WESTFIR CITY COUNCIL MEETING MINUTES
Monday, August 3, 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 5:33 p.m. Councilor Deretta Huey and Councilor Jara Mouracade were present in person. Councilor Dylan Cheatham, City Operator Bobby Archer and City Recorder Nicole Tritten were present via video. Those present at City Hall stood and recited the Pledge of Allegiance.

MAYOR'S MINUTE:
Mayor Watson urged caution due to ongoing high fire risk and regional fires.

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 written report from June 2026. Mayor Watson asked whether a new ladder had been ordered for the Westfir fire engine. Nicole replied that Chief Hollett determined that the vehicle does not need a new ladder, just a lanyard for the ladder, which he ordered. Nicole noted that there were still two repairs pending on the engine.

CITIZEN COMPLAINT: UNAUTHORIZED HERBICIDE USE:
Mayor Watson tabled the item pending further investigation. The Council asked Nicole to consult the Oregon Department of Environmental Quality about the complaint.

REVIEW LEAGUE OF OREGON CITIES LEGISLATIVE PRIORITIES BALLOT:
The League of Oregon Cities 2026 Member Voter Guide and a copy of the ballot had been provided to the Council. Nicole asked the Council to select their top five priorities for the next Oregon legislative session for discussion at a work session.

WATER/SEWER REPORT:
Bobby gave the report for July 2026. He reported no new problems at either plant. He mentioned ongoing efforts to drain and clean the recirculation tank at the wastewater plant to meet regulatory requirements for effluent.

RTMP POLICY TALKING POINTS:
The Council decided to table the item for discussion at a work session. Councilor Mouracade offered to lead the discussion since she sits on Oakridge's Rural Tourism Marketing Program (RTMP) Committee.

APPROVE MINUTES:
Councilor Huey made a motion to approve the Council meeting minutes for July 6, 2026. Councilor Mouracade seconded, and the motion carried, 4–0.

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

CITY RECORDER REPORT:
Nicole Tritten presented the report and addressed these items:

- The multifunction, color inkjet printer in the office failed, and a replacement needs to be purchased.

- Nicole reported that the City held a tabletop exercise for the Westfir Emergency Operations Plan on July 7, 2026, which was attended by the mayor and all City staff. She stated that she would share the After-Action Report/Improvement Plan from Lane County Emergency Management with the Council once it was finalized.

- Nicole reported that she inquired again with the Oakridge Police Department (OPD) about what the procedure is for presenting an administrative warrant affidavit to the Oakridge municipal judge. She stated that OPD has to talk to their City attorney since directives come from him.

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

- She reported that the exchange of $68,000 of the City's Secure Rural School funds with the County had been completed, as required for the fiscal year 2026–2027 budget.

- She stated that she transferred $60,000 from Banner Bank into an account at the Local Government Investment Pool to earn higher interest on City reserve funds. However, she discovered that the City has to maintain a high balance in the Banner account to avoid service fees, so she might not be able to transfer more reserve funds to LGIP without incurring substantial bank fees.

AUGUST EXPENDITURES:
Councilor Mouracade made a motion to approve expenditures for August 2026 in the amount of $23,167.02. Councilor Huey seconded, and the motion carried, 4–0.

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

CITIZEN CONCERNS NOT ON AGENDA:
There were no concerns.

COUNCILOR CONCERNS NOT ON AGENDA:
Councilor Huey mentioned that a hazard tree would be removed from the hill above a property on Westoak Road.

ADJOURN MEETING:
Mayor Watson adjourned the meeting at 6:15 p.m.

Respectfully submitted,

Richard Watson, Mayor	ATTEST: Nicole Tritten, City Recorder	DATE

The August 3, 2026, minutes were signed by the Mayor and City Recorder on September 8, 2026, after City Council approval.