



June 18, 2015  
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: Jim Coey, Mayor  
Judy Rowland  
Gary Carl  
Rick Zylstra  
Amy Buchmeier  
Dwight Chitwood  
Dawn Kinyon

Staff Present: Louis Gomez, City Administrator  
Albert Alcalde, Fire Chief  
Jackie Taylor, Assistant Planner  
Susie LaDuke, Finance Director/City Recorder  
Kevin Martin, Police Chief

## 2.0 PUBLIC COMMENT

James Affa 76340 Garden Road – The Lawn Mower races were mentioned in the Register Guard Newspaper. All proceeds above operational costs, goes to the Fireworks display. At the last race they had 29 racers, eight of them were local.

Elizabeth Barclay 47501 Hwy 58 – She asked City Hall if they would provide her with usage reports, for about four years she wasn't using any excess water and the next year she was using 2,000-6,000 gallons with one bath, one toilet, one sink, no dishwasher and no washing machine because they do their laundry at the motel. At one point she had 5,000 gallons of excess usage, her motel had 5,000 and the house used 5,000. When she had surgery she couldn't bathe for four months, even then her usage went through the roof. She left a message with Tina, but hasn't heard back.

Louis said he will look in to it.

Gene Hilleman 47800 Short Street – He said he uses 10,000 gallons a month, there is just two of them, he has had the guys look at this meter and from the customer side on it is his problem, not theirs. He just hasn't found all of his leaks yet, that is just the way it goes.

## 3.0 MAYOR AND COUNCIL COMMENTS

Mayor Coey said we received a thank you card from The 9030, for Child Abuse Awareness and thanking us for declaring April Child Abuse Awareness Month.

Mayor Coey attended the kids MBO a couple of weeks ago, they had 29 kids and 12 adults with six room stays.

We are going to add committee meetings back on to the agenda since no one is emailing the reports to Susie.

Mayor Coey said we have had some issues within the council lately of requests for information and it is getting a little out of hand to the point where, it seems to him that some of the actions of our City Administrator and Finance Director are being called into question. He finds that unacceptable. There have been no reasons to call either one of them in that regard. They have done nothing but help us get out of a very dark season, we have had three successful audits over the last three years and he looks forward to having a fourth one this year. He thinks this is getting to be a bit frivolous, something that is not necessary. Our jobs as councilor is to do business from the day we are sworn in until we leave office, it's not to dredge up the past, the past is just that. He would like to see us go forth and do the business we were elected to do and focus on that.

Councilor Kinyon asked if he could be more specific.

Mayor Coey said it is on a request that she made that we had to go to the City Attorney for to get advice on and he knows she did a public request and that is fine, but it is getting to the point where this has been going on since January and the continuous asking of documents that have no bearing on today's business. We need to move on with today's business. We had some emailing going on back and forth last week that again is calling into question their character and integrity and he finds that unacceptable when all they have done is work their buns off for this city without a lot of help.

Councilor Kinyon asked how asking for a document calls into question their integrity?

Mayor Coey said when we have to start calling the City Attorney and spend almost \$1,000 in attorney fees then he has an issue with that. Some of the documents that she continues to ask for are documents that have nothing to do with today's business.

Councilor Kinyon asked if he could be more specific on the emails.

Mayor Coey said we have all read the emails and the requests for information.

Councilor Kinyon asked Louis if she has called his business into question?

Louis said the requests for documents, there are appropriate times for documents to be issued. The statement that came up was to the effect of the reason we need strict oversight is so we don't have a million dollar loss like we had in the past, something to that effect.

Councilor Kinyon said Mayor Coey tried to insinuate that we should never question the staff. She said they would be behaving like the council behaved when they lost all of the money.

Louis said the difference is they weren't getting monthly financial reports, they weren't getting council reports, revenue and expenditures, and they weren't getting all of the things they should have been getting. We didn't have internal controls in place at that time. Any time the past is referenced we don't feel like we are doing the same things. Should there be absolute trust, absolutely not, that is where the oversight with the reports and us giving you the information you need comes in.

Councilor Kinyon said she doesn't feel like they are getting all of the information that she needs.

Louis said that is where we have to remember where the charter splits our duties, the council is the policy maker, and Louis runs the day to day administrative operations, meaning, he makes all the day to day decisions once they make the policy. We are giving you the tools to check the money, before, they weren't getting those tools.

Mayor Coey said he never said that we are never to check up on them, he checks up on staff all the time. There has to be checks and balances, but there also needs to be trust. We don't have any reason to not trust the work they are doing. We have a lot on our table, we have a lot before us.

Louis said the Department of Revenue is not your city attorney, they can give you statutes, they can show you all that kind of stuff, but it means nothing, because it is up to the city attorney to interpret and when we sent them to the city attorney they interpreted them differently than the DOR did, and that is who has to present for us when the auditors come or anybody else.

Councilor Kinyon asked if she was going to be able to get the analysis that she requested.

Louis said that the majority of the council voted to release it, so yes, you can get it.

Susie will email the document to Councilor Kinyon after she pays for the document.

Councilor Rowland asked Councilor Kinyon what exactly is she asking for?

Councilor Kinyon said she made a public records request for an analysis that was done for the reserves funds that were spent last October.

Councilor Rowland asked why she needs that? This is something that happened in the past, it was out in the open, no hush hush.

Councilor Kinyon said everything she has read about it says it was a misappropriation of funds.

Councilor Rowland said she doesn't believe that.

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

Add 6.5 Sidewalk Closure for the Library during the Keg and Cask Festival

#### **5.0 CONSENT AGENDA**

**Motion:** Councilor Rowland moved to approve the consent agenda. Councilor Carl seconded the motion.

D. Chitwood (Aye), J. Rowland (Aye), G. Carl (Aye), A. Buchmeier (Aye), D. Kinyon (Nay), Mayor Coey (Aye), R. Zylstra (Aye). Motion carried 6-1

## **6.0 ADMINISTRATIVE SERVICES**

### **6.1 City Administrators Report**

Transportation Growth Management Plan – We turned in our Transportation Growth Management grant request on the 12<sup>th</sup>. That is for a Transportations Systems Plan and also Safe Routes to Schools.

Highway 58 Pedestrian Study/ Highway 58 Crosswalk – Louis and the City Engineer have talked to three of the four property owners that will be effected by the sidewalk, once he talks to everybody he will come to the council with an exact location.

Empty Lot on Highway 58 –That was appraised at \$69,000, he was talking to Tyree Oil in regards to that property which abuts the crosswalk. They did say that they had interest in possibly selling that property, Louis told them that is something he will need to talk to the council about.

Strategic Plan – The Mayor suggested July 11<sup>th</sup> for a work session and some additional council training.

Councilor Carl said that is the weekend of the Blues, Brews and Cruise concert in the park.

Louis asked about July 18<sup>th</sup>. That is MBO weekend, we can have it in the conference room at city hall. The time will be 9:00 A.M. until 2:00 P.M.

Louis said the Planning Commission is holding a meeting on July 21<sup>st</sup> for an annexation and rezone for Christine Slaven, she was asking if the council and planning commission could do a joint session so she can get started building.

Mayor Coey asked how long the planning commission would take?

Louis said maybe a half an hour.

Mayor Coey asked if we could start the planning commission meeting at 6:00 P.M. and then have the city council meeting at 7:00 P.M.

The consensus was to change the regular council meeting to the 21<sup>st</sup> instead of the 23<sup>rd</sup> of July.

Louis will check with the planning commission to see if they can meet at 6:00 P.M.

Louis said our meeting next week is 99% budget, but we had an alcohol request from Candace Michaels for MBO that will be on the agenda if that is ok with the council.

Chief Martin asked if he could have his new reserve sworn in at the next meeting also?

Mayor Coey said yes, he can be sworn in.

Orchid Health Collective – They should have high speed fiber within the next three weeks or so. Also, The Cascade General Store, A & W, Subway and Postal Pharmacy.

Amtrak Station – Tuesday Louis was down with the Board of County Commissioners making sure we had our funding to finish up the sprinkler system in one of our buildings. Commissioner Leiken and Commissioner Sorenson asked Louis to send them some documents regarding Amtrak and they are going to follow up with some other people that they know at Union Pacific and talk on our behalf about the Amtrak Station.

Refurbishment of the 100,000 gallon OIP Tank and Dry Hydrant - Chuck has the 100,000 gallon tank up and running.

Teller Road – They did some major work on it yesterday at the intersection by the main driveway at Ironwood Village.

LTD - We are trying to get additional runs on Saturdays and Sundays, you will be able to buy a train ticket from Seattle to Oakridge, you will take the train to Eugene and then the bus to Oakridge.

Mini LID - Louis is hoping that we approve this tonight and have everything done.

Pending sale 76276 Industrial Park Way – It looks like we are a lot closer on closing that, it is up to you if you want to have a quick executive session tonight.

Enterprise Zone – After July 1<sup>st</sup> we will find out if we get our enterprise zone back or not.

Text Change for FEMA and DLCD – He almost has that done, he has been in contact with DLCD and they are helping him fine tune this before he sends it back.

Hydro Electric Plant – The Mayor and Louis did speak with some folks a month or two back, they gave them a proposal, Louis said he was not going to forward anything to the council until he talked to Lane Electric, once he gets more information back from them he will bring this to council.

Lot 3 as a Park – This is where some people want to put in a Disc Golf Park, he is working with the Parks, Trails and Trees Board on a grant.

Budget Season – The budget committee approved the FY 15-16 budget for approval and hopefully adoption on June 25, 2015.

Mayor Coey said the Oakridge Mobile Home Park had the big boulder removed from the park yesterday, now Geina can get her playground down there.

## **6.2 City Recorders Financial Report**

Susan gave the financial report.

**Motion:** Councilor Rowland moved to approve the financial reports as presented. Councilor Buchmeier seconded the motion.

R. Zylstra (Aye), Mayor Coey (Aye), D. Chitwood (Aye), D. Kinyon (Aye), G. Carl (Aye), J. Rowland (Aye), A. Buchmeier (Aye). Motion carried 7-0

Susan put together an RFP to replace Summer, those went out to a number of CPA's that were listed with the state. She contacted the state for their roster of municipal auditors, those are CPA's that deal with municipal entities so we can make sure to get someone that is familiar with fund accounting and government accounting.

### **6.3 Public Hearing North Ash Street LID Assessment Ordinance 908**

#### **Open Public Hearing**

7:40 P.M.

#### **Statements in Favor**

Loren Hogue said he is in favor of this, he witnessed a van try to drive up the hill and it was sliding back down.

#### **Statements in Opposition**

None

#### **Statements in General**

None

#### **Close Public Hearing**

7:42 P.M.

**Motion:** Councilor Buchmeier moved that we adopt ordinance 908, an ordinance levying assessments against the properties benefitted in the North Ash Street LID #21 for proportionate and appropriate share of the cost of said improvement. Councilor Carl seconded the motion.

Councilor Kinyon said she thought this was supposed to be a 50/50 split.

Louis said it is, this is with interest, their portion is \$21,000 and our portion is \$17,500. We are allowing them to pay over time, so there is interest added on.

Mayor Coey (Aye), J. Rowland (Aye), G. Carl (Aye), D. Chitwood (Aye), A. Buchmeier (Aye), D. Kinyon (Aye), R. Zylstra (Aye). Motion carried 7-0

**Motion:** Councilor Buchmeier moved to adopt Ordinance 908 an ordinance levying assessments against properties benefitted in the North Ash Street Local Improvement District #21 for proportionate and appropriate share of said improvement by title only. Councilor Carl seconded the motion.

Mayor Coey (Aye), D. Kinyon (Aye), G. Carl (Aye), D. Chitwood (Aye), R. Zylstra (Aye), J. Rowland (Aye), A. Buchmeier (Aye). Motion carried 7-0

**Motion:** Councilor Rowland moved to adopt Ordinance 908 an ordinance levying assessments against properties benefited in the North Ash Street Local Improvement District #21 for proportionate and appropriate share of said improvement by title only. Councilor Carl seconded the motion.

A. Buchmeier (Aye), R. Zylstra (Aye), D. Chitwood (Aye), Mayor Coey (Aye), J. Rowland (Aye), G. Carl (Aye), D. Kinyon (Aye). Motion carried 7-0

#### **6.4 Fee Reduction for WAC Gym Rental**

Louis said Ms. Cenicola is requesting to use the gym at the WAC at a reduced rate of \$7.50 which is half of the half day rate.

**Motion:** Councilor Buchmeier moved that we approve the fee waiver for use of the WAC gym for a weekly bingo game. Councilor Carl seconded the motion.

Councilor Carl asked if this was going to cost us any money to have her in there in terms of having someone unlock and lock up, a custodian, anything?

Louis said no, we will just give her a key that day and she can turn it back in to city hall.

Councilor Zylstra asked if this was going to interfere with the Mat Club or the warming center.

Louis said he did mention in the report that Ms. Cenicola will have to work around the Mat Club, we will massage that out later.

There is concern among the council about interference with the Mat Club.

Louis said the Mat Club is the priority and Ms. Cenicola is aware of that.

Mayor Coey said the gym seems like a big space to have bingo, why can't she use room 10?

Louis said he can get with her and work on those pieces, she has some items that she doesn't want to move around, and she'd like to store the items.

Councilor Buchmeier said we should staff and Ms. Cenicola figure out the details on location and the council can decide to reduce the fee or not.

**Amended Motion:** Councilor Buchmeier moved that we approve the fee reduction for weekly bingo games at the WAC, room to be determined between staff and Ms. Cenicola. Councilor Carl seconded the motion.

J. Rowland (Aye), G. Carl (Aye), A. Buchmeier (Aye), D. Kinyon (Aye), D. Chitwood (Aye), R. Zylstra (Aye), Mayor Coey (Aye). Motion carried 7-0

#### **6.5 Sidewalk Closure Oakridge Library**

Louis said the Library Board and volunteers are wanting to hold a book sale, they want to block part of the sidewalk and they need the council's approval.

**Motion:** Councilor Kinyon moved to approve the sidewalk closure on East 1<sup>st</sup> Street at Ash Street and in front of the library for a book sale during the Keg & Cask Festival on 8/8/2015 from noon until 10:00 P.M. Councilor Rowland seconded the motion.

R. Zylstra (Aye), D. Kinyon (Aye), Mayor Coey (Aye), J. Rowland (Aye), G. Carl (Aye), D. Chitwood (Aye), A. Buchmeier (Aye). Motion carried 7-0

## **7.0 COMMUNITY SERVICES**

None

## **8.0 POLICE SERVICES**

Chief Martin announced that we have a reserve graduating from the academy and he will be in to get sworn in soon.

### **8.1 Resolution 6-2015 appropriating an unforeseen Grant for body Cameras**

Chief Martin reported that the Oakridge Police Department will receive unanticipated funding from City County Insurance for a body camera grant. The money will go into the general fund and needs to be transferred to the appropriate police lines.

**Motion:** Councilor Carl moved to approve the unforeseen grant money from City County Insurance in the amount of \$10,022.00 to be received into the general fund and then to be transferred to the vehicle maintenance line and into the supplies line of the police budget. Councilor Rowland seconded the motion.

D. Kinyon (Aye), Mayor Coey (Aye), G. Carl (Aye), A. Buchmeier (Aye), J. Rowland (Aye), R. Zylstra (Aye), D. Chitwood (Aye). Motion carried 7-0

Chief Martin is going to pick up a 2010 Jeep Grand Cherokee from the County, we are getting it for \$1,500 and it is already equipped.

## **9.0 EMERGENCY SERVICES**

Chief Alcalde reported that earlier in the year they applied for a Volunteer Fire grant. They anticipated \$22,000 with a 50% match. Oakridge will get \$10,000 to purchase radios, they are going to buy pagers from the Hazeldell Grant that is also \$10,000. The Westfir engine is lacking a chain saw, we will get \$2,000 for that.

They had an individual painting fire hydrants last week in Westfir, they decided they wanted a nice looking hydrant. There is a standard on what color the hydrants need to be. Please don't paint the fire hydrants.

Chief attended a meeting today with all of the Fire Chiefs in the region. They discussed MCI's, mass casualty incidents. That is when they have an incident that maxes out their system, could be a vehicle accident, any situation where they don't have enough responders to deal with it. We are probably not as prepared as we should be, when he says we, he means everybody. This group is going to take this on.



## 10.0 REPORTS FROM BOARDS AND COMMITTEES

Administrative Committee – They are working on a draft of the policy regarding committee appointments and the necessary paperwork. They talked about the on line town hall meeting on Facebook. Councilor Buchmeier is the monitor and she sends the requests out to the staff that can answer appropriately.

They discussed TRT matching grants and a pilot program for property owners to improve their homes or businesses.

Public Safety – They meet the first Tuesday of every month at the fire hall at 1:00 P.M. The topics of discussion were the city's animal ordinance and the enforcement of the noxious weed ordinance, a program for replacement of vehicles at the fire department and body cameras to be used by the police department. They also discussed honey bees as part of the city's animal control ordinance. They discussed the city being one of the largest offenders of the noxious weed problem, this is direct result of insufficient city personnel.

They also discussed the need for vehicle replacement in both the fire department and police department.

Treeplanting – They are finished for this year. Next meeting is scheduled for October 12, 2015 at 6:00 P.M. They were able to buy four more banners for the Highway this year.

Library – They discussed getting the sidewalk clearance and they really need children's books for the library.

Chamber – Details are still being worked out on staffing the visitor's center. They awarded two scholarships to two OHS students at graduation. They invited Louis to present the Oakridge, updated Transportation Plan.

Louis said we don't have it updated yet, that is what he is trying to get money for and after that it could be a 12-15 month process.

On July 20, 2015 the Chamber of Commerce Members are having a BBQ at the Fish Hatchery, the Chamber is putting it on for the members.

LRAPA – Mayor Coey emailed the Oregon Community Foundation seeking their help for some grant funding for possibly woodstoves or education. He got a response back from two of the people that came here for the presentation. They were very helpful and came back with questions that they will respond to.

Oakridge has an issue with air quality as you know, we were supposed to reach attainment December 31, 2014 and we did not. We don't want the Feds coming here and pulling our wood stoves.

**Executive Session: ORS 192.690 (2) (e) to conduct deliberations with persons designated by the governing body to negotiate real property transactions. 192.690 (2) (h) to consult with counsel regarding legal right of public body regard to current litigation or litigation likely to be filed. 192.690 (2) (d) to conduct labor negotiations on behalf of the government body.**

Adjourn for Executive Session 8:23 P.M.

Executive session 8:35 P.M.

Executive session over at 9:52 P.M.

Regular Session 9:53 P.M.

Adjourn Meeting 9:54 P.M.

Respectfully submitted before the City Council July 2, 2015

Signed: \_\_\_\_\_  
James Coey, Mayor

Signed: \_\_\_\_\_  
Susan LaDuke, City Recorder