

WESTFIR CITY COUNCIL MEETING MINUTES

Tuesday September 3, 2019

Westfir City Hall 5:30pm

MINUTES

CALL TO ORDER:

Mayor Matt Meske called the meeting to order at 5:35pm. Councilors D'Lynn Williams, Thalia Lerin, Edward Johnstone, and Randy Stark were present. All stood and recited the Pledge of Allegiance.

MAYOR'S MINUTE:

Mayor Matt Meske stated that we were fortunate to make it through August with no serious fires.

CITIZEN COMMENTS ON AGENDA ITEMS:

There were no citizen comments.

COUNCILOR COMMENTS ON AGENDA ITEMS:

There were no Councilor comments.

PORTAL APPLICATION:

Outgoing City Recorder Melody Cornelius reported that the application by Devin VansCoy for the Oakridge Triple Summit Challenge is complete and the event scheduled for September 28 may proceed.

BILLING ISSUE:

Cheri Moritz requested relief on her water bill because of a leaking water heater she was unaware of. She presented evidence that the defective water heater was replaced and the leak fixed. Councilor Thalia Lerin moved to forgive \$100.00 of Cheri Moritz's water bill. Councilor Randy Stark seconded, and the motion carried 5-0.

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

BOAT RAMP PROPOSAL:

Noah Sunflower did not attend the meeting. In his absence Mayor Matt Meske explained Noah's proposal to use the boat launch for a rafting guide service. Council discussed the proposal and determined that as the boat launch is public, Noah may use it. Mayor Matt Meske noted that a gate has been ordered for closure of the boat launch in the fall and winter.

TREE SERVICE PROPOSALS:

The City received two bids for removal of hazard trees along Winfrey Road. The company Inbound proposed to subcontract with Michael Garvin and Cindy Noblitt of Warner Creek Company to do the work. Michael and Cindy attended the meeting and discussed the project with council. Councilor Edward Johnstone made a motion to enter into contract with Inbound for the tree felling. Mayor Matt Meske seconded, and the motion carried 4-0.

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

SECURITY SYSTEM PROPOSAL:

Councilor Edward Johnstone described the security equipment he purchased for the portal: four cameras, expandable to eight, with 24/7 recording of high-quality images. In addition, Councilor Edward Johnstone explained the monitored service Ring Security that he researched for City Hall's security system. Based on council's questions, he will do more research on the options with Ring Security.

Councilor D'Lynn Williams made a motion to reimburse Councilor Edward Johnstone for the purchase of security equipment for the portal. Councilor Randy Stark seconded, and the motion carried 5-0.

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

APPROVE MINUTES:

Councilor D'Lynn Williams made a motion to approve the minutes from July 2, 2019 and August 6, 2019 with a correction to Councilor Thalia Lerin's name in the July 2 minutes. Councilor Randy Stark seconded, and the motion carried 5-0.

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

WATER/SEWER REPORT:

Jackson Stone presented the water and sewer report. He reported that he completed educational requirements that extend his certification for two years. He reported higher water usage due to the accuracy of the new meter. He reported that the sand filter was down but that he expected to have it repaired soon.

POLICE / FIRE REPORT:

There was no report from either department. Mayor Matt Meske expressed concern about understaffing at the Oakridge Fire Department. He stated that he could arrange to get copies of fire reports, but councilors replied that fire reports are not needed at this time.

IGAs:

Mayor Matt Meske reviewed the IGAs that contract with Oakridge for police and fire services and cost-sharing of employee benefits for Jackson Stone, who works for both cities. Councilor D'Lynn Williams moved to renew the police IGA. Mayor Matt Meske seconded, and the motion carried 5-0. Councilor Randy Stark moved to renew the fire IGA. Councilor D'Lynn Williams seconded, and the motion carried 5-0. Councilor D'Lynn Williams moved to renew the employee benefit IGA. Councilor Thalia Lerin seconded, and the motion carried 5-0.

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

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ORDINANCE 140 SHIPPING CONTAINERS:

Tabled for next agenda pending public notification and comment period.

CITY RECORDER REPORT:

Nicole Tritten reported that she was starting her third week on the job and felt it was going well with excellent training by the outgoing City Recorder Melody Cornelius.

CITY FINANCIAL REVIEW:

Nicole Tritten submitted the bank statements, cash deposits, and updated expenditure sheet. Council decided to purchase 10 additional light pole banners at a cost of \$1800.00, which was added to expenditures for September. Councilor Thalia Lerin moved to approve expenditures in the amount of \$20,336.36. Mayor Matt Meske seconded, and the motion carried 5-0.

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

MAYORAL PROCLAMATION:

Mayor Matt Meske issued a proclamation declaring that the week of September 1 – September 7, 2019 be known as Home Inventory Week, a time to encourage everyone to build a home inventory of their personal property and to speak with an insurance agent to make sure they are financially prepared for a disaster.

CITIZENS CONCERNS NOT ON AGENDA:

There were no citizen comments.

COUNCILOR CONCERNS NOT ON AGENDA:

Councilor D'Lynn Williams asked about progress on the Kiosk Project. Councilor Thalia Lerin responded that she is finishing up her part and then will need help from Jack for the physical installation. Councilor D'Lynn Williams asked about the status of asphalt resurfacing for Hemlock skate park/basketball court. Mayor Matt Meske reported that he had looked up several contacts for the job. Councilor D'Lynn stated that Westfir may want to consider forming a safety committee to work concurrently with Oakridge's newly formed safety committee. She plans to research more about the working of the Oakridge committee. Councilor Randy Stark asked about clean up around the water storage area and who would perform the work. Mayor Matt Meske stated that the City should be able to perform the work with the use of the excavator equipment.

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

At 7:36pm Mayor Matt Meske recessed the meeting to go into an executive session to review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.

RECONVENE REGULAR COUNCIL MEETING TO ORDER:

Mayor Matt Meske reconvened the regular Council meeting at 7:59pm.

MOTION TO HIRE RELIEF CITY OPERATOR:

Mayor Matt Meske made a motion to hire Dan Kusak for the Relief City Operator position at a rate of \$14 per hour. No councilor seconded. Tabled for next meeting.

MOTION TO HIRE PORTAL MAINTENANCE:

Mayor Matt Meske made a motion to hire Melody Cornelius for the Portal Maintenance position at a rate of \$750 per month. No councilor seconded. Tabled for next meeting.

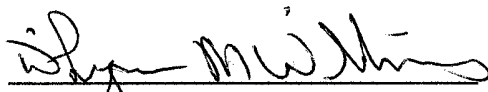
Council noted that there was an error in the FY2019-2020 budget, line 5 of Highway Fund. Nicole Tritten will draft a resolution to correct the error.


ADJOURN MEETING:

Mayor Matt Meske made a motion to adjourn the meeting, Councilor Thalia Lerin seconded, and the motion carried 5-0. Meeting was adjourned at 8:36pm.

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

Respectfully Submitted,


D'Lynn Williams, Council President

 10-7-19
ATTEST: DATE:
Nicole Tritten, City Recorder