

# WESTFIR CITY COUNCIL SPECIAL MEETING MINUTES

Monday, December 20, 2021

Audio/Video Teleconference, 3:00 p.m.

## MINUTES

### **CALL SPECIAL MEETING TO ORDER:**

Mayor Melody Cornelius called the Special Meeting to order at 3:05 p.m. Councilor D'Lynn Williams and Councilor Kelly Packard were present. Councilor Nicole Davis and Councilor Edward Johnstone were absent.

Mayor Cornelius announced that since no one was present to speak for the occupied RV extension request that she was changing the order of the meeting to start with the disc golf agenda item.

### **SITE PLAN FOR TWO DISC GOLF BASKETS AT PORTAL PARK:**

Mayor Cornelius recognized Jason Nehmer of the Oakridge Disc Golf Club. The Council had reviewed the site maps submitted by Mr. Nehmer prior to the meeting. Councilor Packard asked Mr. Nehmer the rationale for installing disc golf holes at the Portal. Mr. Nehmer replied that the Middle Fork Willamette Disc Golf Tournament on the mill site in July 2021 had been well received and Tony Schlauch, the Portal maintenance operator, among others, suggested that the Portal might host disc golf holes. Mr. Nehmer said that he therefore contacted the mill site owners about establishing a more permanent course on the mill site, and they were receptive to the idea. Mr. Nehmer explained that he was cognizant of safety in placing the two baskets in the course design, with one flying over the pump track and the other away from all Portal features, alongside the railroad tracks. The remainder of the 16-hole course would be on the mill site. Councilor Williams expressed concern for the safety of people walking the mill site. Mr. Nehmer assured her that only one hole potentially impacted pedestrians, but there was sufficient visibility around the hole to avoid collisions. Mayor Cornelius asked how the course would rate among disc golf courses for attracting tourism to the area, and Mr. Nehmer replied that it was a destination-level course on par with the disc golf course in Oakridge. Councilor Packard asked about maintenance of the holes at the Portal. Mr. Nehmer said that he had already done some clearing of the area, and it should be easy to maintain. Tony joined the meeting and explained that he had already planned to open up the area because it was unusable space due to blackberries and tree shoots. Tony stated that once the area was cleared, it would be easy to maintain due to foot traffic.

Councilor Johnstone joined the meeting at 3:18 p.m., and Councilor Davis joined the meeting at around 3:19 p.m.

Mayor Cornelius made a motion to approve the site plan for two disc golf baskets at the Portal Park. Councilor Johnstone seconded, and the motion carried, 5-0.

**AYES:** Cornelius, Williams, Davis, Johnstone, Packard    **NAYS:** 0    **ABSTENTIONS:** 0

### **AUTHORIZE SIGN INSTALLATION AT PORTAL:**

Mayor Cornelius reported that in order to install the wayfinding sign at the Portal, the contractor needed to build up the area in the bioswale to support the weight of the sign. She explained that the plan was to move large boulders from the water plant and to add smaller rock ordered by the contractor. The Mayor said that there would be a cost of \$1,500-\$2,000 for the work, which was not

covered by the grant, and asked for the Council's input about the additional expense. Councilor Williams stated that she was not concerned with the additional expense, but was opposed to removing boulders from the water plant site that were placed to prevent incursions by vehicles. Mayor Cornelius replied that the large rocks could be ordered by the contractor but would add to the cost of the project. Councilor Williams asked if the expense would be paid from the Highway Fund or RTMP fund. Mayor Cornelius replied that \$1500 set aside for signage in the RTMP fund could be used and any additional expense could be paid from the Highway Fund for Portal Improvements. Councilor Williams expressed concern about decreasing the capacity of the bioswale to hold floodwater. Mayor Cornelius stated that the materials being used to build up the area were drainage materials, so they shouldn't affect the holding capacity of the bioswale greatly. The Council agreed to have the contractor proceed with the project, with the addition of large rocks to the materials. The payment would be authorized by the Council at the February meeting.

**OCCUPIED RV EXTENSION REQUEST:**

Mayor Cornelius stated that she had hoped someone would represent Evelyn Hendrickson at the meeting to answer questions from the Council. She asked City Recorder Nicole Tritten about the status of requirements set by the Council at the last meeting that had to be met to consider the request. Nicole replied that Ms. Hendrickson did submit a development application requesting the variance, signed by herself and the parties living in the RV. In addition, City Operator Robert Archer conducted an inspection of the RV on December 8. His findings were that the RV complied with City ordinance by being operable; having current tags and registration; and having the wheels and tongue attached. Robert was told that the RV was not dumping in the City sewer system, and that a service came to drain the RV's waste. Finally, the RV was not found to be impinging on the road in such a way as to impact access by emergency vehicles. The Council reviewed a follow-up letter submitted by Ms. Hendrickson. Mayor Cornelius noted that Ms. Hendrickson seemed to be requesting permanent residency in the RV behind a privacy fence, but that unlimited residency in an RV was not an option. The Council decided to give a three-month extension from December 20, 2021–March 20, 2022, to be accompanied by a letter making clear that permanent residency in an RV is not allowed and that the time extension should be used to make other arrangements.

Mayor Cornelius made a motion to approve the variance application for an extended stay in an occupied recreational vehicle by Evelyn Hendrickson, terminating on March 20, 2022, and including an explicit letter of explanation per Council's request. Councilor Johnstone seconded, and the motion carried, 4–0.

**AYES:** Cornelius, Davis, Johnstone, Packard    **NAYS:** 0    **ABSTENTIONS:** 1–Williams

Nicole Tritten asked the Council several questions. In particular she asked about the Council's preferred format for the next Planning Commission hearing, especially in light of the highly transmissible Omicron variant of COVID-19. The Council decided to hold a hybrid meeting similar to the first hearing with the Mayor, City Recorder, and socially distanced residents present in the Council Chamber. Given space constraints in the room, there may have to be a rotation of people who would like to speak, asking residents to sign up in advance if possible.

Nicole asked whether employee evaluations were supposed to take place in December. Mayor Cornelius confirmed that employee evaluations take place in December, but the evaluations could be done in January; reviewed in an executive session at the February meeting; and any pay raises made retroactive to January 1.

**ADJOURN MEETING:**

Mayor Cornelius moved to adjourn the Special Meeting. Councilor Williams seconded, and the meeting was adjourned at 4:20 p.m.

**AYES:** Cornelius, Williams, Davis, Johnstone, Packard    **NAYS:** 0    **ABSTENTIONS:** 0

Respectfully submitted,

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Melody Cornelius, Mayor

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ATTEST:  
Nicole Tritten, City Recorder

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DATE