

**City of Port Orford
City Council Meeting
In the Gable Chambers / Virtual participants
Thursday, May 18, 2023 at 5:30 P.M.**

Mayor and Council	Present	City Staff	Present
<i>Pat Cox, Mayor</i>	X	<i>City Administrator (CA) John Huttl</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>	Absent	<i>Joseph Harrison, City Recorder Pro Tem</i>	X
<i>Ann Vileisis</i>	X		
<i>Greg Tidey</i>	X		
<i>Tim Pogwizd</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.

Others Present: 10 citizens in person, 5 virtually; Jen Bailey, Leah Heyl, Dave McCutcheons, & Rhone Stetzen

1. Roll Call: (5:30)

- a. Mayor Cox called to order this Regular Meeting of the Common Council on May 18th, 2023, at 5:30 pm.

2. Additions to the Agenda

- a. City Admin John Huttl asked that swearing him in under an oath of office be added to the agenda.
- b. Councilors discussed and agreed by consensus to add Dog Training in Buffington Park as an agenda item under Citizen Concerns.
- c. Mayor Cox asked to move Guy Vernon on behalf of the Rotary Club up to Presentations from Citizen Concerns.

3. Presentation to the City

- a. Oath of Office: Mayor Cox recited the Oath of Office, City Administrator John Huttl repeated with his right hand raised. Council and Citizens give approval via applause.
- b. Connie Hunter's presentation on Suicide Prevention and Brian Injury Among US military veterans. There will be screenings and resources available at a seminar on 5/19/2023 which will provide assistance in identifying potential injuries and developing strategies for treatment and plans for helping patients cope.

40 c. Guy Vernon on behalf of the Rotary Club asked if the Council still wants renovations to
41 the Community Building that were previously voted on and approved by the City
42 Council. If the Council still wants the renovations, there is a grant that the Rotary Club
43 would like to apply to; they have already gotten preliminary sketches done by an
44 architect. Mr. Vernon ended by thanking the Council for their time.

45
46 i. Councilors voice approval of idea, however they also voiced concerns that the
47 City is currently at administrative capacity, given major staff transitions.
48 Councilor Vileisis has been in communication with the CCD about their
49 capacity to help with this project. After the budget is finalized, Council and
50 Administrator Huttl will need to determine if this is something the city can
51 take on at this time.

52
53 **4. Consent Calendar**

54 i. The Councilors had notes on the Minutes from 4/20/2023 and 5/4/2023, so the
55 discussion on them will be continued when the other items on the Consent
56 Calendar are approved.

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58 ii. Councilor Webb motioned to approve the Consent Calendar minus the
59 minutes.

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61 iii. Councilor Burns seconded the motion.

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63 iv. Vote: Unanimously Yes

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65 *Councilor Burns* Yes *Councilor Vileisis* Yes *Councilor Webb* Yes
66 *Councilor Pogwizd* Yes *Councilor Tidey* Yes

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69 v. Discussion: None

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71 vi. Minutes for 4/20/2023 - Corrections:

- 72
73 a. On item 6i; Councilor Burns voted Yes
74 b. After Adjournment, there was not an Executive Session
75 c. Councilor Pogwizd believes a second outfall is important.

76
77 vii. Councilor Tidey motions to approve the minutes for 4/20/2023 with the above
78 corrections.

79
80 viii. Council President Vileisis seconded the motion.

81
82 ix. Vote: Unanimously Yes with no further discussion

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84 *Councilor Burns* Yes *Councilor Vileisis* Yes *Councilor Webb* Yes
85 *Councilor Pogwizd* Yes *Councilor Tidey* Yes

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- x. Minutes for 5/4/2023 – Corrections:
 - a. “Pogwizdt” should be spelled “Pogwizd”

- xi. Councilor Burns motions to approve the minutes for 5/4/2023 with the above corrections.

- xii. Councilor Webb seconded the motion.

- xiii. Vote: Unanimous Yes with no further discussion

<i>Councilor Burns</i>	<u>Yes</u>	<i>Councilor Vileisis</i>	<u>Yes</u>	<i>Councilor Webb</i>	<u>Yes</u>
<i>Councilor Pogwizd</i>	<u>Yes</u>	<i>Councilor Tidey</i>	<u>Yes</u>		

5. Citizen Concerns

- a. Pamala Berndt is requesting the Council to consider approving Buffington Park as a place to hold professional dog training classes.

6. Department Reports

- a. City Administrator HuttI gave a verbal report covering Administration, Finance and Planning:
 - i. On weeks in which there is no City Council Meeting, City Admin HuttI will provide written reports to the Councilors.
 - ii. Former Finance Director Dave Johnson has been retained to help with this year’s budget and this year’s audit.
 - iii. The Cities computer servers need updating; Janet will be coming into the office during the 5/22-5/26 week to expand the server.
 - iv. Audio Visual upgrade for the City Council Chambers will be coming soon, hopefully before the next meeting; price on gear was reduced by almost \$1,500.00.
 - v. Senior Planner Crystal, Junior Planner Joseph, and City Admin HuttI will work together on planning activities; this should allow work to be properly allocated for maximum effectiveness.
 - vi. Audit is currently on going; the City Admin was asked if the City wanted a normal or a premium audit. The City is currently having a normal audit with the option of going to a premium audit if it proves to be necessary.

177 ii. Councilor Tidey seconded.

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179 iii. Vote: Unanimous Yes with no further discussion.

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

182 *Councilor Pogwizd* Yes *Councilor Tidey* Yes

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184 b. Watershed

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186 i. The Watershed committee is holding an educational event on June 6th; the
187 Council is invited to join.

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189 ii. The Watershed committee is in the process of purchasing a lot of land to
190 protect the watershed.

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192 iii. Council President Vileisis is in talks with Curry County Soil and Water for an
193 intergovernmental agreement.

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195 c. Port

196 i. The Port is spending \$2.13 million on crane replacement; a full grant has been
197 awarded for all but \$700,000 which was already allocated for the project.

198

199 d. Parks

200 i. The Parks Committee hasn't had a meeting in 3 months due to ongoing
201 scheduling issues. They hope to have the next regularly scheduled meeting on
202 June 1st.

203 ii. The BBQ grills that were ordered have been received and The Parks
204 Committee is currently getting ready for 4th of July.

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206 e. Emergency Management

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208 i. The Emergency Response Commission is currently working on getting needed
209 supplies cached.

210 ii. There is currently a community campaign to raise awareness of emergency
211 preparedness begin created.

212 iii. Joe Kenick, head ranger of state parks, considering letting The City use Heads
213 State Park as an Emergency Response Hub; The Emergency Response
214 Commission would want to get a radio & cache set up if allowed.

215

216 f. Main Street

217 i. Guide & Map for Port Orford and it's business has gotten to printer.

218 ii. Proposal sent to Parks Committee to coordinate Visitor Center volunteers.
219 Main Street and Parks are working together and will get a proposal to the
220 Administration.

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8. Old Business (6:42)

a. Final Order on CUP 16-02 & 16-03

- i. Legal Counsel Kudlac explained to the councilors that Final Order is composed of findings that reflect the Councils decision and reasoning during the Appeal Hearing. They are here for approval or dismissal. Councilors review the report.
- ii. Councilor Webb motions to approval the Final Order
- iii. Councilor Burns seconds the motion
- iv. Vote: Unanimous passes

<i>Councilor Burns</i>	<u>Yes</u>	<i>Councilor Vileisis</i>	<u>Yes</u>	<i>Councilor Webb</i>	<u>Yes</u>
<i>Councilor Pogwizd</i>	<u>Yes</u>	<i>Councilor Tidey</i>	<u>Yes</u>		

v. Discussion:

- a. Councilor Webb would like the renewal date to be the date that the previous renewal is up, not the date of the appeal.
- b. Legal Counsel Kudlac reminds the councilor that was dealt with in the LUBA decision.

9. New Business

a. Computer Server Purchase

- i. Councilor Tidey motions to approve spending on servers from capital outlay.
- ii. Council President Vileisis seconds the motion and commented that the spending was already approved in March.
- iii. Vote: Unanimously passed.

<i>Councilor Burns</i>	<u>Yes</u>	<i>Councilor Vileisis</i>	<u>Yes</u>	<i>Councilor Webb</i>	<u>Yes</u>
<i>Councilor Pogwizd</i>	<u>Yes</u>	<i>Councilor Tidey</i>	<u>Yes</u>		

- iv. Discussion: Councilor Burns asked about the variety of options available, specifically cloud back up. City Administrator Huttel explained that at this time the City is only looking at necessary upgrades. Councilor Tidey stated that this expense could come from City Hall Improvements instead of Non-Departmental.

b. AV equipment: discussion passed at this time as it was previously discussed.

- i. Webb motions to approve expenditure from capital outlay.
- ii. Tidey Seconds
- iii. Vote: Unanimously passed with no further discussion.

269
 270 *Councilor Burns* Yes *Councilor Vileisis* Yes *Councilor Webb* Yes
 271 *Councilor Pogwizd* Yes *Councilor Tidey* Yes
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273 **c. Jubilee Committee (6:55)**

- 274
 275 i. Councilors have discussion to resolve misunderstandings about the TLT fund,
 276 is the TLT fund \$11,000 or \$15,000. Jubilee needs \$15,000 for fireworks, but
 277 The City can only award \$7,500 under the current rules of the TLT ordinance.
 278 According to TLT liaison Councilor Pogwizd; if they want to increase the
 279 amount of TLT funding, they would have to go through the TLT committee,
 280 however they can approach the City Council to ask for other sources of
 281 funding.
 282 ii. Jen Bailey & Leah Heyl, on behalf of the Jubilee Committee, clarified that
 283 they are looking for increased funding on an ongoing basis and the funding
 284 would be used to offset the increased cost of fireworks, advertising and to help
 285 cover logistical costs.
 286 iii. The TLT fund has an influx of funding due to STRs getting taxed after
 287 ordinance.
 288 iv. City Admin Huttl stated that we are currently dealing with two different
 289 issues; one that is this year’s funding and the other is getting Jubilee on the
 290 Budget as a line item. (7:10)
 291 v. Councilors direct staff to look into alternative sources of funding in the budget
 292 if the TLT fund is not able to cover the entirety of the requested amount and
 293 come back with findings at the next City Council meeting on June 15th, 2023.
 294 (7:30)
 295 vi. The temporary OLCC license is no longer needed at this time as a Local
 296 Restaurant is doing a food truck and will be donating alcohol proceeds to the
 297 Jubilee. (7:40)
 298 vii. The peddler license is under consideration of being waived, staff will evaluate
 299 and return with findings and this issue will be continued next meeting.
 300 viii. Certified Flaggers needed; The City does not have any to provide, however
 301 City Admin Huttl will ask Chief Hobart if officers are available. (7:55)
 302 ix. Meeting needs to be extended, Council President Vileisis motions to extend
 303 the meeting.
 304 x. Councilor Webb Seconds
 305 xi. Motion Carried 4-1 (8:00)
 306 xii. Vote:
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308 *Councilor Burns* Yes *Councilor Vileisis* Yes *Councilor Webb* Yes
 309 *Councilor Pogwizd* No *Councilor Tidey* Yes
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311 **d. Appoint Budget Officer**

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 313 i. Burns motions to appoint City Administrator John Huttl as budget officer.
 314 ii. Webb seconds the motion.

315 iii. Vote: Unanimously passed with no further discussion

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317	<i>Councilor Burns</i>	<u>Yes</u>	<i>Councilor Vileisis</i>	<u>Yes</u>	<i>Councilor Webb</i>	<u>Yes</u>
318	<i>Councilor Pogwizd</i>	<u>Yes</u>	<i>Councilor Tidey</i>	<u>Yes</u>		

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320 e. Water Engineering Service dropped and moved to continue in July

321 i. Vileisis motions to continue the discussion on this agenda item in July.

322 ii. Webb seconds the motion.

323 iii. Vote: Unanimously passed with no further discussion.

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325	<i>Councilor Burns</i>	<u>Yes</u>	<i>Councilor Vileisis</i>	<u>Yes</u>	<i>Councilor Webb</i>	<u>Yes</u>
326	<i>Councilor Pogwizd</i>	<u>Yes</u>	<i>Councilor Tidey</i>	<u>Yes</u>		

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328 **10. Considerations**

- 329 a. **Citizens (8:07)**
- 330 i. Dave McCutcheon wants to build a platform in the middle of Garrison Lake
- 331 for entertainment and aquatic education activities. **(8:12)**
- 332
- 333 ii. Rhone Statson wants to know how far along his complaint against Chief
- 334 Hobart and Corporal Perry.
- 335 a. City Administrator HuttI informed him that City Councils
- 336 usually don't get involved in investigations and that a response
- 337 is in the process of being drafted.
- 338 b. **Staff**
- 339 i. City Administrator HuttI will not be in the office Friday May 19th, 2023.
- 340 c. **Council**
- 341 i. None
- 342 d. **Mayor**
- 343 i. Thanks City Administrator HuttI for taking on so much.

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345 **11. Future Meetings**

- 346 a. Budget Meeting on May 31st
- 347 b. TLT meeting TBD
- 348 c. Next City Council Meeting is June 15th

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350 **12. Adjournment (8:15)**

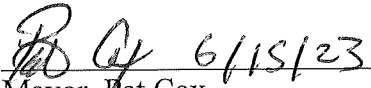
351 There being no further business, Mayor Cox Adjourned the City Council Meeting at 8:15 pm.

352 Attest:

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356  6/15/23

357 Mayor, Pat Cox

358 

City Admin, John HuttI