



December 3, 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 (absent)  
Amy Buchmeier  
Dwight Chitwood  
Dawn Kinyon

Staff Present: Louis Gomez, City Administrator  
Mike Hansen, Interim Fire Chief  
Jackie Taylor, Assistant Planner  
Susie LaDuke, Finance Director/City Recorder  
Kevin Martin, Police Chief (absent)  
Rick Zylstra, Assistant to the City Administrator

## 2.0 PUBLIC COMMENT

Ron Freborg 76773 Bugle Loop – A while back the marijuana dispensary was approved as a medical marijuana dispensary, as he understands it, the State of Oregon said they could sell recreational marijuana also. He has also heard that that expires in January. Where does the council stand on this?

## 3.0 MAYOR AND COUNCIL COMMENTS

Mayor Coey said as far as he knows January 1<sup>st</sup> is the deadline, he hasn't heard otherwise. He doesn't see much advertising down there, so he has honored that.

Louis said that is correct, if he wants to go beyond January 1<sup>st</sup> he will have to go before the Planning Commission for a Conditional Use Permit, Ordinance 907 does allow for retail sales of recreational marijuana within the corporate city limits of Oakridge.

Councilor Rowland said she is under the impression that they can't have medical and recreational in the same building.

Louis said that is correct.

Mayor Coey reported on the Flee the Fog campaign, the electrician was here today and he ran the wires. It still needs to be inspected.

The Tree Lighting is at 6:00 P.M. on Friday night.

Mayor Coey said we had four red days last week, we have 92 exemption forms and a few more on Louis desk.

The Council received a letter regarding getting Norquist Lane on the schedule for resurfacing.

Louis said he has a copy of that.

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

Louis took off Article 15 Flood Plain Management from the original agenda.

#### **5.0 CONSENT AGENDA**

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

Mayor Coey (Aye), A. Buchmeier (Aye), D. Chitwood (Aye), D. Kinyon (Aye), J. Rowland (Aye). Motion carried 5-0

#### **6.0 ADMINISTRATIVE SERVICES**

##### **6.1 City Administrators Report**

Highway 58 Pedestrian Study/Hwy 58 Crosswalk: We had our first meeting on November 19<sup>th</sup>, we are scheduling additional meetings so we can put together a product to present to the Council, hopefully by the second meeting in January. He is still waiting for some information from the City Engineer in regards to what is the largest type of vehicle that can park in front of the We B Video business to load and unload so we can figure out what the curb cuts will look like.

Mayor Coey asked if we have any idea when the crosswalk will go in?

Louis said it will be this spring, we need to work through all of these issues.

Empty Lot on Hwy 58: Louis is working on a lease type proposal, it will be on the cheap side, and basically the proposal will be what the taxes are annually. That lot could really be beneficial to the businesses and Chamber.

Strategic Plan: There are four people that want to go to LaPine on Saturday. You can decide on who will drive and they can ride together.

Mayor Coey said it's time to revisit the Strategic Plan, it is three years old now. We can see if we want to make any changes.

Million Gallon Tank and Well: They are presenting this to the Council tonight. This authorizes the Mayor to sign the contract and allows Louis to continue with the process.

Teller Road Construction Project: We had a \$167,000 project, which is a pretty good rate. The City Engineer miscalculated the tonnage of the concrete when he did his calculations, so we are over by about \$7,000 - \$8,000, roughly about 5%, from a percentage standpoint that is not that bad. There is always the possibility that you will go over, usually it's a lot more.

Mayor Coey said this should have been closer than \$7,000- \$8,000, this has been a continuous process over the last few years since the library.

Louis said he will be talking to him tomorrow and see if he is willing to eat some of this.

Councilor Rowland said this is the third time this has happened with the same people in five years.

Louis said the reality is with these types of projects this is not unusual.

Franchise Agreement: Charter did send Louis a copy of Westfir's agreement to see if it is something that would be reasonable for our city.

Emergency Preparedness and Hazard Mitigation: Louis has asked the department heads to find their individual plans so that we can compile them. Mr. Freborg is working with the Public Safety Committee to compile a first draft of our Emergency Management Plan.

Councilor Kinyon asked about the crosswalk, what is going to happen in front of The Ridge, will they lose parking?

Louis said they will lose the ODOT property that they have been using. They won't lose the drive through and they will keep the curb cut.

Louis said it was difficult for Kent Dockery and St. Vincent DePaul to use the warming center in the gym because the Mat Club is using it every day. Louis moved them to the old preschool.

## **6.2 City Recorders Financial Report**

Susan gave the financial report, she handed out the statements of revenues and expenses for the period ending November 30<sup>th</sup> and the council approval reports.

**Motion:** Councilor Buchmeier moved that we accept the City Recorders Finance Report as presented. Councilor Rowland seconded the motion.

J. Rowland (Aye), Mayor Coey (Aye), D. Chitwood (Aye), D. Kinyon (Aye), A. Buchmeier (Aye). Motion carried 5-0

Louis said as we all know there was a fire on East First Street, the wall on the West end of the structures belongs to the City. Louis got a request from the insurance adjuster, they said they will be doing work on Mr. Tomlin's wall that will probably damage our wall. They want us to take the wall down and pay for it.

They are the ones who want the wall down. There is a chance that it could fall later, this is not a liability that the city should take. Louis said if it comes down to it we don't want to hold up progress, he is willing to split the cost.

**6.3 Resolution 19-2015 A Resolution authorizing a loan from the safe drinking water Revolving loan fund by entering into a contract with the Oregon Infrastructure Finance Authority.**

Louis said anytime you are doing any capital improvement it is a process. The first part is that the Mayor must be given approval to sign the contract, he was given approval at the last meeting, but this is the documentation that does it.

Louis read the fiscal impact and the background.

The total cost is \$2,653,000 with \$765,000 in grant money, so the amount we do need to pay on is \$1,888,000.

**Motion:** Councilor Rowland moved to approve Res. 19-2015 authorizing the City to accept a loan of 1.88 million from the Safe Drinking Water Fund of the State of Oregon. Councilor Chitwood seconded the motion.

Councilor Chitwood said this is something that the city needs.

Because the engineering is more the \$250,000 the process is that we do a Request for Proposal/ Request for Qualifications for an engineer. Our city engineer will have to turn in an RFP/RFQ. It is ultimately the council who decides who they want to do the project.

D. Chitwood (Aye), J. Rowland (Aye), Mayor Coey (Aye), A. Buchmeier (Aye), D. Kinyon (Aye). Motion carried 5-0

**6.4 Discussion with Stan Foster of PARC Resources regarding Oakridge Community Center Visioning Process.**

Louis sent the council some question from Stan Foster, he is going to get Mr. Foster on the phone so he can get some direction.

Mr. Foster said he'd like to go through the questions quickly tonight and then discuss them on the 12<sup>th</sup>.

Councilor Kinyon asked if he is estimating phase one at \$2.5 Million?

Mr. Foster said yes, that number is close.

Mayor Coey asked how much we will need to fund?

Mr. Foster said about half a million to \$750,000 - \$900,000, the rest can come from grants and that includes adding on to the building. There is some logic in getting higher grant numbers by doing the whole thing in phase one.

People will see when going through town on Highway 58 that things are starting to happen in Oakridge.

There was discussion on different ways to finance this project.

We will talk in more detail on December 12, 2015.

Mayor Coey does not like General Obligation Bonds because that only hits property owners, it doesn't hit everyone.

Mr. Foster said there are other alternatives they can talk about like Transient Room Taxes.

Councilor Buchmeier asked what the possibility is of getting this whole project funded by grants?

Mr. Foster said that is everybody's dream, but you have to have some buy in.

Louis said he heard the Mayor, but for example, if we did a General Obligation Bond at .50 cents per thousand that could roughly get you \$600,000.

Councilor Kinyon asked if that was per year?

Louis said he will have to do some figuring and break it down. We will come up with some numbers on the 12<sup>th</sup>.

## **7.0 COMMUNITY SERVICES**

None

## **8.0 POLICE SERVICES**

Chief Martin was absent, Susan gave the police report.

Stats for November, they had 264 calls, 23 cases, 7 traffic warnings and 20 traffic citations.

December 17, 2015 they will have the Shop with a Cop for disadvantaged children.

Reserve Officer Dillon Wallace was given a conditional job offer, we still need to do the background check, and medical and he will have to attend the academy.

They had a search warrant for stolen property and ID theft, this is the first search warrant in years that the DA got behind them and they were able to do this.

They have been painting and cleaning around the office.

## **9.0 EMERGENCY SERVICES**

Chief Hansen reported that they had 63 calls last month, 59 were medical aid. A little historical fact, ten years ago they had 595 medicals aids and 26 fires for the year and this year they have 755 medical aids and 64 fires.

The Chief reported on the fire they had last weekend at the bakery and bike shop. By the time they got there the fire was already coming through the roof, so it had been burning for a while.

**10.0 REPORTS FROM BOARDS AND COMMITTEES**

Audit Committee – The auditors were here on the 12<sup>th</sup> and 13<sup>th</sup> of November. They only had to be here for two days because the staff provided all the requested documents in a quick manner. The audit should be done by 12/3/2015.

Administration Committee – They are putting together guidelines and policies for the block grants.

Adjourned for Executive Session 8:41 P.M.

**Executive Session ORS 192.660 (2) (f) to consider information or records that are exempt by law from public inspection.**

Executive Session 8:45 P.M.

Adjourn Executive Session 8:55 P.M.

Adjourn Meeting 8:55 P.M.

Respectfully submitted before the City Council December 17, 2015

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

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