



December 17, 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  
Amy Buchmeier (absent)  
Dwight Chitwood (absent)  
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  
Rick Zylstra, Assistant to the City Administrator

## 2.0 PUBLIC COMMENT

Floyd Staley 76854 High Prairie Rd – Thanked the city for the fire wood program, it was very dry wood.

His wife Virginia volunteers at the food bank, people haven't been able to get their food because of the water problems down here from all of the rain.

He wanted to mention the ditch on Oak Street that was repaired after the water leak.

He was here when we had the mills going and the City only had a Mayor and City Council, why does the City Administrator need an assistant?

Mayor Coey said he will address his concerns during Mayor and Council Comments.

Mike Wilson 76912 High Prairie Rd – He moved here 2 ½ years ago up on High Prairie, the folks here have been friendlier to him than his own home town. He wanted to bring up the ditch on Oak Street. It is a safety hazard, he has to slow way down because he had a spinal injury.

### 3.0 MAYOR AND COUNCIL COMMENTS

Mayor Coey said the wood is part of their PM 2.5 air quality issue, this is one of our solutions. Through the efforts of Sarah Altemus Pope primarily and the Southern Willamette Forest Collaborative. Last year up on Brock Road Rosboro did a large cut so the timber has been sitting there and so they offered all the ends and cuts to us for free. They loaded the trucks from Public Works with an excavator for us, we got probably 10-12 truckloads.

Louis said it was probably more than that.

Sarah hooked up with Inbound and they went in and did all of the processing. Floyd loaned them a wood splitter, but they couldn't get it to start, so Inbound bought two wood splitters, they processed probably 50 cords of wood. Last weekend they sold 26 cords of wood, in the process they got to educate people about clean burning. They donated three cords of wood to inbound employees who are working part time and didn't have any wood. It has been a great program so far.

Mayor Coey said Westoak Road is a County Road, they just paved it and then we had a water leak.

Louis said we told the County that we would bring in Eugene Sand and Gravel to do a T Patch. The County said no, they want them to peel it up from the joint at East First and three to five feet beyond the cut, which would cost \$12,500, we said no. We went back to the County and we are able to do a modified T Patch. It is our responsibility because we made the cut, the reason we made the cut is because we had a water leak. Louis directed Chuck to get a hold of Eugene Sand and Gravel and they are setting up a date and time to get this done. It is going to cost us about \$6,547 to fix this.

Mayor Coey said regarding the Assistant position, Louis has been handling four jobs, Public Works, Planning, Economic Development and City Administrator. It is difficult for one person to wear all of those hats. Mayor Coey is in the office pretty regularly and he sees how difficult it is.

Louis said when the previous Administrator was here we had a Community Services Director which was Kevin Urban, which was a full department head position. When he went away we didn't replace him and Louis tried to carry that ball. That is why we brought Rick in, part of his title is Community Services Coordinator, and he's going to be working a lot with the public works stuff, water, sewer, planning and streets.

Mayor Coey wanted to talk about the WAC, we all know this building is old, we can patch and patch and patch, but at some point we just have to give up. We don't know yet what is going to happen, but there is a possibility that we will have to vacate the building. His concern as a contractor is going up to repair the roof and someone falls through because there has been so much water damage. We had a work session on Saturday and we are working with a consultant about moving the services in this building to the old public works shop on the highway. This won't happen for a couple of years. We do have other conversations going on, we don't want to have to do this now, but there are some decisions that need to be made pretty quickly.

January 7, 2016 is our first meeting in January. Old Hazeldell Quarry has asked to speak to the Council. We went ahead and gave them permission to do that that is the same night as the State of the City Address, so there probably won't be too much on the agenda that night. This will be our first meeting with them as a City Council, they want to give their presentation and they are wanting us to give them a

letter of recommendation, not necessarily at this meeting, but Mayor has said we will see. We may need to move this meeting to the auditorium, this room will probably be too small.

Mayor had a meeting in Bend today, it was with DEQ, and it was their first task force meeting that they invited us to sit in on, Sarah Altemus Pope is the primary on this, this is a task force that the legislature has required for DEQ to come up with a solution for air quality in the State of Oregon. There are six cities that are on the verge of non-attainment, and four more that are on the verge of non-attainment, we of course are in non-attainment.

Mayor Coey hosted a connectivity meeting, he put this together with Brenda Wilson from LCOG and Natalie from Travel Lane County. We are trying to connect all of cities whether it be pavement, or for biking or recreation. They had over 50 people show up.

Mayor Coey said we all know Geina Baines and the job she has done in this community and the job she has done at the Oakridge Mobile Home Park. They have pulled out 300 yards of debris down there. The crime rate is way down, she got a grant from Home Depot to put in a park where the old boulder was. There are some people down at that park that are being very abusive to Geina to the point where Attorneys are being brought in. If you see Geina tell her what a great job she is doing.

Councilor Carl thanked the Planning Commission for their hard work, they put in a lot of hours. Their role is to advise and inform the council. All of the stuff for rezoning, flood plains and marijuana goes to them first before it comes to council.

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

Louis said he would like to remove or someone can make a motion to table 6.3 Resolution 20-2015 A Resolution adjusting the fees for water charges. The CPI goes into effect in July, so in the best interest of the community he wants to wait until the CPI comes out in February.

Rick said if the CPI stays at 1.3% the projected price increase in October will be \$29.22 instead of \$29.50. In July it will be \$24.72, that is when the first price increase happens and then in October it will go up \$4.50.

**Motion:** Councilor Carl moved that we remove Resolution 20-2015 from the agenda and table until the 2<sup>nd</sup> meeting in February. Councilor Kinyon seconded the motion.

Mayor Coey (Aye), D. Kinyon (Aye), G. Carl (Aye), J. Rowland (Aye). Motion carried 4-0

#### **5.0 CONSENT AGENDA**

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

Mayor Coey (Aye), G. Carl (Aye), D. Kinyon (Aye), J. Rowland (Aye). Motion carried 4-0

#### **6.0 ADMINISTRATIVE SERVICES**

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

Highway 58 Pedestrian Study/Hwy 58 Crosswalk – We have a meeting scheduled for January 18, 2016 with the consultant and the advisory committee. We will be presenting to the Council on the 21<sup>st</sup> their report on the Pedestrian Study, that will be the 2<sup>nd</sup> meeting in January.

Empty Lot on Hwy 58- Louis is putting the finishing touches on the lease proposal with Tyco, LLC, and Louis is writing it in a way that it is beneficial to the city.

Strategic Plan – Our consultant for the WAC Visioning Process was available on October 25<sup>th</sup> and we had a work session on December 12, 2015.

Councilor Carl emailed Louis and asked if we have discussed this with the public. We did pass out information to the public at the last meeting. Our consultant wants to know from the council which proposals they like so he can clean it up.

Councilor Carl asked if everybody knows we are talking about a new community center and events center to be located on the highway where the old public works building used to be. We would move the services from the WAC up to on the highway. This would put a new face on Oakridge, anyone driving by on Hwy 58 couldn't help but see it. It is absolutely gorgeous, including a new gymnasium, conference room and solar panels. This is something the council has been working on.

Mayor Coey likes option A, option B is nice too, but option A hides the railroad tracks.

Councilor Kinyon likes option B better, she said it seems more open for safety reasons.

Mayor Coey is not opposed to either building, he doesn't really like option B where the gymnasium sits.

Louis asked if the council would email him their comments.

Mayor Coey said the consultant needs to price them both, is there a dollar difference between the two.

Councilor Rowland said she likes option B, because there would be room for outdoor markets or art shows and things like that outside.

Teller Road Construction Project- We are getting ready to cut the first check, we will hold the second check until they finish a couple minor things that need to be fixed.

LTD Meeting and Discussion- Because of the new Transportation Bill that went through there may be some dollars available, part of those dollars are for transit.

ODOT Grant- The State of Oregon Parks Grant just opened up for applications yesterday, Louis and Keith Brown are going to work on that. We are looking for dollars to rehab the train trestle across Salmon Creek and he sent an email to Ben Beamer today asking his thoughts about possibly asking for dollars to try and get the bathrooms for Diamond View and the Pavilion at Greenwaters Park finished.

Councilor Kinyon asked Louis if he is trying to add something new to the IMBA Grant?

Louis said yes, basically trying to fill the hole for the dollars that are no longer there. We have \$160,000, we need roughly \$210,000 - \$220,000 to bring back the bathrooms that were reduced from that grant

because the dollars aren't there. Through the State Parks Grant, he thought he would ask Ben if that was something that we might be able to do to get those bathrooms back in that project so we can finish that whole thing.

Councilor Kinyon said there has already been this huge plan, which a lot of money and time has been invested in to what that money was going to go to and now you want to throw a new project to rehab a bridge and to get a grant and use part of the funds to replace the items that were cut out of the other grant.

Louis said we have the plans and everything, it's just the dollar piece.

Mayor Coey said maybe it's better to do two separate grants.

Councilor Kinyon said why not figure out a way to use the money left from the other grant to accomplish as much as possible on the IMBA Project and get it done.

Mayor Coey went over what happened with the IMBA/ODOT Grant money. We should just do two grants for the two projects.

Susan explained what happened with the IMBA/ODOT Grant, they needed to bring in a partner, which was the city, we didn't manage the development and we didn't manage what they were doing to get that point, they turned requests in to us and we submitted them for repayment and then paid them. So what happened is month after month after month Ben Beamer got a check for \$2,750 a month to manage this, to move this forward, to see this to their completion. At the end of the time when he got all of his money they are still not done and there has been a lot of excuses. The bottom line was, he was supposed to be overseeing this and then all of sudden no one knew that ODOT took all this money, she is not sure how this occurred and the person who was supposed to be managing all of this didn't know.

Louis said at this point his plan is to just work on the trestle, this is the type of project that is allowed for the grant.

OWTA Camera Project- Ken will get a hold of Ben Beamer to get the cameras online.

Retaining OFD Recruitment/Retention Officer- You will be seeing some type of resolution from Louis moving some money around to keep the current positions open through the end of the year. Hazeldell will put about \$6,000 towards this and Westfir is putting \$1,500.

Councilor Rowland asked why isn't one of the firemen that we pay doing their recruitment?

Chief Hansen said because we only have one on duty at a time and it is very difficult to do the daily things they need to do and go out on calls, there isn't enough time in the day.

Louis said what we need to understand is that recruitment and retention is not a part time activity, it is basically sales 101. You have to keep getting your prospects, doing interviews and going out on calls. With us paying for the recruitment and retention program it is not attached to the grant we could also use them to run calls because it is not tied to the grant.

## 6.2 City Recordors Financial Report

Susan gave the financial report.

We will be asking for an extension on our audit, this has to do with the GASB68 we are one of many entities that are having to do this. They are extremely complex, they have to do with accurately reporting the amounts that we are responsible for in lieu of pensions through PERS. Polly Rogers are finalizing on this, but they will need an extension, we are going to ask for 60-90 days. The other glitch is that our head auditor left Polly Rogers for health reasons, we have Roy Rogers who is stepping in.

Councilor Carl said the last time he heard the word extension we were headed for big trouble. If we are getting an extension he would like it to be monitored closely, when he hears the word extension he gets very nervous because of what we went through in the past.

Susan said we are talking with the auditors, we have got everything to them. The only thing holding this up is the GASB68.

Councilor Rowland said that the auditor said that everything we have is exceptional, he couldn't believe that anything they asked for they had immediately. This extension is beyond Oakridge's control that the audit isn't done on time, it is the State that is all of a sudden requiring all this stuff. There isn't enough time to get the information to them before the deadline.

Susan is working with the auditors to get an idea on if we need to get a 60 or 90 day extension, we will have it done before then, we just want to get a date far enough out that we don't need to do another extension.

Louis said we have always been very open with council and we will continue to be very open on these actions.

**Motion:** Councilor Rowland moved to approve the financial report as presented. Councilor Carl seconded the motion.

J. Rowland (Aye), Mayor Coey (Aye), D. Kinyon (Aye), G. Carl (Aye). Motion carried 4-0

## 6.3 Resolution 20-2015 A Resolution adjusting the fees for water charges – Tabled until the 2<sup>nd</sup> meeting in February.

## 6.4 Ordinance 915 Amending Ordinance 874, Article 15, Flood Plain Sub-District sections 15.01 (3) to 15.01 (16) & Article 33 definitions of the Zoning Ordinance of the City of Oakridge establishing land use Regulations for Flood Plain Management within the City of Oakridge.

Open Public Hearing

8:29 P.M.

Staff Report

Louis read the staff report. The City of Oakridge received a letter from The Oregon Department of Lands Conservation and Development in regards to our lack of compliance in accordance with the National Flood

Insurance Program on September 27, 1999, we received another letter on September 9, 2004 advising us again that we were not in compliance with the National Flood Insurance Program. The Department of Land Conservation and Development requested that we make the following updates to Zoning Ordinance for The City of Oakridge 874 Article 15 Flood Plain Sub-district to reflect the most current flood insurance rate map in our ordinance. They also requested that we update our definitions section for flood plain management in the zone of Ordinance for the City of Oakridge 874 article 33 definitions.

We must also update our RV parks must be in article 15 to meet FEMA standards to be compliant with the National Flood Insurance Program. We must also update our flood district variance language by using model language from the Department of Lands Conservation and Development or from 44CFR60.06 we are using a combination of the two. These amendments are required to be completed by the City.

Statements in Favor

None

Statements in Opposition

None

Statements in General

None

Close Public Hearing

8:31 P.M.

Council Action

**Motion:** Councilor Kinyon moved that we read Ordinance 915 by title only. Ordinance 915 an ordinance amending Ordinance 874 article 15, Flood Plain Sub District, Sections 15.01 (3) to 15.01 (16) and article 33 definitions of the Zoning Ordinance of the City of Oakridge Establishing land use regulations for Flood Plain Management within the City of Oakridge. Councilor Carl seconded the motion.

J. Rowland (Aye), G. Carl (Aye), D. Kinyon (Aye), Mayor Coey (Aye). Motion carried 4-0

**Motion:** Councilor Kinyon moved that we adopt Ordinance 915 in a single meeting and that it be effective 30 days after its enactment on 12-17-2015. Councilor Carl seconded the motion.

D. Kinyon (Aye), Mayor Coey (Aye), J. Rowland (Aye), G. Carl (Aye). Motion carried 4-0

**7.0 COMMUNITY SERVICES**

None

**8.0 POLICE SERVICES**

**Motion:** Councilor Carl moved that the police/administrative vehicles be made surplus and proceeds of the sale be returned to the new equipment line of the police budget. Councilor Rowland seconded the motion.

J. Rowland (Aye), Mayor Coey (Aye), G. Carl (Aye), D. Kinyon (Aye). Motion carried 4-0

Chief Martin said they had Shop with a Cop today, they took nine kids Christmas shopping where they got buy Christmas presents for their family members and themselves. They came back to Oakridge and wrapped the gifts and ate pizza. The kids had a blast.

Joy Kingsbury asked Chief Martin how the kids were selected?

Chief Martin said he had the Principal choose, they wanted kids that were doing well in school, but were underprivileged and that a police officer's example would be good for them. They are going to try to do this every year from now on.

Louis took some time off today so he could fill in at the PD today so they could do that.

The reserves will be doing more security at the OMHP, they are working with Geina on that.

## **9.0 EMERGENCY SERVICES**

Chief Hansen said they had a busy month.

The Fire Department wrapped up Toys for Tots this weekend.

They had 62 calls this last month, 58 were in the City of Oakridge.

## **10.0 REPORTS FROM BOARDS AND COMMITTEES**

None

Adjourn Meeting 8:40 P.M.

Respectfully submitted before the City Council January 7, 2016

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

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