

WESTFIR CITY COUNCIL MEETING MINUTES

Monday, December 2, 2019

Westfir City Hall, 5:30 p.m.

CALL TO ORDER:

Council President D'Lynn Williams called the meeting to order at 5:30 p.m. Councilors Thalia Lerin, Edward Johnstone, and Randy Stark were present. Mayor Matt Meske was absent. All stood and recited the Pledge of Allegiance.

MAYOR'S MINUTE:

Councilor D'Lynn Williams expressed appreciation to Viki Burns and the other volunteers who decorated the bridge for the Bridge Lighting Festival.

CITIZEN COMMENTS ON AGENDA ITEMS:

There were no citizen comments.

COUNCILOR COMMENTS ON AGENDA ITEMS:

There were no Councilor comments

ORDINANCE 140 VARIANCE – Don Henderson

The Council agreed to add this item to the agenda. Don Henderson said that he believed he had an agreement with the Council at an earlier meeting that, if he removed one shipping container from his property and camouflaged the other with fencing or greenery, he would be considered in compliance with Ordinance 140. However, he received a letter from the City on or around November 26 stating that the shipping container had to be 50 feet from all lot lines, which is not possible and was not discussed with him. Councilor D'Lynn Williams proposed that Don request a variance in writing stating that it's an unnecessary or undue hardship to remove the shipping container from his property. The Council agreed that they would approve the variance as permanent.

Mayor Matt Meske arrived at 5:47 p.m.

SEPTEMBER 2020 EVENT (BIG FOOT FESTIVAL):

Viki Burns and Randy Dreiling spoke. Viki reported that she submitted the application and site map to the City. Randy Dreiling stated that the event would use the same layout as Mountain Bike Oregon and same elements in terms of portable toilets, vendor booths and adult beverage concession. Viki estimated attendance at the festival to be 50–200 people. The Council asked Randy to confirm that the number of portable toilets would be enough, and that Randy would acquire an OLCC license for the event. Mayor Matt Meske asked about event insurance and Viki stated that they would have it. Councilor Thalia Lerin made a motion to conditionally approve the application for the Big Foot Festival. Councilor D'Lynn Williams seconded, and the motion carried 5–0.

AYES: Meske, Lerin, Williams, Johnstone, Stark NAYS: 0 ABSTENTIONS: 0

APPROVE MINUTES:

Councilor D'Lynn Williams made a motion to approve the minutes for November 14, 2019. Councilor Edward Johnstone seconded, and the motion carried 5–0.

AYES: Meske, Williams, Johnstone, Lerin, Stark NAYS: 0 ABSTENTIONS: 0

WATER/SEWER REPORT:

Jackson Stone presented the water and sewer report. He stated that he has nearly all the diesel fuel purchased that he needs to run the backup generators for the water and sewer plants.

Jackson reported that the streetlights at the Portal are cycling on and off, instead of staying on continuously, and said they may be failing. Jackson stated that small lights used to illuminate the kiosks were burnt out. Councilor D'Lynn expressed hope that replacing the kiosk lights would resolve the problem with the streetlights, if they're on the same circuit.

Jackson reported that he may be able to get the Relief Operator certified earlier than expected through an Operator in Training (OIT) program. Councilor D'Lynn offered to help develop a training plan if needed. Jackson said he would work on putting a training plan together.

AUFDERHEIDE SCENIC BIKEWAY:

Mayor Matt Meske asked to add this item to the agenda. Tracey Sunflower, representing the Planning Committee of the Scenic Bikeway, reported on the project to make the Aufderheide scenic route designated a scenic bikeway. Tracey reported that the project has been in limbo for the past several years because the Forest Service needed evidence that it would be a safe route for bikes to travel. In the past couple of years, the University of Montana did a study of the matter, which was published in July 2019. The study indicates that it's safe and would be a good bikeway. Tracey stated that the committee expects the designation to be approved next summer. The committee is currently in need of letters of support to submit with the application. Mayor Matt Meske made a motion to sign a letter of support for the Aufderheide Scenic Bikeway. Councilor Thalia Lerin seconded, and the motion carried 5-0.

AYES: Meske, Lerin, Williams, Johnstone, Stark NAYS: 0 ABSTENTIONS: 0

POLICE / FIRE REPORT:

Councilor D'Lynn Williams reported that a truck tried to drive her off the road coming back from Oakridge, which showed up in the police report as a driving complaint. The police report for November was reviewed, and there was no further comment. There was no fire report.

OAKRIDGE LAW ENFORCEMENT MEETING REPORT:

Councilor D'Lynn Williams reported that 5% of the Oakridge crime statistics were generated by Westfir. She stated that to her mind, the main issues facing law enforcement are mental health and substance abuse and lack of facilities for addressing these problems. She reported learning that Oakridge police issue violations rather than making arrests, so they don't have to pay for a lawyer. Mayor Matt Meske asked about solutions, and Councilor Thalia Lerin stated that the problem is monetary. Councilor D'Lynn Williams stated that law enforcement's best advice to residents is to have security cameras.

Councilor Thalia Lerin stated that she spoke to Judge McShane after the meeting about the 9th Circuit Court of Appeals ruling that allows homeless camping on city property, and whether it's dependent on city population. She reported that the ruling is not population based and so applies to Westfir. Councilor D'Lynn Williams stated that the police are uncertain about application of the ruling because legal interpretations vary.

BOAT LAUNCH SIGNAGE:

A sample sign for winter closure was inadvertently purchased by Councilor D'Lynn Williams, who offered to cover the cost of \$30.50. The sign was deemed by the Council to be usable.

NUISANCE VEHICLES:

Councilor Thalia Lerin reported that she spoke to Oakridge police officer James Cleavinger and learned

that Oakridge brokered a deal with Dowel Towing under which they don't have to pay for storage or towing. City Recorder Nicole Tritten reported that she spoke to Dowel Towing, and they said they could work with the City on storage fees, but that they needed to get the tow fee. The matter was tabled for a work session in January, tentatively scheduled for January 9, 2020, at 6:00 p.m.

CITY RECORDER REPORT:

Nicole Tritten presented the report and summarized the items. She reported that electricians installed a grounded outlet in the City Hall office and that the computers and printers are now plugged in to grounded surge suppressors. In addition, she reported that a new heater was installed, and apologized that she allowed the unauthorized expense to go forward. Mayor Matt Meske took responsibility for his request that the lights in the garage be fixed, which was also not an expense approved by the Council but was a serious safety issue. The result was a much higher cost for the electrical work than had been approved, but that several serious problems were resolved.

Nicole reported that the office computers are now connected wirelessly to the large Ricoh printer, which previously was being used only as a photocopier.

Nicole reported that she had not found a sample resolution to adopt a notary journal agreement and may have to write it herself. She stated that she found several notary journal agreements the City could use as a basis for their agreement. She reported that she ordered her notary stamp but not the journal. She learned from the Secretary of State's office that the City will need a new journal for each notary, so she will purchase a soft cover journal since they are less expensive. In addition, Nicole stated that she had no plans to offer notary services outside of her job. She asked whether the City would cover her liability if she performed a notary service for the general public (as opposed to residents for whom the service is free), if she paid the fee to the City. The Council agreed that she would be covered for notary services performed for non-residents at City Hall if the fee is paid to the City. Nicole asked who pays for the public official bond for the City Recorder. Councilor D'Lynn Williams explained that the bond is paid for personally by the City Recorder for the first full year of employment, after which the City covers the cost.

CITY FINANCIAL REVIEW:

Nicole Tritten submitted the bank statements, cash deposits, and updated expenditure sheet. She reported that the accountant completed the annual financial report and the books are now with the auditor. She stated that the insurance claim for the office break-in is closed except for reimbursing Jackson Stone for the loss of personal tools and reimbursement to the insurance company for items that were recovered. In addition, she confirmed that the City had been reimbursed for towing expenses generated by the theft. She reported that she received an estimate from Inbound for the dead tree removal near the sewer plant. Mayor Matt Meske moved to enter a contract with Inbound for hazard tree removal near the sewer plant gate. Councilor Randy Stark seconded, and the motion carried 5-0.

AYES: Meske, Stark, Williams, Johnstone, Lerin NAYS: 0 ABSTENTIONS: 0

Councilor Randy Stark left at 6:45 p.m.

Councilor D'Lynn Williams moved to approve expenditures for December 2019 in the amount of \$72,378.96. Councilor Thalia Lerin seconded, and the motion carried, 4-0.

AYES: Meske, Williams, Lerin, Johnstone NAYS: 0 ABSTENTIONS: 0 ABSENCES: Randy Stark

CITIZENS CONCERNS NOT ON AGENDA:

There were no concerns.

COUNCILOR CONCERNS NOT ON AGENDA:

There were no concerns.

RECESS REGULAR MEETING FOR EXECUTIVE SESSION PURSUANT TO ORS 192.660(2)(f):

At 7:00 p.m. Mayor Matt Meske called for an Executive Session for consideration of information or records that are exempt by law from public inspection.

ADJOURN EXECUTIVE SESSION, RECONVENE AND CALL COUNCIL MEETING TO ORDER:

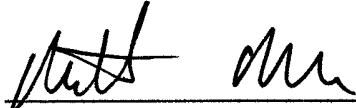
Mayor Matt Meske adjourned the Executive Session at 7:58 p.m. and reconvened the regular Council Meeting.

ADJOURN MEETING:

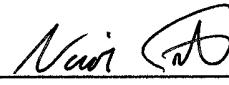
Mayor Matt Meske moved to adjourn the meeting, Councilor D'Lynn Williams seconded, and the meeting was adjourned at 8:03 p.m.

AYES: Meske, Williams, Johnstone, Lerin NAYS: 0 ABSTENTIONS: 0 ABSENCES: Randy Stark

Respectfully submitted,



Matt Meske, Mayor

 1-6-20

ATTEST: DATE:
Nicole Tritten, City Recorder