

WESTFIR CITY COUNCIL PUBLIC HEARING

Monday, June 1, 2020

Audio/Video Teleconference, 5:30 pm

The public hearing was held for the purpose of taking comments on the election and use of state revenue sharing funds, and the 2020-2021 Budget, as approved by the Budget Committee.

There was no public comment. Mayor Matt Meske closed the public hearing at 5:37 pm.

WESTFIR CITY COUNCIL MEETING MINUTES

Monday, June 1, 2020

Audio/Video Teleconference, following the City Council Public Hearing

MINUTES

CALL TO ORDER:

Mayor Matt Meske called the meeting to order at 5:37 p.m. City Recorder Nicole Tritten called roll. Councilors D'Lynn Williams, Edward Johnstone, Thalia Lerin, and Randy Stark were present.

MAYOR'S MINUTE:

Mayor Matt Meske expressed hope that the Council would soon be able to meet in person again, and that he understands that remote meetings are challenging.

CITIZEN COMMENTS ON AGENDA ITEMS:

There were no citizen comments.

COUNCILOR COMMENTS ON AGENDA ITEMS:

There were no Councilor comments.

RESOLUTION 489:

Councilor Randy Stark made a motion to approve Resolution 489 to create a new operating fund for fiberoptic leasing. Councilor Edward Johnstone seconded, and the motion carried, 5-0.

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

RESOLUTION 490:

Mayor Meske made a motion to approve Resolution 490 to adopt FY2020-2021 budget, elect revenue sharing, and impose taxes and appropriations. Councilor Randy Stark seconded, and the motion carried 5-0.

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

RESOLUTION 490.1 – Councilor D’Lynn Williams made a motion to approve Resolution 490.1 to accept state shared revenue for FY2020–2021. Councilor Edward Johnstone seconded, and the motion carried 5–0.

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

OAKRIDGE AIR SMOKE RESPONSE PLAN:

Representative Sarah Altemus-Pope was not able to attend the meeting. Councilor D’Lynn Williams asked whether Sarah was looking for representation from Westfir on the project. Councilor Lerin responded that she heard from Sarah that the group would like Mayor Meske to be on the committee, and if not, then another member of the Council. Mayor Meske stated that he was unsure how Westfir could contribute to the discussion, but that he would attend meetings, time permitting.

CHAMBER OF COMMERCE UPDATE:

Lynda Kamerrer was not able to attend the meeting. There were no Councilor comments on the Chamber of Commerce memorandum.

APPROVE MINUTES – May 4, 2020

Councilor Randy Stark made a motion to approve the minutes from May 4, 2020. Councilor D’Lynn Williams 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 said the water plant is functioning well, and that water usage is a little higher than normal. He stated that a UV sensor had failed at the sewer plant, and he is using an old one for now. He said that he plans to talk to the reseller, Trojan, about how frequently the sensors are failing. Finally, Jackson reported that he had sent his application to the DEQ for his bi-annual certification renewal.

Councilor Johnstone asked whether Jackson had any information about who was responsible for ramming the gate at the sewer plant. Jackson reported that he questioned nearby residents, but nobody had seen or heard the incident. He stated that the gate has been secured. Councilor Johnstone asked about cameras, and Jackson said there are four at the plant, but the vandals did not approach the plant. He reported that one of the neighbors would be turning a camera toward the road, in which case, there may be video available of any future attempts. Jackson suggested blocking the driveway with boulders. Mayor Meske and Councilor Stark expressed approval for the idea.

POLICE / FIRE REPORT:

There was no fire report. There were no comments on the police report.

REOPENING PORTAL RESTROOMS:

Lane County having entered Phase 1 of reopening from Covid-19 restrictions, the City is permitted by State guidelines to open the restrooms. Mayor Meske stated that he would like the Portal restrooms opened, that it’s important for travelers to be able to use the restrooms and wash their hands. Councilor Randy Stark and Councilor D’Lynn Williams agreed. Nicole Tritten stated that she had spoken to Melody Cornelius, the Portal maintenance operator, and that Melody felt she had sufficient protective

equipment for cleaning the restrooms. The Council decided that a notice would be posted stating that the restrooms are cleaned only once per day, since the State guidelines recommended twice daily cleaning. Melody had suggested posting a daily cleaning schedule, so visitors would know when the bathroom was last cleaned. The Council expressed approval of the idea.

Nicole asked whether the play structure could be opened under Phase 1. Mayor Meske said he believed that playgrounds must remain closed. While not officially opening the play structure, he suggested posting signs informing the public that the play structure is not cleaned or sanitized. Nicole confirmed with the Council that the Portal restrooms would reopen with signage stating that bathrooms are only cleaned once per day; a cleaning schedule; and a sign recommending one person in the restrooms at a time. The play structure would not reopen, but signs would be posted warning the public that the equipment is not cleaned or sanitized.

FY2019–2020 COUNCIL ITEMS TO FINISH / FY2020–2021 NEW ITEMS:

The Council reviewed Councilor Williams’ list of current fiscal year City projects. Mayor Meske updated the Council on installation of the gate at the boat ramp, stating that the posts have been set. Nicole Tritten reported that the City needed to reimburse councilor Edward Johnstone for the Ring security cameras that he purchased, which were budgeted for the current fiscal year. Councilor Johnstone stated that he had already been reimbursed and needed to find time to set up the system. Councilor Thalia Lerin reported on the kiosk project. She stated that the kiosk had been sanded, primed and painted, and that she expected the installation could be completed in 2–3 weeks.

The Council discussed Councilor Williams’ list of new items: purchase and installation of a gate at the water plant; repair and painting of the Portal parking lot; tiny home ordinance compliance check; urban growth boundary expansion; new City Hall location; fiberoptic infrastructure purchase; new 250,000 gallon water tank purchase. In addition, there was discussion of events for the upcoming year: rescheduled spay/neuter clinic; community cleanup; a potential Fall celebration; Bridge Lighting Festival; and Easter Egg Hunt.

ACCEPT RESIGNATION AND DECLARE A VACANCY:

Mayor Meske read the resignation letter of Relief City Recorder Sharon Elrod. Councilor D’Lynn Williams moved to accept the resignation and to declare a vacancy. Councilor Randy Stark seconded, and the motion carried 5–0.

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

The Council decided to increase the wage range for the Relief City Recorder position to \$12–\$14. The Council discussed where the position would be advertised: on the City website, at City Hall, in the *Dead Mountain Echo*, and on Craigslist.

CITY RECORDER REPORT:

Nicole Tritten presented the report and summarized the items. She reported that although the Council voted to approve changes to the employee handbook, a resolution was required, and she would have one prepared for the next meeting.

Nicole reported that a resident called the office and wanted to know whether the City would resume water shut-offs when the moratorium expired, even for people with financial hardship caused by the Coronavirus pandemic. Mayor Meske stated that shut-offs would continue when the moratorium

expired, but that residents could ask for relief from the Council on a case-by-case basis. The Council decided that the City will not shut off water/sewer service while relief is under consideration by the Council, but that documentation of need must be presented.

Nicole updated the Council on the paving projects. She stated that she hadn't received a new date for the work, which was postponed due to weather. She reported that she had called Pave Northwest twice and e-mailed once.

Nicole reported that a resident had asked whether the City Council had discussed resumption of in-person meetings. Councilor Thalia Lerin stated that she was not personally comfortable resuming them yet. Councilor Edward Johnstone agreed. Council Stark said to tell the resident that the Council doesn't have enough information to make a decision at this time.

CITY FINANCIAL REVIEW:

Nicole Tritten submitted the bank statement, cash deposits, and expenditure sheet. She expressed concern that the figure she used for cash on hand in the FY2020–2021 budget was too high, and she thinks it may be necessary to have a supplemental budget this year.

Councilor Thalia Lerin made a motion to approve expenditures for June 2020 in the amount of \$43,940.37. Mayor Meske seconded, and the motion carried 5–0.

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

CITIZENS CONCERNS NOT ON AGENDA:

The Council considered a petition by Kenith Johnson to turn off streetlight #V14R7R1 on Second Street. Councilor Williams stated that it made her uneasy to turn the light off without consensus from all the households affected. The other councilors agreed that they needed more information and would like assurance of a consensus among the neighbors. Councilor Stark offered to research placement of the light and to canvas the people in the neighborhood.

The Council considered a proposal by volunteer Viki Burns to have movie nights at the Portal this summer. The Council expressed several concerns: State social distancing requirements, insurance, and movie licensing fees. The Council said they would consider the proposal when they had more information.

Volunteer Elizabeth Stark stated that the watering tank purchased by the City for her to water plants along Winfrey Road was broken. She requested permission to purchase a new one and be reimbursed by the City. She stated the cost as \$150.00–\$200.00. The Council agreed to the purchase.

Secondly, Elizabeth asked if it was possible for the City to allow use of its equipment by a resident to mow an area down by the sewer plant. She stated that the resident has been mowing the area voluntarily using his personal equipment, which isn't sufficient to the task. Mayor Meske stated that the City can't allow use of its equipment for reasons of liability, but the City could look into options under its insurance plan. Elizabeth said that it would be helpful for the City to explore the issue.

Finally, Elizabeth mentioned that a house on Westoak Road had installed a 5-foot high, solid fence, and she asked if the fence was counter to City zoning. Mayor Meske asked Jackson Stone to look at the fence and report back to the Council.

COUNCILOR CONCERNS NOT ON AGENDA:

Councilor D'Lynn Williams reported that a neighbor had a person sleeping in their car overnight, but she didn't see any reference to the situation in the nuisance ordinance. Mayor Meske stated that the City wouldn't take action unless there was illegal activity. Councilor Williams also reported illegal camping at the Mill Site again. Mayor Meske asked Nicole to contact the Mill Site owner, Ralph Christensen, to inform him. Councilor Williams asked to remind him also that the grass and weeds need to be mowed.

Councilor Thalia Lerin reported that resident Woody Butler had passed away, and that his house was going into foreclosure. She expressed concern about squatters moving in, and asked that everyone keep an eye on the house.

ADJOURN MEETING:

Mayor Meske moved to adjourn the meeting. Councilor Thalia Lerin seconded, and the meeting was adjourned at 7:27 p.m.

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

Respectfully submitted,

Matt Meske, Mayor

ATTEST:
Nicole Tritten, City Recorder

DATE