



November 2, 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, Chrissy Hollett, Melissa Bjarnson, and Kelly Brewer.

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

2. Pledge of Allegiance

3. **Roll Call-** Councilor Coker was excused.

4. Additions, Corrections or Adjustments to the Agenda

Tabled Items 11.4 and 11.5

5. Public Comment

James-read a letter from Trudy Hammond, resigning her committee positions and expressing her concerns.

6. Mayor Comments / Announcements / Proclamations

The Oakridge Art Walk is tomorrow from 5-7pm uptown.

There will be a free Thanksgiving dinner at the Methodist Church on Thanksgiving Day.

LRAPA has been awarded nearly 1 million dollar grant EPA grant for wildfire smoke resiliency for rural lane county that includes Oakridge.

7. Councilor Comments / Announcements

Councilor Hollett-thanked the community members & businesses for the activities on Halloween and also announced the Holiday Light parade is on December 9. If anyone would like to be a part of that you can contact her.

8. Consent Agenda

8.1 Minutes from previous City Council meeting on 10/19/2023 pending a minor correction.

Ayes: 6

Nays: 0

9. Appointments-none

10. Executive Session under ORS 192.660 (2) (E) –to conduct deliberations with persons designated by the governing body to negotiate real property transactions.

In Executive Session: 6:10 pm
Back in Regular Session: 6:52 pm

Mayor Cutchen -asked if there were any motions from the executive sessions.

10.1 Towerpoint offer to purchase interest in OIP cell tower lease

No motions.

10.2 Offer to purchase OIP Lot 22

Motion: Councilor Brewer moved to direct the CA to continue negotiations for OIP lot 22. Councilor Kinyon seconded the motion.

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

10.3 Sale of 47899 Highway 58 (Old Public Works building)

Motion: Councilor Kinyon moved to approve a rebate of \$15,000 to the Jordan's for the needed repair on the building. Councilor Hollett seconded the motion.

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

11. Business from the City Council

11.1 Change order #1 for Greenwaters Park Amphitheater

James-read the issue.

Councilor Brewer- recused herself from this agenda item, she is part owner of On Top Construction.

There was discussion on where the funds would come out of.

Motion: Councilor Hollett moved to pay for the Greenwaters Amphitheater Change Order with all of the remaining ARPA funds, \$3,000 from Parks and the rest from TRT Funds. Councilor Bjarnson seconded the motion.

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

11.2 Committee Resolutions Recommendations from Admin Committee

James-read the issue.

Motion: Councilor Brewer moved to approve all of the recommendations made by the Admin Committee and direct the CA to draft new Committee Resolutions for Council's Consideration. Councilor Hollett seconded the motion.

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

Amended motion #1: Councilor Kinyon moved to amend the motion to remove item #4 from list of changes to be made. Councilor Hollett seconded the motion.

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

Motion: Councilor Kinyon moved to remove item #1 and change it to allow the city councilor representative to be a voting member on every committee, but they can only vote in the event of a tie. Councilor Bjarnson seconded the motion.

After some discussion Councilor Kinyon rescinded her motion and made a new motion.

Amended motion #2: Councilor Kinyon moved to remove items #1 and #3 and make it consistent on all committees that where the councilor only votes in the event of a tie. Councilor Bjarnson seconded the motion.

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

11.3 Warming Center fee waiver request

James-read the issue.

Councilor Kinyon- said that she and councilors Hollett and Brewer got together to draft a policy for approving fee waivers for nonprofits, which will be brought to Council for consideration soon, which is why this agenda item was tabled at the last council meeting.

Mayor Cutchen- expressed that he does not like the way this motion is worded.

Motion: Councilor Tarman moved to allow the Greenwaters Park Community Building to be used and fees waived for the warming center this winter from December through March, from 6pm to 7am, on nights when it is not already reserved and forecasted to be below freezing. Councilor Hollett seconded the motion.

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

11.4 Strategic Plan Scorecard-tabled

11.5 TV Butte draft letter of opposition – tabled

11.6 Holiday Light Parade fee waiver & TRT funding requests

James- read the issue.

Motion: Councilor Brewer moved to approve the fee waiver request for the annual Holiday Light Parade and up to \$500 in TRT Funds for lights on the Amphitheater. Councilor Kinyon seconded the motion.

There was discussion on whether or not an ODOT permit would be needed, James is going to check on that.

Chief Martin-said he believes they do need a permit from ODOT to cross the highway.

Councilor Hollett-said there will not be anyone walking in the holiday light parade anymore.

Mayor Cutchen (nay), Hollett (aye), Tarman (aye), Bjarnson (aye), Kinyon (aye), Brewer (aye). Motion passed 5-1.

12. Business from the City Administrator

12.1 Other City Business updates

James- the City of Oakridge is hosting the LOC Small Cities Meeting on November 8 at City Hall from 11am to 1pm.

On December 13 there is the Oakridge Economic Summit.

13. Items removed from the Consent Agenda-none

14. Ordinances and Resolutions

14.1 Ordinance 942 – Parade Ordinance to repeal & replace Ordinance 75

Motion: Councilor Tarman moved to approve the 1st reading of Ordinance 942, to repeal and replace Ordinance 75. Councilor Kinyon seconded the motion.

Public Comment - None

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

James-read Ordinance 942.

Motion: Councilor Kinyon moved to approve and adopt Ordinance 942, to Repeal and Replace Ordinance 942, to Repeal and Replace Ordinance 75 after the 2nd reading by title only. Councilor Tarman seconded the motion.

Public Comment - None

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

James-read Ordinance 942 by title only.

14.2 Ordinance 943- Non-Criminal Administrative Warrants & Abatement Ordinances – Muni Code 93.18-93.22

James-read the issue.

Motion: Councilor Kinyon moved to approve the 1st reading of Ordinance 943, adding sections 93.18-93.22 to the Oakridge Municipal Code. Councilor Tarman seconded the motion.

Public Comment - None

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

James-read Ordinance 943.

Motion: Councilor Kinyon moved to approve and adopt the 1st reading of Ordinance 943 adding sections 93.18-93.22 to the Oakridge Municipal Code after a 2nd reading by title only. Councilor Tarman seconded the motion.

Public Comment - None

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

James-read Ordinance 943 by title only.

15. Public Hearings-none

16. Staff and Board/Committee/Commission Reports

16.1 Parks & Community Services Committee

Councilor Tarman- gave the report.

16.2 Public Safety Committee

James-gave the report.

16.3 Charter Review Sub-Committee

No meeting, no report.

16.4 OEDAC

James-gave the report.

16.5 Admin Committee

James-gave the report.

16.6 Library Board

No meeting.

16.7 WAC Sub-Committee

Nothing since the last meeting that was reported on.

16.8 WAC Funding Committee

James-gave the report.

17. Other Business

Councilor Kinyon-asked for the status on the collection agency?

James-he wasn't sure exactly where we are with that, he will find out and report to the council.

18. Public Comment

Dan Barclay-commented on Councilors behavior during the meeting.

19. Adjourn 8:10 pm

Signed: _____


Bryan Cutchen, Mayor

Signed: _____


Jackie Taylor, City Recorder