

July 6, 2006
City Council Regular Session
Fire Hall Meeting Room
7:00 p.m.



MINUTES



1.0 CALL MEETING TO ORDER

Mayor Sue Bond called the meeting to order at 7:00 p.m.

Council Present: Sue Bond, Mayor
Carina Schorer
Don Hampton
Rayetta Clark

Council Absent: Glenn Fortune

Staff Present: City Administrator Gordon Zimmerman
Community Services Director Kevin Urban
City Recorder Chantell Hayson
Police Chief Louis Gomez
Fire Chief Jerry Shorey

2.0 CITIZEN INPUT ON NON-AGENDA ITEMS

Bill Eddie, PO Box 5763, Eugene, OR 97405: Bill is currently running for Oregon State Senate and has spent the day meeting and introducing himself to Oakridge citizens. He stated that he is looking forward to the upcoming Pioneer Picnic that will be held at Greenwaters Park on July 9th from 11:00 am to 4:00 pm and thanked the Council for allowing him to speak. He is very interested in the Oakridge Community and would like to hear about the concerns and needs of Oakridge citizens. If anyone would like to speak with Bill, you can e-mail him at BillEddieforOregonSenate@gmail.com.

3.0 ADDITIONS, CORRECTIONS, OR ADJUSTMENTS TO THE AGENDA

5.4 Oregon Liquor Control Commission (OLCC) Liquor License for the Village Café

6.1 Street Lighting

4.0 CONSENT AGENDA

4.1 Minutes of Regular Session of June 15, 2006

Motion by R. Clark and seconded by D. Hampton to approve the consent agenda. C. Schorer (Aye), Mayor Bond (Aye), D. Hampton (Aye), and R. Clark (Aye). Motion carried 4-0.

5.0 ADMINISTRATIVE SERVICES

5.1 Annual Service Awards

Gordon explained that the City has not recognized employees in the past for years of service. This year the City is recognizing each employee for his or her service in increments of five years with an award and lapel pin.

The following employees received five-year awards:

Jerry Shorey,
Tina Rose,
Stephan Ball,
Louis Gomez,
Perry Havers,
Sid Story, and
Susan Parks.

The following employees received five and ten-year awards:

Shana Vibbert and
Linda Martin.

The following employees received five, ten and fifteen-year awards:

Scott Hollett,
Mel Draper,
Cheryl Dumont, and
Floyd Stalcup.

The following employees received five, ten, fifteen, and twenty-year awards:

Jim Archer and
Carl Walker.

Chuck Kurnick, with an outstanding record with the City, received five, ten, fifteen, twenty, twenty-five, thirty, and thirty-five-year awards.

Mayor Bond presented the employees present with their awards and thanked everyone for his or her dedication and excellence in public service.

5.2 City Council Vacancy

Gordon said with the recent resignation of Councilor Shields and Councilor Chapman the Council now needs to decide whether it will fill the vacancies immediately or wait until the November elections. He further explained that if the Council appoints someone to the vacancies now, the positions would still be up for election in November.

Councilor Hampton raised a point of order and stated that the Council needs to accept the resignations of Councilors Shields and Chapman before proceeding.

Motion by D. Hampton and seconded by R. Clark to accept the resignations of Councilor Chapman and Councilor Shields. D. Hampton (Aye), R. Clark (Aye), Mayor Bond (Aye), and C. Schorer (Aye). Motion carried 4-0.

Mayor Bond proceeded to declare the two council positions as vacant and asked the Councilors present for their suggestion on filling the vacancy now or at election time.

Councilor Schorer would prefer to leave the positions vacant to allow the citizens to vote in the new councilors on Election Day.

Councilor Clark would like to see the positions appointed immediately to allow an appointee the opportunity to be involved and have an understanding of the position before going through the election process.

Councilor Hampton stated that he believes the Council is not supposed to leave the positions vacant based on the City Charter and he would be in favor of filling them as well.

Mayor Bond said the Council has had these positions nearly vacant already for too long. She would like to advertise and fill the vacancies immediately.

Councilor Schorer said that part of her reasoning is that she feels the Council would not be scrutinized as much by the citizens if the vacancies were left open for voter approval.

Mayor Bond feels that the open interview process used previously is difficult and time consuming. If the positions were to be filled, she would like to have the questionnaire given to the applicants beforehand and returned for Council review. Any specific questions could then be asked in the final interview at the Council meeting. She said this would help speed the process and make it more comfortable for all involved.

Councilor Schorer agreed that it could make the process easier but part of the issue is the process of how the Council chooses the appointment.

Chantell Hayson mentioned that a scoring system could help the process of choosing.

Councilor Clark clarified that the Council could also meet prior to the meeting to go over the applicants together to come to some consensus.

Mayor Bond stated that if the positions were to be filled, a deadline of July 27th would be necessary to allow time to review the applicants before the August 3rd meeting. She then asked if the Council is in consensus to move forward with filling the vacancy now.

Councilor Schorer stated that she is still feeling uncomfortable with the process of selection and is not in consensus.

Gordon summarized back to the Council the selection process to reflect scoring of each applicant prior to the meeting to understand Councilor Schorer's hesitation.

Councilor Schorer agreed that a more objective process including scoring would make her feel more comfortable. She then clarified that the positions would also still go to a vote of the people at the election time and Gordon concurred. Councilor Schorer agreed to appoint at the August 3rd meeting if the scoring was done appropriately.

Joy Kingsbury asked what the requirements are for applying.

Mayor Bond stated that the person must be a registered voter and have at least one year of residency in the city.

Kevin Urban suggested that the questionnaires could be labeled with numbers rather than applicant names to help keep the process anonymous until the final decision is made in the public meeting.

Councilor Hampton does not agree with just numbers because this is a public process and names should appear. He suggested covering the names on the letters and questionnaires for the Council review prior to the meeting with at least a list of names of the applicants separate. In the Council meeting the answers and scores to the questions would be reviewed with the name of the applicants.

Staff will prepare the application packets and advertisements for the papers.

5.3 City Administrator Performance Evaluation

Gordon asked the Council members to review and complete the City Administrator Evaluation Form and return to the Mayor before the July 20th meeting. The results could then be compiled and reviewed at the August 3rd meeting.

Councilor Hampton asked if Gordon preferred his review in Public Session or Executive Session. He stated that an Executive Session would help to get more candid answers.

Gordon said he would prefer the review during Executive Session. He added that an addendum to this review includes a 360-degree assessment that would come at a later date to be completed by Councilors, staff, and others. This assessment is a

professional development tool designed to help him identify his professional strengths and developmental needs for the future.

5.4 Oregon Liquor Control Commission (OLCC) Liquor License for the Village Café

Gordon explained that John Dahlberg, the new owner of the Village Café, has submitted his application for a liquor license. The background check has come back clean and the staff recommends approval of his application.

Councilor Clark declared a potential conflict of interest in this matter.

Motion by D. Hampton and seconded by C. Schorer to approve the liquor license for the Village Café, submitted by John Dahlberg. Mayor Bond (Aye), R. Clark (Aye), C. Schorer (Aye), and D. Hampton (Aye). Motion carried 4-0.

6.0 COMMUNITY SERVICES

6.1 Street Lighting

Kevin explained that he has been working on the street lighting as requested by the Council for Rainbow Road and Second Street. In talking with Lane Electric Cooperative (LEC) he has discovered that the easiest way to proceed with the project would be to hire a contractor to do the work directly with LEC. He said the Council should choose the types of lights and then allow the contractor to negotiate with them on the final pricing. This leaves the Council vulnerable in not knowing what a true cost will be until the project is completed. With this in mind Kevin proceeded to get some high and low bids from three contractors. The lowest bidder was Lantz Electric which also came with a recommendation from the LEC for work done by them in Veneta. He would like to use this information as a basis to hire Lantz Electric. He continued to add that he has found some other lights that are very similar to the ones chosen for installation that are slightly used at a much lower cost if the Council would consent.

Mayor Bond asked if the other lights are accessible for purchase later for other projects in the city.

Kevin said that they would be because they are not a discontinued item and are manufactured out of Eugene. He said the company happens to have a lot of these used ones in surplus because another city had changed the lights they were using after a few months. He said there is enough that he could even purchase some extras for any possible incidents later down the road.

Councilor Hampton asked if this project would need to go through a formal bid process.

Gordon explained that this type of project would have to cost more than \$125,000 to require a bid process and it will not exceed that cost.

Councilor Hampton asked what type of material the poles are made out of because if they are plastic, like the ones used near the University of Oregon, he would not suggest these.

Kevin said he would not purchase anything unless it was steel or aluminum. He clarified that we would only be getting the tops from Lantz Electric and not the poles themselves.

Councilor Hampton asked what types of bulbs would be installed and whether they would be energy efficient and non-polluting.

Kevin explained that LEC charges us a flat rate for street lights so the cost would not be an issue. He believes the tops may be plastic and could allow for loss of light through the tops.

Councilor Clark clarified that the cost of this was included in the projections from the Local Improvement District (LID).

Kevin said that it was included in the LID projections.

Motion by Councilor Clark and seconded by D. Hampton to approve Lantz Electric as the Contractor and to approve the purchase and use of the new lights as shown in the handouts. R. Clark (Aye), C. Schorer (Aye), D. Hampton (Aye), and Mayor Bond (Aye). Motion carried 4-0.

7.0 POLICE SERVICES

None to report.

8.0 EMERGENCY SERVICES

Chief Jerry Shorey reported that one ambulance is currently out of service due to transmission issues. He said that FireMed enrollment is now done and he is analyzing the impacts of the changes that were made to help evaluate the process for next year.

9.0 REPORTS FROM BOARDS AND COMMITTEES

Councilor Hampton attended the Middle Fork Willamette Watershed Council meeting. He said the committee is reviewing the requirements of becoming a 501C 3 nonprofit, which would remove Oakridge as the fiscal agent if they were to proceed.

Mayor Bond and Councilor Clark attended a Housing Rehabilitation meeting. She said that the Oakridge School District Air Shed and Lane County are both applying for the \$500,000 grant.

Gordon asked if the School District has conformed with the required income survey.

Mayor Bond and Councilor Clark believe that the St. Vincent de Paul has done the proper procedures in working with Ann and Ernie (from the Oregon Housing Department). She suggested that Gordon call Ann to confirm the process is being done correctly.

Gordon said he would contact Ann and discuss it with her.

Gordon reported that the Oakridge UPBEAT (Unique Program for Business Enhancement and Advancement Together) meeting today confirmed fifty-seven introductions with seventeen active clients trying to put together a new business or expand an existing business. He said this is an outstanding number of active clients for the first six weeks of the program. He continued to say that the Board is always actively looking for more members if anyone is interested in joining.

10.0 MAYOR AND COUNCIL COMMENTS

Councilor Hampton announced his appointment to the Lane County Food Policy Council as a Co-Chair. He believes this may help Oakridge in the future for many purposes including the community garden excess food distributions.

Councilor Schorer noted that she did not attend the budget committee meetings but did vote on the final approval of the new budget. She wanted to make her opinion known that she would like to see more funding in the future for the annual fireworks show. She stated that in the many years that she has been in Oakridge, she feels this event is the biggest one that brings the community together. She thinks that the city should be able to help fund this event. She understands the requirements of the Rural Tourism Marketing Program (RTMP) funds and feels that this event qualifies for funding.

Councilor Hampton said that the issue of distribution of the RTMP funds could be resolved if the Council were to take back the final process of distributing the funds from the Chamber. He feels that this event does have a stronger connection to overnight stays than some of the other events that were on the list and that could contribute to more funds going to this event.

Mayor Bond said the Council needs to think about this further and should discuss it at the next Council meeting.

Gordon suggested that the Council may want to wait to make a decision when there is a full Council.

Councilor Hampton said that the Chamber should at least be notified that the Council is considering taking back the process.

Mayor Bond said she would like to see the packet that goes to the applicants.

Councilor Schorer asked how much does the Moose Lodge help with the fireworks.

Gordon said the Moose Lodge used to fund the entire event but that is no longer the case. He said that all proceeds from the fireworks stand also goes to the event. The Circle Bar Golf Course does not contribute money but they do provide the space. The total cost runs about \$5,000. RTMP moneys in the amount of \$2,500 did go to this year's production.

Councilor Clark would like to encourage everyone to attend the Pioneer Picnic this weekend because her daughter and her two lovely grandchildren Marcus and Abigail will be in the play.

Councilor Hampton stated that the first jazz concert with Craig Marquardo at the Suislaw Bank Amphitheater was a great start to the summer. He hopes to see the participation increase with the band Misty River coming later and several other concerts as well.

Gordon reported that the jazz concert was delightful and did bring in a little over 100 people.

Kevin reported that about \$400-\$500 was raised for Relay for Life. He said that he received a lot of positive feedback on Craig and may ask him to come back at a later date.

Chief Shorey added that he has applied for a SAFER (staffing for emergency response) Grant and he hopes to have a positive report on that soon. He said a Firewise workshop will be offered on July 19th at 6:00 p.m. at the Fire Hall for anyone interested in information on protecting their homes from wild land fires.

11.0 EXECUTIVE SESSION UNDER ORS 192.660 (2)e Real Property Transactions

The Council convened into executive session under ORS 192.660 (2) (e) Property Negotiations at 8:16 p.m.

Executive session ended and Council reconvened in open session at 8:34 p.m.

Motion by Councilor Hampton and seconded by R. Clark to list the Ambulance Barn as surplus property with a minimum sell price of \$35,000. R. Clark (Aye), C. Schorer (Aye), D. Hampton (Aye), and Mayor Bond (Aye). Motion carried 4-0.

Councilor Hampton noted that there are items belonging to the Kiwanis that includes medical equipment and bike helmets that will need a new storage location soon. He would like the City to keep this in mind when developing a new storage location for the items that are currently in the old Ambulance Barn or elsewhere.

Kevin mentioned that the Willamette Activity center could also use some storage buildings as well. He said perhaps some of the rooms could be used once they are cleared out.

Mayor Bond received a letter from Northwest Real Estate Capital on renovations that will be done soon on the senior apartments located on Fern Street. They are submitting an application for tax credits and would like a letter of support from the City.

Gordon clarified that this is not a property tax credit and he write a letter for the Council. The Council was in consensus for drafting a letter of support.

ADJOURN

Mayor Bond adjourned the meeting at 8:37 p.m.

Respectfully submitted before the City Council July 20, 2006.

Signed: _____
S. Sue Bond, Mayor Date

Attest: _____
Chantell R. Hayson, City Recorder Date