



January 4, 2024 @ 6:00 p.m.  
Regular Session  
City Hall Council Chambers and Zoom  
48318 E 1<sup>st</sup> Street

## MINUTES

### 1. Call Meeting to Order- 6:00 pm

**Council Present:** Mayor Bryan Cutchen, Councilors Dirk "Poncho" Tarman, Dawn Kinyon, Chrissy Hollett, Melissa Bjarnson, Michelle Coker, and Kelly Brewer.

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

### 2. Pledge of Allegiance

### 3. Roll Call

### 4. Additions, Corrections or Adjustments to the Agenda

Remove item 11.1

### 5. Public Comment

Trudy Hammond- spoke about abandoned dogs that were rescued today. She also spoke about a house that has garbage piled outside and rats are going into neighbors' homes.

Ashley Kleiven- asked to donate her three minutes to Trudy Hammond.

Trudy Hammond-she would like to be able to work with the city and the police department to help when they get animal calls, we need animal services in Oakridge.

Mayor Cutchen- he does not like the idea of donating minutes during public comment.

### 6. Mayor Comments / Announcements / Proclamations

#### 6.1 Mayor's State of the City Address

Mayor Cutchen gave his State of the City Address.

Mayor Cutchen-reminded everyone to fill out the Oakridge Air Survey

### 7. Councilor Comments / Announcements

None

### 8. Consent Agenda

8.1 Minutes from previous City Council meeting 12/7/2023

**Motion:** Councilor Kinyon moved to approve the consent agenda. Councilor Tarman seconded the motion. Passed unanimously.

## 9. Appointments

### 9.1 Appointment of FY 24-25 Budget Officer

James-read the issue. He is confident that he can keep us on track.

**Motion:** Councilor Tarman moved to appoint the City Administrator to serve as the City's Budget Officer for fiscal year 24-25. Councilor Hollett seconded the motion.

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

## 10. Business from the City Council

### 10.1 2023 City Award Winners

James-read the issue.

Mayor Cutchen-announced the award winners.

### 10.2 Oakridge Disc Golf Club RTMP Funding request for Mountain Town Throwdown

James-read the issue.

**Motion:** Councilor Tarman moved to approve up to \$2500 in RTMP Funds for the 2024 Oakridge Disc Golf Club Mountain Town Throwdown Tournament. Councilor Kinyon seconded the motion.

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

### 10.3 Oakridge Airport Grant letter of support

James-read the issue.

**Motion:** Councilor Kinyon moved to approve the letter of support for the Oakridge Airport Grant. Councilor Tarman seconded the motion.

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

## 11. Business from the City Administrator

### 11.1 Request for Reconsideration of Council's Directives re: Committee Resolutions-this item was tabled.

### 11.2 Report on out of city water service and use

James-gave the report.

### 11.3 LOC Comprehensive Recommendations Addressing Severe Addiction Crisis and Community Harm

James-read the issue.

**Motion:** Councilor Tarman moved to support the Comprehensive Recommendations addressing Severe Addiction Crisis and Community Harm and direct the CA to voice the city's support to our legislators. Councilor Kinyon seconded the motion.

Mayor Cutchen (aye), Hollett (aye), Tarman (aye), Bjarnson (aye), Kinyon (nay), Coker (aye), Brewer (aye). Motion passed 6-1

### 11.4 Union Pacific Railroad issues update

James-gave the update

11.5 Other city business updates

James-regarding Lot 22 at the OIP, our counter offer was declined and they are no longer interested.

On February 13<sup>th</sup> the Regional Solutions meeting will be held at the OIP. The Mayor is unable to attend, Councilor Kinyon said she will go in his place. We can have up to three councilors attend.

We have 12 committee seats that expired at the end of the year, there was discussion on whether or not volunteers have to attend the city council meeting if they are reapplying.

James-talked about the fee waiver policies.

Councilor Brewer-asked about a citizen putting on an event for the community, do they qualify for a waiver.

Mayor Cutchen-said we will give the CA the leeway that he needs for these decisions.

11.6 Video about Maximo Yabes by Greenbrier (Arkansas) High School Student Jayden Alberts:

James-read the issue. You can go on the City's website to view this video.

[www.ci.oakridge.or.us/community/page/medal-honor-winner-us-army-first-sergent%C2%A0maximo-yabes-1932-967](http://www.ci.oakridge.or.us/community/page/medal-honor-winner-us-army-first-sergent%C2%A0maximo-yabes-1932-967)

**12. Items removed from the Consent Agenda**

None

**13. Ordinances and Resolutions**

None

**14. Public Hearings**

None

**15. Department/Staff and Board/Committee/Commission Reports**

15.1 Finance Report

Colleen-gave the report, the auditor did file an extension with the state.

Councilor Kinyon-asked about Caselle, the new software we will be using.

Colleen-gave an update on our progress with Caselle.

15.2 Police Report

Chief Martin-gave the report.

15.3 Fire/EMS Report

Chief Hollett-gave the report.

15.4 Public Works Report

Rick-gave the report.

15.5 Parks and Community Services Committee

Rick-gave the report

15.6 Public Safety Committee

They did not meet.

15.7 Charter Review Sub-Committee

They did not meet.

15.8 OEDAC

James-gave the report.

15.9 Admin Committee

They did not meet.

15.10 Library Board

Councilor Tarman-they meet next week.

15.11 Planning Commission

Rick-gave the report, they had a work session.

15.12 WAC Funding Committee

Meeting was canceled due to no one being in town because of Christmas.

15.13 Oakridge Westfir Chamber of Commerce November Newsletter

James-gave an update.

**16. Other Business**

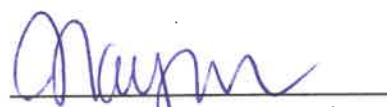
None.

**17. Public Comment**

None.

**18. Adjourn 7:39 pm**

Signed:   
Bryan Cutchen, Mayor

Signed:   
Jackie Taylor, City Recorder