



May 18, 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, Melissa Bjarnson, Jan Hooker, Chrissy Hollett and Michelle Coker

Staff Present: City Administrator James Cleavenger, Community Development Director Rick Zylstra, City Recorder Jackie Taylor, Sargent Mikal McPherson and Fire Chief Scott Hollett

2. Pledge of Allegiance

3. Roll Call-all present

4. Additions, Corrections or Adjustments to the Agenda

Mayor Cutchen- requested that a staff report on portable restrooms be added.

James-agreed and said Rick is prepared to report on that.

5. Public Comment

Trudy Hammond-thanked the council and staff for everything they are doing.

Nancy Kelly-made a complaint about the porta potties that have been across the street from her house for three years.

6. Mayor Comments / Announcements / Proclamations

Mayor Cutchen- The Community Disaster Readiness Group is looking for volunteers, this is your opportunity to help Oakridge. There will be a group kickoff meeting/potluck on May 25th at the First Baptist Church. The information is on our website.

Mayor Cutchen-presented an award from the Oregon Health Authority for Outstanding Performance to the City of Oakridge. Robeart Chrisman, Public Works Crew Leader and Jackson Stone, Wastewater Operator were present and Mayor Cutchen presented the awards and gift cards and thanked them for their hard work.

7. Councilor Comments / Announcements

Councilor Kinyon-reminded the councilors to email James with comments or concerns about the Council Rules of Procedure. She would like to schedule a work session for mid- July.

8. Consent Agenda

8.1 Consent Agenda City Council minutes from5/4/2023

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

Hooker (aye), Bjarnson (aye), Tarman (aye), Mayor Cutchen (aye), Coker (aye), Hollett (aye), Kinyon (aye). Motion passed 7-0

9. Business from the City Council

9.1 Alcohol Permits for Concerts in the Park

James-introduced the issue.

Motion: Councilor Tarman moved to approved all three alcohol permit applications for the Concerts in the Park 2023 Series at Greenwaters Park. Councilor Hooker seconded the motion.

Bjarnson (aye), Mayor Cutchen (aye), Coker (aye), Kinyon (aye), Tarman (aye), Hooker (aye), Hollett (aye). Motion passed 7-0

9.2 4th of July RTMP Funding request

Mayor Cutchen-asked for any Conflicts of Interest, there were none made.

Motion: Councilor Tarman moved to approve \$2500 in RTMP Funds for the 4th of July Festival. Councilor Coker seconded the motion.

Coker (aye), Tarman (aye), Mayor Cutchen (aye), Hooker (aye), Hollett (aye), Kinyon (aye), Bjarnson (aye). Motion passed 7-0

9.3 Greenwaters Park Amphitheater Curtain Replacement

James-introduced the issue.

Motion: Councilor Hooker moved to approve up to \$400 in TRT Funds to replace the curtains at the Greenwaters Amphitheater. Councilor Tarman seconded the motion.

Hooker (aye), Mayor Cutchen (aye), Tarman (aye), Coker (aye), Kinyon (aye), Bjarnson (aye), Hollett (aye). Motion passed 7-0

9.4 Library Roof Repairs

James-introduced the issue.

Motion: Councilor Tarman moved to approve up to \$11,380 in ARPA Funds to fix the remaining 11 skylights on the roof of the library. Councilor Coker seconded the motion.

Kinyon (aye), Bjarnson (aye), Coker (aye), Hollett (aye), Mayor Cutchen (aye), Hooker (aye), Tarman (aye). Motion passed 7-0

9.5 Edited 4/20/2023 City Council Minutes

James-introduced the issue and read the new motion.

Motion: Councilor Coker moved to approve the revised 4/20/2023 City Council meeting minutes. Councilor Tarman seconded the motion.

Councilor Kinyon- said she does not believe these are an accurate account of what happened.

Councilor Coker -withdrew her motion.

Amended Motion: Councilor Kinyon moved to approve the revised 4/20/2023 City Council meeting minutes with corrections notated in meeting tonight. Councilor Hooker seconded the motion.

Bjarnson (aye), Mayor Cutchen (aye), Kinyon (aye), Hollett (aye), Tarman (aye), Coker (aye), Hooker (aye). Motion passed 7-0

10. Business from the City Administrator

10.1 Dispatch Update

James-gave an update on the dispatch services with Junction City. The techs won't have to buy as much hardware as initially thought. We do not have a transfer date as of yet and this has not been approved by their city council.

10.2 WAC Remodel Update

James-gave an update on the WAC Remodel. The contract has been awarded to Bear Mountain Electric to replace the panel, this will help with our insurance issue. We received a \$30,000 grant for a solar feasibility study.

10.3 Middle Fork Watershed Council Annual Report 2022

Mayor Cutchen-they are doing well and have got a lot more grant money to do projects along the Willamette River.

11. Staff and Board/Committee/Commission reports

11.1 Finance Report – moved to 6/1/2023

11.2 Police-Mikal gave the report in place of Chief Martin

11.3 Fire-Chief Hollett gave the report

11.4 Public Works Rick gave the report

11.5 Parks & Community Services Committee-Councilor Tarman gave the report.

11.6 Public Safety Committee-James reported on this.

11.7 Audit Committee-Councilor Kinyon reported this, we will get the audit on Monday.

11.8 Budget Committee-no report

11.9 Library Board-no quorum, didn't meet

11.10 Planning Commission-Rick reported on this, they had 2 action items.

11.11 OEDAC-James reported on this.

11.12 Special Fire District Sub-Committee-Councilor Hollett reported on this, they are wrapping up the feasibility study and will be meeting up with all three entities soon.

11.13 WAC Sub-Committee-Councilor Hollett reported that the committee will be meeting with Trisha Maxfield at her request on Monday and they will also be doing a walk through, any councilors that want to attend the walk through can get a hold of James.

11.14 WAC Funding Committee-Mayor Cutchen reported on this. They will check with James on Monday for a walk through of the WAC. The next meeting is May 25 at 2:00 pm.

12. Items removed from the consent agenda-None

13. Ordinances, Resolutions and Public Comments

13.1 Resolution 10-2023 Declaring OIP lot 24 Surplus

James-read the issue.

Motion: Councilor Kinyon moved to repeal and replace Resolution 09-2023 and replace with Resolution 10-2023 declaring lot 24 in the OIP as surplus property. Councilor Hooker seconded the motion.

Coker (aye), Hooker (aye), Bjarnson (aye), Hollett (aye), Tarman (aye), Kinyon (aye), Mayor Cutchen (aye). Motion passed 7-0

James-read Resolution 10-2023.

Motion: Councilor Kinyon moved to approve the 2nd reading of Resolution 10-2023 declaring lot 24 in the OIP as surplus property by title only. Councilor Hooker seconded the motion.

Mayor Cutchen: called for ayes- all voted aye, no nays.

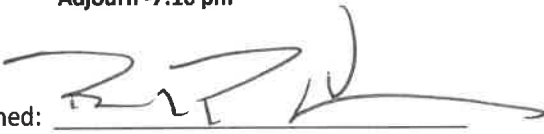
James-read Res. 10-2023 by title only.


- 14. **Public Hearings**-none
- 15. **Appointments**-none
- 16. **Public Comment**

Paul Scott- talked about code violation enforcement and inquired about the enforcement process.

James- responded to Mr. Scott by informing him that since we lost our code officer, police only respond to formal complaints made by citizens who are willing to testify in Court as witnesses to the violations, otherwise such violations usually get thrown out in Court due to there not being witnesses.

- 17. **Adjourn -7:16 pm**

Signed: 
Bryan Cutchen, Mayor

Signed: 
Jackie Taylor, City Recorder