



January 20, 2022  
Regular 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:** Councilors Michele Coker, Dawn Kinyon, Audy Spliethof, Melissa Bjarnson and Mayor Christina Hollett

**Staff Present:** City Administrator Bryan Cutchen, Police Chief Kevin Martin and Assistant City Recorder Jackie Sims

## 2. Pledge of Allegiance

## 3. Roll Call- Councilor Whitney is excused

**\*\*Executive Session\*\***

7:02 pm

192.660 (2) (a) to consider the employment of a public officer, employee, staff member or individual agent.

**\*\*Regular Session\*\***

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

Councilor Kinyon- add supplemental budget update

Councilor Spliethof- add not hiring a police officer and fire fighter, cost analysis

Mayor Hollett- we will discuss that with the supplemental budget

## 5. Public Comments

Mayor Hollett- read a letter that was emailed to her regarding the new PSF. (see attached)

Jan Christensen- why we need in person meetings.

## 6. Mayor Comments / Announcements / Proclamations

None

## 7. Council Comments / Announcements

Councilor Kinyon- asked for the status of the ARPA Town Hall meeting?

Bryan- we had to cancel the meeting due to lack of quorum which was to discuss scheduling the town hall.

**8. Consent Agenda**

- 8.1 Minutes from 12/6/2021
- 8.2 December Financial Report

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

Spliethof (aye), Kinyon (aye), Coker (aye), Mayor Hollett (aye), Bjarnson (aye). Motion passed 5-0

**9. Business from the City Council**

- 9.1 LRAPA Budget Committee Appointment-Mayor Hollett

Bryan - Steve Dietrich from LRAPA and Julie Lindsey the Finance Director with LRAPA are in attendance.

Mayor Hollett- asked if any councilors would be interested in this position.

Steve Dietrich- talked about how often and when the meetings will occur.

Councilor Kinyon- she would be interested in the budget committee meetings.

Mayor Hollett- she will attend the Board of Directors meetings.

**Motion:** Councilor Bjarnson moved to appoint Councilor Kinyon to the LRAPA Budget Committee for the 2022-2023 Budget Cycle. Councilor Coker seconded the motion.

Spliethof (aye), Coker (aye), Kinyon (aye), Mayor Hollett (aye), Bjarnson (aye). Motion passed 5-0

- 9.2 City Engineer RFP Review Committee Designation – Councilor Kinyon

Councilor Kinyon- read the issue.

Councilor Kinyon- two members of the community have reached out to her wanting to be on this committee.

**Motion:** Councilor Kinyon moved that we appoint Poncho and Dan Barclay to the City Engineer Request for Proposal Review Committee. Councilor Spliethof seconded the motion.

Spliethof (aye), Kinyon (aye), Bjarnson (aye), Coker (aye), Mayor Hollett (aye). Motion passed 5-0

- 9.2. Appoint Councilor to City Engineer RFP Committee

**Motion:** Councilor Spliethof moved to appoint Councilor Kinyon to the City Engineer RFP Committee. Councilor Bjarnson seconded the motion.

Spliethof (aye), Kinyon (aye), Coker (aye), Bjarnson (aye), Mayor Hollett (aye). Motion passed 5-0

- 9.3 Banner Park Proposal- Councilor Whitney

Bryan- read the issue.

Lynda Kamerrer- gave a presentation on the plans for the update of Banner Park.

**Motion:** Councilor Spliethof moved that we approve the permaculture design proposal for Banner Park and Authorize initial work to begin under the supervision of the Parks and Community Services Committee. Councilor Bjarnson seconded the motion.

Coker (aye), Bjarnson (aye), Spliethof (aye), Kinyon (aye), Mayor Hollett (aye). Motion passed 5-0

#### 9.4 Supplemental Budget Update

Councilor Kinyon- asked Bryan to give them an update on the open Finance Director position.

Bryan- he has two applicants and he had preliminary interviews today and he is going to have round table interviews next week.

Councilor Kinyon- last fall when we had a supplemental budget presented to the council that wasn't approved, we directed the CA to provide us with a supplemental budget. We should consider directing for a supplemental budget proposed that is more in line with things that the council has been asking for like Councilor Spliethof asking that we don't replace the police and fire positions and she agrees with that.

Mayor Hollett- declared a conflict of interest since her husband is an employee of the city.

Councilor Spliethof- asked the city administrator to provide us with a supplemental budget without hiring another police officer and fire fighter and he asked about shutting city hall down to three days a week.

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

**Motion:** Councilor Kinyon moved have a hiring freeze on the two positions in the police and fire departments and to direct our city administrator to come to us as soon as possible with information on the possibility of a three-day week at city hall.

Councilor Spliethof- made a friendly amendment to add a pay freeze.

Councilor Kinyon- accepted the friendly amendment.

Councilor Spliethof- seconded the motion.

Chief Martin- he strongly suggests you do not freeze hiring, he has two officers who have expressed they will be leaving the department. You cannot freeze wages for the union employees.

Councilor Coker- for the record she is completely against this motion.

Councilor Coker - will work with Eric to come up with a supplemental budget.

Councilor Kinyon- rescinded her motion and thanked Councilor Coker for offering to help with the supplemental budget. She wants to give direction to the city administrator to have Eric come up with a supplemental budget.

#### 10. Business from the City Administrator

##### 10.1 City Administrator Update

Bryan- he is trying to close out as many projects as he can so it is a smooth transition for the new city administrator.

##### 10.2 Community Services Update- no update

##### 10.3 Police Department Update

Chief Martin- gave the update.

##### 10.4 Fire Department Update

Bryan- gave an update.

Scott Hollett- gave an update on the fire department volunteer drive.

10.5 Public Works Update

Bryan- gave the report.

Grace- gave an update on the Signage and Wayfinding grant.

11. **Items Removed from the Consent Agenda-none**
12. **Ordinances, Resolutions, and Public Comments-none**
13. **Public Hearings-none**
14. **Appointments-none**
15. **Public Comments**

Rustie Ackland 48265 Commercial St- talked about the consequences of not filling the two positions in the fire and police departments and the purpose of the PSF and the community.

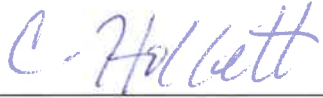
Trudy Hammond 76349 Willamette Way- Banner Bank Park comment.

Dan Barclay 47501 Hwy 58- the hiring freeze is a bad idea and you can't freeze the union employee wages.

Deb Borton LaDuke Rd- Why can't she vote and run for office; the council really screwed up by getting rid of Bryan.

16. **Adjourn 9:27 pm**

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

  
Christina Hollett, Mayor

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

  
Jackie Sims, City Recorder