



January 18, 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, Chrissy Hollett, Melissa Bjarnson 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.

### 2. Pledge of Allegiance

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

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

Remove item 11.1 was moved to the February 1<sup>st</sup> meeting.

### 5. Public Comment

Mayor Cutchen-read a letter from Robert Moore regarding speeding on School St.

Trudy Hammond, Oakridge-gave a shout out to OPD and City of Oakridge for animal assistance. She asked how to get public records requests and police incident forms on line.

### 6. Mayor Comments / Announcements / Proclamations

No comments

### 7. Councilor Comments / Announcements

Councilor Kinyon- stated her support for the citizens on School St. and the speed humps, she has seen a couple places that have them and they are very effective. She also reviewed the minutes from last year and she came up 17 absences from councilors last year.

### 8. Consent Agenda

8.1 Minutes from previous City Council meeting 1/4/2024

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

Passed unanimously 6-0

### 9. Appointments

None

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

**10.1 Offer on OIP Lot 37**

In to Executive Session-6:09 pm  
Back in to Regular Session- 6:35 pm

Mayor Cutchen-asked if there were any motions from the Executive Session.

**Motion:** Councilor Kinyon moved to direct the CA to continue negotiations on lot 37 offer. Councilor Tarman seconded the motion.

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

**11. Business from the City Council**

11.1 Presentation by Lane County Medical Society re Medical services for rural communities- *postponed until February 1<sup>st</sup> meeting.*

11.2 Oakridge-Westfir Chamber of Commerce RTMP/TRT Funding Request

James-read the issue.

Councilor Kinyon-we are having people from the County come to the next RTMP/TRT Committee meeting to inform them on the definitions of RTMP/TRT and how we are allowed to distribute the money.

There was discussion on whether or not the Chamber would be ok waiting until later in February for this item.

**Motion:** Councilor Kinyon moved to table this item until the 2<sup>nd</sup> meeting in February. Councilor Hollett seconded the motion.

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

**12. Business from the City Administrator**

12.1 Request for Reconsideration of Council's Directive re: Committee Resolutions

James-read the issue.

**Motion:** Councilor Kinyon moved to rescind Council's previous motion made on 11/2/23 regarding the Administration Advisory Committee's recommendations for changes to committee resolutions. Councilor Brewer seconded the motion.

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

**Motion:** Councilor Kinyon moved to accept all of the Administration Advisory Committee's recommendation for changes to committee resolutions.

Motion died due to lack of 2<sup>nd</sup>.

**Motion:** Councilor Kinyon moved that the council have discussion on how they want to move forward on this topic. Councilor Hollett seconded the motion.

All in favor of discussion.

There was discussion regarding the council representatives voting on the committees that they sit on.

Mayor Cutchen-he doesn't think Councilors should have the opportunity to vote twice.

**Motion:** Councilor Brewer moved to accept all of the Administration Advisory Committee's recommendations for changes to committee resolutions. Councilor Kinyon seconded the motion.

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

#### 12.2 Other City business Updates and Issues

James-reported back to council the cost of having animals sent to Greenhill.

Councilor Kinyon-asked if we already have a program for dogs.

James-we have four kennels out at the treatment plant, the officers on duty check on the dogs throughout the day.

Councilor Hollett-would like to find out the cost for Lane County Animal Control.

### 13. Items Removed from the Consent Agenda

None

### 14. Ordinances and Resolutions (with public comment)

#### 14.1 Resolution 01-2024 – A Resolution finalizing the sale of the Verizon lease to Tower Point, LLC

James-read the issue. The title company is asking for a Resolution on this sale.

**Motion:** Councilor Tarman moved to approve the 1<sup>st</sup> reading of Resolution 1-2024, finalizing the sale of the Verizon lease to Tower Point. Councilor Brewer seconded the motion.

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

James- read Resolution 1-2024

It was agreed that we will have a special session on January 24 at 6:00 for the 2<sup>nd</sup> motion and 2<sup>nd</sup> reading of Resolution 1-2024.

### 15. Public Hearings

None

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

#### 16.1 Finance Report

Colleen- no report.

James-ASYST is literally falling apart. We should have the report at the next meeting.

#### 16.2 Police Report

Chief Martin-gave the report.

#### 16.3 Fire/EMS Report

Chief Hollett was out sick and sent the report to James.

16.4 Public Works Report

Rick gave the report.

**17. Other Business**

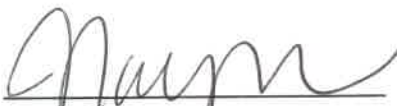
James - Councilor Coker's absence is excused.

**18. Public Comment**

Trudy Hammond - said that Greenhill does not euthanize for space any more. She is hoping to have a fence up soon and she can possibly house lost dogs.

**19. Adjourn 7:27 pm**

Signed:   
Bryan Cutchen, Mayor

Signed:   
Jackie Taylor, City Recorder