



September 5, 2013
City Council Regular Session
Willamette Activity Center- Room 8
47674 School Street
7:00 p.m.



MINUTES

1.0 CALL MEETING TO ORDER / PLEDGE OF ALLEGIANCE

Council Present: Gerald Shorey, Mayor
Rayetta Clark, Council President
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
Jackie Taylor, Assistant Planner / Public Works Secretary
Susie LaDuke, Finance Director/City Recorder

2.0 PUBLIC COMMENT

James Affa, Oakridge Or – Just wanted to correct an impression about the budget committee that Councilor Coey gave at the last meeting about knowing the numbers and things getting past everybody. Mr. Affa passed out papers to the Council showing no audits had been presented for over three years and extensions that were over due.

Gary Carl, Oakridge Or – The Uptown Business Revitalization Association meets monthly, the City Administrator attended the last meeting and UBRA appreciates him taking his time to attend.

3.0 MAYOR AND COUNCIL COMMENTS

Councilor Coey this is something he has mentioned in the past, we have a lot of Committees, Boards and Commissions and a lot of them don't know what their authorities are and what they are required or being asked to do. We should have an open house and work session where they show up and we figure out and understand what it is we are asking them to do. For instance the Parks, Trails and Tree Board don't have clear direction. It would behoove us to figure out and understand what we all do.

Councilor Clark suggested when they go to the League of Oregon Cities they all go in one car. The City Administrator was going to check and see on that.

4.0 ADDITIONS, CORRECTIONS, OR ADJUSTMENTS TO THE AGENDA

6.5 Review of Color Pallet

6.6 Review of City Administrator Evaluation Form

5.0 CONSENT AGENDA

Motion: Councilor Clark moved to approve the consent agenda with corrections. Councilor Coey seconded the motion.

Mayor Shorey (Aye), E. Baszler (Aye), J. Coey (Aye), G. Fortune (Aye), R. Clark (Aye), L. Biggerstaff (Aye), C. Slaven (Aye). Motion carried 7-0.

6.0 ADMINISTRATIVE SERVICES

6.1 City Administrators Report

Atherton report, Mr. Combis' attorney filed an extension, we tried to stop it but got there about an hour too late.

Councilor Coey asked why we were late.

Louis said we found out after the fact, they didn't have to tell us. By the time we found out we were too late.

Louis should be able to tell us something by October 3, 2013.

Community Educational Garden handbook, the first draft was reviewed today.

We are still waiting on the final results from DEQ; he did give a final update.

We did the five year TMDL review and should be getting a draft copy in a month or two.

Regarding the Bond, Susan and I haven't finished up or reviewed the draft.

Garden Road improvements, they did a wonderful job.

The vacant lot on Hwy 58, Ron Tyree will be up the week of the 16th, we will meet up at the OIP, will see if we can do a property swap.

The trail along Commercial Street, Louis talked to Dave D'Avanzo; he is trying to get him a map of how wide their easement is. Union Pacific is concerned about liability.

Regarding the website, Councilor Slaven and staff were on it today, the nice thing about it is people will be able to do a number of things on line, applications, building permits etc...

Joy Kingsbury is assisting us with putting some properties up, one is Sanford Street and the other is the Public Works shop.

Get your Strategic Plan changes and suggestions to Louis.

6.2 City Recorder-Finance Report

Susan handed out the financial reports to the Council.

6.3 Chamber request for TRT Funds for visitors Guide

Randy Dreiling handed out a Visitors Guide to the Council.

Mr. Dreiling gave his presentation to the Council. There were some items that were not in the packet, he apologized for that.

They are printing 50,000 guides this time instead of 40,000; they will have approximately two new ads in the guide.

Mr. Dreiling asked for questions.

Councilor Coey asked if we have the money.

Louis said it would put us kind of short on being able to do some other things. He would recommend just doing \$1,000.

There was discussion whether this could be taken out of RTMP funds.

Louis said the RTMP is where we usually ask for applications at a certain time.

Mr. Dreiling said next year we should see a bump in the funds that we receive, next year is the Junior World Championships, we always get a bump when something like that is going on.

Motion: Councilor Fortune moved that we allocate \$1500.00 for the Oakridge/Westfir Visitors Guide. Councilor Clark seconded the motion.

Mayor Shorey asked what the proposed changes are to the visitors guide.

Mr. Dreiling said they are adding a rafting/paddling page and a family/kids page. Also, a little more information on Oakridge/Westfir like temperature guides.

There was discussion on where the visitor's guides will be put out.

They are put out at the Portland Airport, REI Stores, and Bike Shops etc..

L. Biggerstaff (Aye), Mayor Shorey (Aye), C. Slaven (Aye), G. Fortune (Aye), J. Coey (Aye), E. Baszler (Aye), R. Clark (Aye). Motion carried 7-0.

6.4 OLCC Application Oakridge Liquor

Motion: Councilor Clark moved that we recommend approval of Oakridge Liquor, OLCC Liquor License Application. Councilor Biggerstaff seconded the motion.

R. Clark (Aye), Mayor Shorey (Aye), J. Coey (Aye), E. Baszler (Aye), L. Biggerstaff (Aye), C. Slaven (Aye), G. Fortune (Aye). Motion carried 7-0.

**** Chamber of Commerce Quarterly report and financials**

Mayor Shorey said this was more of a director's report; we want to see what the Chamber has done. The new bookkeeper provided us with this information.

Councilor Coey thanked Randy Dreiling for what he does for the Community.

**** Strategic Plan Discussion**

If anyone has any questions or changes please get them to Louis so he can get it back to Stan to get finalized. Town hall meeting on the 10th, The Strategic Plan will be one of the topics.

**** LOC Discussion (Travel to Conference)**

Louis said with full time staff we offer a City rig, they can take that, if they choose to take their own vehicle then they don't get reimbursed for mileage.

**** Discussion of Facility Rental fees**

Louis said this is something Councilor Coey wanted to talk about the cost difference with profit and non profit, should it be the same.

Councilor Coey said they could put this off for now.

6.5 Color Pallet

Louis showed the Council the new color pallet that the Planning Commission recommended.

Louis went over the Planning Commission recommendations.

This is strictly C-2 and C-3 districts.

Motion: Councilor Fortune moved to accept the recommendation from the Planning Commission for the new Color Pallet. Councilor Coey seconded the motion.

J. Coey (Aye), G. Fortune (Aye), R. Clark (Aye), Mayor Shorey (Aye), E. Baszler (Aye), C. Slaven (Aye), L. Biggerstaff (Aye). Motion carried 7-0

6.6 City Administrator Evaluation Form

Louis would like to ask the council if they are ok with this particular evaluation form. If so, it is up the Mayor to decide on how long to give the council to turn it in.

The Council will have these complete by the first meeting in October.

7.0 COMMUNITY SERVICES

7.1 Change Order No. 2 from C curb to curb and gutter

Louis went over the change order with the Council. The additional change order was for \$1,800 to add sidewalk to 15-20 ft gaps that would have just been dirt.

8.0 POLICE SERVICES

8.1 USDA Grant Proposal for new patrol cars

Chief Scobert requested the ability to enter in to a grant with USDA for new Police vehicles; there is a lot of money out there for this. This would give us the opportunity to obtain two brand new vehicles.

We have the ability to borrow from the water & Street funds to pick up our portion of the grant.

Mayor Shorey asked if we have an equipment reserve fund.

Louis said no we don't, we will have to establish a new line item.

There was discussion on whether we can borrow from these funds at this time. We are going to pay this off in four years.

Councilor Clark said there are safety issues to think about; one of the cars lights will go out unexpectedly.

Mayor Shorey said they have never had new police cars since he has been here.

Sandy Edds said our Police Department is working in a shabby office and they shouldn't have to drive unsafe cars.

Motion: Councilor Coey moved that we approve the USDA Grant Application for two (2) patrol cars and authorize an inter fund loan from water and sewer in the amount \$36,000 for the grant match portion. Councilor Clark seconded the motion.

E. Baszler (Aye), C. Slaven (Aye), L. Biggerstaff (Aye), R. Clark (Aye), J. Coey (Aye), G. Fortune (Aye), Mayor Shorey (Aye). Motion carried 7-0

8.2 Acceptance of quote for slurry seal of City Hall/PD Alley and Parking lot

Chief Scobert said this is a major maintenance issue; it is literally crumbling beneath us.

Motion: Councilor Clark moved that we approve the quote for \$6,200 from Asphalt Maintenance Associates Inc. Councilor Coey seconded the motion.

Mayor Shorey (Aye), J. Coey (Aye), R. Clark (Aye), L. Biggerstaff (Aye), G. Fortune (Aye), E. Baszler (Aye), C. Slaven (Aye). Motion carried 7-0

9.0 EMERGENCY SERVICES

Leo Robb said they have 1549 back. Tim Whitaker will be back Monday.

***Old Business

10.0 Reports from Boards and Committees

LCOG – Executive Committee meeting next week

GOATS – Open house and pot luck at 6:00 at the Picnic Shelter on September 9, 2013.

Parks, Trails and Tree Board – No meeting. They are going to start working with the Community Garden. They are developing criteria for Greenwaters Park rentals.

Audit Committee – They met on the 29th, they discussed the resolution creating the audit committee. They discussed how they would like the committee to work. They will meet with the auditors in October.

Tree Planting – Should resume meetings next month.

11.0 Announcements

ADJOURNMENT: The Council adjourned at 8:55 p.m.

Respectfully submitted before the City Council September 19, 2013

Signed: _____
Jerry Shorey, Mayor

Signed: _____
Susan LaDuke, City Recorder

