



December 7, 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, Michelle Coker (pre-approved late arrival), 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-** Councilor Coker will be late

4. Additions, Corrections or Adjustments to the Agenda

Item 14.1 and Ord 945 will be removed from the agenda.

5. Public Comment

Jeanne Cabelo-Penn- the Library Board had a unanimous vote to have Carina and Laurie on the board, they also would like Councilor Tarman as the Council Representative.

Trudy Hammond- she will have work for people to work off fines.

Dan Barclay- talked about the last meeting and short term rentals.

6. Mayor Comments / Announcements / Proclamations`

December 14 is Shop with a Cop
December 9 is the Parade of Lights that will end at Greenwaters Park.
December 16-is the City Holiday party

Mayor Cutchen- asked everyone to at some point tonight, take 5 minutes of silence in honor of Pearl Harbor Day.

7. Councilor Comments / Announcements

Councilor Tarman-had a citizen ask him some questions, what is the current water situation and how many out of town connections do we have?

Councilor Hollett-added how many are commercial and how many are residential?

Councilor Kinyon-asked Councilor Tarman if he was interested in the Library Board?

Councilor Tarman-yes he is.

8. Consent Agenda

8.1 Minutes from previous City Council meeting on 11/16/2023

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

Mayor Cutchen (aye), Brewer (aye), Tarman (aye), Bjarnson (aye), Kinyon-abstained, Hollett (aye). Motion passed 5-0-1

9. Appointments.

9.1 Three Library Board applications for two positions

James--read the issue.

Motion: Councilor Hollett moved to appoint Laurie Patty to seat 1 of the Library Board for a term expiring December 2027. Councilor Brewer seconded the motion.

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

Motion 2: Councilor Kinyon moved to appoint Jeri Reed to seat 3 of the Library Board for a term expiring in December 2025. Councilor Hollett seconded the motion.

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

Motion: Councilor Kinyon moved to appoint Councilor Tarman to be the Council Representative on the Library board. Councilor Brewer seconded the motion.

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

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

Revised offer on OIP Lot 22

In executive session: 6:21 pm

Back in regular session: 6:46 pm

Mayor Cutchen asked if there were any motions.

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

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

11. Business from the City Council

11.1 Travel Lane County's Eugene Cascades & Coast Visitor Guide 2024

James--read the issue.

Motion: Councilor Kinyon moved to approve 3,335 in TRT funds for the 2024 edition of Travel Lane County's Eugene, Cascades & Coast visitor guide. Councilor Tarman seconded the motion.

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

11.2 Business Oregon Economic Development Guide & Site Selection Magazine 2024-2025

James--read the issue.

Motion: Councilor Kinyon moved to approve 7,500 in OIP funds for an ad in the 2024-2025 Economic Development Guide and Site Selection magazine. Councilor Hollett seconded the motion.

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

11.3 Aufderheide Scenic Bikeway designation Letter of Support

James-read the issue.

Motion: Councilor Tarman moved to approve the Mayor Signing the letter of support to the Cycle Oregon Scenic Byway Committee, requesting they designate the Aufderheide an Oregon Scenic Bikeway. Councilor Kinyon seconded the motion.

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

11.4 US Forest Service's East Oakridge Fuels Reduction Strategy Overview

James-read the issue.

Sarah Altemus-Pope- gave a presentation this topic.

12. Business from the City Administrator

12.1 Request for reconsideration of Council's Directives re: Committee Resolutions

James-read the issue.

Motion: Councilor Kinyon moved to table this until the 2nd meeting in January. Councilor Hollett seconded the motion.

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

12.2 Other City Business Updates

James and some of the councilors were wondering if anyone else would like to help with the cooking for the Holiday party.

December 13 there is an Economic Development meeting, there are nine members and we have room for two more.

13. Items removed from the Consent Agenda

14. Ordinances and Resolutions

14.1 ordinance 944 Vacation of Easement at 76296 Industrial park Way-*removed from the agenda*

Ordinance 945- Renewal of Franchise Agreement with Hunter Communications-*removed from the agenda*

15. Public Hearings

15.1 Resolution 18-2023 Supplemental Budget #1 for Fiscal Year 2023-2024

James-read the issue.

Open Public Hearing-7:39 pm

Statements in Favor-none

Statements in opposition-none

Statements in general-none

Close the Public Hearing-7:40 pm

Motion: Councilor Brewer moved that we approve the 1st reading of Resolution 18-2023, adopting Supplemental Budget #1 for Fiscal year 2023-2024. Mayor Cutchen seconded the motion.

Councilor Hollett-declared a conflict of interest, her spouse is a City of Oakridge employee.

Councilor Bjarnson-declared a potential conflict of interest, she is on the volunteer roster at the fire department.

Mayor Cutchen-asked if we have received the audit?

Colleen-the auditors are still working on it, we should have it by the end of the month.

Brewer (aye), Kinyon-abstained, Hollett-abstained, Tarman (aye), Mayor Cutchen (aye), Bjarnson (aye), Coker (aye). Motion passed 5-0-2

James-read Resolution 18-2023.

Motion 2- Councilor Tarman moved to approve and adopt Resolution 18-2023, after a 2nd reading by title only. Councilor Brewer seconded the motion.

Tarman (aye), Brewer (aye), Coker (aye), Hollett-abstained, Bjarnson (aye), Kinyon-abstained, Mayor Cutchen (aye), Motion passed 5-2

James-read Resolution 18-2023 by title only.

16. Staff and Board/Committee/Commission Reports

16.1 Finance Report

Colleen-presented the finance report.

16.2 Parks & Community Services Committee

Councilor Tarman-gave the report

16.3 Public Safety Committee

James-gave the report.

16.4 Charter Review Sub-Committee

Councilor Kinyon-the last meeting was canceled due to the holiday, so they haven't met yet.

16.5 OEDAC

James-gave the report

16.6 Admin Committee

Haven't met.

16.7 Library Board

No report (no council representative appointed)

16.8 WAC Funding Committee

Sarah-gave the report.

16.9 Mountain Bike Oregon 2023 Financial Impact Report

James-gave the report.

16.10 Oakridge Westfir Chamber of Commerce November Newsletter

James-provided in the council packet.

17. Other Business

Councilor Hollett-talked about Sacred Heart Hospital downtown closing and how it affects the ambulance service.

18. Public Comment

Dan Barclay-talked some more on the transient lodging.

Louis Pokorny-just asked for clarification from Sarah Altemus Pope on when the Planning Committee meeting is.

Sarah- December 18 a 1 pm.

19. Adjourn 8:26 pm

Signed: 
Bryan Cutchen, Mayor

Signed: 
Jackie Taylor, City Recorder