



February 1, 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, 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.

### 2. Pledge of Allegiance

3. Roll Call-Councilor Bjarnson was excused.

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

Remove item 10.1

Add item 11.1- Request to apply for a grant

### 5. Public Comment

Mayor Cutchen-read a letter from Trudy Hammond regarding public records requests.

James-we have 30 days to respond to public records requests.

### 6. Mayor Comments / Announcements / Proclamations

Mayor Cutchen-the Lane County Commissioners recently passed the Oakridge/Westfir Smoke Safety Plan.

### 7. Councilor Comments / Announcements

Councilor Tarman-he attended the Federal Advisory Committee for forest management, for forests in NW.

### 8. Consent Agenda

8.1 Minutes from previous City Council meeting 1/18/2024 and 1/24/2024

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

Passed unanimously 6-0

### 9. Appointments

9.1 Committee Appointments

**Motion:** Councilor Kinyon moved to approve Dylan Samples application for seat 5 on the Parks & Community Services Committee for a 3 year term expiring at the end of December 2026. Councilor Coker seconded the motion.

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

**Motion:** Councilor Hollett moved to approve Tom Lyons application for seat 6 on the Parks & Community Services Committee, for a 3 year term expiring at the end of December 2026. Councilor Kinyon seconded the motion.

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

**Motion:** Councilor Kinyon 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 Tarman seconded the motion.

Jeri Reed was not present at the meeting.

Councilor Kinyon-withdrew her motion.

**Motion:** Councilor Kinyon moved to approve Chris Winchesters application for seat 6 on the Administration Advisory Committee for a 3 year term, expiring at the end of December 2026. Councilor Tarman seconded the motion.

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

**Motion:** Councilor Kinyon moved to approve Marty Scott's application for seat 5 on the Public Safety Committee for a 3 year term, expiring at the end of December 2026. Councilor Coker seconded the motion.

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

**Motion:** Councilor Tarman moved to approve Brenna Chrisman's application for seat 6 on the Budget Committee for a 3 year term, expiring at the end of December 2026. Councilor Kinyon seconded the motion.

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

**Motion:** Councilor Tarman 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. No second, Annie Brown was not present.

Councilor Tarman withdrew his motion.

**Motion:** Councilor Tarman moved to approve Terry Deloach's application for seat 6 on the Library Board for a 3 year term expiring at the end of December 2026. Councilor Kinyon seconded the motion.

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

**Motion:** Councilor Tarman moved to approve Mary "Tera" Rivera's application for seat 5 on the OEDAC, for a 3 year term, expiring at the end of December 2026. Councilor Kinyon seconded the motion.

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

Councilor Hollett-she ignore how disappointed she is that Jason Nehmer wasn't appointed to the Parks & Community Services Committee. He has done so much, she would like to rescind her vote for Dylan Sample.

**Motion:** Councilor Hollett moved to rescind the committee appointment for Dylan Sample to the Parks & Community Services Committee. Councilor Brewer seconded the motion.

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

**Motion:** Councilor Hollett moved to appoint Jason Nehmer to the Parks & Community Services Committee as a renewal. Councilor Brewer seconded the motion.

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

**Amended Motion:** Councilor Kinyon moved to approve Jason Nehmers application for seat 5 on the Parks & Community Services Committee for a 3 year term expiring at the end of December 2026. Councilor Hollett seconded the motion.

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

**10. Business from the City Council**

10.1 Presentation by Lane County Medical Society re medical services for rural communities-*removed from the agenda*

10.2 University of Oregon Sustainable City Year Program presentation by Director Megan Banks

James-introduced the issue.

Megan Banks- asked for questions from the council instead of presenting.

**Motion:** Councilor Kinyon moved to allow the City Administrator to continue exploring a possible partnership with the University of Oregon Sustainable City Year Program and report back to the council. Councilor Tarman seconded the motion.

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

10.3 Dogs of Valor fee waiver requests

James-introduced the issue.

**Motion:** Councilor Hollett moved to waive the rental fees of the Greenwaters Park Community Building for the Dogs of Valor program on Friday nights from 5:00-6:00 pm through the end of March. Councilor Brewer seconded the motion.

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

**11. Business from the City Administrator**

James- asked the council for permission to apply for a 2.5 million Semiconductor Industrial Lands Program. This is a forgivable loan as long as we do what we say we are going to do.

**Motion:** Councilor Tarman moved that the City Administrator is authorized by the Oakridge City Council to continue to seek funding opportunities for development of and improvements to the Oakridge Industrial park, including applying for the Semiconductor Industrial Lands Loan Program. Mayor Cutchen seconded the motion.

Councilor Brewer-voiced her concern if things don't work out the way they are supposed to and we don't have the ability to pay back the loan.

James-he was assured that the only way we'd have to repay the loan is if we did something totally outside of the scope of the project.

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

**12. Items removed from the consent agenda-none**

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

**14. Public Hearings-none**

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

15.1 Finance Report

Colleen- she was finally able to get Decembers finance report.

15.2 Public Safety Committee

James-the meeting was canceled.

15.3 Charter Review Subcommittee

Councilor Kinyon-gave the report.

15.4 Library Board

Councilor Tarman-gave the report.

15.5 OEDAC

James-gave the report

15.6 Admin Committee

Councilor Kinyon-gave the report.

15.7 RTMP/TRT Committee

No updates.

15.8 Planning Commission

Rick-gave the report.

15.9 Parks & Community Services Committee

Councilor Tarman-gave the report

15.10 WAC Funding Committee

Mayor Cutchen-gave the report

15.11 Oakridge-Westfir Chamber of Commerce Monthly Newsletter

This was in the packet.

**16. Public Comment**

Andrew Griffin-had a couple of questions about item #6


Dylan Sample-he has not received his gift card for filling out the survey for Oakridge Air.

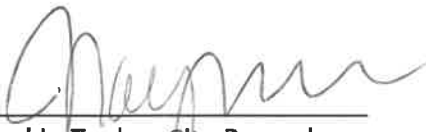
Gary Carl-he thinks the U of O Sustainable City program is a good idea. Oakridge is the only city in East Lane County that doesn't have a county park.

Dan Barclay-talked about the finance report and the Dogs of Valor fee waiver.

Councilor Kinyon-responded to Dan Barclay about the fee waiver.

17. Adjourn 7:32 pm

Signed:   
Bryan Cutchen, Mayor

Signed:   
Jackie Taylor, City Recorder

