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City of Port Orford
City Council Workshop
In the Gable Chambers / Virtual participants
Thursday, August 17th, 2023 at 5:30 P.M.

Mayor and Council	Present	City Staff	Present
<i>Pat Cox, Mayor</i>	X	<i>City Administrator (CA) John HuttI</i>	X
<i>Brett Webb</i>	X	<i>Joseph Harrison, City Recorder</i>	X
<i>Gary Burns</i>	X	<i>John Isadore, Public Works</i>	X
<i>Perri Rask (arrived at 5:35)</i>	X		
<i>Ann Vileisis</i>	X		
<i>Greg Tidey (left at 9:45)</i>	X		
<i>Tim Pogwizd</i>	X		

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*The minutes were prepared using the video available at
<https://www.youtube.com/watch?v=OavFbqtWkMo>*

Citizen Speakers:

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- 1. (0:00-0:02) Call to order/roll call/ pledge of allegiance**
 - a. This meeting of the Port Orford City Council was called to order by Mayor Pat Cox at **(5:34)** pm and adds a presentation from ZeroAttempts/R-U-OK?

- 2. (0:02-0:16) Presentations to the Council/Citizens**
 - a. **ZeroAttempts/R-U-OK (Gordon Clay):** more than half of suicides are done via firearm and the rate of suicides is increasing. Curry county is ranked 27th by size/population, but we have consistently ranked 1st, 2nd, or 4th in suicides per capita in the state. New brochure "People who love guns, Love you" has been distributed to surrounding gun stores and shooting ranges and the older "R-U-OK?" brochures have been distributed to over 500 locations in the County.

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3. (0:16-0:18) Consent Calander

a. Sierra Izumida: Appointment Application for Parks Committee

b. Res. 2023 – 17: DLCD Grant for Code Changes

- i. Councilor Tidey motions to approve the Consent Calander
- ii. Councilor Vileisis Seconds.
- iii. Discussion: Councilors question if applicants home address would prevent her from serving on the Parks Committee as it is outside city limits; the Parks Committee does not have rules against citizens living outside city limits from serving.
- iv. Vote: passes 5-1 at (5:52) with no further discussion.

<i>Councilor Burns</i>	<u>Yes</u>	<i>Councilor Pogwizd</i>	<u>Yes</u>	<i>Councilor Tidey</i>	<u>Yes</u>
<i>Councilor Rask</i>	<u>Yes</u>	<i>Councilor Vileisis</i>	<u>Yes</u>	<i>Councilor Webb</i>	<u>No</u>

4. (0:018-0:23) Additions to the Agenda

- a. Presentation to the Council was added as an item and previously covered.
- b. Sherif Dispatch Agreement came in, it will be added as item 8 (f)

5. (0:23) Citizen’s Concerns

a. None

6. (0:24-2:00) Departmental Reports

a. Administration

- i. Hosted a League of Oregon Cities meeting; main areas of discussion were pilot programs being done in other Oregon cities to address homelessness and Measure 110 increasing the amount of overdose deaths having drastically increased.
- ii. Meeting with Governor and Wild-Rivers Coast Alliance; they want to do a fire training project in Port Orford.
- iii. TLT funding issue on Mainstreet: Documents have mismatched funds, would like the will of the council to make it clear on the amount approved. (\$1300). Approved via consensus.
- iv. N2N & insurance: Provision of services to homeless persons in town, our insurance recommends having insurance. Neighbor-2- Neighbor having some administrative issues.
- v. Email Workshop: Server is getting full of emails; we will schedule a workshop to work on email storage.

- 70 vi. **Irrigation Credits: No written policy for irrigation meters, we need consensus**
- 71 **to establish what to do. Issues with the way it was previously done; one**
- 72 **instance of receiving a larger credit than the bill associated with it. By**
- 73 **Consensus staff directed to work with public works to draft new policy for**
- 74 **proposal.**
- 75 vii. **BOEM: Councilor Webb; originally 3 proposed spaces for offshore wind, but**
- 76 **got them to remove 1 of them.**
- 77 viii. **Sidewalks/Curbs: Plans that originally filed from ODOT have been found and**
- 78 **are available for the Council to review if they would like. Councilors are**
- 79 **concerned with the size of the Sidewalks and Curbs.**
- 80 ix. **League of Women voters would like CA HuttI to speak on the water situation**
- 81 **at an upcoming meeting; CA HuttI would direction.**
- 82

83 **b. Finance**

- 84 i. **None; David Johnson will be providing them starting next month.**
- 85

86 **c. Public Works**

- 87 i. **John Isadore reads off report that was submitted and included in the record.**
- 88

89 **d. Police**

- 90 i. **None**
- 91

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93 **e. Planning**

94

- 95 i. **Chairman Thelen from the Planning Commission gave a verbal report.**
- 96 1. **Commission is going to be receiving training covering the city's**
- 97 **Comprehensive Plan.**
- 98 2. **Planning Commission voted and approved submitting the**
- 99 **recommendation that the STR cap be adjusted after the compliance**
- 100 **period to reduce the cap in residential zones to only include those that**
- 101 **came into compliance within the set period. The Commission also**
- 102 **recommends removing the word "renewed" from section 040 (c) from**
- 103 **the proposed code.**
- 104 3. **Edified the Council that the Planning Director (CA HuttI) has assumed**
- 105 **the responsibility of approving minor partitions; this is allowed in our**
- 106 **code, but the Planning Commission had been handling the during**
- 107 **administration changes.**
- 108 4. **CA HuttI reviews the policy of Planning Approval and clarifies the**
- 109 **distinction between having approval for hook-up and actually being**
- 110 **hooked up.**
- 111 5. **Chairman Thelen would like a provision in place to make Building**
- 112 **Permits approved by County to come back to the City for a second**
- 113 **review and final approval. And another provision allowing citizens to**

114 pay for water hook ups during the curtailment and not hook up until
115 after the curtailment ends.
116

117 **f. Mayors Report**

118 i. Mayor Cox met with the Governor to discuss our town. The Port and the City
119 should work together to present a united image of the town Port Orford.
120

121 **g. Liaison**

122 i. Port – Webb: RFB is putting out proposals for Crane and the build should start
123 in spring and be finished by Summer 2024. \$400,000 deposit has been made.
124

125 ii. School – Rask: Currently setting up a meeting with the Super-Intendant.
126

127 iii. Fire District – Tidey: None
128

129 iv. Watershed – Vileisis: Provided a written report which has been included.
130 Additionally, Councilor Vileisis is working on IGA and MLU with Water
131 Conservation District. Met with CCD and there is a new grant for finding
132 additional grants. Other projects planned; sediment reduction in Hubbard
133 Creek Reservoir, Dredging of Reservoir, Fish Ladder fix.
134

135 1. Councilor Burns motions to approve have Superintendent Isadore to
136 explore new CCD grants.

137 2. Councilor Tidey Seconds the motion.

138 3. Vote: unanimous yes 6-0 at (7:05) pm with no further discussion

139 *Councilor Burns* Yes *Councilor Pogwizd* Yes *Councilor Tidey* Yes

140 *Councilor Rask* Yes *Councilor Vileisis* Yes *Councilor Webb* Yes

141 v. Parks- Tidey: Fort point trail needs to have renovations, Playground plans have
142 been put to bid, Disc Golf tournament has already had 38 sign ups, Community
143 Skate event is back and going well.
144

145 1. Councilor Vileisis motions to direct staff to work with Steve Lawton on
146 Fort point trail.

147 2. Councilor Burns Seconds the motion.

148 3. Vote: unanimous yes 6-0 at (7:10) pm with no further discussion

149 *Councilor Burns* Yes *Councilor Pogwizd* Yes *Councilor Tidey* Yes

150 *Councilor Rask* Yes *Councilor Vileisis* Yes *Councilor Webb* Yes

151

- 152 vi. Mainstreet – Burns: Bike racks have been ordered. Visitor Center will be open
- 153 soon. Rays Landscaping TLT is working. Susan Russell has built brochure
- 154 Kiosks.
- 155
- 156 vii. Emergency Mgmt. – Burns: Wants direction from City Council; does the City
- 157 Council want an Emergency Management Committee? Staff is coming back
- 158 with revised code at next meeting or a workshop. Membership having to live
- 159 in city limits seems questionable due to the nature of emergencies; we aren't
- 160 going to turn people away because they live on another side of a line.
- 161

162 At (7:20) pm there was a 10 minutes recess until (7:30) pm.

163 Councilor Vileisis motions to extend the meeting.

164 Councilor Burns seconds the motion.

165 **Vote: passes 3-3 at (7:20) with no further discussion; Mayor Cox acted as a tie breaker and voted in**

166 **favor of the motion.**

167	<i>Councilor Burns</i>	<u>No</u>	<i>Councilor Pogwizd</i>	<u>No</u>	<i>Councilor Tidey</i>	<u>Yes</u>
168	<i>Councilor Rask</i>	<u>Yes</u>	<i>Councilor Vileisis</i>	<u>Yes</u>	<i>Councilor Webb</i>	<u>No</u>
169	<i>Mayor Cox</i>	<u>Yes</u>				

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171 **7. (2:00-2:55) Old Business**

172

173 a. **ORD. 2023-15: Establishing Short Term Rentals License Requirements**

174 b.

175 i. **Commissioner Rask to allow Short Term Rental Licenses to be transferable to**

176 **family members or family trusts.**

177 ii. **Commissioner Pogwizd seconds the motion.**

178 iii. **Vote: passes 4-2 at (8:13 pm) with the following further discussion/questions**

179 **to Legal Council Kudlack**

180

- 181 1. **Transfer Generalizations; transfereing property title to a trust would**
- 182 **revoke the Short Term Rental License under current code. We can**
- 183 **adjust this now; Chairman Thelen has weighted in that other**
- 184 **Municipalities have excluded Trusts to family members from what**
- 185 **constitute a transfer of ownership.**
- 186 2. **Discussion surrounding the idea of proof of use for approval so that**
- 187 **empty lots aren't given licenses when they don't have any structure to**
- 188 **rent out.**
- 189

190	<i>Councilor Burns</i>	<u>Yes</u>	<i>Councilor Pogwizd</i>	<u>Yes</u>	<i>Councilor Tidey</i>	<u>Yes</u>
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191 *Councilor Rask* Yes *Councilor Vileisis* No *Councilor Webb* No

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193 iv. **Councilor Vileisis motions to pass Ord. 2023-15 with the following**
194 **amendments/requirements:**

195

- 196 1. Reasonable Water use as a condition of approval: federally certified
- 197 low-flow water fixtures
- 198 2. Extend response time for calls to 60 minutes.
- 199 3. Wind proof trash cans
- 200 4. Remove "renewals" in section 040 (c)
- 201 5. Remove the definition of "Bed & Breakfast."
- 202

203 v. **Councilor Burns Seconds the motion.**

204 vi. **Vote: unanimous yes 6-0 at (8:25) pm with no further discussion**

205

206 *Councilor Burns* Yes *Councilor Pogwizd* Yes *Councilor Tidey* Yes

207 *Councilor Rask* Yes *Councilor Vileisis* Yes *Councilor Webb* Yes

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210 c. **ORD. 2023 – 18: Granting a 10-year Franchise to Coos-Curry Electric Cooperative, Inc,**
211 **Automatically renewing for a subsequent 10 years if not renegotiated.**

212

- 213 i. **Councilor Pogwizd motions to approve ratifying Ord. 2023-18.**
- 214 ii. **Councilor Tidey seconds the motion.**
- 215 iii. **Vote unanimous yes 6-0 at (8:26) pm with no further discussion**
- 216

217 *Councilor Burns* Yes *Councilor Pogwizd* Yes *Councilor Tidey* Yes

218 *Councilor Rask* Yes *Councilor Vileisis* Yes *Councilor Webb* Yes

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221 **8. (2:55-3:50) New Business**

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223 a. **Res. 2023 – 19: Authorizing Contract For Part Time Financial Services Through June 30,**
224 **2024.**

225

226 i. **Councilor Pogwizd motions to approve ratifying Ord. 2023-19.**

- 227 ii. Councilor Burns seconds the motion.
- 228 iii. Vote unanimous yes 6-0 at (8:34) pm with the only further discussion being
- 229 about continuing to look for a full time finance director in the future- which
- 230 David Johnson added as a condition of his bid.
- 231

232 *Councilor Burns* Yes *Councilor Pogwizd* Yes *Councilor Tidey* Yes

233 *Councilor Rask* Yes *Councilor Vileisis* Yes *Councilor Webb* Yes

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235 **b. Res. 2023 - 20: Establishing a Cap on the Number of Short Term Rentals Licensed In**

236 **Residential Zones.**

237

- 238 i. Councilor Vileisis motions to approve Res. 2023-20 at a cap of 27 Short Term
- 239 Rentals in residential zones.
- 240 ii. Councilor Webb seconds the motion
- 241 iii. Vote unanimous yes 6-0 at (8:41) pm with no further discussion
- 242

243 *Councilor Burns* Yes *Councilor Pogwizd* Yes *Councilor Tidey* Yes

244 *Councilor Rask* Yes *Councilor Vileisis* Yes *Councilor Webb* Yes

245

246 **c. ORD. 2023-21: Amending Code Section 2.12 Transferring TLT functions to the Parks**

247 **Commission**

248

- 249 i. Councilor Pogwizd motions to approve Ord. 2023-21
- 250 ii. Councilor Tidey seconds
- 251 iii. Discussion: Councilors questions if there would be a problem with members of
- 252 the Parks Committee living outside city limits and voting on how the City
- 253 spends its Tax money. Legal Council Kudlack and Councilors review the code
- 254 for the committees and the TLT requires its members to live in city limits.
- 255 iv. Councilor Pogwizd rescinds his motion due to the requirements and CA Huttli
- 256 suggestions asking parks members to volunteer for the TLT committee if they
- 257 live in town.
- 258

259 **d. ORD. 2023-22: Amending TLT Code functions to the Parks Commission**

- 260 i. Passed due to Ord. 2023-21 not being adopted.
- 261

262 **e. Res. 2023 - 23: Resolution Authorizing Closure of Checking and Savings Account For**

263 **Parks Department Fundraising Activities**

264

- 265 i. Councilor Tidey motions to approve Res. 2023-23.

- 266 ii. Councilor Vileisis seconds the motion.
- 267 iii. Vote unanimous yes 6-0 at (9:04) pm with no further discussion
- 268

269 **f. Sheriff Dispatch Contract**

- 270 i. Councilor Vileisis motions to approve the contract with the Shariff department
- 271 to handle our dispatch calls.
- 272 ii. Councilor Webb seconds the motion.
- 273 iii. Vote unanimous yes 6-0 at (9:17) pm with clarifications on cost (\$32,782 with
- 274 3% increases). Commisioners would like clarificiation on if this was flat or base
- 275 with an additional fee per call; it is a flat fee with no additional cost per call.
- 276

277

278 *Councilor Burns* Yes *Councilor Pogwizd* Yes *Councilor Tidey* Yes

279 *Councilor Rask* Yes *Councilor Vileisis* Yes *Councilor Webb* Yes

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283 **9. Continuing Action Items**

- 284 a. None
- 285

286 **10. (3:50-4:22) Considerations**

287

- 288 a. Tim: No one should be offended by discussions on Taxes and Contracts even when the
- 289 conversation gets heated.
- 290

- 291 b. Burns: N2N is a volunteer group and is having trouble with City Staff and would like to
- 292 know if they should keep working on the homeless problem. Councilor Rask Volunteers
- 293 to assist with N2N.
- 294

- 295 c. Vileisis: Well workshop needs to be scheduled; councilors agree via consensus to set it
- 296 for Sept. 25th. Former City Councilor Carolyn Clancy died, can we have a moment of
- 297 silence on the next agenda.
- 298

299 **11. Future Meetings – Proposed dates**

300

- 301 a. Thursday, September 14th, 2023; Special Session: Well Workshop In the Gable
- 302 Chambers and Online at 5:30 pm – this date does not work for several council
- 303 members, it was postponed until September 25th 2023.


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b. Thursday, September 21st, 2023; Regular Meeting In the Gable Chambers and Online at 5:30 pm

12. Adjourn

With there being no further business, Mayor Cox motions to adjourn this meeting of the City Council at (9:55) pm.

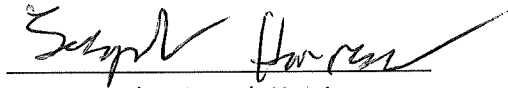
Attest:



Mayor, Pat Cox

9/25/2023

Date



City Recorder, Joseph Harrison

9/25/2023

Date