



June 20, 2013  
City Council Regular Session  
Willamette Activity Center- Room 8  
47674 School Street  
7:00 p.m.



# MINUTES

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## 1.0 CALL MEETING TO ORDER / PLEDGE OF ALLEGIANCE

Council Present: Gerald Shorey, Mayor  
Rayetta Clark, Council President (absent)  
Glenn Fortune  
Jim Coey  
Ernest Baszler  
Les Biggerstaff  
Christine Slaven

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

## 2.0 PUBLIC COMMENT

Gary Carl Oakridge, Or – Recently elected UBRA President, on 3/23/12 a fire did extensive damage to a bank uptown. A few months before Tree Planting Mr. Carl contacted the President of the bank to possibly paint a mural or something to hide some of the damage, he never heard back. The City Council should be aware that there is an ordinance protecting us.

James Affa Oakridge. Or – We often hear that Oakridge is not friendly to businesses, he not sure exactly what that means. The City Council should establish an economic environment in which business can flourish. The City Council should visit businesses.

Grants Pass puts up Bears during the summer time; he thought Oakridge could do something similar with Wagon Trains even though the Oregon Trail didn't come through Oakridge.

Kristy Ball Oakridge, Or - Spoke about the Community Garden, she posted on an Oakridge blog on Facebook about our Community Garden. It is supposed to be a Community Garden and it is not functioning that way. Ms. Ball passed out letters from Community members who have been harassed when they go to the Community Garden. People that have been working on the garden since it started and Ms. Ball herself have been told that they cannot be down there.

Ms. Ball has a petition that was signed and gave it to Susan. She would like to turn this around so everyone can be involved in the Community Garden again.

Linda Clark Oakridge Or – She moved here from Lowell in 2004; wants to see a true Community Garden and also somewhere you can manage personal plots. Ms. Clark read a letter, see attached.

George Custer Oakridge, Or - As former President of UBRA, he seconds Mr. Carls concerns about the bank building and other derelict buildings around town.

Sandra Edds Oakridge, Or – Announced they officially have the use of the Golf Course for our Fourth of July Fireworks show.

Mavis Pas Oakridge, Or - Said she has never seen any of these people at the Community Garden, a couple of people here have been asked not to come back. Where have these people been the last six years when it was getting started? There are only ten beds, if they want a Community Garden then go build your own.

Louisa Hamachek Oakridge School of Arts – Has opened an Art Studio in room 2 of the WAC. Will have classes for children in families in the mornings. They will have Pioneer Arts and Crafts. Everyone is welcome, please stop by.

Mayor Shorey stated that if you want to speak at the Council meetings you need to get here before 7:00 to sign up.

### **3.0 MAYOR AND COUNCIL COMMENTS**

Councilor Fortune said that the Community Garden people can come to the Community Services meeting, they are already working on this issue. Any input should be made to them.

Louis said they want to get a meeting set up for all sides of the Community Garden.

Councilor Coey said the Community Services Committee met in February, there was discussion at that time about the Community Garden and other spaces around Oakridge. This has been pushed to the back burner, they are not neglecting this, give them time. This is valuable to the Community and it's unfortunate that people can't work together.

Regarding the Siuslaw Bank building, we have several buildings in town that are in process, these things don't happen over night.

Kristy Ball asked what the cost would be to the City to take over abandoned property.

Councilor Coey said we would have to get the City Attorney involved, we don't know what the cost is. They have discussed this at the Community Services meetings.

Mavis Pas would like to meet with the Board next Wednesday.

Councilor Biggerstaff said he'd like to meet Wednesday and get this going.

There will be a meeting Wednesday June 26, 2013 at 6:00 p.m.

Mayor Shorey said the City did not donate the land for the Community Garden to the citizens.

The abandoned buildings are a health hazard, black mold, rats, mice... we do have an abandoned building ordinance.

Regarding the burned bank, Chief Scobert said this has gone on too long; their response was to put it up for sale. The bank will get a nasty letter on Monday, we have tried to work with them in a positive manner and they aren't helping.

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

6.12 Lease at WAC for WIC

6.13 IGA for DHS at WAC

6.14 Resolution 9-2013 Unanticipated Revenue from the Ford Foundation

#### **5.0 CONSENT AGENDA**

**Motion:** Councilor Fortune moved to approve the Consent Agenda. Councilor Coey seconded the motion.

Mayor Shorey (Aye), E. Baszler (Aye), J. Coey (Aye), G. Fortune (Aye), L. Biggerstaff (Aye), C. Slaven (Aye). Motion carried 6-0

#### **6.0 ADMINISTRATIVE SERVICES**

##### **6.1 City Administrators Report**

Regarding the Salt Creek Ditch; the City Engineer is still working on a Feasibility Study so we can get a Grant for that.

Garden Road bids are in process.

##### **6.2 City Recorder-Finance Report**

Susan gave the Financial/Cash report.

We received money from the IFA, Councilor Clark signed the transfer, it has to be done right away.

The Secret Millionaire money will be transferred to the General Account, this was a temporary account.

In past years there was a flexible spending account; that will be transferred to the General account.

The Auditors will be here July 16, 17 and 18<sup>th</sup>. The Audit should be completed a lot sooner than it has in the past.

### **6.3 IGA/Library Space lease with LCOG for fiber**

Louis said the HUB for the fiber optic will be at the library, Hunter Communications are in charge and are the ones who installed this, they will maintain this. Any fiber that is currently hooked up now or in the future will go from the HUB and reach out to different locations; at this point it is this building (WAC), the Schools, Five Rivers Family Practice and the Fire Station. Those are the primary stations at this point.

**Motion:** Councilor Coey moved that the Mayor sign the Lease Agreement with LCOG for space in the Library for fiber equipment. Councilor Baszler seconded the motion.

Councilor Biggerstaff said since we are going to be paying LCOG \$3,000 a year for Planning Services, can't we just call it a wash?

Louis said he could talk to them.

L. Biggerstaff (Aye), Mayor Shorey (Aye), C. Slaven (Aye), G. Fortune (Aye), J. Coey (Aye), E. Baszler (Aye).  
Motion carried 6-0

### **6.4 IGA with LCOG for Planning Services**

Louis said for the most part Jackie and I can do most of the planning; however there are times when Jackie and I will need some expertise. We can get 15-20 hours a year of assistance.

Councilor Coey asked if there is a cheaper way to go.

Louis said Stan; our Strategic Planner said this was a good deal.

Councilor Coey asked if we have talked to Ed Hodges about this.

Louis said we have not. One reason we have LCOG is because they help small cities. The \$3,000 is budgeted; it doesn't mean we will spend it all.

Councilor Coey asked Louis if he was comfortable with this amount.

Louis said he is comfortable with this amount.

**Motion:** Councilor Coey moved that the Mayor sign the IGA with LCOG for Planning Services, not to exceed \$3,000 a year. Councilor Biggerstaff seconded the motion.

Mayor Shorey (Aye), J. Coey (Aye), E. Baszler (Aye), L. Biggerstaff (Aye), C. Slaven (Aye), G. Fortune (Aye).  
Motion carried 6-0

### **6.5 Resolution 6-2013 Closing of various funds**

They talked about closing these funds at the Budget Committee meetings.

**Motion:** Councilor Fortune moved that we approve Resolution 6-2013 Closing of Various Funds. Councilor Biggerstaff seconded the motion.

E. Baszler (Aye), C. Slaven (Aye), L. Biggerstaff (Aye), J. Coey (Aye), G. Fortune (Aye), Mayor Shorey (Aye).  
Motion carried 6-0

**6.6 Resolution 7-2013 adopting the FY 13-14 Budget and imposing and categorizing taxes**

**Public Hearing for 7-2013**

Open Public Hearing 8:09

**Statements in Favor**

None

**Statements in General**

Sandra Edds asked if we should hear what the changes are first.

**Statements in Opposition**

None

**Council Discussion**

Close Public Hearing 8:12

Louis went over the changes with the Council.

Councilor Biggerstaff asked why we don't make these changes before we approve the budget.

Mayor Shorey said these are revenues that came in after the budget was approved.

Louis said we are not dismantling anything that the Budget Committee did.

Susan said we are just trying to get this money moved to where it needs to be before the end of the year so we are just where we need to be; this is something the auditors have brought up in past years. The dollar amounts didn't change just where what category they were in.

Councilor Coey asked Terri Freborg if she was comfortable with this change.

Ms. Freborg said she is she see's it as cleaning up.

**Motion:** Councilor Coey moved that we approve Resolution 7-2013 adopting the FY 2013-2014 Budget in the amount of \$6,373,307 and making appropriations and imposing and categorizing taxes. Councilor Biggerstaff seconded the motion.

Councilor Fortune declared an actual conflict of interest.

Mayor Shorey (Aye), J. Coey (Aye), L. Biggerstaff (Aye), E. Baszler (Aye), C. Slaven (Aye). Motion carried 5-0

#### **6.7 Letter of Engagement with CPA Summer Sears for Audit Services**

Louis recommends that we accept the Letter of Engagement with Summer Sears, CPA. Susan and Summer have really cleaned up

Mayor Shorey asked why she went up from \$50 an hour last year to \$80 an hour this year. Why did she raise her rates?

Louis said she gave us a cut rate last year; he doesn't know why she raised her rate this year.

Susan said her rates depend on the type of work she is doing for us.

There was discussion on why we don't hire someone that is closer.

We would still have to pay mileage and overnight stays; Summer knows what is going on here and is familiar with our system.

Susan said when she was looking for someone to come in and help us with this, when it became obvious that one person was never going to get this cleaned up. It required a CPA to come in in order for the auditors to be happy. She talked to several CPA's and she didn't find anyone that had her qualifications, the minute Summer gets on the computer with us or gets here she knows what is going on. A lot of her work she does from Bend, she hasn't been here since the auditors were here. We need her to be here when the auditors come in July because by law we have to have a CPA presenting information to the auditors.

**Motion:** Councilor Slaven moved that the Mayor sign the Letter of Engagement with Summer Sears, CPA for Audit Services. Councilor Coey seconded the motion.

J. Coey (Aye), G. Fortune (Aye), Mayor Shorey (Aye), E. Baszler (Aye), C. Slaven (Aye), L. Biggerstaff (Aye). Motion carried 6-0

#### **6.8 Appointment of new OEDAC Member**

Louis said Mr. Johnson was not able to be here tonight, he sends his apologies.

Councilor Biggerstaff asked Mr. Affa if he would continue to attend OEDAC meetings if he was not elected tonight.

Mr. Affa said he would.

**Motion:** Councilor Coey moved to appoint Randy Johnson to serve in the vacant Oakridge Economic Development Advisory Committee seat. Councilor Biggerstaff seconded the motion.

L. Biggerstaff (Aye), C. Slaven (Aye), J. Coey (Aye), G. Fortune (Aye), Mayor Shorey (Aye), E. Baszler (Aye). Motion carried 6-0

#### **6.9 Appointment of new Planning Commissioner Member**

**Motion:** Councilor Biggerstaff moved that we appoint Matthew Altemus to fill the Planning Commission Vacancy. Councilor Fortune seconded the motion.

E. Baszler (Aye), C. Slaven (Aye), G. Fortune (Aye), L. Biggerstaff (Aye), Mayor Shorey (Aye), J. Coey (Aye).  
Motion carried 6-0

#### **6.10 Appointment of new Parks, Trails and Trees Member**

**Motion:** Councilor Coey moved that we appoint Matthew Altemus to fill the Parks, Trees and Trails Board Vacancy. Councilor Slaven seconded the motion.

J. Coey (Aye), C. Slaven (Aye), G. Fortune (Aye), Mayor Shorey (Aye), L. Biggerstaff (Aye), E. Baszler (Aye).  
Motion carried 6-0

#### **6.11 Resolution 8-2013 Transferring Funds between funds for appropriate fiscal balance of Expenditures**

When Louis did the supplemental budget he did not take into account that they had hired a temporary police officer. Louis went over the numbers with the Council and where he was moving funds from.

**Motion:** Councilor Fortune moved that we adopt Resolution 8-2013 transferring funds for appropriate fiscal balance of expenditures. Councilor Biggerstaff seconded the motion.

G. Fortune (Aye), Mayor Shorey (Aye), J. Coey (Aye), L. Biggerstaff (Aye), E. Baszler (Aye), C. Slaven (Aye).  
Motion carried 6-0

#### **6.12 Lease at WAC for WIC**

Louis said we have a previous agreement with them; this is a continuation of that agreement. He recommends council approve the lease.

**Motion:** Councilor Slaven moved that the Mayor sign the IGA with Lane County for space at the WAC for WIC. Councilor Baszler seconded the motion.

Mayor Shorey (Aye), L. Biggerstaff (Aye), E. Baszler (Aye), J. Coey (Aye), G. Fortune (Aye), C. Slaven (Aye).  
Motion carried 6-0

#### **6.13 Lease at WAC for DHS State of Oregon**

Louis apologized; he forgot to take the WIC stuff out of the agreement as Councilor Slaven mentioned. This is a continuation of their present lease.

**Motion:** Councilor Fortune moved that the Mayor sign the IGA with DHS State of Oregon for space at the WAC. Councilor Coey seconded the motion.

Mayor Shorey (Aye), L. Biggerstaff (Aye), E. Baszler (Aye), J. Coey (Aye), G. Fortune (Aye), C. Slaven (Aye).  
Motion carried 6-0

#### **6.14 Resolution 9-2013 Unanticipated Revenue Ford Foundation for Strategic Planning**

Louis said this is the clean up of 2013 still, when we got \$4,900 from the Ford Foundation for the Strategic Planning we never brought it in to the budget. This resolution will bring it in to our current budget and allow us to spend it.

**Motion:** Councilor Coey moved that we adopt Resolution 9-2013 appropriating \$4,900 from the Ford Foundation for completion of the City's Strategic Plan. Councilor Fortune seconded the motion.

L. Biggerstaff (Aye), J. Coey (Aye), C. Slaven (Aye), E. Baszler (Aye), G. Fortune (Aye), Mayor Shorey (Aye).  
Motion carried 6-0

### **7.0 COMMUNITY SERVICES**

#### **7.1 IGA with State of Oregon for leased vehicles**

This agreement is for the fleet vehicles that Public Works uses. We are basically paying for the ability to trade the vehicles in and get a new one when needed.

Councilor Coey asked if these are new or used vehicles when we swap out.

Louis said it could be either way, it depends, if you get a new one you will pay more for the lease.

Councilor Biggerstaff asked how many vehicles we are currently leasing right now.

Louis said we have three; two Dodges and a Ford.

**Motion:** Councilor Coey moved that the Mayor sign the IGA with the State of Oregon DAS for Fleet Services. Councilor Baszler seconded the motion.

C. Slaven (Aye), Mayor Shorey (Aye), E. Baszler (Aye), G. Fortune (Aye), J. Coey (Aye), L. Biggerstaff (Aye).  
Motion carried 6-0

### **8.0 POLICE SERVICES**

#### **8.1 Lowell IGA for Police Services**

Chief Scobert is presenting the IGA with the City of Lowell; there is a 1% increase from last year.

**Motion:** Councilor Slaven moved to authorize the Mayor to enter into an Inter Governmental Agreement with the City of Lowell for Law Enforcement Services. Councilor Baszler seconded the motion.

J. Coey (Aye), E. Baszler (Aye), C. Slaven (Aye), G. Fortune (Aye), Mayor Shorey (Aye), L. Biggerstaff (Aye).  
Motion carried 6-0



## 9.0 EMERGENCY SERVICES

### 9.1 IGA with City of Westfir for Fire Services

Louis said this will be at \$600 per month beginning July 1, 2013 and as you know we have an MOU with them right for a couple hundred a month right now.

**Motion:** Councilor Coey moved that the Mayor sign the IGA with the City of Westfir to provide Fire Protection Services. Councilor Baszler seconded the motion.

J. Coey (Aye), C. Slaven (Aye), L. Biggerstaff (Aye), Mayor Shorey (Aye), E. Baszler (Aye), G. Fortune.  
Motion carried 6-0

#### \*\*\*Old Business

None

#### Reports from Boards and Committees

Chamber of Commerce – Had a BBQ today. They discussed the circus and the bi-laws for chamber and employee policies.

Library – They are working on the policies, waiting on some information from the Librarian.

OEDAC – Ongoing discussions with potential tenants, can't discuss right now. Discussed the new sign for the OIP.

Community Services – Amtrak will be on the Agenda again soon, they have kind of let this slide a little bit.

LRAPA – Met today, nothing to report on.

Councilor Biggerstaff asked Councilor Fortune about a letter from LRAPA discouraging businesses to come to Oakridge because of emissions problems.

Mayor Shorey said it didn't say Oakridge specifically, it said any city with emissions problems.

Councilor Fortune said the whole focus was on Oakridge, he hasn't spoke to anyone about it yet but he will. Councilor Fortune will get copies of the letter out to the Council.

Lane Economic Committee – Discussed Brownfield's and Mitigation, the Mayor has information on Brownfield's for Louis.

**ADJOURNMENT:** The Council adjourned at 9:23 p.m.

Respectfully submitted before the City Council July 4, 2013

Signed: \_\_\_\_\_  
Jerry Shorey, Mayor

Signed: \_\_\_\_\_  
Susan LaDuke, City Recorder