



February 6, 2014  
City Council Regular Session  
Willamette Activity Center- Room 8  
47674 School Street  
7:00 p.m.



## MINUTES

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### 1.0 CALL MEETING TO ORDER / PLEDGE OF ALLEGIANCE

Council Present: Gerald Shorey, Mayor  
Rayetta Clark, Council President  
Glenn Fortune  
Jim Coey (absent)  
Ernest Baszler  
Les Biggerstaff (absent)  
Christine Slaven

Staff Present: Louis Gomez, City Administrator  
Dale Scobert, Chief of Police  
Albert Alcalde, Fire Chief (absent)  
Jackie Taylor, Assistant Planner / Public Works Secretary  
Susie LaDuke, Finance Director/City Recorder

### 2.0 PUBLIC COMMENT

Skip Baker, Klohn Road Oakridge – Thanked the Mayor and Council for their service and thanked them for saying the Pledge of Allegiance before each meeting.

Gary Carl, E 1<sup>st</sup> Street Oakridge – President of UBRA, they are sponsoring a Murder Mystery Dinner Theater at the Oakridge Lodge on March 7 & 8 at 6:00 p.m. The cost is \$25.00 per person and it will be a pot luck style dinner. Gary explained how Murder Mystery Dinner Theaters are put on.

Karon Tiller, Riverview Street Oakridge – Karon wanted to thank the City Council for waiving the rental fee on the community building for her Christmas day dinner. She also thanked Joy for helping with the Christmas Dinner this year; she helped clean up the building.

Sandy Edds, Oakridge –She is not here to be concerned about the money that went to Randy. She is concerned that they were told by Administrator Gomez that Randy was on a calendar year and the rest were on a fiscal year. Sandy is part of the Tree Planting Committee and they are on a calendar year also. She said they should have had the same opportunity to apply early like the Chamber did.

Louis said that is why, for the upcoming fiscal year 13-14 they are going to have to apply by April just like everyone else. Everyone is starting fresh for the next year.

Sandy Price, Oakridge – There was a Chamber meeting on Tuesday. The new Visitors Guides are in, the received grants and sold ads which the proceeds will be about \$6,000 and will go back in to the general fund. They appointed Matt Altemus to help work on the website. The Chamber is going to choose two new events coming to Oakridge each year to give \$500 towards advertising the event. They are trying to get more people to come to the General Chamber Meetings; the first 10 people to show up will get a free lunch. They have two new members; Figaro’s Pizza and Dowell’s Towing.

Louisa Hamachek, Oakridge – Wants to create a Community Garden behind the WAC. There are a couple other tenants of the WAC that would like to be involved. The food will go to the food box.

Councilor Clark asked if she has talked to the food box people yet.

Ms. Hamachek said she has not.

Mayor Shorey said she needs to talk to Louis and he will most likely send her to the Community Services Committee.

### **3.0 MAYOR AND COUNCIL COMMENTS**

Mayor Shorey belongs to the American Legion, February is Four Chaplains month; Mayor Shorey explained who the four chaplains.

### **4.0 ADDITIONS, CORRECTIONS, OR ADJUSTMENTS TO THE AGENDA**

**6.4 Letter of Support for the Central Oregon Trail Alliance**

**6.5 Letter from Councilor Coey**

Mayor Shorey said the Council needs to decide if they want to accept his letter or not. If not, what action do we take?

Councilor Coey planned to return the 10<sup>th</sup> of February but got delayed by his job. He won’t make any meetings this month and then he is scheduled for vacation in March so he will miss the first meeting.

Mayor Shorey asked the Council if they want to discuss this. Councilors Clark and Slaven said they do want to discuss this. Councilor Fortune said he does not. Mayor Shorey would like to discuss this.

### **5.0 CONSENT AGENDA**

**Motion:** Councilor Clark moved to approve the Consent Agenda. Councilor Baszler seconded the motion.

E. Baszler (Aye), G. Fortune (Aye), R. Clark (Aye), Mayor Shorey (Aye), C. Slaven (Aye). Motion carried 5-0.

### **6.0 ADMINISTRATIVE SERVICES**

## 6.1 City Administrators Report

We finally got a date for the auction on the Atherton building, the auction will be held on February 21<sup>st</sup> in Eugene. We are out of all of the bankruptcy stuff, either the building will sell that day or we will get it back.

The Highway 58 refinement plan, he just received the applications for the Transportation Growth Management Grant. Louis and the City Engineer will sit down together and get those filled out. They are also looking at some stuff for Main Street.

There is no further information on the Highway 58 Pedestrian Study, it is still in process.

Well #6 is still in process; Chuck does not have a time line on finishing this.

DEQ fish testing; Louis emailed the report to the Council. He will put this on the agenda for the first meeting in March.

The empty lot on Highway 58; Louis is in the process of getting appraisals at the industrial park so he is going to have them do one on that property as well.

Orchid Health Collective; the County Board of Commissioners gave them a \$35,000 loan and a \$35,000 Grant on the 28<sup>th</sup> January. This will give them seed money and be able to work with investors; the primary piece for this is to get medical equipment.

Louis has a ten year lease draft with the State Police for bay #1. He will give the lease to the City Attorney for review. They would like to get in there by April 1, 2014.

They are hoping to get together regarding the Amtrak Station sometime this month. We will hopefully get all of the stakeholders together for this.

In regards to Mr. Zimmerman's bond; Louis left a couple voice mails but has not heard back. He will go ahead and email to see if he can get a status.

The City Engineer is just waiting on IFA to let him know the process for the Feasibility Study for the Million Gallon Tank.

Low Impact Development Ordinances, which is something we talked about when the U of O and DEQ was here. That is something that the Planning Commission will be working on.

Recertification of the Industrial Park; all documents have been turned in to the State, Lane County worked very closely with us to get that done.

Teller Road Construction Project; Louis got an initial estimate from the City Engineer of \$325,000 and we also received a \$50,000 Small Cities Allotment Grant to go towards that, but the \$325,000 is not just the Street, it concludes water, sewer, storm water.

The crosswalk for Highway 58; Louis sent an email to Frannie Brindle, the area 5 manager for ODOT. Her folks from Salem are doing the preliminary design and they are trying to decide the right spot for that.

The Way Finding Committee is talking about signage, Louis showed the Council some samples of the signs they are looking at. The idea is to unclutter the signs. This will include signage for the parks and uptown. They will be bringing a plan to the Council once they get it.

Councilor Fortune asked who is on the Way Finding Committee.

Louis said the Way Finding Committee is members from the City, The Forest Service, ODOT, Travel Oregon, GOATS and our local Tourism Group.

Councilor Fortune asked if this something they are doing State wide.

Louis said this is something they want to do State wide but, we are basically the guinea pigs on this. Because Travel Oregon has worked with us in the past, they feel comfortable that we can come through with something.

Councilor Slaven said we received funding from Travel Oregon to get this started. It's a huge partnership with about ten groups. We are quite lucky that they picked us; they know we have a good group of people to get this off the ground.

## **6.2 City Recorder Finance Report**

Susie sent the Council the City Council Approval Reports yesterday via email. She passed out the Statement of Revenue and Expenses for the month ending January 31<sup>st</sup>. She reported on the spreadsheet for our reconciliation for the general account along with the current bank reconciliations.

**Motion:** Councilor Slaven moved to acknowledge receipt of the Revenue and Expenditure Report, the Cash Report and LGIP Statement and the Daily Cash Balancing Reports from the City Finance Director. Councilor Clark seconded the motion.

C. Slaven (Aye), R. Clark (Aye), Mayor Shorey (Aye), E. Baszler (Aye), G. Fortune (Aye). Motion carried 5-0

## **6.3 Easement for Emergency Services – 76590 W Second Street**

Back in December we discussed this informally, Louis said he did not want to reduce the size of the easement. Between now and then the gentleman sent him a certified letter with this documentation to address to the Council so Louis thought he needed to bring this back to the Council so they can review his request and take what action they'd like to take. They can either keep the easement or extinguish the 40' easement and enact a 20' easement for the new owner. Louis recommends keeping the 40' easement. If we went to 20' we would only have maybe 14' of road surface.

Councilor Slaven said we have a signed agreement that shows how big the easement is. We are looking for access for EMS right now.

Louis said our fire trucks can't come in through the other end of Davis Street.

There was discussion on where the confusion for the 20' could have come from.

Mayor Shorey said there is still ample room there, it's not like we are chopping a piece of property up. The question is do we keep the easement as is or do we do a new one.

Councilor Slaven said don't we need this size of easement?

Louis said with a 20' easement we are not going to get a 20' surface.

Councilor Slaven said from everything they've seen, it's all legal and correct.

Mayor Shorey said all the documents are properly signed and filed by all of the parties concerned.

Councilor Slaven said she doesn't know why we would want to change this, this is something we need for fire protection and it was all legally done.

**Motion:** Councilor Slaven moved that the City of Oakridge retain the 40' easement located on the Southern boundary of 76590 W 2<sup>nd</sup> Street. Councilor Clark seconded the motion.

E. Baszler (Aye), Mayor Shorey (Aye), C. Slaven (Aye), G. Fortune (Aye), R. Clark (Aye). Motion carried 5-0.

#### **6.4 Letter of Support for the Central Oregon Trail Alliance**

Mayor Shorey said he has not personally had the chance to read the letter, he just got it.

Councilor Slaven asked if the Parks, Trails and Tree Board needed support from this body or from the Mayor.

Louis said primarily when we send correspondence from the City we have the Mayor sign and we would have the Chair of the Parks, Trails and Tree Board sign as well.

**Motion:** Councilor Slaven moved to accept the letter of support for the Central Oregon Trail Alliance. Seconded by Councilor Fortune.

Mayor Shorey said since he has not read the letter he will vote no, but that does not mean there is anything wrong with the letter, he just can't vote for something he hasn't read.

E. Baszler (Aye), C. Slaven (Aye), G. Fortune (Aye), Mayor Shorey (Nay), R. Clark (Aye). Motion carried 4-1.

#### **6.5 Request from Councilor Coey to extend Leave of Absence**

Councilor Baszler said he talked to Councilor Coey and tried to tell him that if they are one person short, it is hard on the Council.

**Motion:** Councilor Fortune moved that we approve Councilor Coey's leave of absence. (No second)

**Motion:** Councilor Clark moved that we ask Councilor Coey to step down and we ask someone else to take this position. Councilor Baszler seconded the motion.

Councilor Clark said she understands with the job, he needs to be gone. This is not fair to the community who elected him; we need someone on board who is going to be at the meetings.

Councilor Fortune said we granted him a leave of absence for December, January and February. Here it is February and we are declaring the position being vacant when we've already granted him through February, this is out of order.

Louis said the Council did say he could be absent until February 13<sup>th</sup>, 2014; so we shouldn't be able to take any action until after that date.

Mayor Shorey said he is right, but it doesn't mean they can't tell him he needs to show up at the next meeting or they will declare his position vacant.

**Amended Motion:** Councilor Fortune moved to amend the previous motion to add, if Councilor Coey doesn't show up for the next meeting we will declare his position vacant. Councilor Slaven seconded the motion.

C. Slaven (Aye), G. Fortune (Aye), Mayor Shorey (Aye), E. Baszler (Aye), R. Clark (Nay). Motion carried 4-1.

Original motion made by Councilor Clark to step down immediately.

Mayor Shorey (Aye), E. Baszler (Nay), G. Fortune (Aye), R. Clark (Nay), C. Slaven (Aye). Motion failed 3-2.

The Council will put this on the agenda for the next meeting.

## **7.0 COMMUNITY SERVICES**

Louis said 7.1 Through 7.4 are alcohol requests for different events for the Concerts in the Parks Committee, the only deviation in these is 7.2, they are asking for a street closure as well.

### **7.1 Facilities Permit/Alcohol Permit for Concerts in the Park, Scott Huckaby 6/28/2014**

**Motion:** Councilor Clark moved to approve the alcohol permit for the Concerts in the Park Committee event on June 28, 2014. Councilor Slaven seconded the motion.

R. Clark (Aye), Mayor Shorey (Aye), E. Baszler (Aye), C. Slaven (Aye), G. Fortune (Aye). Motion carried 5-0.

### **7.2 Facilities Permit/Alcohol Permit for Concerts in the Park, Blues, Brews, Cruise 7/12/2014**

This event is going to be held in the Park, they have talked to the Police Chief about closing of the Street and escorting the cruise.

Councilor Clark asked where they are going to Park the cars.

Candace Michaels said they will park on the grassy area at the Park where everyone parks at the concerts.

**Motion:** Councilor Slaven moved that we approve the alcohol/Street closure permit for the Concerts in the Park Committee event on July 12, 2014 pending on the Police Department approval. Councilor Fortune seconded the motion.

E. Baszler (Aye), C. Slaven (Aye), R. Clark (Aye), G. Fortune (Aye), Mayor Shorey (Aye). Motion carried 5-0.

### **7.3 Facilities Permit/Alcohol Permit for Concerts in the Park, Just Us Festival 8/2-8/3 2014**

**Motion:** Councilor Clark moved that we approve the alcohol permit for the Concerts in the park Committee event on August 2<sup>nd</sup> and 3<sup>rd</sup> 2014. Councilor Baszler seconded the motion.

Mayor Shorey (Aye), R. Clark (Aye), G. Fortune (Aye), E. Baszler (Aye), C. Slaven (Aye). Motion carried 5-0.

### **7.4 Facilities Permit/Alcohol Permit for Concerts in the Park, Mardi Gras in Oakridge 9/13/2014**

**Motion:** Councilor Slaven moved to approve the alcohol permit for the Concerts in the Park Committee event on September 13, 2014. Councilor Baszler seconded the motion.

G. Fortune (Aye), R. Clark (Aye), Mayor Shorey (Aye), E. Baszler (Aye), C. Slaven (Aye). Motion carried 5-0.

The Concerts in the Park are going to be advertising through TV coverage, they are going through KEZI and KVAL, they are purchasing and advertising package. They will get two months of advertising, 40 spots per month.

### **7.5 First Street Sewer Extension and Transfer of Funds from I & I to Collection Systems Budget Line**

Louis said to disregard the transfer piece, what he is asking for is that those items are within Capital Outlay Expenditures, he has \$100,000 budgeted for I and I, and what he is asking is to allow him to use \$50,000 in the Collection Systems instead, they are in the same category and a transfer is not required.

This has been discussed since 2009, we have at least five sewer accounts on East 1<sup>st</sup>, when they were put in they were put in as emergencies because of failing sewer systems. We have at least five residences that have City water. Most of them have pre annexation agreements, what we are trying to do is run lines on Salmon Creek Road since 2001-2002, what that does for us is get the lines run and get everyone connected properly then we can start working towards the annexation process, we won't get property taxes for at least two years. We have at least four or five residences with 4" lines and that is not ok. Basically we have been trying to do this for years, for grant match from I and I it would be at least \$50,000. The last payment for the revenue bond for wastewater of \$88,000 is in June.

Louis recommendation to the Council will be to renew the revenue bond so we can start working on the I and I.

Councilor Fortune asked if the customers that are already paying for water or sewer are paying for the service.

Louis said yes, they are paying double.

Councilor Slaven asked what the pre annexation agreement says.

Louis said what is says is basically that when the City is ready to annex them in we will go through the public hearing through the Planning Commission and then they will be in.

Councilor Slaven asked what the process will be for the five residences that don't have the pre annexation agreements.

Louis said he spoke with a Planner, what he said is if they've been receiving a service, water or sewer, that he feels we can press that.

Councilor Slaven said so we will force them to annex in.

Louis said that is the hope, a Planner is saying we can, he still needs to talk to the City Attorney.

Councilor Slaven asked if we have spoken with the property owners.

Louis said previously, back in 2010, when did and they are aware that we want to put a line in.

Mayor Shorey asked if they are the same owners as back in 2010.

Louis said all but one.

Mayor Shorey said this has been going on for a lot longer than 2010, this was discussed when he was on the Council back in 1970.

Councilor Slaven said she'd rather have some more public outreach.

Louis said we will go through the process and do additional outreach.

**Motion:** Councilor Fortune moved that we approve the E 1<sup>st</sup> Street Extension for \$50,000 from the I & I to the collection systems budget line item. Councilor Baszler seconded the motion.

R. Clark (Aye), C. Slaven (Nay), G. Fortune (Aye), Mayor Shorey (Aye), E. Baszler (Aye). Motion carried 4-1.

#### **7.6 Acceptance of TMDL Implementation Plan 2013-2018**

Louis said we have been dealing with DEQ for four years now, they wanted to ensure that this is presented to the Council so you have it in your hands, and he is asking they accept the City of Oakridge the TMDL Implementation Plan.



Councilor Slaven asked if this is to accept the report that we send to DEQ with all the checked boxes.

Louis said yes, to accept the report. It is similar to the report that was used between 2008 and 2013. This is not the LID portion.

**Motion:** Councilor Slaven moved that we accept and approve the City of Oakridge TMDL Implementation Plan 2013-2018. Councilor Clark seconded the motion.

G. Fortune (Aye), R. Clark (Aye), Mayor Shorey (Aye), E. Baszler (Aye), C. Slaven (Aye). Motion carried 5-0.

## 8.0 POLICE SERVICES

Chief Scobert said there was nothing to share at this time.

## 9.0 EMERGENCY SERVICES

No report, Chief Alcalde was away at training.

## 10.0 Reports from Boards and Committees

**LRAPA** - Sally would still like to get together with Chief Scobert. They discussed the worst case scenario versus best case scenario for funding over a five year period.

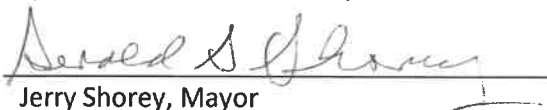
**PUBLIC SAFETY** - The Police Department has a new Officer, now the City has 24 hour coverage. The cattery is almost finished. They discussed a citizen complaint that was found unfounded. The Police and Fire Departments are working together on getting a new house number program so they are more visible and easier to find. They discussed ambulance billing and options. Councilor Slaven will work with Police and Fire Departments to update their websites.


**AUDIT COMMITTEE**— They had a really good meeting, they will have a report for the City Council at the first meeting in March.

Councilor Slaven said the Library Board is meeting on Monday for a planning and goal setting session. GOATS is also meeting on Monday night at 6:30 at Greenwaters Park.

**ADJOURNMENT:** The Council adjourned at 8:45 p.m.

Respectfully submitted before the City Council February 20, 2014

Signed:   
Jerry Shorey, Mayor

Signed:   
Susan LaDuke, City Recorder