

**WESTFIR CITY COUNCIL SPECIAL MEETING**  
**Wednesday, October 22, 2025, 5:30 p.m.**  
**In person at City Hall and via audio/video teleconference**

**MINUTES**

**CALL SPECIAL MEETING TO ORDER:**

Mayor Richard Watson called the Special Meeting to order at 5:32 p.m. Councilors Dylan Cheatham, Councilor Deretta Huey and City Recorder Nicole Tritten were present in person. Councilor Jara Mouracade was present via video. Councilor Linda M. Love was absent without notice.

**WATER BILL FORGIVENESS/PAYMENT PLAN REQUEST:**

The Council considered a verbal request to the City Recorder to reduce the late charges on a water billing account due to economic hardship. The past due amount on the account was \$673.27. The Council reviewed a list of the late charges on the account since February 2025, totaling \$447.20. Mayor Watson asked Ashely Pierzina, present via audio, to explain the hardship situation and plans to keep the account current in the future. After hearing from Ms. Pierzina, the Council was satisfied that a hardship existed and that the primary account holder, Ben Austin, was working to get full-time employment.

Councilor Huey made a motion to forgive \$300 of the late charges on the account of Ashley Pierzina and Ben Austin. Councilor Cheatham seconded, and the motion carried, 3–0–1.

**AYES:** Watson, Huey, Cheatham    **NAYS:** 0    **ABSTENTIONS:** 1 – Mouracade (employs Ms. Pierzina)

The Council discussed a payment plan for the remaining balance of \$373.27 due on the account after the \$300 forgiveness. Ms. Pierzina agreed to a payment of \$62.21 per month over six months, in addition to the monthly bill, for a total of \$183.21 per month. Nicole noted that the payment had to be made on time every month to prevent further water shutoff.

Councilor Cheatham made a motion to allow a payment plan for \$183.21 per month for six months on the account of Ashley Pierzina and Ben Austin. Councilor Huey seconded, and the motion carried, 3–0–1.

**AYES:** Watson, Huey, Cheatham    **NAYS:** 0    **ABSTENTIONS:** 1 – Mouracade (employs Ms. Pierzina)

**CITY RECORDER REPORT:**

Nicole gave the report, which had been tabled at the October 6 regular meeting due to limited meeting time. She addressed the following items:

- She reported on the Community Cleanup, which ran from September 24–October 8.
- Nicole reported that she, City Operator Bobby Archer and Max Baker, the City’s certified water consultant, met virtually with Clinton Cheyney and Steven Lauterback of Civil West Engineering (CWE) on September 30 to discuss the draft Wastewater Facilities Plan (WWFP). She gave an update to her report from October 6, stating that CWE submitted the report to the DEQ for review on October 13. The DEQ acknowledged receipt of the report and stated that the review would be completed by January 6, 2026.

- Nicole stated that she forwarded documents to the Council from Michael Quiring of Lane County Public Health about the benefits of a smoke-free park, since the Council was considering smoke-free status for Confluence Park.
- She reported on the status of setting up the new office computers.
- She mentioned that Westfir Community Stewardship days at Confluence Park had been scheduled by the Middle Fork Willamette Watershed Council for October 18, which had already passed, and for November 1. She explained that the volunteer days comprised of removing invasive species and planting native species at the park.
- She reported that the City received the final reimbursement from DEQ for the Clean Water State Revolving Fund loan for a WWFP. The City has spent the full \$100,000 of the forgivable loan. She stated that the remainder of the project would be covered by ARPA funds, which were obligated to the WWFP.

Mayor Watson adjourned the Special Meeting at 5:52 p.m.

Respectfully submitted,

\_\_\_\_\_  
Richard Watson, Mayor

\_\_\_\_\_  
ATTEST:  
Nicole Tritten, City Recorder

\_\_\_\_\_  
DATE

*The October 22, 2025, minutes were signed by the Mayor and City Recorder on November 3, 2025*