



March 16, 2023 @ 6:00 p.m.
Regular Session
City Hall Council Chambers and Zoom
48318 E 1st Street

MINUTES

1. Call Meeting to Order- 6:00 pm

Council Present: Mayor Bryan Cutchen, Councilors Dirk "Poncho" Tarman, Dawn Kinyon, Jan Hooker, Melissa Bjarnson and Chrissy Hollett.

Staff Present: City Administrator James Cleavenger, Finance Director Colleen Shirley, City Recorder Jackie Taylor, and Police Chief Kevin Martin

2. Pledge of Allegiance

3. Roll Call- Councilor Coker was present during roll call, but lost connection after that.

4. Additions, Corrections or Adjustments to the Agenda

Mayor Cutchen- swapped 9.3 and 9.4 because we will have to go into executive session. 15.3 is postponed.

5. Public Comment

Michelle Emmons 76707 High Prairie Rd- spoke in favor of opening committee membership to outside of city limits applicants.

Trudy Hammond 76349 Willamette Way- spoke about the cattery in 9.3, she would like to see it stay with the city.

6. Mayor Comments / Announcements / Proclamations

Mayor Cutchen-addressed the councils wanting to allow citizens to be able to speak during agenda items.

7. Councilor comments / Announcements

Councilor Hollett-has been working on business retention expansion with Councilor Kinyon and they are working with the Chamber on this as well, she would like the council to look at this.

8. Consent Agenda

8.1 Consent Agenda City Council minutes from 3/1/2023 and 3/6/2023.

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

Mayor Cutchen (aye), Bjarnson (aye), Tarman (aye), Kinyon (aye), Hollett (aye), Hooker (aye). Motion passed 6-0

9. Business from the City Council

9.1 Middle Fork Bistro (Rick Yarbrough) OLCC Liquor License Application

James-read the issue.

Motion: Councilor Tarman moved to allow the CA to sign the Middle Fork Bistro's OLCC Liquor License application, recommending that the OLCC approve the license. Councilor Hollett seconded the motion.

Tarman (aye), Mayor Cutchen (aye), Kinyon (aye), Bjarnson (aye), Hooker (aye), Hollett (aye). Motion passed 6-0

9.2 Andy Clay, Manager of St. Vincent DePaul's Regional Housing Rehabilitation Loan Program

James-read the issue.

Andy Clay-presented the St. Vincent DePaul Regional Housing Rehabilitation Loan Program.

Motion: Councilor Hollett moved to appoint Councilor Tarman to the RHRP Policy Committee. Councilor Kinyon seconded the motion.

Tarman (aye), Mayor Cutchen (aye), Hooker (aye), Hollett (aye), Kinyon (aye), Bjarnson (aye). Motion passed 6-0

9.3 Updating Surplus Properties List

James-read the issue.

Councilor Hooker-asked if all these properties will be advertised by the realtor of record.

James-yes they will.

Motion: Councilor Hooker moved that we direct City staff to draft a Resolution for the surplus of the city properties identified by the Council during this meeting. Councilor Kinyon seconded the motion.

Kinyon (aye), Mayor Cutchen (aye), Bjarnson (aye), Hollett (aye), Hooker (aye), Tarman (aye). Motion passed 6-0

9.4 New Union Contracts (With AFSCME Representative Jim Steiner in Executive Session under ORS 192.660 (2) (d))

James-read the issue.

Mayor Cutchen-announced we will be going into executive session for ORS 192.660 (2)(d) to conduct deliberations of persons of the governing body to conduct labor negotiations. 6:23 pm.

Out of Executive session @ 6:54 pm and back in session.

Motion: Councilor Kinyon moved to approve and ratify the new 2023-2026 Collective Bargaining Agreements for the Police and General Bargaining Units. Councilor Tarman seconded the motion.

Hooker (aye), Tarman (aye), Mayor Cutchen (aye), Kinyon (aye), Bjarnson (aye), Hollett (aye). Motion passed 6-0

9.5 Revising the 2/16/2023 minutes

James-read the issue.

Motion: Councilor Tarman moved to approve the revised February 16, 2023 City Council Minutes. Councilor Kinyon seconded the motion.

Kinyon (aye), Bjarnson (aye), Hollett (aye), Mayor Cutchen (aye), Hooker (aye), Tarman (aye). Motion passed 6-0

9.6 Hills Street Turn-around update

James-read the issue.

Ed Hodges- James explained this very well. Ed gave his recommendation on this project and the findings he has provided over the last year. He also explained about the all of the water that goes through this pipe. There is no reason vehicles should be driving on this, we could have a catastrophic failure, had something like this happen by the city shop last year.

Motion: Councilor Tarman moved we direct city staff to research grant funding opportunities for improved connectivity of alleys throughout Oakridge. Mayor Cutchen seconded the motion.

Mayor Cutchen-offered Kelly Brewer three minutes to speak.

Kelly Brewer- spoke about her findings and conversations that she has had regarding this turn around.

Councilor Kinyon-asked if there is water going through the pipe that Ms. Brewer stated did not have water running through it.

Robeart- Yes, there is water running through the pipe.

Councilor Hollett-asked if we go with the alley option are ARPA funds an option?

James-he will have to check on that.

Bjarnson (aye), Mayor Cutchen (aye), Kinyon (aye), Hollett (aye), Tarman (aye), Hooker (aye). Motion passed 6-0

9.7 Softball Field Renovations

Motion: Councilor Hooker moved to approve allowing the Oakridge School District to reroof the Horton Park softball and dugouts and improve the backstop. Councilor Tarman seconded the motion.

Hooker (aye), Bjarnson (aye), Hollett (aye), Tarman (aye), Kinyon (aye), Mayor Cutchen (aye). Motion passed 6-0.

9.8 Tree Planting Festival 2022 RTMP Reimbursement Request-*Postponed due to time restraint*

9.9 Concerts in the Park 2022 RTMP Reimbursement Request- *Postponed due to time restraint*

9.10 Oakridge Arts Council 2022 RTMP Reimbursement Request -*Postponed due to time restraint*

9.11 Uptown Business Revitalization Association (UBRA) 2022 RTMP Reimbursement Request- *Postponed due to time restraint*

10. Business from the City Administrator

10.1 Volunteers needed for US Disc Golf Championship May 25-28 (contact: Jason.d.nehmer@gmail.com- *Postponed due to time restraint*

10.2 Dispatch Update- *Postponed due to time restraint*

10.3 WAC Electrical Repairs

James-read the issue.

Motion: Councilor Tarman moved to allow the CA to immediately solicit bids for replacing the electrical panel inside the WAC gym using the informal written solicitation process (see pg. 21 for the Oakridge policy for public contracting for a description of the process). Councilor Hooker seconded the motion.

Hollett (aye), Tarman (aye), Mayor Cutchen (aye), Kinyon (aye), Bjarnson (aye), Hooker (aye). Motion passed 6-0.

10.4 Lane County Community Needs Survey https://laneco.qualtrics.com/jfe/form/SV_eQDFApSpSDzsMJw-
Postponed due to time restraint

10.5 Oakridge/Westfir HNA open house March 20 and joint Westfir/Oakridge City Council Meeting April 5- *Postponed due to time restraint*

11. Staff and Board/Committee/Commission reports- *Postponed due to time restraint*

11.1 Finance Report

11.2 Police

11.3 Fire

11.4 Public Works

12. Items removed from the consent agenda-none

13. Ordinances, Resolutions and Public Comments- *Postponed due to time restraint*

13.1 OEDAC Resolution 03-2023 (2 versions, 1st reading, and 1st meeting Wednesday March 29th at 6pm)

13.2 Admin Committee Resolution 04-2023 (2 versions, 1st reading)

14. Public Hearings-*none*

15. Appointments

15.1 Lynda Kamerrer-Budget Committee

James-read the issue.

Motion: Councilor Tarman moved to appoint Lynda Kamerrer to seat 3 of the Budget Committee for a term expiring in December 2025. Councilor Hollett seconded the motion.

Hooker (aye), Tarman (aye), Mayor Cutchen (aye), Kinyon (aye), Bjarnson (aye), Hollett (aye). Motion passed 6-0.

15.2 Marty Scott-Public Safety Committee

James-read the issue.

Motion: Councilor Hooker moved to appoint Marty Scott to seat 6 of the Public Safety Committee for a term expiring in December 2025. Councilor Hollett seconded the motion.

Hooker (aye), Tarman (aye), Mayor Cutchen (aye), Kinyon (aye), Bjarnson (aye), Hollett (aye). Motion passed 6-0.

15.3 Marietta Thompson- Public Safety Committee-*postponed*

15.4 4 Library Board Applications for 1 position (Woodson, Dill, Patty, and Samuelson)

James-read the issue.

The Laurie Patty and Finn Dill introduced themselves and said why they are interested in being on the Library Board.

Motion: Councilor Kinyon moved to appoint Finn Dill to Seat 3 of the Library Board for a term expiring in December 2025. Councilor Bjarnson seconded the motion.


Hooker (nay), Tarman (aye), Mayor Cutchen (nay), Kinyon (aye), Bjarnson (aye), Hollett (aye). Motion passed 4-2.

The last person Council appointed to the Library Board quit for personal reasons.

15.5 Council Appointment to the OEDAC (and 1st meeting Wednesday March 29th at 6pm) - *Postponed due to time restraint*

16. Public Comment - none

17. Adjourn - 8:22 pm

Signed: 
Bryan Cutchen, Mayor

Signed: 
Jackie Taylor, City Recorder