



March 7, 2024 @ 6:00 p.m.
Regular Session / Executive Session
City Hall Council Chambers and Zoom
48318 E 1st Street

MINUTES

1. Call Meeting to Order- 6:00 pm

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

Staff Present: City Administrator James Cleavenger, City Recorder Jackie Taylor and Community Development Director Rick Zylstra

2. Pledge of Allegiance

3. Roll Call-all present

4. Additions, Corrections or Adjustments to the Agenda

Table item # 9.2 until the March 21st meeting.

5. Public Comment

James-read a letter from Nancy Kelly regarding the Diamond Peak Wine bar appeal of the CUP.

6. Mayor Comments / Announcements / Proclamations

Mayor Cutchen-apologized for having the meeting during the State of the Union Address.

7. Councilor Comments / Announcements -none

8. Consent Agenda

8.1 Minutes from previous City Council Meeting (s) on: February 15, 2024

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

Ayes-7

Nays-0

9. Appointments

9.1 Jude Anderson Admin Committee, OEDAC and Planning Commission applications

James-read the issue.

Motion: Councilor Kinyon moved to approve Jude Anderson's application for seat 1 on the Planning Commission for a 4 year term, expiring at the end of December 2027. Councilor Coker seconded the motion.

The council asked Jude some questions on why he wants to be on the planning committee.

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

Motion: Councilor Brewer moved to approve Jude Anderson's application for seat 6 on the OEDAC, for a 3 year term, expiring at the end of December 2026. Councilor Kinyon seconded the motion.

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

There were concerns about Jude living in Westfir and not in city limits.

Motion: Mayor Cutchen moved to approve Jude Anderson's application for seat 3 on the Administration Advisory Committee, for a 3 year term, expiring at the end of December 2026, contingent on the passage of allowing out of city residents. Councilor Brewer seconded the motion.

Coker (aye), Mayor Cutchen (aye), Brewer (aye), Tarman (aye), Hollett (nay), Bjarnson (nay), Kinyon (nay). Motion passed 4-3

9.2 Susan Goddard Budget Committee and WAC Subcommittee applications-*tabled until the 2nd meeting in March*

9.3 Potential Removal of committee members

James-read the issue.

Motion: Councilor Brewer moved to approve removing Linda Dunham from the Budget Committee. Councilor Kinyon seconded the motion.

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

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

In Executive session: 7:22 pm
Back in regular session 7:54 pm

10.1 Offer on 48372 Commercial Street

Mayor Cutchen- asked if there are any motions to be made after the executive session.

Motion: Councilor Brewer moved to advise the CA to reject the offer on 48372 Commercial Street and have a conversation to explain why. Councilor Kinyon seconded the motion.

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

11. Business from the City Council

11.1 University of Oregon Sustainable City Year presentation and funding request

James-read the issue and introduced Megan Banks.

Megan-gave a presentation to the council.

Motion: Councilor Brewer moved to approve \$50,000 in funding to participate in the University of Oregon Sustainable City Year Program. Councilor Hollett seconded the motion.

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

11.2 Alcohol permit for Oregon 200 Race

James-read the issue.

Motion: Councilor Brewer moved to approve the OLCC alcohol permit for the Oregon 200 Race. Councilor Coker seconded the motion.

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

11.3 RAIN Catalysts MOU contract renewal (for July 1, 2024-June 30, 2026)

James-read the issue.

Motion: Councilor Kinyon moved to approve the renewal of the MOU contract with RAIN for the next 2 fiscal years. Councilor Brewer seconded the motion.

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

11.4 TRT Block Grant Program allocation for 2024

Mayor Cutchen- announced that it was almost 8:00 pm, does the council want to keep going another 30 minutes?

It was unanimous to keep going for another 30 minutes.

James-read the issue.

Motion: Councilor Brewer moved to require that \$6,000 of TRT funds be set aside for the TRT Block grant program for each fiscal year, beginning in fiscal year 24-25. Councilor Kinyon seconded the motion.

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

11.5 WeRSharp request to rent food storage space in the WAC

James-read the issue.

There was discussion and some concern about how long they will be using the kitchen.

Motion: Councilor Tarman moved to approve allowing WeRSharp to temporarily rent space in the WAC kitchen for food storage for \$250 per month, pending fulfilling the insurance requirement discussed during this meeting. Councilor Coker seconded the motion.

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

11.6 TV Butte/Old Hazeldell Quarry Opposition Letter & Old Dunning Road Landfill issue

James-read the issue. He did find a contract that states the city is liable for the landfill clean up.

Councilors Tarman, Brewer and Hollett are working on a letter of opposition.

Mayor Cutchen-would like to have the letter by the next meeting so we can this approved.

12. Business from the City Administrator

12.1 Safe Lane Coalition safe driving practices community survey: www.surveymonkey.com/r/SLDr2024

James-read the issue.

12.2 Requests to Place Sasquatch Festival & TPF advertising banners on city property

James-read the issue. James will have the authority to approve the banners.

12.3 Other city business updates and issues

James-someone broke into the Salmon Creek Park restrooms and stole all of the copper wiring. The restroom will be closed for a while.

13. Items removed from the Consent Agenda-none

14. Ordinances and Resolutions (with public comment)

See the public hearing for Resolution 03-2024 below

15. Public Hearings

15.1 Resolution 03-2024 Supplemental Budget #2 for Fiscal Year 2023-2024

James-read the issue.

Councilor Hollett-declared an actual conflict of interest, her husband is an employee of the City.

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

Mayor Cutchen-opened up the public hearing at 8:23 pm

Comments in favor-none

Comments in opposition-none

Comments in general-none

Mayor Cutchen-closed the public hearing at 8:24 pm

Motion: Councilor Kinyon moved that we approve the 1st reading of the Resolution 03-2024, adopting the Supplemental Budget #2 for FY 2023-2024, after changing the "Resource" descriptions on lines 3 and 4 of the EMS Fund Budget changes to "Reimbursement" for FY 23 Expenditures. Councilor Brewer seconded the motion.

Mayor Cutchen (aye), Brewer (aye), Tarman (aye), Bjarnson (aye), Kinyon (aye). Motion passed 5-0. Councilor Coker lost connection.

James-read Resolution 03-2024.

Motion: Councilor Brewer moved that we approve and adopt Resolution 03-2024, after a 2nd reading by title only. Councilor Kinyon seconded the motion.

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

James-read Resolution 03-2024 by title only.

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

16.1 Admin Committee-Councilor Kinyon gave the report

16.2 Public safety Committee-James gave the report

16.3 Charter Review Subcommittee-Councilor Kinyon, ongoing review of Charter

16.4 Library Board-Councilor Tarman, they meet next month

16.5 OEDAC-James gave the report

16.6 Redistricting Committee-Councilor Hollett gave the report, she encourages everyone to read the feasibility study.

16.7 RTMP/TRT Committee-Councilor Kinyon gave the report.

- 16.8 Planning Commission-Rick gave the report
- 16.9 Parks & Community Services Committee-Rick gave the report
- 16.10 WAC Subcommittee-Councilor Hollett gave the report
- 16.11 WAC Funding Committee-Mayor Cutchen gave the report
- 16.12 Oakridge-Westfir Chamber of Commerce Monthly Newsletter-included in the packet
- 16.13 Oakridge Air February Newsletter-included in the packet

17. Other Business-none

18. Public Comment

Nancy Kelly-talked about the CUP appeal for the Diamond Peak wine bar. It is impossible for her to have any harmony in her home.

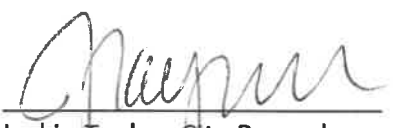
Dan Barclay-talked about the RTMP/TRT Committee meeting that lasted four hours.

19. Adjourn: 8:47 pm

Signed: _____


Bryan Cutchen, Mayor

Signed: _____


Jackie Taylor, City Recorder

