



November 16, 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: Councilors Dirk "Poncho" Tarman, Dawn Kinyon, Chrissy Hollett, Melissa Bjarnson, Michelle Coker, and Kelly Brewer.

Staff Present: City Administrator James Cleavenger, Finance Director Colleen Shirley, City Recorder Jackie Taylor, Community Development Director Rick Zylstra, and Fire/EMS Chief Scott Hollett.

2. Pledge of Allegiance

3. Roll Call- Mayor Cutchen was excused. Council President Kinyon will be running the meeting tonight.

4. Additions, Corrections or Adjustments to the Agenda

Councilor Kinyon- asked for updates on the TV Butte Letter and ODOT Permit for the Light Parade.

James-said three councilors were going to write a letter regarding TV Butte, still waiting on that and we did get the ODOT permit for the Hwy use for the Light parade.

5. Public Comment

Darin Harbick-he is a candidate for State Representative and wanted to introduce himself to Oakridge.

John Crowder-it warms his heart to see us say the Pledge of Allegiance.

Norine Marquardt-read a statement regarding homeless families in need in Oakridge.

Councilor Kinyon-read a letter from Kathy Holston Nichols regarding the use of the Community Building for the warming center.

6. Mayor Comments / Announcements / Proclamations

None.

7. Councilor Comments / Announcements

Councilor Hollett-the Fire Department is having Breakfast with Santa on December 2 and December 9 is the Light Parade.

James-there is a free Thanksgiving dinner from 11 am -1 pm at the Methodist Church. The annual holiday party is December 16th at 6pm, 6 awards will be given out. The Sugar Plum Festival is December 2-3 at the Grade school.

James-James recognized four city employees & Mayor Cutchen for Veteran's Day and thanked them for their service.

8. Consent Agenda

8.1 Minutes from previous City Council meeting on 11/2/2023

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

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

9. Appointments-none

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: 6:16 pm

Back in Regular Session: 6:54 pm

10.1 Towerpoint offer to purchase interest in OIP cell tower lease

Councilor Kinyon-asked if there were any motions from the Executive Session.

Motion: Councilor Hollett moved to approve the offer from Towerpoint to purchase the Verizon Lease. Councilor Coker seconded the motion.

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

11. Business from the City Council

11.1 Sasquatch Duro Alcohol Permit for July 26-27, 2024

James- introduced the issue.

Motion: Councilor Brewer moved to approve the alcohol permit for the Sasquatch Duro Bike race on July 27th, 2024. Councilor Hollett seconded the motion.

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

11.2 Draft Fee Waiver Policy

Councilor Hollett-introduced the issue.

Councilor Brewer-would like to see something in there about falsifying event details, she would like an honesty disclaimer in the asterisk section.

Motion: Councilor Brewer moved to approve the draft fee waiver policy, adding the amendment about falsifying reports and direct the CA to codify and implement it. Councilor Coker seconded the motion.

After discussion, it was determined that each event will be counted as one request, not by each day of the event.

James-he has no objections to the proposed policy because it will make it less political, but he gave some additional options for Council to consider.

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

11.3 Discussion of potentially cancelling the December 21st City Council Meeting

James-read the issue and has no objections to the idea.

Motion: Councilor Hollett moved to cancel the December 21, 2023 City Council Meeting. Councilor Brewer seconded the motion. Councilor Kinyon-asked James if he could fill the agenda for the first meeting in December?

James-Yes, he can.

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

11.4 WeRSharp fee waiver request for GWP Community Building for 11/22/2023

James-this item is moot now with the passing of agenda item 11.2.

12. Business from the City Administrator

12.1 Letter to State Legislature regarding Recreational Immunity

James-introduced the issue.

Councilor Kinyon-appreciates the letter that James and the Mayor put together.

Motion: Councilor Brewer moved to approve the letter to the State Legislature and the League of Oregon Cities urging that they take legislative action to protect Recreational immunity. Councilor Tarman seconded the motion.

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

12.2 Transient Lodging Tax on Short Term Rentals

James-read the issue. Most cities are now doing this.

This is a tax for all motels, hotels and short term rentals.

Colleen-updated the council on how many short term rentals we have inside city limits, of the 50 or so only a couple of them have even got a business license.

Motion: Councilor Brewer moved to direct the CA to draft an Ordinance to impose a tax on short term rentals for council's future consideration. Councilor Tarman seconded the motion.

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

12.3 Other City business updates

James-we were awarded a \$25,000 Grant from Oregon Community Foundation for the WAC remodel.

13. Items removed from the Consent Agenda-none

14. Ordinances and Resolutions

14.1 Resolution 17-2023 Committee Meeting Expectations

James-read the issue.

Councilor Kinyon-she is against this, she missed the last meeting when this was discussed. We already have the council code of conduct, this covers a lot of the Oregon Law.

Motion: Councilor Coker moved to approve the 1st reading of Resolution 17-2023. Councilor Brewer seconded the motion.

Brewer (nay), Kinyon (nay), Hollett (nay), Tarman (aye), Bjarnson (nay), Coker (aye). Motion failed 2-4

15. Public Hearings-none

16. Staff and Board/Committee/Commission Reports

16.1 Finance Report

Colleen-she wasn't able to get the report together, we are having problems with Asyst. The report will be given at the next Council meeting.

16.2 Police Report

Mikal-the report was handed out.

16.3 Fire/EMS Report

Chief Hollett-gave the Fire/EMS Report.

16.4 Public Works Report

Rick-gave the Public Works report.

16.5 Oakridge-Westfir Chamber of Commerce October Newsletter – not discussed

17. Other Business - None

18. Public Comment

Rick Skolaski-asked about the infrastructure in Oakridge and how old it is.

Keith Robinson-he is supportive of the short term rental tax.

19. Adjourn 8:26 pm

Signed: _____
Bryan Cutchen, Mayor

Signed: _____
Jackie Taylor, City Recorder