

City of Port Orford
City Council Meeting
In the Gable Chambers / Virtual participants
Tuesday, March 16, 2023 at 5:30 P.M.

Mayor and Council	Present	City Staff	Present
<i>Pat Cox, Mayor</i>	X	<i>CA Ginsburg</i>	X
<i>Brett Webb</i>	X	<i>Shala Kudlac, City Attorney</i>	X
<i>Gary Burns</i>	X	<i>John Isadore, Public Works</i>	X
<i>Perri Rask</i>	X		
<i>Ann Vileisis</i>	X		
<i>Greg Tidey</i>	X		

The minutes were prepared to the best of our ability considering the challenging quality of the audio for those attending in the Gable Chambers. The beginning 11 minutes of the meeting was not video recorded.

Others Present: Eric Street and Chris Bennet of Sustainability Partners,

1. Call to Order

Mayor Cox called to order this Meeting of the Common Council on March 16, 2023, at 5:36 p.m. Mayor Cox and attendees recited the Pledge of Allegiance.

2. Additions to the Agenda

- Item B to be removed from the Consent Calendar.
- Item 8B to be removed.
- SB948 is not on the agenda under the advisement of legal counsel since it ties in with the hearing, etc.
- Citizen considerations will be moved forward on the agenda due to the executive session.

3. Citizen Considerations:

A citizen spoke on senate bill 948, which was introduced in this legislative session by Senator David Brock Smith. It would appropriate 750 thousand dollars to the City of Port Orford for distribution for the purpose of water recycling. She questioned what the 750 thousand dollars can be used for. She asked what project the city has that involves water recycling. This topic is tied to the hearing to be held in April and is not on the agenda. She is concerned that the recycled water is related to the golf course.

4. Presentations to Council/Citizens – Sustainability Partners regarding new water meters and equipment.

Eric Street and Chris Bennet are present virtually, representatives of Sustainability Partners. Mr. Bennet recapped information on the state-of-the-art water meters that can track the lowest amount of flow in the industry and is able to hear the leaks throughout the service

4 lines. Sustainability Partners would like to replace the City of Port Orford’s meters with these
 5 new meters. The new water metering system will be paid for up front by the company. The
 6 city will pay the funds back by giving a percentage of the citizen’s payments to the company.
 7 The city’s revenue will go up due to less lost water. The sustainability Partners would always
 8 own the meters, repairs and nonpayment disconnect. The city can buy out of the program at
 9 any time. The city can buy into new technology as it becomes available. Mr. Street gave
 10 positive feedback from other jurisdictions and examples of how the increase in revenue can
 11 be used for other infrastructure technology. Sustainability Partners’ goal is to establish a 100-
 12 year relationship with municipalities.

13
 14 PW superintendent Isadore informed councilors of revenue that would be saved through less
 15 employee overtime, etc. as well as revenue from less water loss. He reminded that the sewer
 16 charge is read off of the water meters. PW superintendent Isadore spoke on public works
 17 capacity to repair the leaks this new system can find at the request of Councilor Vileisis. Mr.
 18 Isadore stated they will address the large leaks first. Mr. Bennet advised that the small leaks
 19 that you cannot see will cost a lot of water loss. It might be beneficial to hire a small
 20 contracting company if Port Orford Public Works gets overwhelmed.

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 22 Mr. Bennet advised that once the city decides to move forward, it will realistically take about
 23 two months to begin the installation. A ten-page sample contract will be presented for
 24 council review and legal counsel review. Mr. Bennet advised that his staff will come to Port
 25 Orford to assist with billing integration, reading software, and IT support.

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 27 **5. Consent Calendar:**

28 **a. Daniel Kerns Additional Hours:** Councilor Webb moved to approve the five additional
 29 hours for Daniel Kerns with Councilor Vileisis as second. *Motion carried 4-1.*

30 Discussion: None.

31 *Councilor Burns* Yes *Councilor Vileisis* Yes *Councilor Webb* No
 32 *Councilor Rask* Yes *Councilor Tidey* Yes

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 34 **b. Bev Bacak Approval for Historical Commission:** Item removed.

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 36 **c. Council Meeting Minutes February 16, 2023.** Councilors do not have a copy of the
 37 January, 2023 meeting minutes.

38 Councilor Burns moved to approve the February 16, 2023 meeting minutes with
 39 Councilor Tidey as second. *Motion carried 5-0.*

40 Discussion: None.

41 *Councilor Burns* Yes *Councilor Vileisis* Yes *Councilor Webb* Yes
 42 *Councilor Rask* Yes *Councilor Tidey* Yes

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 44 **d. Temp Liquor License Approval Rotary Dinner Auction:** Councilor Webb moved to
 45 approve the temporary liquor license for the Rotary dinner/auction with Councilor
 46 Vileisis as second. *Motion carried 5-0.*

47 Discussion: None.

48 *Councilor Burns* Yes *Councilor Vileisis* Yes *Councilor Webb* Yes
 49 *Councilor Rask* Yes *Councilor Tidey* Yes

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6. **Citizens' Concerns:** None.

7. **Departmental Reports:** New **liaison reports and appointments** will be on the **next agenda.**

a. **Public Works:** A written report has been provided to councilors by Jon Isadore. The process of right of way violations is outlined by CA Ginsburg. Ordinance violation enforcement is discussed. Legal Counsel Kudlac outlined the legal process including fines, which can be recorded. Jon Isadore described the locate process and requirements on right of ways and properties. Stop-work orders and outcomes of such were discussed. This **stop work order** process will be added to next month's **agenda.** Dredging is limited to 25 yards. The dredging process and timeline was described by Jon Isadore.

b. **Administration/Financial Report:** CA Ginsburg provided a financial report to councilors and in the packet.

c. **Liaison Reports:** **Liaison reports** will be added to **next month's agenda.**

8. **Old Business**

a. **Parks Commission Requisitions:** Parks budget was clarified. Councilor Tidey addressed the items that Parks Commission has asked to be ordered. There are 6 memorial benches that citizens are interested in. Some are Rotary projects. These items also include 3 trash receptacles, 3 picnic tables, 1 equipment storage box, 3 free standing message boards, 2 soccer goals and 2 free-standing grills at the cost of \$17,606.23. Councilor Vileisis moved to approve the purchase of these items at the cost of \$17,606.23 with Councilor Webb as second. **Motion carried 5-0.**

Discussion: After reviewing the Parks Master Plans, Councilor Vileisis asked for clarification on how the Parks budget is prioritized. Councilor Tidey gave a history of prior Park Commissions decisions and how the current Park Commission is catching up on maintenance. The Parks Commission identifies the maintenance needs and will prioritize those maintenance needs. Jon Isadore advised that Public Works would assist the parks on maintenance when requested. The park host assists with cleanup and trash. Councilor Webb is concerned about the barbecue pit. Councilor Tidey suggested locking the pit during fire restrictions.

Councilor Burns Yes **Councilor Vileisis** Yes **Councilor Webb** Yes
Councilor Rask Yes **Councilor Tidey** Yes

b. **Rotary Club-Rental agreement of ALH:** Councilor Tidey moved to approve the termination of the management agreement between the City of Port Orford and the Rotary Club with Councilor Burns as second. **Motion carried 5-0.**

Discussion: CA Ginsburg explained that The Rotary would like to stay and use the facilities but do not want to be the maintainers of the facility. They will continue to pay the current rent and make payments on the equipment. Councilor Tidey is concerned about outstanding keys.

Councilor Burns Yes **Councilor Vileisis** Yes **Councilor Webb** Yes

4 *Councilor Rask* Yes *Councilor Tidey* Yes
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6 **9. New Business:**

7 **a. CTR Rate Increase:** Luke Pyke, manager for Curry Transfer and Recycle (CTR), is in
8 attendance. He is requesting readjustment based on CTI of 8.0 percent in 2022 and how
9 the 2.26 increase for the 32-gallon cart was calculated. Customers can save funds by
10 going down a size in the cart.

11 Councilor Webb moved to approve the rate adjustment of 8 percent request from CTR
12 based on the prior year’s US CPI average effective April 1, 2023 with Council Burns as
13 second. *Motion carried 4-1.*

14 Discussion: None.

15 *Councilor Burns* Yes *Councilor Vileisis* Yes *Councilor Webb* Yes
16 *Councilor Rask* Yes *Councilor Tidey* Yes
17

18 **b. Police Levy Discussion/Decision:** The current police levy expires on June 30, 2024. It
19 will need to be on the ballot on November 7, 2023 to be active in fiscal year 2025. In past
20 years it was 1.90/1000; however, it was lowered in the last levy to 1.80/1000.

21 By consensus, councilors agree to approve the police levy to remain at the reduced level
22 of 1.80 per 1000 for an additional 5 years. *Councilors agree unanimously.*

23 Discussion: The length of the levy is discussed at length. Councilor Webb suggested 10
24 years to instill security in the police department. Raising the levy from 1.80/1000 to
25 1.90/1000 amounts to about 9,000 dollars. It was agreed that the city benefits from
26 having their own police department. Verbiage to present to the citizens was discussed.
27 Chief Hobart spoke on the term of the levy. He has not ever seen a 10-year levy. He is
28 comfortable with a 5-year levy. He identified expenses that will increase over the next
29 years. He clarified that the police are funded by the City of Port Orford general fund and
30 the levy.

31 *Councilor Burns* Yes *Councilor Vileisis* Yes *Councilor Webb* Yes
32 *Councilor Rask* Yes *Councilor Tidey* Yes
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34 **c. City Council Priorities – Accept priorities established at Workshop on February 28,**
35 **2023.** Councilor Webb was not present at the workshop. Councilor Vileisis is concerned
36 that councilors are losing time to work on assignments if this is put on the agenda next
37 month. She suggested councilors submit ideas to Jessica and bring them back to the
38 council meeting next month. Mayor Cox informed councilors the purpose is to come to
39 the meeting with action items rather than discussions.

- 40 i. Establish Committee to Amend Council Rules: **Workshop to be scheduled.**
- 41 ii. Establish Committee to Increase Grant Capacity
- 42 iii. Establish Committee to Review City Staffing and Job Description
- 43 iv. Liaison Appointments

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45 **10. Continuing action Items.**

- 46 • Website
- 47 • Roof quotes
- 48 • Wetland walkway
- 49 • Short-Term Rental

- Union negotiations

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6 **11. Considerations:**

7 **Staff:** None.

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9 **Councilor:** None.

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11 **Mayor:** None.

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13 **12. Future Meetings:**

14 **Thursday, April 20, 2023, Regular Council Meeting 5:30, hybrid.**

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16 **Adjourn:** There being no further business, Mayor Cox Adjourned the meeting at 9:30 p.m.

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20 Attest:

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Mayor, Pat Cox



Council President, Ann Vileisis

4 Mayor Cox closed the Executive Session at 8:26. Below is for public record.


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6 Councilor Burns made a motion to put the City Administrator on paid administrative leave
7 effective immediately Council President, Ann Vileisis to support the injection of legal
8 council to facilitate the process with Councilor Burns as second. *Motion carried 5-0.*

9 Discussion: None.


10 *Councilor Burns* Yes *Councilor Vileisis* Yes *Councilor Webb* Yes
11 *Councilor Rask* Yes *Councilor Tidey* Yes

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Attest:



Mayor, Pat Cox



Council President, Ann Vileisis