

**WESTFIR CITY COUNCIL MEETING MINUTES**  
**Monday, February 2, 2026, 5:30 p.m.**  
**In person at City Hall and via audio/video teleconference**

**MINUTES**

**CALL TO ORDER / PLEDGE OF ALLEGIANCE:**

Mayor Richard Watson, present in person, called the meeting to order at 5:32 p.m. Councilor Deretta Huey, Councilor Dylan Cheatham, Councilor Linda M. Love and City Recorder Nicole Tritten were present in person. City Operator Bobby Archer was present via video. Those present at City Hall stood and recited the Pledge of Allegiance.

*Councilor Jara Mouracade joined the meeting via video at 5:35 p.m.*

**MAYOR'S MINUTE:**

Mayor Watson updated the Council on the repairs to the City Hall building. He also touched on safety issues in the Hemlock neighborhood and the installation of broadband cable in Portal Park.

**CITIZEN COMMENTS ON AGENDA ITEMS:**

There were no citizen comments.

**COUNCILOR COMMENTS ON AGENDA ITEMS:**

There were no Councilor comments.

**OAKRIDGE FIRE DEPARTMENT REPORT:**

Fire Chief Scott Hollett was not available to give the report. The Council reviewed the reports for November and December 2025.

**EVENT PROPOSAL:**

Oakridge resident Viki Sprague, present in person, addressed the Council about her plan to hold a pumpkin hurling contest on the mill site and at Portal Park on November 7, 2026. She distributed a packet of documents to the Council that included the event description, permission from the mill site owners to use the site for the event, rules from a similar event in Florida, and a map of the mill site showing the path of the projectiles. The Council was supportive of the idea but could not vote to approve until Ms. Sprague submitted a Portal Park rental application. Nicole stated that she would email the application to Ms. Sprague.

**OAKRIDGE QUARTERLY POLICE LOG:**

The Council reviewed the police logs for October–December 2025.

**RESOLUTION 575:**

Councilor Huey read the resolution aloud. Councilor Huey made a motion to approve Resolution 575 to increase compensation to the City Recorder. Councilor Cheatham seconded, and the motion carried, 5–0.

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

**USE OF HIGHWAY FUNDS TO ADDRESS 1<sup>ST</sup> & 2<sup>ND</sup> STREET STORMWATER:**

Nicole had consulted the City's attorney about whether Highway Funds could be used to address the stormwater flooding on the 1<sup>st</sup> & 2<sup>nd</sup> Street loop. She reported that the attorney's opinion, given the information Nicole

provided, was that Highway Funds could not be used because the road is not a public road or public right-of-way. The Council reviewed wording from the Oregon Constitution on the use of Highway Funds and road definitions from ORS 368.001.

The Council reviewed comments about the agenda item from Westfir residents Bob and Kathe Bishop. Councilor Huey read aloud the final paragraph of the comments. The statement commended the Council's willingness to resolve the long-term issue but stated that they didn't believe City resources should be used to solve a problem on private property.

The Council discussed the matter at length. There was disagreement among Council members about the extent of the City's responsibility to mitigate stormwater flooding in the neighborhood.

**WESTRIDGE SCHOOL OPPORTUNITY UPDATE:**

Mayor Watson gave an update on the discussion with the Oakridge School District (OSD) about the possibility of the City of Westfir leasing or acquiring the Westridge Middle School building. He reported that he and Nicole met with OSD Superintendent Dave McGrath. The mayor also reached out to Lane County Commissioner Heather Buch to get County input on the idea.

**WATER/SEWER REPORT:**

City Operator Bobby Archer presented the report for January 2026. He reported that an engineer was coming to consult on continuing issues with water sample compliance at the wastewater treatment plant (WWTP). Bobby stated that he and Max Baker, the City's certified water consultant, were going to empty and clean the piping system at the WWTP. He reported that there is significant intrusion of roots into the WWTP outflow pipe, and the pipe would have to be either cleared or replaced soon. Bobby left the meeting after his report.

**APPROVE MINUTES:**

Mayor Watson made a motion to approve the Council meeting minutes for January 5, 2026, and January 21, 2026. Councilor Love seconded, and the motion carried, 5–0.

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

**CITY RECORDER REPORT:**

Nicole Tritten presented the report and addressed these items:

- Setting a date for the September meeting since the first Monday is a holiday. [The Council set a date of Tuesday, September 8, 2026, for the meeting.]
- Nicole gave an update on the status of the Emergency Operations Plan.
- She gave an update on the City's request for an administrative warrant from Oakridge Municipal Court to do nuisance abatement on a private property.
- She reminded the Council that Statement of Economic Interest filing was coming up March 15–April 15.
- She reported that a former City Councilor and landscaping volunteer requested that the City give Westfir-branded T-shirts to volunteers as a form of recognition. She sought Council approval to research options and costs for volunteer T-shirts. [The Council approved the research.]

**CITY FINANCIAL REVIEW:**

Nicole Tritten submitted the cash deposits, bank statements, bank reconciliations, expenditure sheet, and profit and loss reports, and addressed these items:

- She stated that she forwarded the FY24–25 audit reports to the Council on January 14. She reported that the finding of the financial statement audit was no deficiencies. She noted that the City did have some demerits in the Agreed-Upon-Procedures evaluation because the City lacks procedures in several areas.
- Nicole reported back about moving from the desktop version of QuickBooks to the cloud version. She stated that the cloud version did not provide the cost savings she had expected, so she would probably opt to renew the desktop version.
- She stated that the City was seeking to fill one vacancy on the Budget Committee and asked that Council members spread the word and encourage residents to apply.

**FEBRUARY EXPENDITURES:**

Councilor Huey made a motion to approve expenditures for February 2026 in the amount of \$39,933.91. Councilor Cheatham seconded, and the motion carried, 5–0.

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

**CITIZEN CONCERNS NOT ON AGENDA:**

There were no concerns.

**COUNCILOR CONCERNS NOT ON AGENDA:**

The Council briefly discussed the Easter egg hunt coming up in April.

**ADJOURN MEETING:**

Mayor Watson adjourned the meeting at 7:33 p.m.

Respectfully submitted,

Richard Watson, Mayor	ATTEST: Nicole Tritten, City Recorder	DATE
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*The February 2, 2026, minutes were signed by the Mayor and City Recorder on March 2, 2026, after City Council approval.*