



July 20, 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, Chrissy Hollett, Melissa Bjarnson and Michelle Coker

Staff Present: City Administrator James Cleavenger, Finance Director Colleen Shirley, Community Development Director Rick Zylstra,, Police Chief Kevin Martin and Fire Chief Scott Hollett

2. Pledge of Allegiance

3. Roll Call-Councilors Tarman and Bjarnson were excused

4. Additions, Corrections or Adjustments to the Agenda

Mayor Cutchen-wants to move 15.2, Chief Martin's police report to just before 9.1 so Chief Martin can tend to other business.

Councilor Kinyon-wants to table 10.6 because it wasn't updated as discussed.

5. Public Comment

Wayne Hall, Oakridge- spoke recently about an RV unlawfully occupied on Y drive and gave an update stating that the RV is now moved out of town.

Jason Nehmer and Tom Lyons- spoke to council about the asphalt pump track and handed out a new version of the track.

6. Mayor Comments / Announcements / Proclamations

6.1 Trail Builder Magazine article on MBO 2023: [www.trailbuildermag.com/articles/mountain-bike-oregon-is-a-symbol-of-hope-for -Oakridge-and-other-rural-communities](http://www.trailbuildermag.com/articles/mountain-bike-oregon-is-a-symbol-of-hope-for-Oakridge-and-other-rural-communities)

6.2 Concerts in the Park #2-this Saturday July 22nd from noon-9pm at Greenwaters Park. Mayor Cutchen encourages everyone to attend.

7. Councilor Comments / Announcements

Councilor Hollett- spoke about Mr. Hall's comment regarding Y Drive, that whole area poses a huge threat to the community. She would like this on a future agenda and encourage citizens from that area to attend.

Councilor Hollett-spoke about Dispersed Campsite closures. She supports this as a City Councilor and Fire Fighter.

8. Consent Agenda-none

9. Appointments

9.1 Chris Winchester – Administration Advisory Committee

James-read the issue.

Motion: Mayor Cutchen moved to appoint Chris Winchester to seat 6 of the Administrative Advisory Committee expiring in December of 2026. Councilor Hollett seconded the motion.

Mayor Cutchen (aye), Kinyon (aye), Hooker (aye), Hollett (aye) Coker (aye). Motion passed 5-0

10. Business from the City Council

10.1 Oakridge Keg & Cask Festival RTMP Funding Request

Motion: Councilor Kinyon moved we approve \$2,494.90 in RTMP funds to the 2023 Oakridge Keg & Cask Festival with no more than \$1,000 in funds going forward. Councilor Coker seconded the motion.

Hooker (nay), Mayor Cutchen (aye), Kinyon (aye), Coker (aye), Hollett (aye). Motion passed 4-1

10.2 Parks Committee TRT Funding request for Banner Park Kiosk Sign

Motion: Councilor Kinyon moved to approve up \$5,050 of TRT funds for the Banner Park Kiosk. Councilor Hollett seconded the motion.

Hollett (aye), Hooker (aye), Kinyon (aye), Coker (aye), Mayor Cutchen (aye). Motion passed 5-0

10.3 Raising the TRT Block Grant program maximum to \$1,000 and include murals

James-read the issue.

Motion: Councilor Kinyon moved that we raise the TRT Block Grant Program maximum to \$1,000 in matching funds and to include murals as an eligible project if the designs are pre-approved by the CA for offensiveness. Councilor Hollett seconded the motion.

Hooker (aye), Mayor Cutchen (aye), Hollett (aye), Kinyon (aye), Coker (aye). Motion passed 5-0

10.4 City Rummage sale at the WAC gym

James-read the issue.

Motion: Councilor Kinyon moved to allow the CA to plan a rummage sale at the WAC in order to sell low value surplus items. Councilor Hooker seconded the motion.

Coker (aye), Hollett (aye), Kinyon (aye), Mayor Cutchen (aye), Hooker (aye). Motion passed 5-0

10.5 WeRSharp Cooling Station Proposal

James-read the issue.

Motion: Councilor Hooker moved to approve WeRSharp to build and operate a cooling station on City property when temperatures are above 85 degrees. Councilor Coker seconded the motion.

Mayor Cutchen (nay), Hooker (nay), Kinyon (aye), Coker (nay), Hollett (nay). Motion failed 1-4

Amended motion: Councilor Kinyon moved to approve WeRSharp to build and operate a cooling station on City property when temperatures are above 85 degrees to include a location of the Community Garden. Councilor Coker seconded the motion.

Mayor Cutchen (nay), Hooker (nay), Kinyon (aye), Coker (nay), Hollett (nay). Motion failed 1-4

10.6 Revised Council Rules of Procedure (with public comment)

James-read the issue.

Motion: Councilor Kinyon moved to postpone 10, 6 until we hear from the City Attorney. Councilor Hooker seconded the motion.

Hooker (aye), Mayor Cutchen (aye), Kinyon (aye), Coker (aye), Hollett (aye). Motion passed 5-0

10.7 Housing needs Analysis Final Report

James-read the issue. For information only.

10.8 Letter of Support for USFS Dispersed Campsite closures order to prevent RV dumping

James-read the issue.

Motion: Councilor Hooker moved to allow the Mayor and CA to sign the draft letter of support for the proposed US Forest Service Dispersed Campsite Closures Order. Councilor Hollett seconded the motion.

Hollett (aye), Hooker (aye), Kinyon (aye), Coker (aye), Mayor Cutchen (aye). Motion passed 5-0

11. Business from the City Administrator

11.1 OIP Office 8 rental to Stellar J Construction

James-read the issue.

Motion: Councilor Kinyon moved to allow the CA to rent OIP office #8 and a small section of OIP lot 37 to Stellar J Construction for \$500 per month. Councilor Hooker seconded the motion.

Hooker (aye), Mayor Cutchen (aye), Hollett (aye), Kinyon (aye), Coker (aye). Motion passed 5-0

11.2 Response to Questions regarding Volunteer Firefighter/EMS Stipends

James-read the issue.

At the councils request James read the responses from Chief Hollett and himself to Mayor Cutchen's questions.

Councilor Hollett-abstained from discussion due to potential conflict of interest.

11.3 Update on Surplus Property sales

James-read the issue and updated the council

11.4 St. Vincent DePaul RHRP Program

James-gave a short update on the program.

12. Items removed from the Consent Agenda-none

13. Ordinances and Resolutions-none

14. Public Hearings-none

15. Staff and Board/Committee/Commission Reports

15.1 Finance Report

Mayor Cutchen-opened this up for up questions for Colleen.

There was discussion on when to have the finance report and when the actual agenda packet is put out since there is only one day difference in when the packet is due and when the council wants the finance report. It was decided to have the finance report due at the same time as the council packet.

15.2 Police Report Including Council requested report on dog shooting case

Chief Martin gave the police report and updated the council on the dog shooting incident.

15.3 Fire/EMS

Chief Hollett gave the fire department report.

15.4 Public Works

James gave the public works report

15.5 RAIN 3 Year impact report 2020-2023

James gave a report on this for information only.

16. Public Comment

Trudy Hammond, Oakridge asked if any of the vehicles in the impound lot will be in the rummage sale?

James said it is possible, they need to be released first.

17. Adjourn 8:15pm

Signed: _____

Bryan Cutchen, Mayor

Signed: _____

Jackie Taylor, City Recorder