



February 15, 2024 @ 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 President Kinyon will be running the meeting in the absence of Mayor Cutchen

Council Present: Councilors Dirk “Poncho” Tarman, Dawn Kinyon, Michelle Coker, Chrissy Hollett and Kelly Brewer.

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

2. **Pledge of Allegiance**

3. **Roll Call**-Mayor Cutchen and Councilor Bjarnson were excused.

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

Add 11.3 Request to apply for the Assistance to Fire Fighters Grant

Add 11.4 UBRA Signs

5. **Public Comment**

Sabrina Ratkowski-spoke about the Old Hazeldell Quarry and former dumpsite and asked about the City’s letter of opposition to the quarry.

Louis Pokorny-spoke about Old Hazeldell Quarry and the dumpsite.

6. **Mayor Comments / Announcements / Proclamations**

None

7. **Councilor Comments / Announcements**

Councilor Coker-the city wide thefts topic will be discussed at the next Public Safety Committee.

Councilor Hollett-they are looking for submissions for the water tower art project.

8. **Consent Agenda**

8.1 Minutes from previous City Council meeting 2/1/2024

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

Passed unanimously 5-0

9. **Appointments**

James- read the issue.

9.1 Annie Brown Library Board Application

Motion: Councilor Hollett moved to approve Annie Brown's application for seat 5 on the Library Board, for a 3 year term expiring at the end of December 2026. Councilor Brewer seconded the motion.

Tarman (aye), Kinyon (aye), Coker (aye), Brewer (aye), Hollett (aye). Motion passed 5-0

9.2 Randolph Beers Planning Commission

Motion: Councilor Brewer moved to approve Randolph Beers' application for seat 6 on the Planning Commission for a 4 year term expiring at the end of December 2027.

Brewer (aye), Hollett (aye), Kinyon (aye), Coker (aye), Tarman (aye). Motion passed 5-0

9.3 Jeri Reed Admin Committee Application

Motion: Councilor Brewer moved to approve Jeri Reed's application for seat 5 on the Administration Advisory Committee for a 3 year term expiring at the end of December 2026. Councilor Hollett seconded the motion.

Coker (aye), Brewer (aye), Tarman (aye), Hollett (aye), Kinyon (aye). Motion passed 5-0

9.4 Pam Bowles Admin Committee Application

Motion: Councilor Brewer moved to approve Pam Bowles' application for seat 6 on the Administration Advisory Committee for a 3 year term, expiring at the end of December 2026. Councilor Coker seconded the motion.

Hollett (aye), Tarman (aye), Kinyon (aye), Coker (aye), Brewer (aye). Motion passed 5-0

10. Business from the City Council

10.1 Presentation by Lane County Medical Society re Medical Services for Rural Communities

Councilor Kinyon-introduced the issue.

Shondra Holliday-spoke about the services they provide to communities like ours. They need someone from our community to be a voice for us.

Heidi Henry- is the non-profit consultant, she spoke about the importance of having someone to be our voice and left applications for citizens to apply.

10.2 Letter of Support for EPA Community Change grant for the WAC

James-read the issue.

Motion: Councilor Brewer moved to approve the draft letter of support for Lane County's application for an EPA Community Change Grant. Councilor Tarman seconded the motion.

Brewer (aye), Tarman (aye), Kinyon (aye), Hollett (aye), Coker (aye). Motion passed 5-0

10.3 Sweetvine Café Liquor License Application

James-read the issue.

There was discussion regarding whether or not they will need a Conditional Use Permit.

Motion: Councilor Hollett moved to approve Sweetvine Café's liquor License application, recommending that OLCC issue the business a liquor license pending additional information. Councilor Coker seconded the motion.

Hollett (aye), Tarman (aye), Kinyon (aye), Coker (aye), Brewer (aye). Motion passed 5-0

11. Business from the City Administrator

11.1 Speed Bumps Staff Report

James-read the issue.

Rick-presented information to the council regarding speed humps.

Motion: Councilor Tarman moved we direct staff to install at least four speed humps on School Street. Councilor Brewer seconded the motion.

Councilor Tarman- rescinded the motion.

Motion: Councilor Tarman moved to follow the tsp and work with Safe Routes to Schools to come up with a better design plan. Councilor Hollett seconded the motion.

Brewer (aye), Tarman (aye), Hollett (aye), Coker (aye), Kinyon (aye). Motion passed 5-0

11.2 Proposed FY 24-25 Budget Calendar

James-read the issue. He did add additional meetings, just in case we needed them.

The FY 24-25 budget calendar was approved by the council.

11.3 Permission to apply for FEMA Assistance to Firefighters Grant

James-read the issue. There is a 5% match, but there is a separate application for a hardship waiver for the 5%.

Motion: Councilor Brewer moved to allow the Fire Department to apply for a FEMA "Assistance to Firefighters Grant". Councilor Tarman seconded the motion.

Hollett (aye), Tarman (aye), Coker (aye), Brewer (aye), Kinyon (aye). Motion passed 5-0

11.4 UBRA Sign

Motion: Councilor Hollett moved to allow UBRA to place their signs on our "Welcome to Oakridge" signs on each end of town. Councilor Brewer seconded the motion.

Hollett (aye), Brewer (aye), Tarman (aye), Coker (aye), Kinyon (aye). Motion passed 5-0

11.5 Other City Business and Issues

James-the auditor will be in city hall next week, we are hoping to finish the audit next month.

The Governors Regional Teams Meeting was moved to March 18, they will be able to make this meeting, James asked if any other Councilors would be able to attend. Councilors Tarman and Hollett are interested in attending.

NAMI, the mental health group that was here in August have enough volunteers to start in March.

Lane County is paying for Cahoots to have a substation here in Oakridge, they will be here 12 hours a day, 7 days a week. The hours that they won't be here they will come from Eugene if needed. They will possibly start on April 1st.

12. Items removed from the consent agenda-none

13. Ordinances and Resolutions (with public comment)

13.1 Resolution 02-2024 Opting in to ORS 105.668

James-read the issue

There was no public comment.

Motion: Councilor Tarman moved to approve Resolution 02-2024 after a first reading. Councilor Kinyon seconded the motion.

Kinyon (aye), Coker (aye), Hollett (aye), Brewer (aye), Tarman (aye). Motion passed 5-0

James-read Resolution 02-2024.

Motion: Councilor Tarman moved to approve and adopt Resolution 02-2024, after a 2nd reading by title only. Councilor Coker seconded the motion.

Tarman (aye), Coker (aye), Brewer (aye), Kinyon (aye), Hollett (aye). Motion passed 5-0

James-read 02-2024 by title only.

14. Public Hearings-none

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

15.1 Finance Report

Colleen-asked for questions. There were no questions. She showed examples of some of the problems she is having with Asyst.

15.2 Police Report

Chief Martin-gave his report.

15.3 Fire/EMS Report

Chief Hollett-due to technical difficulties he was unable to give the report, a copy of the report is in the council packet.

15.4 Public Works Report

Rick-gave the public works report

16. Other Business-none

17. Public Comment-none

18. Adjourn 7:50 pm

Signed: 
Bryan Cutchen, Mayor

Signed: 
Jackie Taylor, City Recorder