



December 16, 2021  
Regular Session/Work Session (Via Zoom)  
City Hall Conference Room  
48318 E 1<sup>st</sup> Street  
7:00 p.m.

# MINUTES

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## 1. CALL MEETING TO ORDER- 7:00 pm

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

**Staff Present:** Police Chief Kevin Martin and City Recorder Jackie Sims

## 2. Pledge of Allegiance

3. Roll Call-all present. Councilor Coker was excused to leave meeting at 7:11

4. Additions, corrections or adjustments to the agenda-none

## 5. Public Comment-

John Ross- he is a reporter for the Highway 58 Herald, he wanted to clear up that there was an article written with his name attached, but he is not the one who wrote the article and it has been corrected.

## 6. Mayors Comments / Announcements / Proclamation

Mayor Holston-thanked Lynda and Gary and everyone who helped with the Tree Lighting event.

The Red Cross went door to door offering to install smoke detectors around town.

## 7. Council Comments / Announcements

Councilor Hollett-thanked everyone for volunteering for the Light Parade.

## 8. Consent Agenda

8.1 Minutes from 11/4/2021 and 11/18/2021

8.2 November Financial Report

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

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

## 9. Business from the City Council

Councilor Kinyon-asked about the PSF.

Mayor Holston and Jackie Sims- explained the process of how they are generated and mailed out.

Councilor Kinyon-would like to discuss this at the next meeting.

Mayor Holston-gave an update on the Finance Director Job posting and the Engineer of Record posting.

**10. Business from the City Administrator**

10.1 City Administrator Update

10.1.1 Fee Waiver

Mayor Holston-read the issue

There was discussion on the process of waiving fees for events, we don't have a set process. We will come back at a later date to put together a process to use.

**Motion:** Councilor Kinyon moved to approve the requested fee waiver for the dance and ballet classes at the Greenwaters Community Building January-June 2022 and transfer the money out of TRT. Councilor Bjarnson seconded the motion.

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

10.1.2 Change Order

Mayor Holston-read the issue.

The council discussed the need for the change order.

**Motion:** Councilor Kinyon moved to approve the change order in the amount of \$24,500 for the Alpine Streams Construction Signage and Wayfinding Project. Councilor Whitney seconded the motion.

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

10.1.3 National Forest Grant-no information in packet

10.1.4 Osprey Disc Golf Course-no information in packet

10.2 Community Services Update- Councilor Whitney gave report

10.3 Police Department Update-Chief Kevin Martin gave report

10.4 Fire Department Update-Scott Hollett updated on the Red Cross

10.5 Public Works Update-Robeart gave a report

**11. Items Removed from the Consent Agenda-none**

**12. Ordinance, Resolutions and Public Comments**

12.1 Ordinance 938-controlling the sale of tobacco products

Mayor Holston-read the issue

**Motion:** Councilor Spliethof moved we adopt Ordinance 938, which repeals Chapter 115 of the City of Oakridge Code for Tabaco products. Councilor Kinyon seconded the motion.

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

**13. Public Comments-none**

**14. Appointments-none**

**Adjourn regular meeting for work session- 8:33 pm**

**15. Work Session-CA Recruitment #3-Position Description and Timeline, Pro Tem process**

The Mayor and Councilors discussed salary ranges and what they are looking for in a City Administrator.

Chief Martin-the staff is concerned about not receiving any inquiries for the Finance Director position.

Mayor Holston-she will talk to LCOG.

Councilor Kinyon-said she is logging off of the meeting at 8:43 pm, but returned shortly after.

**16. Public Comment**

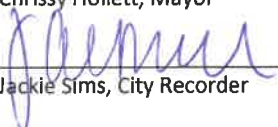
Sissy Cutchen 48430 Hills Street- she doesn't understand the animosity of councilor Kinyon towards her husband Bryan. She expressed great concern regarding the actions of the city council and the loss that the city is going to take.

Jan Christensen- is on board with everything that Sissy said.

Councilor Kinyon-wanted to respond to Sissy's comments.

**17. Adjourn-9:13 pm**

Signed:   
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Chrissy Hollett, Mayor

Signed:   
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Jackie Sims, City Recorder