

WESTFIR CITY COUNCIL MEETING MINUTES
Monday, October 6, 2025, 5:30 p.m.
In person at City Hall and via audio/video teleconference

MINUTES

CALL TO ORDER / PLEDGE OF ALLEGIANCE:

Mayor Richard Watson called the meeting to order at 5:40 p.m. Councilor Jara Mouracade and City Recorder Nicole Tritten were present in person. Councilor Deretta Huey was present via phone. City Operator Bobby Archer was present via video. Councilor Dylan Cheatham and Councilor Linda M. Love were absent without notice. Those present at City Hall stood and recited the Pledge of Allegiance.

Councilor Huey was originally scheduled to be absent from the meeting and had limited time to attend, so in the absence of two Councilors, the Council proceeded to the voting items. Many items were cut from the agenda or tabled until a later date.

MAYOR'S MINUTE:

This agenda item was cut for time.

CITIZEN COMMENTS ON AGENDA ITEMS:

This agenda item was cut for time.

COUNCILOR COMMENTS ON AGENDA ITEMS:

This agenda item was cut for time.

OAKRIDGE FIRE DEPARTMENT REPORT:

Fire Chief Scott Hollett was not available to present the report. The Council received a copy of the August 2025 report, but the September 2025 report was not yet available.

REVISED BURN PERMIT APPLICATION:

The Council reviewed a final draft of the application, which was revised to get applicants' acknowledgement of the regulations and requirements for outdoor burning, including the requirement that burn piles be located 50 feet away from any structure. The mayor suggested that the form could also be used to collect information from residents in the community who were not eligible to burn due to lot size, so the city could gauge the need for other methods of yard debris disposal.

Councilor Huey made a motion to approve the revised burn permit application. Councilor Mouracade seconded, and the motion carried, 3-0.

AYES: Watson, Huey, Mouracade **NAYS:** 0 **ABSTENTIONS:** 0

APPROVE MINUTES:

Mayor Watson made a motion to approve the Council meeting minutes of September 8, 2025. Councilor Mouracade seconded, and the motion carried, 3-0.

AYES: Watson, Huey, Mouracade **NAYS:** 0 **ABSTENTIONS:** 0

OCTOBER EXPENDITURES:

Councilor Huey made a motion to approve expenditures for October 2025 in the amount of \$103,597.06. Councilor Mouracade seconded, and the motion carried, 3–0.

AYES: Watson, Huey, Mouracade **NAYS:** 0 **ABSTENTIONS:** 0

RTMP FUNDING REQUEST: TOURISM DIRECTOR:

Nicole reported that Randy Dreiling called the office and withdrew his application to Westfir for RTMP funding because his RTMP funding request to the City of Oakridge was denied. She stated that Mr. Dreiling wanted to convey to the Westfir Council that his application was for a year-round position and was not just project based, as his presentation at the September meeting implied.

PORTABLE RESTROOMS AT TRANS CASCADIA EXCURSIONS SITE:

Nicole addressed the ongoing question of whether the bike shuttle business Trans Cascadia Excursions was allowed to have portable restrooms on site for their clients. Nicole stated that her contact at Lane Council of Governments believed it was an allowed use in the zone. However, the Council received a letter from Westfir resident Bob Bishop stating that an inquiry to the County Building Department found that portable toilets would not be allowed under State DEQ regulations. Mr. Bishop also submitted a copy of the relevant statute in DEQ Water Quality Division regulations and a document with required setbacks for exceptions to the rule. Nicole stated that she wasn't sure if portable toilets would be allowed on the site as a temporary or limited-use exception. She reported that she had opened an inquiry with the County and was waiting to hear back.

DRAINPIPE EXTENSION TO MITIGATE 1ST & 2ND STREET FLOODING:

The Council discussed whether the City has a responsibility to mitigate the flooding problem on the 1st and 2nd Street Loop; the question of whether the streets are private property; how the City would fund stormwater improvements; and the City's obligation for ongoing maintenance of any improvements. Westfir property owner Adam Kennedy, present in person, provided a copy of two estimates, totaling \$11,400, from Young Consulting LLC: one estimate was to extend a drainpipe to McLane Creek that had never been completed; and the second estimate was for an excavation project to improve drainage. In addition, Mr. Kennedy provided a copy of a letter dated July 1997 from Westfir Mayor Myron Smith to property owner Bob Newland regarding the filling of a drainage ditch during installation of a septic tank that may have added to the drainage problems. The City has a copy of the letter in its records, but no record of a response to the letter. Before considering the drainage projects on 1st and 2nd Streets, the Council decided that they needed information about whether grant funding was available for the projects under the Lane County Multi-Jurisdictional Hazard Mitigation Plan; whether Highway Funds could be used for the projects; whether the streets are private; and what the City's future obligations would be if it funds the drainage projects.

WATER/SEWER REPORT:

This agenda item was cut for time. The Council received a copy of the Water and Wastewater Monthly Report for September 2025.

ANNUAL RIPARIAN VEGETATION REPORT FOR TMDL PLAN:

This agenda item was tabled for time.

CITY RECORDER REPORT:

This agenda item was tabled for time. A copy of the City Recorder Report was provided to the Council.

CITY FINANCIAL REVIEW:

This agenda item was cut for time. Nicole provided cash deposits, bank statements, bank reconciliations, expenditure sheet, and profit and loss reports to the Council.

CITIZEN CONCERNS NOT ON AGENDA:

Westfir resident Helaine Truthstone, present in person, discussed several concerns and questions: Her longstanding request for relocation of the digital speed sign on Westoak Road; how to report log trucks using Jake Brakes inside of City limits; tourist parking issues; that Westfir-Oakridge Road should be more bicycle friendly; the need for a community gathering place; and a suggestion that Westfir train its own Water Master, so it doesn't have to pay an outside consultant. She gave a copy of her comments to the City Recorder.

Adam Kennedy also expressed support for making Westfir-Oakridge Road more bike friendly.

COUNCILOR CONCERNS NOT ON AGENDA:

There were no Councilor concerns.

ADJOURN MEETING:

Mayor Watson adjourned the meeting at 6:42 p.m.

Respectfully submitted,

Richard Watson, Mayor

ATTEST:
Nicole Tritten, City Recorder

DATE

The October 6, 2025, minutes were signed by the Mayor and City Recorder on November 3, 2025