



September 21, 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 Chrissy Hollett, Michelle Coker, and Kelly Brewer

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

2. Pledge of Allegiance

3. **Roll Call-** Councilors Tarman, Bjarnson and Kinyon were excused.

4. Additions, Corrections or Adjustments to the Agenda

James-added 9.1, removal of Library Board Member.

Councilor Brewer-added 10.10, fuel logs at public works.

Councilor Hollett-added 10.05, Y Drive discussion.

5. Public Comment

Wayne Hall- spoke about the incidents on Y Drive and thanked the City for their help.

Jan Hooker- spoke about the incidents on Y Drive and expressed her concerns.

Trudy Hammond-spoke about the Y Drive issue and mental health needs for people.

Melissa Houston-spoke about Y Drive and asked what the community thinks she should do.

6. Mayor Comments / Announcements / Proclamations

The Library will be having a silent auction and are accepting donations of items to auction off. The date is TBA.

October 6 is National Plaid day, they are encouraging everyone to come out to the Art Walk and wear plaid.

Mayor Cutchen apologized to Brock Butterfield for the grilling the council put him through at the last meeting regarding funding of the Bus Fair and tax issues.

7. Councilor Comments / Announcements-none

8. Consent Agenda

8.1 Minutes from previous City Council meeting 9/7/2023

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

Mayor Cutchen (aye), Coker (aye), Hollett (aye), Coker (aye). Motion passed 4-0

9. Appointments

9.1 Removal of Library Board Member

James-presented the issue.

Motion: Councilor Hollett moved to remove Jessica Atkins from the Library Board. Councilor Coker seconded the motion.

Hollett (aye), Mayor Cutchen (aye) Coker (aye), Brewer (aye). Motion passed 4-0.

10. Business from the City Council

10.05 Y Drive Discussion

Councilor Hollett-talked about the incidents that have been happening on Y Drive and asked some of the residents if they wanted to speak.

Erin Dumont- spoke about the Y Drive incidents, no one ever asked her if she was ok.

Melissa Houston- said she stood next to Erin's children during the fire.

Wayne Hall- would like to restore order to the neighborhood.

Trudy Hammond-supports having a town hall.

10.1 RAIN Summer 2023 Report from Melissa Prestinario

James-read the issue.

Melissa Prestinario-gave the 2023 Summer report and highlights and thanked the City of Oakridge.

10.2 LTD/Diamond Express Bus IGA Contract Renewal

James-read the issue.

Motion: Councilor Coker moved to approve the new IGA contract with LTD. Councilor Brewer seconded the motion.

Mayor Cutchen (aye), Coker (aye), Brewer (aye), Hollett (aye). Motion passed 4-0.

10.3 Oregon DLCD Technical Assistance Grant Letter of Support

James-read the issue.

Motion: Mayor Cutchen moved to approve the letter of support for the City of Oakridge Technical Assistance Application for an economic opportunities analysis from the Department of Lands Conservation and Development and request signing by the Mayor. Councilor Hollett seconded the motion.

Coker (aye), Mayor Cutchen (aye), Brewer (aye), Hollett (aye). Motion passed 4-0.

10.4 Cascade Collections Inc. Contract for Collections Services

James-read the issue and introduced Misti Cook from Cascade Collections.

Misti-this will be an open ended contract, each account will be handled different, as needed. They are not process oriented, they are people oriented.

Motion: Councilor Coker moved to approve the contract with Cascade Collections. Councilor Brewer seconded the motion.

Brewer (aye), Mayor Cutchen (aye), Coker (aye), Hollett (aye). Motion passed 4-0.

10.5 Boy Scouts Fee Waiver/Reimbursement Request for Greenwaters Park

James-read the issue.

Motion: Councilor Brewer moved to approve a reduced fee of \$40 for up to three rentals for the Greenwaters Park Community building for the Boy Scouts. Councilor Coker seconded the motion.

Coker (aye), Brewer (aye), Mayor Cutchen (nay), Hollett (aye). Motion failed 3-1.

10.6 Dogs of Valor Fee Waiver Request for Greenwaters Park

James-read the issue.

Motion: Councilor Brewer moved to charge \$40 per day rental fees for the Dogs of Valor programs at Greenwaters Park on October 26 and /or December 1-3. Councilor Coker seconded the motion.

Coker (aye), Hollett (aye), Mayor Cutchen (nay), Brewer (aye). Motion failed 3-1.

Motion: Councilor Hollett moved to waive all fees for the Dog of Valor programs at Greenwaters Park on October 26 and /or December 1-3. Councilor Coker seconded the motion.

Mayor Cutchen (nay), Brewer (aye), Coker (aye), Hollett (aye). Motion failed 3-1.

10.7 New Community Firewood Program Contract with Brock Buchmeier

James-read the issue.

Motion: Councilor Coker moved to allow the CA to sign the new Community Firewood program contract. Councilor Brewer seconded the motion.

Mayor Cutchen (aye), Hollett (aye) Brewer (aye), Coker (aye). Motion passed 4-0.

10.8 Special Fire District Report

Councilor Hollett-reported on this.

10.9 City Holiday party and Awards Ceremony with Oakridge/Westfir Chamber of Commerce

James-read the issue.

Motion: Councilor Brewer moved to have the City Holiday Party and Awards Ceremony with the Oakridge/Westfir Chamber of Commerce on December 16, 2023 at the Bowling Alley. Councilor Hollett seconded the motion.

Brewer (aye), Hollett (aye), Coker (aye), Mayor Cutchen (aye). Motion passed 4-0.

10.10 Fuel Logs Discussion

Councilor Brewer-would like to request copies of the fuel logs that are filled out by public works, police and fire. After discussion and clarity on the process from Rick, Councilor Brewer said she was satisfied with this for now and would bring this back when she has more direct questions.

11. Business from the City Administrator

11.1 Fire Updates

James-gave current fire updates.

11.2 Other City Business

12. Items removed from the Consent Agenda-none

13. Ordinances and Resolutions (with public comment)-none

14. Public Hearings-none

15. Staff and Board/Committee/Commission Reports

15.1 Finance Report

Colleen-was there to answer any questions from the council.

15.2 Police

Chief Martin-gave the report.

15.3 Fire/EMS

Chief Hollett-gave the report.

15.4 Public Works

Rick-gave the report.


16. Other Business-none

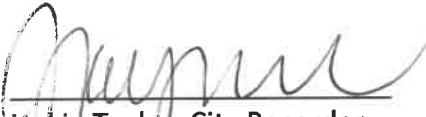
17. Public Comment

Stan Barenboim-spoke about Y Drive concerns, he lives across the street from the fires.

Dan Barclay-spoke about the Mayor's comments on the Bus Fair.

19. Adjourn - 7:39 pm

Signed: 
Bryan Cutchen, Mayor

Signed: 
Jackie Taylor, City Recorder