



February 16, 2012  
City Council Regular Session  
City Hall Council Chambers  
48318 E. 1<sup>st</sup> St.  
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: Robert DeLong, Interim City Administrator  
Tim Demers, Fire Chief  
Louis Gomez, Police Chief  
Ruthann Plumlee, City Recorder/Finance Director

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

## 2.0 PUBLIC COMMENT

### 2.1 General Public Comment

Gene Hilleman - 47800 School St. - said some rules need to be put out about the library. There are so many rumors out there and the facts need to be put out.

Sandy Price - Oakridge - declined to comment.

Sherry Klosterman - 48314 Hills St. - said there have been problems about an at-large dog that is vicious. She wanted to know who would take care of this issue if she called the police department.

Mayor Hampton said he could speak a little about the library. He said the person who said we need to have a trained librarian and so forth was reading the definition of a state library. This is a municipal library. This library has never had a trained librarian. He said the grant and match money is up to the City Administrator to figure out how that gets paid.

Mayor Hampton said as far as the dog issue, we still have control over our police department. He asked if someone has called the police about this dog before. If not, they need to call so the police can act on it.

Councilor Barclay asked Deputy Chief Scobert how they handle vicious dog complaints. Deputy Chief Scobert said they respond to all vicious dog calls and deal with them appropriately.

## **2.2 Water Rate Public Comment**

James Affa - 76340 Garden Rd. - said he remains unclear for the reason for the increase. He said he realizes that the reserve needs to be built up. He said if the increase is to raise reserves only he would like to see a sunset date on the increase.

Larry Phipps - 76587 Westoak Rd. - said he was disappointed in the Council. He said in 2002 when he was removed from the Council, there was a \$750,000 surplus in the water and sewer fund. He said today it's (\$128,000) according to the figures. The water rates were 60% then of what they are today and they were able to accrue a surplus. He asked what happened to the surplus. He said you have to give the City Administrator direction on what you want done to fix the problem.

Mayor Hampton said the City Administrator will give a detailed report of his analysis at the next Council meeting. He said the reason for raising the rates would be for a reserve fund. He saw no problem with stopping the increase after the goal reserve amount was reached.

Interim City Administrator Robert DeLong said he will have his report for the next meeting. He said we are trying to keep the rates low while still having the money to meet the expenses of providing the service. He said they are conscious of the impact on citizen's pocketbooks. He said as of today the year-to-date resources in the Water Fund are \$488,000. He said the expenses year-to-date are \$519,000. He said we are currently \$30,000 in the hole.

## **3.0 MAYOR AND COUNCIL COMMENTS**

Councilor Barclay said the library match fund amount has been met through Mrs. Beasley. He said per the audit from 2008-2009 the Water Fund had \$350,000. That was enough to pay the bond for two years. He said his concern with the water rates is the sewer has problems also with leaks into the inflow system. He said he won't vote for a dime in rate increases.

Councilor Baszler said he has a list of suggestions to go over in a work session.

Mayor Hampton said most of the items are budgetary things and should be brought up at the budget meetings.

Councilor Shorey said he is confused. He said the current Water Fund figures are in the hole. He wondered if we are already in the hole how are we going to recover before the end of the Fiscal year? He said at the January 4<sup>th</sup> Council meeting he suggested they have one Council business meeting and one Work Session per month. He said if business came up that needed to be taken care of at the second meeting they could change it to a business meeting.

**Motion:** Councilor Shorey moved that the Council have one business meeting and one work session per month. Councilor Baszler seconded the motion. G. Fortune (Aye), R. Clark (Aye), G. Shorey (Aye), D. Barclay (Aye), A. Kordosky (Aye), E. Baszler (Aye), Mayor Hampton (Aye). Motion carried 7-0.

Councilor Fortune said at the last meeting the Council was chastised for not knowing the statutes that the City is operated by. He said he researched the list of statute numbers that was said. He said his challenge regarding this is that if someone comes before a body and suggests that body is in violation of certain statutes that that person be correct in the statutes being violated. He said he doesn't mind being chastised. He found that only a small portion of them pertains to cities such as ORS 221. He said another concern was the comment that they were in violation of Executive Session and named the reason they were meeting. He said his concern is that when they go into Executive Session there is a trust that the discussion will remain confidential. He loses trust in the Council and the news media as they were the only ones present for the discussion. He said the comment about resolution and ordinance not being defined in statutes was correct. He could not find where it was defined either. He did find the words resolution and ordinance used in a number of statutes. He went to Black's Law and the definition of resolution is an alteration of the rules. This is what they do. He said if they don't use resolutions they cannot appropriate money during the budget. He said if someone wants to accuse the Council of violating the law, be definitive of what they are violating.

Mayor Hampton said the Dead Mountain Echo needs to print a correction. It is not the Kiwanis that sponsors the Mini Olympics during Tree Planting, it is the Forest Service. He said the Fire Station will be the drop point for Hazardous Waste Roundup on March 17<sup>th</sup> from 9:00 a.m. to 2:00 p.m. The League of Oregon Cities sent out the information for the student contest "If I Were Mayor". Mayor Hampton said he passed it along to the Superintendent. He said he passed it out to other administrators and teachers. He said they are asking for kids to come up with ideas for after school activities this year. He will present the local winner with an award. Then it goes to the League of Oregon Cities. The winner of the state competition wins a laptop. He said coming on March 3<sup>rd</sup> is the Oakridge Feast. It's an attempt to get interested food people to come to a meeting at the United Methodist Church from 10:00 a.m. to 4:00 p.m. There will be a panel to talk about food issues and a meal served that is prepared by a local place or that uses local products. There will be time for community members can get together and discuss ways to eliminate or reduce hunger and nutrition issues in the community.

### **3.1 Adopting Council Goals for Calendar Year 2012**

**Motion:** Councilor Fortune moved to adopt the eleven (11) listed goals for the 2012 calendar year. Councilor Clark seconded the motion.

Councilor Barclay said he would like goal #2 removed. Mayor Hampton said if there were no objections it would be done by friendly amendment. No one on the Council had any objection.

Councilor Shorey said he would like to see Begin Strategic Plan added. Mayor Hampton said if there were no objections it would be done by friendly amendment. No one on the Council had any objection.

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.

### **3.2 Appointing Budget Committee Members**

**Motion:** Councilor Fortune moved to appoint Dawn Kinyon and Teresa Freborg to the City's Budget Committee. Councilor Kordosky seconded the motion.

Councilor Barclay said the applicants were all very well qualified. Mrs. Kinyon asked about volunteering some meetings ago. He said accounting experience doesn't matter to him. It's the dedication and willingness to put in the effort that's important.

Councilor Shorey said it was a pretty good roster of candidates. He said the applicants that were not chosen he hopes will be interested in volunteering in other areas.

R. Clark (Aye), G. Shorey (Aye), G. Fortune (Aye), A. Kordosky (Aye), D. Barclay (Aye), Mayor Hampton (Aye), E. Baszler (Aye). Motion carried 7-0.

Mayor Hampton said it's up to the City Administrator to notify the people and come up with a meeting schedule.

**Motion:** Councilor Shorey moved to appoint City Administrator Robert DeLong as Budget Officer for the 2012-2013 budget. Councilor Fortune seconded the motion.

Councilor Barclay asked Mr. DeLong if the last day of his contract was June 17<sup>th</sup>. Mr. DeLong said yes. Councilor Barclay said they usually vote on the budget the last week of June. Mr. DeLong said he has been working on a proposed budget calendar that he will have for the Council at the next meeting. He has the completion of the budget process set for before he leaves.

Mayor Hampton (Aye), R. Clark (Aye), G. Shorey (Aye), E. Baszler (Aye), G. Fortune (Aye), D. Barclay (Aye), A. Kordosky (Aye). Motion carried 7-0.

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

Add 6.2 Food Box Truck Parking  
Add 6.3 Room Tax Application Process  
Add 6.4 Pauly Rogers Engagement Letters  
Add 6.5 Siuslaw Bank Authorizations

#### **5.0 CONSENT AGENDA**

##### **5.1 Minutes of Regular Council Meeting of February 2, 2012**

**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**

##### **6.2 Food Box Truck Parking**

Councilor Clark said they received a letter from the Food Box people saying the truck had been vandalized and gas stolen while parked at the Willamette Activity Center. They are requesting that the truck be allowed to park at the old public works building where the Diamond Express Buses are parked.

Mayor Hampton said Chuck Kurnick could provide them with a key to the gate.

**Motion:** Councilor Clark moved allow the Food Box truck to be parked in the old public works building parking lot. Councilor Baszler seconded the motion.

Councilor Barclay said the person or people vandalizing the food box truck are disgusting pieces of humanity.

R. Clark (Aye), G. Shorey (Aye), Mayor Hampton (Aye), A. Kordosky (Aye), D. Barclay (Aye), G. Fortune (Aye), E. Baszler (Aye). Motion carried 7-0.

### **6.3 Room Tax Grant Application Process**

Mayor Hampton said we get two distributions from the County. One is traditionally \$10,000 that has been given to the Chamber of Commerce. The other is the one we are talking about. This program has to do with increasing overnight stays in the area from events held. He said the Chamber of Commerce has done the screening process and given a recommendation to the Council. He asked if the Council wants the Chamber to continue doing the screening. Mayor Hampton said the amount fluctuates but \$10,000 of it is distributed to the event applicants and the rest goes into the Parks Fund for the Concerts in the Park events.

Councilor Barclay said he sat in one year while the Chamber was screening the applications and it was less “bloody” than he had expected. He said the Council should participate in the screening process.

Councilor Fortune suggested that Councilor Barclay be the City representative for the Chamber of Commerce screening process. Mayor Hampton said Councilor Barclay was appointed.

### **6.4 Pauly, Rogers Letters of Engagement for Audits Fiscal Years 2010-2011 and 2011-2012**

Mayor Hampton said the auditors have the cost of the 2010-2011 audit at \$21,750 and 2011-2012 audit at \$23,000.

Councilor Barclay said we have to get these audits caught up. His concern is the budget allowed \$24,000 for audits and that has been overspent. He wants to know where the money is going to come from to pay for these audits.

Councilor Shorey said the audits need to be done by June or we won't be able to borrow any money to get us through. He asked where the money was going to come from also. He said we need to figure what we are taking the money away from to pay this.

Councilor Fortune asked if the money we budgeted for audits for 2008-2009, 2009-2010, and 2010-2011 was spent.

Mayor Hampton said the City Administrator was directed to ask for a partial refund from Jones and Roth as they did not do the work they were supposed to. He said that could be where part of the money will come from to pay for the audits.

Mayor Hampton said this is not an option. The audits have to be done. He said Ms. Couch has a good rapport with the auditors and things should go quicker and smoother.

Councilor Barclay said the cost for the second audit should be cheaper than the first one and its not.

Mayor Hampton said inflation could account for the cost difference.

The City Administrator said in his opinion the Council did not have a choice. He urged them to approve this. His said everyone is watching to see what we do. He said the banks and State Audits Division are watching. He said Pauly, Rogers and Tiffany are in communication and Pauly, Rogers is in communication with the State Audits Division. He said by March 12<sup>th</sup> one of these audits will be under way. He said he would urge the Council to approve both these letters so we can continue on the path of correction that we started.

**Motion:** Councilor Fortune moved to approve the letters of Engagement from Pauly, Rogers for audits for Fiscal Years 2010-2011 and 2011-2012. Councilor Baszler seconded the motion.

Councilor Barclay asked the City Administrator if the money for the 2011-2012 audit wouldn't be paid until the next fiscal year. Mr. DeLong said he would contact the auditors to verify that.

D. Barclay (Aye), A. Kordosky (Aye), G. Fortune (Aye), G. Shorey (Aye), Mayor Hampton (Aye), E. Baszler (Aye), R. Clark (Aye). Motion carried 7-0.

#### **6.5 Siuslaw Bank Authorizations**

The City Recorder said that changes cannot be made to any of the City's bank accounts until the Account Representative has been changed from the previous City Administrator. She recommended that the Interim City Administrator Robert DeLong be named the City's Representative for the City's bank accounts and also be named a check signer.

**Motion:** Councilor Fortune moved to name Robert DeLong, Interim City Administrator, as acting account representative for the City's bank accounts at Siuslaw Bank and Sterling Bank and that Mr. DeLong also be a check signer for the City's bank accounts at Siuslaw Bank and Sterling Bank. Councilor Shorey seconded the motion. G. Shorey (Aye), Mayor Hampton (Aye), E. Baszler (Aye), D. Barclay (Aye), G. Fortune (Aye), R. Clark (Aye), A. Kordosky (Aye). Motion carried 7-0.

#### **7.0 COMMUNITY SERVICES**

No report.

#### **8.0 POLICE SERVICES**

No report.

#### **9.0 EMERGENCY SERVICES**

No report.

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

Administration - no report.

Community Service - had one of the best Community Services meeting they ever had. The Department Heads and City Administrator and two public members attended the meeting. They came up with a list of volunteer opportunities. They include cleaning up trash at the parks, feeding and watering the animals at the kennel that have been picked up, park maintenance which includes trash, cleaning bathrooms, mowing and weeding. They want to implement a Neighborhood Watch. The Fire Department always needs volunteers. The Library needs volunteers and cleaning the building. They decided on a Volunteer Coordinator to schedule and supervise the volunteers. They named Gene and Celia Hilleman as the coordinator. They will be doing some advertising and information pieces about this. People interested in volunteering need to go to City Hall and pick up a Volunteer Application. They discussed re-implementing the chipper program, but that will not be done by volunteers due to the danger. This will be done by a park caretaker hopefully. They discussed charging a fee for the service.

Councilor Shorey asked if it was possible to have volunteer police like Eugene does. Deputy Chief Scobert said that is a more stringent process and they would need a background check, fingerprints, and an agility test.

Public Safety - the Dead Mountain status update is they are waiting on the okay to buy materials needed for the work that is left. The Dispatch will start being done by the Lane County Sheriff's Office on March 1<sup>st</sup>. Part of the committee has been formed to work on the Emergency Plan. The committee members include Faithe Simington, Sherry Klosterman, Councilor Shorey, Chiefs Gomez and Demers, and Kent Dockery. Their next meeting is March 8<sup>th</sup>. They will be reviewing where they are on the Municipal Court.

LCOG - no report.

Chamber - will have general meeting February 20<sup>th</sup>. They have no Treasurer yet.

Watershed - planning a retreat in May in the area. They published their Annual Report.

LRAPA Advisory Committee - no report. Councilor Fortune is on the Budget Committee.

GOATS - new board members. The 3<sup>rd</sup> weekend of each month they have work parties. They are working on the Salmon Creek reroute trails. McCredie Hot Springs is getting a face lift as well as Hardisty. They are trying to establish a Mountain Bik Alliance in the area with other mountain bike groups in Oregon. They asked about adopting parks as they want to adopt Diamond Park and maintain that.

Tree Planting - update is in the Dead Mountain Echo.

Library - no meeting. They will meet again March 6<sup>th</sup>.

ODEAC - meet February 21<sup>st</sup>.

Parks, Trails, & Trees - met same time as G.O.A.T.S. No report.

ACT - Councilor Barclay filled in for the Mayor. ODOT said they cannot continue their current spending levels. They said they need to get smarter in their spending. Union Pacific rider numbers have gone up. ODOT will consolidate projects instead of doing one at a time.

LEC - will meet next month.

UBRA - no report.

HUB - no report.

Councilor Fortune asked if they had skipped over item 6.1. The Council found they had.

**6.1 Interim City Administrator Public Communication Proposal.**

Mayor Hampton said the Interim Administrator wants to write a piece as to what his plan is to meet the challenges he has identified.

**Motion:** Councilor Shorey moved to authorize the Interim City Administrator to write an op-ed piece for the Dead Mountain Echo. Councilor Clark seconded the motion.

Councilor Barclay said he didn't need to know this. He said by all means go ahead and write something. He suggested that it be put in the newsletter to go out with the water bills.

E. Baszler (Aye), R. Clark (Aye), G. Fortune (Aye), A. Kordosky (Aye), Mayor Hampton (Aye), G. Shorey (Aye), D. Barclay (Aye). Motion carried 7-0.

**ADJOURNMENT:** The Council adjourned at 9:05 p.m.

Respectfully submitted before the City Council March 1, 2012.

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

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