



May 5, 2011  
City Council Regular Session  
City Council Room  
48318 E. First Street, Oakridge OR 97463  
7:00 p.m.



# MINUTES

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## 1.0 CALL MEETING TO ORDER

Council Present: Don Hampton, Mayor  
Gerald Shorey, Council President  
Daniel Barclay  
Ernest Baszler  
Rayetta Clark  
Amy Kordosky  
Glenn Fortune

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

Mayor Hampton called the meeting to order at 7:00 p.m. The Pledge of Allegiance was said.

## 2.0 PUBLIC COMMENT –

Skip Baker - 76326 Klohn Rd. - said he was here on Robert Moe's behalf and inquired about a police department issue. Gordon said the personnel issue was investigated and the matter was closed. The matter has been reported back to Mr. Moe in writing.

Del Spencer - 48374 E. First St. - asked what input the committee had suggested in regards to the baby grand piano being bought and put in the Community Building at Greenwaters Park. He said he notices that when an issue comes up it is referred to a committee and the meetings are held by these committees in the middle of the day and are hard to get to. He sometimes wishes things could go back to the old ways of bringing issues before the Council, having them discuss the issue, and then make a decision.

## 3.0 MAYOR AND COUNCIL COMMENTS –

Councilor Barclay said the piano has already been bought. He said Mr. Zimmerman and the Mayor were right in their saying the police matter was a personnel matter. He also wanted to let Rustie Ackland know the Easter Egg Hunt went great. The turnout was good and it was a well organized event. He said the Easter Bunny (Councilor Amy Kordosky) showed up and did a good job.

Councilor Clark said the Tree Planting weekend was enjoyable. She rode in the parade in the fire truck.

Mayor Hampton said his advice to the Council and the other Budget Committee members is to read the budget document before the meeting on Monday. He said the most efficient way to get answers to any questions was to go to the City Administrator for answers before the meeting.

Councilor Shorey said many times members are unsure of their role and what is expected of them. He asked if a mini training session could be held at the beginning of the meeting.

Mayor Hampton said he did that last year and will do it again this year as there are new members on the Budget Committee.

Councilor Barclay asked about the progress on the audit. Gordon said the auditors still have it and we are waiting for the rough draft.

#### **4.0 ADDITIONS, CORRECTIONS, OR ADJUSTMENTS TO THE AGENDA - None**

#### **5.0 CONSENT AGENDA**

##### **5.1 Minutes of Regular Meeting April 21, 2011**

**Motion:** Councilor Clark moved to approve the Consent Agenda. Councilor Baszler seconded the motion. G. Shorey (Aye), E. Baszler (Aye), Mayor Hampton (Aye), G. Fortune (Aye), R. Clark (Aye), D. Barclay (Aye), A. Kordosky (Aye). Motion carried 7-0.

#### **6.0 ADMINISTRATIVE SERVICES**

##### **6.1 City Administrator Evaluation**

The City Administrator evaluation has been done in a variety of ways over the past few years. He said the way recommended by the Administration Committee is in the Council packets. He said if that way is not satisfactory, now is the time to speak up.

Councilor Barclay said he would like to see an input/output type of evaluation. He wants the City Administrator to participate in the process for a more accurate assessment. He wants to see the Administrator write up a summary of his accomplishments and areas needed improvement.

Councilor Fortune said that's the way it has been done in the past and the contents of the packet are a guideline for doing the evaluation.

Mayor Hampton said he sets a deadline for the Council to get completed evaluations to him so he can compile a report for each section with a numerical value. Then the ratings and comments are discussed in Executive Session. He said if the Council feels they need input from the City Administrator before the evaluations are filled out, he is sure Gordon would be willing to submit a summary to the Council.

Councilor Barclay said the City Administrator's contract calls for annual reviews. He wants the time frame for the evaluations to be done in March or April so the review is done before the next contract renewal.

Mayor Hampton said he has set timelines for the evaluations to be completed by the Council and has had trouble getting evaluations by the deadline. He wants to set deadlines now to give

plenty of time for evaluations to be finished and returned to him. He would like the completed Council evaluations by July 7th and the discussion of the results at the July 21<sup>st</sup> Council meeting.

## **6.2 Goal Adoption**

**Motion:** Councilor Fortune moved to adopt the Goals for the 2011-2012 Fiscal Year. Councilor Barclay seconded the motion. A. Kordosky (Aye), Mayor Hampton (Aye), D. Barclay (Aye), G. Shorey (Aye), G. Fortune (Aye), E. Baszler (Aye), R. Clark (Aye). Motion carried 7-0.

**7.0 COMMUNITY SERVICES** - No report.

## **8.0 POLICE SERVICES**

Chief Gomez said they took in forty pounds of prescription and over-the-counter drugs during the DEA National Drug Take Back event held during Tree Planting weekend. He said they have taken a total 105 to 110 pounds between the two drug take back events they have held. Chief Gomez said they held the interviews for the Municipal Court Judge and Court Clerk today and more information would be available soon.

## **9.0 EMERGENCY SERVICES**

Chief Demers wanted to say thank you from Emergency Services for making the parade a success. He wanted to thank the Easter Bunny for being on time so they could deliver her to Greenwaters Park.

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

Administration – met and discussed the evaluation process for the City Administrator.

Community Services – met and discussed the sign ordinance changes. They recommended doing the process the way it is, which is to go before the Planning Commission and then the City Council. They said if someone has questions they should go to the appropriate department head for answers. (Addition by Councilor Kordosky: The Community Services Committee recommends the City Council go with the Planning Commission recommendations on the Sign Ordinance changes.)

They discussed the dental clinic. They want to bring it back to the next meeting as they are exploring other options and have no recommendations yet. The Council agreed by consensus that they did not want the converted storage container owned by Hayden Dental on the property next to the Oakridge Fire Station.

Councilor Clark said she took a drive out to Hyland Lane in her little car and had no problems with potholes. She said it looks like any other gravel road in the area. She reported that there is no cause for a turn lane on the highway for the school bus, and that would be an ODOT issue anyway.

The baby grand piano has been purchased and placed at the Community Building at Greenwaters Park. This is the perfect place for it, as the building has been remodeled, restored and is being used for more events. The old piano has been placed in Room 10 at the Willamette Activity Center.

Public Safety – had meeting April 27<sup>th</sup>. They discussed the letter from the District Attorney and new Sheriff wanting to schedule a town hall meeting. They decided they did not want to do that, as it did not have an impact on the City of Oakridge.

The committee discussed the comments concerning potential outsourcing of police services to the Sheriff's Department. The Chief of Police spent considerable amounts of time evaluating other cities of comparable size that contract to a Sheriff's Department. They looked at Aumsville, Creswell, Veneta and Hubbard. In addition, they looked at the crime rates of these cities as well as Oakridge. They found that Oakridge is one of the safest cities in the State with one of the lowest crime rates. They found this information on RecordsPedia.com. They also discussed response times. The information they compiled is:

Creswell has 3 ½ employees from the Sheriff Department at \$287,000 per person.

Hubbard has 6 officers and 1 clerk at a cost of \$845,146 with no dispatch, jail, or code enforcement.

Aumsville has 5 officers and 1 clerk at a cost of \$725,000 to \$745,000. They also have one reserve officer that uses \$20,000 of that budget.

Oakridge has a budget of \$1 million which pays for a Police Chief, a Deputy Police Chief, four officers, a Communications Sergeant, four dispatchers, a Code Enforcement Officer, 24-hour patrol, local control in regard to policy and direction, jail space, personnel to oversee the local prisoners, the ability of the Municipal Court Judge to sentence people to local lock up, fines and forfeitures stay locally, and dispatch for Fire, Code Enforcement, and Public Works. Another benefit is having trained personnel that are usually first on scene and can provide support prior to EMS arrival, can clear a scene before the EMS arrive, and can drive an ambulance in case of employee or volunteer shortage.

The recommendation of the Safety Committee is to leave things the way they are with the Police Department in Oakridge.

Mayor Hampton suggested bringing the information to the Budget Meeting for the people who did not make it to the Public Safety meeting.

They are still working out the details for the Safer Grant for \$600,000 for 4 years of funding.

Councilor Baszler recognized Don Hadley to speak. Mr. Hadley apologized for not making it to the Public Safety meeting. He also asked if each Budget Committee member could be supplied with a booklet he found online at the Secretary of State's website which describes the budget processes.

The cattery is almost done. They are just waiting for a work party to complete the sheetrock.

LCOG – met last week. There was a discussion by the Senior and Disabled Director Kay Metzger. This agency makes up 43% of the Lane Council of Governments budget. There was some discussion by the consultant LCOG hired to help improve internal and external communications.

Chamber of Commerce – meet on May 16<sup>th</sup>.

Watershed Council – the Operations Manager of the Watershed Council decided to finish her dissertation and take care of her new child. She has resigned and they have hired a replacement. They gave help at Tree Planting and are preparing for Outdoor School next week.

LRAPA – have been advertising for the Oakridge Advisory Committee. The Budget Committee approved the budget and sent it on to the Board.

Trails - GOATS meets May 9<sup>th</sup>.

Tree Planting - wrap up meeting is June 7<sup>th</sup> to evaluate this year's Tree Planting Festival. The public is welcome to attend and give input for improvements for next year. Mayor Hampton said the Meyer Memorial Trust people want to have their meeting on the same day. He said he will split his time between both meetings.

OEDAC – met April 26<sup>th</sup>. Three members and Gordon were present. They discussed getting a hold of Ross Hawkins. They are continuing the recruitment of Greg Demers. Next meeting is May 24<sup>th</sup> at 12:00 p.m. at Manning's Café. Mr. Phipps said they are going to change their meeting place for May 24<sup>th</sup> to the A&W restaurant.

Team Oakridge – OWL (Oakridge Westfir Leaders) meets next Wednesday, May 11<sup>th</sup> at 4:00 p.m. to discuss the creation of the Community Calendar.

Regional Fiber – nothing.

Parks, Trails and Trees – meet May 12<sup>th</sup>.

ACT - need to appoint four more people and the ACT will be complete regarding members. Members will start some instruction on learning about the State Transportation Improvement Plan.

Lane Economic Committee - reported last meeting. Gordon will presenting information about Oakridge at the next meeting.

HUB - they have hit a big wall. After all the meetings, no one at ODOT knows who is responsible for property next to the highway. Their question has been sent to the Sections Department and they will notify them of the outcome.

UBRA - reported at last meeting. Board meeting at the end of the month.

**ADJOURNMENT:** The Council adjourned at 8:03 p.m.

Respectfully submitted before the City Council May 19, 2011.

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

Signed: \_\_\_\_\_  
Ruthann Plumlee, City Recorder