

July 17, 2008  
City Council Regular Session  
City Council Room  
48318 E. First Street, Oakridge OR 97463  
7:00 p.m.



## MINUTES



### 1.0 CALL MEETING TO ORDER

Council Present: Donald Hampton, Mayor  
Rayetta Clark, Council President  
Glenn Fortune  
Randy Dreiling (absent)  
Barbara Leary  
Carina Schorer  
Amy Kordosky (absent)

Staff Present: City Administrator Gordon Zimmerman  
Pamela Hart, Finance Director/City Recorder  
Police Chief Louis Gomez  
Kevin Urban, Community Services Director  
Fire Chief Tim Demers

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

### 2.0 PUBLIC COMMENT

### 3.0 ADDITIONS, CORRECTIONS, OR ADJUSTMENTS TO THE AGENDA

6.5 Planning Commission vacancies

6.6 Water Project Discussion

**Adjourn for Executive Session 7:02 p.m.**

**Executive session ended at 7:07 p.m.**

### 4.0 CONSENT AGENDA

4.1 Minutes of Regular Session of June 19, 2008

Councilor Fortune moved to approve the consent agenda. Seconded by Councilor Clark. G. Fortune (Aye), R. Clark (Aye), C. Schorer (Aye), B. Leary (Aye), Mayor Hampton (Aye). Motion carried 5-0.

## **5.0 ADMINISTRATIVE SERVICES**

### **5.1 Acceptance of Audit**

Gordon explained the difference between the Qualified and Un-Qualified Audit.

At the end of the second page, the last sentence “we did not identify any significant deficiencies that are considered to be material (inaudible).

All of the things identified above are just notes. Look at them and figure out what you are going to do to address them but remember they are not material.

We are pleased with the outcome of the audit.

Mayor Hampton recommended that the council wait on this issue until the next meeting so they have a chance to review the audit.

### **5.2 City Administrator Evaluation**

Gordon stated that this was the process they have used for the last four years. The council was welcome to adjust, modify or approve this or whatever they wish.

Mayor Hampton stated he thought the process for the evaluation is inadequate. Evaluations should be used for improved performance. They fill out the evaluation, they compile the results and they hold an executive session where they tell the City Administrator the results and nothing else happens.

They need to set goals and follow up on them in a set timeline. This has nothing to do with our current City Administrator it has to do with process. Right now there is no motivation for the City Administrator to make any changes at all. We don't even give the City Administrator direction on how to change.

The council has never asked anyone else to evaluate the City Administrator. He would like for the other City Managers and staff to evaluate the City Administrator.

The 360 means that they get input from everyone the City Administrator works with from the top to the bottom.

Glenn Fortune stated that he agrees with a number of the points on the current evaluations that you just can't grade. I like the 360 evaluation.

Rayetta Clark stated they she thinks that the forms should be changed after a number of years. She does believe that the City Administrator has listened and made changes when directed.

Mayor Hampton, stated that True North Consulting does the 360 evaluation. I believe the Administration Committee should be in charge of the Evaluation Process and the implementation of the 360 Evaluation.

This will be something for the Administration Committee to work on.

### 5.3 Declaration of Surplus and City Garage Sale

Gordon Zimmerman stated that they are having the annual garage sale for the City of Oakridge. The council should have four different lists. This is all stuff that the City needs to get rid of.

Councilor Fortune moved to declare the property as surplus and available for sale to the public at this weekend's City garage sale. Seconded by councilor Clark.

Mayor Hampton clarified that council members are considered general citizens for participation in the garage sale, and may make purchases.

B. Leary (Aye), R. Clark (Aye), C. Schorer (Aye), Mayor Hampton (Aye), G. Fortune F(Aye). Motion carried 5-0.

### 5.4 LOC Legislative Recommendations

Gordon asked Mayor Hampton how he wanted to proceed on this. They need to choose four recommendations.

Mayor Hampton had two recommendations.

The first one was refunding the Regional Investment Board. In order to increase the amount of tax that the State gets they need to invest money in job creation and business development.

The second one was working toward an ethics policy. We have lost two Planning Commissioners here and State wide they have lost over 200 Planning commissioners or City Councilors because they did not want to fill out this form.

A discussion was held regarding the questions to present to the League of Oregon Cities. They have until August 15, 2008 to make a decision.

C. Schorer moved to recommend priority numbers B,I,O and P. Seconded by Councilor Clark.

R. Clark (Aye), C. Schorer (Aye), Mayor Hampton (Aye), G. Fortune (Aye), B. Leary (Aye). Motion carried 5-0.

#### 5.5 LOC Telecommunications Meetings

A discussion was held regarding the League of Oregon Cities Telecommunications Task Force Report and the Telecommunications Tax. The Counties have partnered with the Cities to work to manage the Telecommunications Tax and the continued revenue stream that is being lost due to cell phone and satellite dishes verses land lines and cable.

The next meeting will be on August 7, 2008 in Springfield. Mayor Hampton is planning on attending this meeting.

#### 5.6 Amtrak Station Discussion

Gordon Zimmerman explained how the Amtrak Station project was requested by the council. Contact was made with Amtrak and the requirements were explained and what the responsibility of the city would be to initiate and maintain the station.

The City would be responsible for the building of the station, the procurement of the land on which the station would sit and the building of any track that would be required by Union Pacific that would not enter freight traffic. We would pay an annual lease.

Amtrak could after a while say that this is not profitable and they don't want to stop anymore. We would not have any control over this. There used to be stop here a long time ago.

Mayor Hampton stated at this time the project would not be viable. It could be at some point in the future due to the increase in mass transit usage. The issue was tabled.

#### 5.7 Sterling Bank Request

On August 6<sup>th</sup> Sterling Bank will be holding a customer appreciation day BBQ. They would like to close the first parking spot Cedar next to the bank.

Councilor Fortune moved to close the first parking spot on Cedar next to the Sterling Savings Bank to allow for the customer appreciation day August 6<sup>th</sup>. Seconded by Councilor Leary.

R. Clark (Aye), C. Schorer (Aye), Mayor Hampton (Aye), G. Fortune (Aye), B. Leary. Motion carried 5-0.

#### 5.8 Silver Star Proclamation

This proclamation would be to honor the wounded and ill from our Armed Services.

The Councilors said that that is what Veterans Day and Memorial Day is for.

The Mayor stated he was going to sign the Proclamation. It is not going to cost us anything to do this.

#### 5.9 Census Bureau Request

The Census Bureau is trying to streamline the number of entities it must deal with for boundary changes.

Councilor Clark moved to give the duty to Lane Council of Governments to interface with the Census Bureau. Seconded by Councilor Schorer.

G. Fortune (Aye), R. Clark (Aye), C. Schorer (Aye), B. Leary (Aye), Mayor Hampton (Aye). Motion carried 5-0.

### 6.0 COMMUNITY SERVICES

#### 6.1 Bike/Pedestrian Grant Application Discussion

No changes to staff report.

Councilor Schorer moved to approve the submission of a grant to the Oregon Department of Transportation for a pedestrian and bicycle grant, and adopt Resolution number 16-2008. Seconded by Councilor Fortune.

G. Fortune (Aye), C. Schorer (Aye), Mayor Hampton (Aye), B. Leary (Aye), R. Clark (Aye). Motion carried 5-0.

#### 6.2 Oakridge Pioneer Museum/Cemetery Chipper Request

No change to staff report.

Mayor Hampton wanted to let the council know that the agency responsible for cleaning up the Cemetery is the local Kiwanis club which he is the President. He wanted to make sure everyone knew he had some connection to this request.

Councilor Clark moved to approve the chipping of brush at the Pioneer Cemetery when it can be scheduled by Public Works. Seconded by Councilor Schorer.

C. Schorer (Aye), Mayor Hampton (Aye), B. Leary (Aye), G. Fortune (Aye), R. Clark (Aye). Motion carried 5-0.

#### 6.3 Water Project Change Notice(s)

Ed Hodges was in attendance to explain any change that needed additional information.

Ed stated that we were not ready for the additional requirements Lane County had requested. The changes requested were significant. The additional charges were immense and some were incurred by Pace Engineering the rest by Public Works.

Councilor Fortune moved to approve the change orders in the amount of \$29,800.00 for Pace Engineering. Seconded by Councilor Clark.

G. Fortune (Aye), R. Clark (Aye), Mayor Hampton (Aye), B. Leary (Aye), C. Schorer (Aye). Motion carried 5-0.

#### 6.4 Adventure Race Camping Request

A discussion was held regarding what "camping" was? Is camping tents or RV's? Some of the local RV Parks were concerned about the City letting them park their RV's in the park because the RV Parks would lose money.

Kevin Urban stated that he agrees that camping should include only tents and the RV's should be at a Park.

Councilor Fortune moved to allow the participants of the Oakridge 24 Hour adventure race to camp with tents only near the picnic shelter and pay the required fee for 21/2 days. Councilor Clark seconded the motion.

Mayor Hampton (Aye), G. Fortune (Aye), R. Clark (Aye), C. Schorer (Aye), B. Leary (Aye). Motion carried 5-0.

#### 6.5 Planning Commission vacancies

Kevin Urban respectively requests that we get permission to advertise for three Planning Commission Vacancies.

Councilor Schorer moved to allow Staff to advertise for three Planning Commission Vacancies. Seconded by Councilor Leary.

B. Leary (Aye), R. Clark (Aye), C. Schorer (Aye), Mayor Hampton (Aye), G. Fortune (Aye). Motion carried 5-0.

#### 6.6 Water Projects

Ed Hodges passed out an internal memo he wrote to the Senior Engineers at Pace engineering regarding the additional funded available for infrastructure improvements. The city has the option to borrow additional funding of 3.1 million at the same terms. OECD would use the same financials for approval of the new loan. Mr. Hodges

continued to explain what other projects could be benefited from the additional funding. Major deficiencies are noted in the corroded pipes, and lack of storage water. A City the size of Oakridge requires at least 3 million gallons of stored water. Additional storage should be considered in the Industrial Park. Right now the Industrial Park does not have enough water storage on hand.

Gordon explained that the rates would have to be increased. He stated that we could implant a 2.00 rate every October for 3 years.

Councilor Clark is concerned about the older people who are on fixed incomes. This will be very hard on them. They count on every dollar they get.

Mayor Hampton was concerned that we are short two councilors tonight.

Gordon stated that they are not looking for a resolution to pass tonight, they are looking for direction.

The discussion continued on the need for the water to support the Industrial Park and additional requirements for fire protection.

Councilor Schorer asked if this was something that no one thought about before. Is this something that just came up?

Kevin stated that this is something that did just come up. They have a sprinkler company up to look at the boat building and they need to hook the sprinklers back up. They will need to do a fire flow test out there to make sure they have enough water pressure and availability. There is a small tank out there that holds about 100,000 gallons and we can probably run to that and back out.

Kevin stressed that if we turn this down we won't get this opportunity again especially at 1%.

Councilor Fortune stated that when the big building out there gets built and employees come in, instead of paying 1% we will be paying more on the market of 5-6% to fund it because we have to put it in. If we don't keep up with inflation and our system we will pay more money down the road.

Councilor Schorer asked if we could implement a payment discount for low income seniors who are on Social Security.

Councilor Clark stated that that would be hard to prove. Some seniors receive Social Security and retirement benefits.

Ed Hodges stated that the City of Oakland neglected their water and sewer systems for years and they were eventually forced to upgrade them both simultaneously and their water and sewer rates between 2001 and 2004 went from \$38.00 to \$109.00.

There was discussion about how much Public Works is saving us by putting in the pipes themselves, about 300,000 dollars.

The council agreed to move forward with the project and funding.

## **7.0 POLICE SERVICES**

Chief Gomez wanted to thank the person who spoke with the representative with Law Publications. He came through and got a very good reception from the community in regards to advertisements for publications for teenagers about bullying, drugs and these types of issues. We will receive about 300-400 of these publications to be distributed to the youth of the community.

Princess, our drug dog was certified by the State of Oregon so she can actually sniff cars now for drugs.

## **8.0 EMERGENCY SERVICES**

Tim Stated that the weekends have been fairly busy for them. The staff has been participating and providing ambulance and fire services. Last weekend it was the Larison Rock Hill climb and they have had the events in the park also.

Mayor Hampton asked about Firemed.

Tim stated that it has been successful and more have signed up this year than last year.

## **9.0 REPORTS FROM BOARDS AND COMMITTEES**

Councilor Clark reported on the Administration meeting. They discussed the Quiet Zone and they we are waiting for response from the County. We discussed the bulletin board at the library and they recommend that we should have a disclaimer stating that we don't endorse what is on here. We discussed the library and the conversion and restructuring of the funds for audit purposes. They are looking for options for health insurance. The next meeting will be held on August 21<sup>st</sup> at 10:30 a.m.

Chief Gomez reported on Community Services. They discussed the possibility of fuel surcharge to help generate additional revenue with a citation.

Councilor Fortune reported on the LRAPA meeting. They discussed burning regulations. We had the evaluation of the Director in Executive session.

## **10.0 MAYOR AND COUNCIL COMMENTS**

Councilor Fortune stated that he is amazed by the attraction of the Fish Hatchery.

Mayor Hampton stated Councilor Dreiling requested a 6:00 pm start for the 21<sup>st</sup> of August meeting.



Every one agreed that this would be fine.

A recent letter from the IRS stating that many have not filed the stimulus return and could result in a loss of up to 47, 000 in our community. There is help for people who don't know how to file for this. Mayor Hampton gave the information to Joy Kingsbury.

**11.0 EXECUTIVE SESSION UNDER ORS 196.220 (2) (d) Labor Negotiations and  
(2) (e) Property Negotiations**

Session started at 9:10 p.m.

**ADJOURNED FROM SESSION AT 9:20 p.m.**

Respectfully submitted before the City Council August 7<sup>th</sup>, 2008.

Signed: \_\_\_\_\_  
Donald E. Hampton, Mayor

Signed: \_\_\_\_\_  
Pamela S. Hart, City Recorder