



December 19, 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  
Glenn Fortune  
Jim Coey (absent)  
Ernest Baszler  
Les Biggerstaff  
Christine Slaven

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

### 2.0 PUBLIC COMMENT

Sandra Edds, Oakridge – LRAPA, we need to fire LRAPA, she was told that other cities have fired them. We have smoke police now, when we had the cold weather there were people that had filled out the exemption forms for wood heat use and they got fined.

Karon Tiller, Oakridge –They are having a dinner on Christmas day at the Park, she has two turkeys this year, there will be enough for everyone to take home a dinner also.

Jess Henryes, Oakridge – Following up on his water bill issue. He went back and found a receipt from pay pal, dated the same day and said his e check had cleared. He thanked the staff for putting up easy to follow directions for the payments.

### 3.0 MAYOR AND COUNCIL COMMENTS

Councilor Biggerstaff said we have discussed this before and it was decided that it is better to go through LRAPA to go through DEQ.

Councilor Fortune said we have been a part of LRAPA since 1968; we are the last Regional Air Pollution Authority within the State of Oregon. Contrary to what Sandy said the other cities did not fire LRAPA, he thinks LRAPA is good for this county; we have already had dictates by DEQ that we need to meet a

certain air standard that we need to meet by 2014. There are ways to burn without causing all of the smoke. A lot of people say that is their only source of heat when in fact it is the only source of heat that they use.

Councilor Biggerstaff said the thing about this is that if we didn't have LRAPA we still don't want those people dumping stuff in the air. There is a difference in burning wet wood or dry wood and burning with the dampers open or closed. There is a certain amount of education to burning wood that people don't consider. The police have been good about putting up with that the last few years and this is the year they weren't going to do that anymore.

Councilor Baszler said this has really cut down on the smoke in town; it really makes a big difference.

Mayor Shorey said when it comes to clean air we don't have a choice. It's who we choose to use to assist us with it, if we choose the EPA they are not as kind as LRAPA, they come in and start fining right away. The last few years we have been given a break because we are attempting to clean up our air.

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

**6.4 Liquor license for The Corner Market**

**6.5 Leave of Absence Request for Councilor Coey**

#### **5.0 CONSENT AGENDA**

No minutes to approve

#### **6.0 ADMINISTRATIVE SERVICES**

Louis was finally able to get a number for the Surety Bond, we paid Jones and Roth more than he thought we did, we paid them \$32,00 in that five month period. It took him a while to dig through everything. In total with the amount they sent him and the information he dug up he is going to, with the Councils approval, ask for a total of \$94,983.00. We will see what happens, that is the number he is going with.

The Council thought that was a good number.

Well #6 is almost finished and back on line.

Louis spoke with Keith Brown about the NWYC grant and it is still moving forward.

Update on Atherton, still no movement from the last discussion the Attorney had with them, we had told them we would give them 60 days to get their stuff out and then they could try to resolve this without the judge. They didn't respond to this and it has been about 3-4 weeks. We need to get our building back.

Back in 2011 the City bought an easement along West 2<sup>nd</sup> Street, Ms. Harers son called and asked if we could give back a portion of the easement, it is a 40' easement and he wants 20' back. Louis plans on telling him no.

Councilor Clark asked wasn't the reason for the easement for fire vehicles anyway.

Louis said yes it was.

#### **6.1 Fee Waiver for WAC Gym (Warming Center)**

Geina Baines from St. Vincent DePaul is working with the ministerial association, it's not a St. Vinnie's thing per say; they are just trying to get something together for the homeless people on the nights it is freezing they have a warm place to stay, there will be staff there to over see them. This will only be on the nights it is 30 and below. They will be recruiting people within the community to volunteer. There are currently 16 homeless people in Oakridge and 26 families that "couch surf".

Louis said one of the things they are looking at here is that they will have to have very strict rules on who they let in, they can't be impaired etc...The rules are very comprehensive. It won't be the City's responsibility to clean the gym.

Another issue is that because this is not a normal use that the City has, the City would have to be added as an additional insured on their liability insurance.

Geina said she has a list of rules that she got from the City of Eugene, she will have to adjust the rules for Oakridge. She was given sleeping bags, socks, blankets and coats to start off with.

Mayor Shorey said this sounds like something that is needed; if we are going to do this we need to think long term, we need to start getting equipment ready earlier in the year, right now is not a good time but, it's a time, we can start bringing it in.

Councilor Fortune asked if St. Vincent is going to pick up the liability on this.

Geina said whoever carries the liability they will add their liability to that. Typically it is a church that it is housed in; she's not sure what it will look like with the City.

Pastor Kent Dockery said he echoes what Geina said; they have been talking on the phone. He has talked to other pastors in town and the biggest problem we have as far as church population in Oakridge is that most of them are much older than he is so it's a little more difficult for some of them to get around and help. We would need volunteers from the entire community, not just the churches and the volunteers would need to be trained.

Councilor Clark asked if any of the churches are big enough to house the 16 homeless people. Not that she is against this; she wants them to have a warm place to stay.

Kent Dockery said most of the churches have carpeting, they have to come in and clean every couple days, it would be much easier to mop up the floor than have to clean carpets every couple of days.

Geina said we can volunteers to clean up.

Councilor Biggerstaff asked Chief Scobert what he thinks about this.

Chief Scobert said it is probably not a bad idea. There are some homeless people that would take this opportunity and we have an officer on duty 24/7 to help if needed.

Councilor Fortune asked what Geina meant when she said they would go off of the City's insurance

Geina said they usually go off of whoever is housing the center carries the insurance and then St. Vinnie's adds their insurance to that.

Councilor Fortune said that what she is basically saying is that she wants this to be a City project for the City to take it on, so that the City will be responsible for what happens in the gym; bodily injury, property damage, anything like that.

Geina said she can go to St. Vinnie's and see if they take on the whole thing that is not normally what they do. She asked if someone from the Council could email her a list of what they would like answered at the meeting so she can have that ready for them.

Geina read aloud the rules for the participants in the warming centers.

Councilor Slaven asked Geina how many trained volunteers do they have right now?

Geina said they have two in Oakridge that would be enough for one night. There are people from Eugene that do this and they would come down until we get more staff.

**Motion:** Councilor Clark moved that we approve the fee waiver for the use of the Willamette Activity Center Gym for a warming center with all the appropriate paperwork and liability insurance in place. Councilor Baszler seconded the motion.

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

Louis said he will sit down with Geina and Kent to work out the issues.

## **6.2 Chamber Request for Funds for CY 14**

Louis said traditionally the Chamber comes in front of the Council for Transient Room Tax dollars; they have done this for a number of years. They are here tonight for calendar year 2014. Louis will come back to the council later to modify their agreement because of how their year starts; they are in a calendar year instead of a fiscal year.

**Motion:** Councilor Fortune moved that we allocate \$10,000 from the Transient Room Tax Fund to the Oakridge Chamber of Commerce for CY 2014. Councilor Clark seconded the motion.

Councilor Biggerstaff thought that things like this would go through the TRT/RTMP Committees now.

Louis said that will be starting in 2014. That is what he was just talking about; he has to readjust that for their calendar year. Next year they will have to go in front of the TRT Committee in May of 2014 for their 2015 money.

Councilor Biggerstaff said we already gave them \$1,500 for their visitors guide.

Randy Dreiling from the Chamber said that is projects that they are working on, it is a separate request.

Councilor Biggerstaff said that is the reason we were doing it this way, so we could pay for the projects as they went.

Louis said TRT money comes in on a regular basis. We have \$14,000 in there right now. We normally give them the money in January.

Randy said they usually don't ask for extra money but they had the opportunity to expand the visitor's guide, so that's why they asked for the \$1,500.

Councilor Slaven said this has come up many times, part of the problem seems to be whether we are giving the Chamber money for specific events or for the Executive Directors pay. Looking at the budget they were given it looks like it is for the pay for the Executive Director.

Sandy Price said the Council has asked them to fundraise more than what they have done in the previous years to get the membership built up. They have gone to Eugene/Springfield businesses that do business here.

Randy said the visitor's guides ads almost tripled this time.

Mayor Shorey said he is troubled by a few things in the budget that they submitted, all of the money from the city goes to wages. The way the budget is worded however, that's not wages. He is troubled that the budget wasn't approved by the board.

Randy said it was approved; he will get that to the Mayor.

Mayor Shorey doesn't see anything in the budget that addresses anything except expenses; there are no projects on here, no projected projects.

Randy said they don't include grant money because they don't know how much or if they are going to get the grant. All of their projects are grant driven.

Councilor Slaven said they have a list of the goals they want to accomplish for the next year that are primarily grant driven, so if they don't get any of the grants they won't be able to finish any of the projects.

Councilor Slaven said they would like to know how they evaluate their Executive Directors performance.

Councilor Fortune asked that if the guide isn't done yet, why it isn't reflected in the budget, income vs. expenses.

Randy said because it's a separate project, they haven't collected on it yet.

Sandy said they have the potential to sell more ads.

E. Baszler (Aye), Mayor Shorey (Nay), C. Slaven (Aye), G. Fortune (Aye), L. Biggerstaff (Aye), R. Clark (Aye). Motion carried 5-1

### **6.3 Fire Flow/Potable Water Enhancement OIP**

Ed Hodges, our City Engineer; there are a couple of issues that he has been working on with Louis and would like to discuss with the Council.

The Fire Flow/Potable Water Enhancement Project, one of the most significant issues with the OIP right now is that there is for all practical purposes there is almost no fire flow up there, the pressures are relatively low. When Chuck Kurnick does his testing the flow rate is approximately 300 gallons per minute, it should be in the thousands.

Louis approached him to see what they could do to get some fire flow in to the park.

Ed said they could bring the old tank back on line; it has been out of service for about six or seven years. It is in very good shape but is not connected to the existing water service. To bring this tank on line the City would have to install about 500 feet of new water main from the tank out to the existing water system, you will also have to install a very small pump station.

What triggered this is there was a business wanting to come in and one of the reasons they didn't was because of this.

The cost for this would be approximately \$86,000. The pump station would be located at the intersection of Coho and the Industrial Parkway, the businesses along the Industrial Parkway would be served by this district and the others below would be on the main city pressure zone.

Councilor Biggerstaff asked about the million gallon tank with the well; how is that coming and time line wise, how much difference in time are we talking if we went ahead with that.

Mayor Shorey asked how tall the water tank is.

Ed wasn't sure how tall it is. The base of the tank is 100 ft off the ground; he thinks the tank itself is 60 ft.

There was discussion on the size of the pipes and the speed of the water for fire protection.

Louis said we are going to be disinfecting that tank so that it can be used as potable water.

Councilor Slaven asked if this would be enough for a business to put in a sprinkler system.

Ed said approximately so, hopefully.

Louis said the other piece is that we would have a dry hydrant over at the fire suppression pond, so we could do the fire suppression. The key to that is having the proper screening so we don't gunk up the fire departments pumps. So the answer would be yes, we would be able to do the fire suppression and yes hook up sprinklers.

Mayor Shorey said there is a business out there that does have a sprinkler system installed and that is the Atherton building, if and when someday we ever get it back.

#### **6.4 Liquor License for The Corner Market**

Louis said the owner of the Corner Bar and Grill is wanting to put in a small market behind the bar. This is an allowable use in that area.

**Motion:** Councilor Biggerstaff moved that we approve the liquor license for The Corner Market. Councilor Fortune seconded the motion.

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

#### **6.5 Leave of Absence Request for Councilor Coey**

**Motion:** Councilor Fortune moved to approve the leave of absence request from Councilor Coey from 12/1/2013 through 2/13/2013. Councilor Baszler seconded the motion.

Councilor Clark said in all her years of being on Council she has never heard of a Councilor taking a leave of absence.

Louis said it is in the Charter that in can occur, however it must be by the consent of the Council.

Councilor Clark said they have seven people on the Council for a reason, for anything to pass we need seven; there is the problem of a tie if we only have six Councilors.

Councilor Fortune asked Councilor Clark when the last time we had a tie was.

Councilor Coey did talk to the Mayor and Louis about this.

Mayor Shorey (Aye), R. Clark (Nay), L. Biggerstaff (Aye), G. Fortune (Aye), E. Baszler (Aye), C. Slaven (Nay). Motion carried 4-2

#### **\*\* Strategic Plan Review (work session) Pot luck**

Not working on this tonight.

#### **\*\* Contract for Well & Reservoir Feasibility Study**

The last time Ed was here, in the Spring, he presented to the Council the Fire Canal Study and at that time it became clear that we should look in to improving the City well field, particularly well #2 and then looking at the possibility at getting adequate storage for fire and for water pressure up above the Industrial Park. The thing he left the Council with was he was going to go get a grant so he can do a feasibility study. Working with Louis, we did get the grant.

What Ed would like to do is look at the performance at the well field, how much water we are going to need to enhance it, how and where we can put a new well that is not going to have the same problems

that well field has now. We have six wells right now, really only three or four of them work for practical purposes. Those three or four wells are too close together, you turn them on and they go dry. They will be looking at making sure there is enough storage up at the Industrial Park and how much we can get by with, do we need a half a million gallon tank or a million gallon tank. The third part is looking at the funding, how much it is all going to cost. Capitol costs up front and then what he will put together a letter of intent, he will write and forward this to the funding agency so they can get to work on the terms they can get us. He believes we can get a significant grant, he can't guarantee that, but our demographics are such that we could very well get a significant amount of cash to do this project and not have to raise our rates a huge amount. The fourth part is to update our existing master plan which was done almost 16-17 years ago.

The study would start next month and should be done by April. He will have results to you by late March or April. Depending on the results of the funding analysis we can go ahead and obtain funding, if you decide to go for it, it is the Councils call. If we decide to go on with the project we could possibly get funding in line by early or mid summer and start working on design and we could be looking at construction starting in a little over a years time.

Ed stated that the thing that has always bothered him as our Engineer is that our Industrial Park is out there all by itself, it really has nothing; no storage, no fire flow. How are we going to get anyone in there?

Louis asked in the past, in our previous studies has it ever been mentioned that it's beneficial for us to have the three million and why.

Ed said the previous comprehensive plan in 1991, that was the goal at that time even with the limited population of Oakridge, what we have is for about six or seven months a year we use about 500,000 gallons a day and for about four or five months a year, during the warm weather, we use on average about 700,000-800,000 gallons a day.

Louis needs the Councils thoughts on doing something at the OIP in the very near future; what do they want to do, what do they not want to do. He needs an idea if he needs to start putting resolutions together.

Councilor Biggerstaff asked if we do the basic \$105,000 or whatever for the tank, would we have to raise the rates?

Louis said no, we can do that with the existing budget.

Councilor Slaven asked if there is any reason we couldn't wait until we actually had something that looked like it might be coming here before we put money into the park.

Louis said what he keeps hearing from some Councilors is that we aren't ready to put anything in it, which is a valid point. Let's say we get someone today, they want to move in next week. It will take more than a week to get this ready, the City is going to do all the work, we aren't going to contract this out.

Louis asked if the Council chose to move forward and the citizens gave their input, how far out are we talking on the million gallon tank.



Councilor Clark asked Ed how much that will cost us.

Ed said 1.5 – 2 million dollars.

Councilor Clark said we could possibly get maybe a half to three quarters of a million?

Ed said he has gotten up to 45% on some.

Councilor Clark said we will still have to raise our rates.

Mayor Shorey said our cut off is 9:00, the council needs to decide if we want to continue.

The Council wants to finish the action items.

**Motion:** Councilor Clark moved that we authorize the Mayor to sign the IFA Oakridge Municipal Well and Storage Facility Feasibility Study Contract Project #V14007. Councilor Slaven seconded the motion.

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

**\*\* Online pay option – Utility Billing**

Louis asked Mr. Henryes if we have resolved his issue.

Mr. Henryes said yes, to a certain extent. He still has a question for Susan.

Susan did a survey with other cities across the state on how they would handle the situation.

Louis said most of the time once the person found out about the 5-7 day lag; most of them said they would refund the late fees one time. Now that the person knew, it was on them.

Councilor Slaven said she doesn't think they need to discuss this any further as a Council. He needs to go the staff if there are any additional questions.

**\*\* ORCHID Health Fiscal Sponsorship**

Mayor Shorey and Louis have already talked about this; the Mayor kicked it in to Louis' court. This doesn't seem like an appropriate thing for the City to do, primarily because we are not a 501C3 and they want it to go through a 501C3.

**7.0 COMMUNITY SERVICES**

**8.0 POLICE SERVICES**

Chief Scobert was able to get the Police Department a free live scan fingerprint system from Lane County. Chief has been wanting to get away from the old way to fingerprint for some time.

**9.0 EMERGENCY SERVICES**

Mayor Shorey introduced our new Fire Chief Albert Alcalde.

Chief Alcalde gave a report on the Fire Department call volume.

They had a trauma call on Highway 58 and they did have to life flight a patient out.

**10.0 Reports from Boards and Committees**

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

**ADJOURNMENT:** The Council adjourned at 9:27 p.m.

Respectfully submitted before the City Council January 2, 2014

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

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

