground to send it to the end of their branches, that means our ground is extremely dry. She wants us to have a fireworks show, but she wants us to be safe. This is a roll of the dice, she appreciates Bryan's change after getting more information, and it is his legal obligation to do that and then it is our obligation to go with that.

Spliethof (aye), Coker (aye), Whitney (nay), Mayor Holston (nay), Kinyon (aye), Bjarnson (aye), Hollett (aye). Motion passed 5-2

10.5 Concerts in the Park

**11. Reports of Boards, Commissions and Committees**

- 11.1 Administrative Advisory Committee
- 11.2 Parks and Community Services Committee
- 11.3 Public Safety Advisory Committee
- 11.4 RTMP Committee

**12. Items Removed from the Consent Agenda**

**13. Ordinances, Resolutions and Public comments**

- 13.1 Resolution 07-2021 Schedule of Fees
- 13.2 Resolution 08-2021 Supplemental Budget

**14. Public Hearings**

- 14.1 Open Public Hearing-Sale of Public Property-9:04 pm

Bryan- read the issue.

- 14.1.1 Statements in Favor

Trudy Hammond 47752 Berry Street-she is in favor of this company coming here.

Sue Cathcart 76589 View Ct-it is super exciting to have art in town and it is good for economic revitalization.

- 14.1.2 Statements in Opposition-none
- 14.1.3 Statements in General-none

- 14.2 Close Public Hearing- 9:06 pm

- 14.3 Councilor Discussion / Motion

**Motion:** Councilor Spliethof moved we direct the city administrator to execute the sales agreement of lot 34 at the Oakridge Industrial Park. Councilor Coker seconded the motion.

Councilor Hollett-thanked the Cathcarts, she is excited for this business to come to Oakridge.

Councilor Bjarnson-she is excited as well.

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

Mayor Holston-it is now 9:09 pm, we will adjourn and pick it up again at the next meeting.


Councilor Kinyon-we didn't discuss the city administrator review.

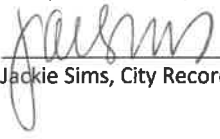
Mayor Holston-she will send it out to the council.000

Councilor Coker-are we doing the supplemental budget at the next meeting? Is everyone going to continue working as normal?

Bryan-there won't be any furloughs but there will be limited hours at city hall.

- 15. **Appointments**
- 16. **Public Comment**
- 17. **Adjourn- 9:13 pm**

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

Signed: \_\_\_\_\_   
Jackie Sims, City Recorder