



December 20, 2012
City Council Regular Session
City Hall Council Chambers
48318 E. 1st St.
7:00 p.m.



MINUTES

1.0 CALL MEETING TO ORDER / PLEDGE OF ALLEGIANCE

Council Present: Gerald Shorey, Mayor
Glenn Fortune, Council President
Daniel Barclay (absent)
Ernest Baszler
Rayetta Clark
Amy Kordosky
Terry Callahan

Staff Present: Louis Gomez, City Administrator
Tim Demers, Fire Chief
Dale Scobert, Chief of Police
Jackie Taylor, Assistant Planner / Public Works Secretary
Susie LaDuke, Interim Finance Director/City Recorder

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

2.0 PUBLIC COMMENT

Leo Robb, PO Box 156 Oakridge- Do not waste the money moving HVAC units; he does not want them under the deck where people are going to be reading books. We have a lack of volunteers; one thing we used to have is a siren on top of the old station. He would like to try to get another one for the Volunteers. We need everyone we can get; it would give us the ability to get more firefighters to a scene.

3.0 MAYOR AND COUNCIL COMMENTS

Councilor Callahan thanked the Mayor and Council for appointing him and thanked the citizens for getting involved.

Councilor Fortune wished everyone a Merry Christmas and a Happy New Year.

Councilor Clark said the Light Parade was beautiful.

Mayor Shorey presented Councilors Kordosky and Callahan with plaques for their service to the Council and the Community.

Councilor Barclay was absent.

4.0 ADDITIONS, CORRECTIONS, OR ADJUSTMENTS TO THE AGENDA

7.2 Contract Amendment for Labor Monitoring Standards

7.3 Move City Council Meetings to the WAC

7.4 Planning Commission Positions

5.0 CONSENT AGENDA

5.1 Approve Minutes from the December 6, 2012 Council meeting

Motion: Councilor Fortune moved to approve the December 6, 2012 City Council minutes. Councilor Clark seconded the motion.

Mayor Shorey (Aye), E. Baszler (Aye), T. Callahan (Aye), G. Fortune (Aye), R. Clark (Aye), A. Kordosky (Aye). Motion carried 6-0

6.0 ADMINISTRATIVE SERVICES

6.1 City Administrators Report

Louis spoke with the City Attorney; the foreclosure is still in progress for Atherton, they are asking for more documents.

Louis is still working on the Surety Bond, they asked for more documents which Louis sent to them.

The Engineer has completed his analysis for the Salt Creek Canal; he has given us four or five options to look at, the Steering Committee will be reviewing those options. Upon review we will be bringing something to the Council for review.

Louis wanted to make sure there were no objections with the Council that he take the week of Christmas off.

No objections.

6.2 City Recorder-Finance Report

Susie showed the Council our cash position, which they probably like the looks of. In the Siuslaw account we currently have \$864,808.88, the Safer Grant account has a little over \$30,000, the Ambulance account has \$64,619 and the Sterling account has \$45,000. The LGIP has stayed the same.

We have heard from the auditors and are working on the draft of the last audit, so we are on our projected timeline.

Susie handed out Certificate of Elections to the new Councilors; they have to be presented before they are sworn in.

Louis said this is statutory and all the years he's been here this is the first time these have been presented.

Louis wanted to add in regards to the donor money; we have a number of checks that have not been picked up and out of fairness before we close out this account he has asked Susan to go ahead and try to mail out the rest of the checks.

Susan said she is going to try to get a volunteer to come in call the people first, so they can come in and sign for the checks.

Celia Hilleman volunteered to come in and make the phone calls.

Mayor Shorey asked for a list of the volunteers who helped distribute the money. Susan will get him the names.

6.3 Strategic Plan Discussion

Louis said for the past three or four months we have discussed putting together a Strategic Plan for the City. We did make an attempt at it in 2003-2004, Kevin Urban worked on a Capital Outlay plan that was excellent, but we didn't execute it. This time we are working on bringing in a third party facilitator to assist us.

The third party facilitator will be doing surveys with the community asking what is most important for the City. They will probably talk to Louis and some of the Council also.

Those are the first pieces, they will try to get a grant through the Ford Family Foundation, and the process will probably cost around \$6,000 and \$7,000. The Ford Foundation will give up to \$5,000.

Louis is hoping to get this going by the 2nd meeting in February. This will help us lay out what we think is most important and how to get there.

Mayor Shorey is looking forward to getting a Strategic Plan in place.

6.4 Chapter 30- Council Rules

Mayor Shorey said he threw this on you last minute; Chapter 30 is an ordinance that governs the activity of the Council. Ordinance 680; this was codified in 2003 or 2004.

The Ordinance says the Mayor will not vote, the charter was changed in 2010 and has been cleaned up.

Title 3, Administration; he would encourage the council to look at this before the next meeting.

7.0 COMMUNITY SERVICES

7.1 Library Card Annex Fee

Louis said there has been a lot of discussion for the people that live outside the City limits to have the ability to use the library. One of the ways to do that is to have a Rural Annex; it is separate from the library itself. They will need a library card and the library board recommended a fee of \$10 annually.

Motion: Councilor Fortune moved to approve the \$10.00 annual fee amount for the Library Annex Card. Councilor Clark seconded the motion.

A.Kordosky (Aye), Mayor Shorey (Aye), T. Callahan (Aye), G. Fortune (Aye), E. Baszler (Aye), R. Clark (Aye). Motion carried 6-0

Louis said the Library Board did discuss how much the Oakridge citizens pay for the library on their property taxes, it comes out to about \$25.00 per household. There is nothing saying that we won't get there for the annex cards, this is just a start to see how this will work out and how much they will use this service.

7.2 Amendment three Labor Standards

Louis reported that Christine Puetz from LCOG has been working very hard trying to chase down different contractors that haven't turned in their Certified Payroll Reports (CPR's) for the Library Grant. She needs this information before she can close out the grant. Christine has been trying very hard to track all of the outstanding documents.

What LCOG is asking is that we go from \$12,000 to \$14,000 so that she can finish closing out and gathering all the reports that she needs. Christine helped us immensely when the Library Grant was audited.

Motion: Councilor Fortune moved to approve the contract amendment 3 for Labor Standards Monitoring by LCOG. Councilor Clark seconded the motion.

Councilor Fortune said one of the questions is here is whether the service that LCOG has provided been a benefit to us.

Louis and Susan both said it has been a great benefit to the City.

E. Baszler (Aye), A. Kordosky (Aye), R. Clark (Aye), T. Callahan (Aye), G. Fortune (Aye), Mayor Shorey (Aye). Motion carried 6-0

7.3 Move City Council meetings to the Willamette Activity Center

Mayor Shorey said we talked a couple months about moving the Council meetings to the old Justice Court at the WAC; we need to set a date for that. We don't know how much this is going to cost yet.

Councilor Fortune asked who is going to design this.

Mayor Shorey said there isn't much to design, mostly moving stuff around and tearing things apart.

Louis said it comes down to priorities; we have the Strategic Planning and we also have the TMDL for water pollution. The other piece Louis needs to present to the Council is a supplemental budget. We

didn't include the Library or the Ambulance in the budget. He has a number of things to clean up. Louis asked the Mayor what date he is looking at.

Mayor Shorey said he would go down and do it himself, it's not that difficult, just move stuff around.

Louis said we can pick two days, one to go do the demo and the next date to put everything together. The middle of the month is better.

Councilor Clark that room will make everything so much more comfortable for everyone.

Mayor Shorey said we can go down anytime next month.

Louis said by January we will set a date for the demo. The Council can get a hold of Louis to go down there anytime to look at the room.

Mayor Shorey wants to have the first meeting down there by the 21st of February.

7.4 Planning Commission Positions

Mayor Shorey reported that we have had four Planning Commission vacancies for some time. Chapter 32 in the manual talks about the Planning Commission duties and responsibilities; the Planning Commission is a formal committee appointed by the Council. His experience in the past is they tend to get kicked under the rug and as a result they tend to lose faith in themselves. Two things he would like to see is they get the positions filled and the Council gets more involved with the Planning Commission so they feel like they are needed, as they are like we found out this year with the Library.

Mayor Shorey would like the Chairman to report at the City Council meetings like they used to.

Councilor Fortune asked if we could interview volunteers for the Planning Commission that have already applied at the next meeting in January.

Mayor Shorey said they could.

Louis said it will be a very minimal agenda.

The second meeting in January we will have Council training with the City Attorney, they will go over Executive Meetings and meetings laws.

Councilor Clark asked about work meetings; don't we normally have them in February?

Mayor Shorey said we have already decided that the second meeting of each month will be a work meeting, unless we have business to perform.

***** Library Update (HVAC change order)**

Louis said we have been dealing with this issue for some time, some of the questions that came up at the last meeting had to do with the different options that we had. Louis went over the options again.

The Engineer said there are dampeners that you can put right on the unit and he also proposed a wall with sound absorption; the cost for this option would be about \$3,500.

Ms. Kelly did turn in a letter from her physician for consideration. Basically in a nutshell she believes that the noise from the HVAC unit is affecting Ms. Kelly's health.

We are at the point of what is the wish of the Council.

Councilor Clark said one of the questions that were brought up last time was will it still be under warranty if it is moved.

The Engineer said he spoke with the people that installed the unit and the manufacturer and they stated by buffering the unit it won't affect the unit.

Ms. Kelly gave the Mayor a rather comprehensive record of when the unit went on and off. Mayor Shorey asked the City Administrator to check and find out if they are going on and staying on or if there is something going on with the thermostats.

Louis said depending on what the temperature is inside the building, it would make a difference on how often the units were on. The colder it is outside the more they are going to run. Someone suggested to Louis that they lower the temperature in the library at night.

Councilor Clark said it would have to work harder to heat back up each day.

Mayor Shorey said his doesn't take that long to heat up at his house.

Les Biggerstaff pointed out that there is a lot of glass in that building. Lane Electric can come in and put in a Smart Thermostat.

The one we have right now is probably a programmable one; we need someone to show us how to program it correctly.

Louis said he believes we should do something, but he believes it should be the most minimal thing we can do. The dampeners will bring it down about 5-9 decibels and another 5-9 for the wall around the unit.

Ms. Kelly said in regards to whether they were safely installed she called the Building Department in Salem to find out what the code was, the code says the units should be installed according to the manufacturer recommendations. Ms. Kelly said for them to perform correctly we need five and half feet and we only have five.

Mayor Shorey said they are obviously performing correctly, they may not be performing to Ms. Kelly's expectations, but they are performing correctly.

Ms. Kelly said the units ran continuously from Monday night until the power outage last night.

Susan called the engineer and the manufacturer after speaking with Ms. Kelly. Susan has been out since the last Council meeting at least twice a day to check the units, there was frost on them at times.

The units are built for that and that they will run longer. It is not unusual for them to run for sustained periods. Each time Susan has been out there at no time were both units running at the same time. The units have been tested and are running properly.

Motion: Councilor Fortune moved to install the dampeners and sound proofing jackets. Councilor Callahan seconded the motion.

Councilor Clark said we have had citizens that have come to her and expressed that they do not want the units moved.

Mayor Shorey said the units are not loud, he was out there and had a discussion with Louis and they were talking like they are now.

Susan said they just installed two outside her window and she does not hear them running.

Ms. Kelly said in regards to the noise level, if we have people that are only going to be there a short period of time and she understands the staff objecting to the move because they will make too much noise for them.

Councilor Clark said she doesn't think it's the noise level that they are concerned about; it's the warm air that is going to come up through the deck in the summer time.

Ms. Kelly said if other people are having problems that she is also having a problem, doesn't it seem that she has a valid complaint.

Councilor Clark said they are not arguing that she doesn't have a valid complaint; they are trying to address that. Some of the options that have been shown, some of the other people in the community are not for those options.

Ms. Kelly said it's because they aren't there all of the time.

Councilor Clark said everyone is entitled to their own opinion.

Mayor Shorey said his concern is that they would do all of this work and she would still have a complaint.

Ms. Kelly said she doesn't know how that can be answered; she has worked with everyone here to come up with something that works for everybody.

Mayor Shorey said what they are trying to do is address her complaint, which is vibration of noise; first of all there is no vibration.

Ms. Kelly said her whole house vibrates.

R. Clark (Aye), Mayor Shorey (Aye), G. Fortune (Aye), A. Kordosky (Aye), T. Callahan (Aye), E. Baszler (Aye). Motion carried 6-0

Louis needs to get the change orders approved to close them out.

Consensus of the council was that they have already been approved so go ahead and close it out.

8.0 POLICE SERVICES

Chief Scobert handed out the Quarterly Review of Calls for Service

Applications are coming in for the second in command position. That position closes on the 4th of January.

He picked up the radios for Public Works, they down getting programmed and hopefully we will have them next week.

9.0 EMERGENCY SERVICES

Chief Demers had to leave the meeting due to a call.

The new ambulance was delivered today. We need to get it registered and stocked before we can use it.

10.0 REPORTS FROM BOARDS AND COMMITTEES

Mayor Shorey needs feedback from the Council on what committees they would like to sit in on.

LCOG – Councilor Fortune reported that LCOG has gone through some financial challenges; they have had layoffs and restructuring. They are in negotiations with the Union.

Public Safety – Some of it we have already gone over; radios and the new ambulance. They are having a problem with people dropping dogs off, they are coming from somewhere other than Oakridge. They discussed getting an active foster care program for dogs.

They discussed contacting Lane County about housing our female prisoners, Springfield doesn't take females. That will cost approximately \$117 a day.

They are going to organize a citizen's watch.

They are still working on the cattery, the roof is still leaking. They are working on trying to get together a day to micro chip their dogs and cats. They are checking on pricing right now.

Chamber of Commerce – They had their Board of Directors meeting, their focus is on the rest area along with the American Legion. They want to clean it up and use the kiosk that is out there for information.

UWCDC – They are in the process of revamping the food box; it outgrew the room. They moved the desk with the computers to another room in the WAC.

The first meeting in January they will swear in the new Councilors, the State of City and accomplishments from the Staff.

ADJOURNMENT: The Council adjourned at 8:35 p.m.

Respectfully submitted before the City Council January 3, 2013.

Signed: _____
Jerry Shorey, Mayor

Signed: _____
Susan LaDuke, City Recorder