

City of Port Orford
City Council Meeting Minutes
In the Gable Chambers / Virtual participants
Thursday, December 21, 2023 at 5:30 P.M.

Mayor and Council	Present	City Staff	Present
<i>Pat Cox, Mayor</i>	X	<i>Joseph Harrison, City Recorder Pro Tem</i>	X
<i>Brett Webb</i>	X	<i>Shala Kudlack, Legal Counsel</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>	Excused		
<i>Tim Pogwizd</i>	X		

*The minutes were prepared to the best of our ability with the recording at:
<https://www.youtube.com/watch?v=gTimbh-gH5k>*

- 1. (0:00-0:01) Call to order/roll call/ pledge of allegiance**
 - a. Mayor Cox calls this meeting of the Port Orford City Council to order @ 5:32 pm.**
- 2. (0:01-0:07) Presentations to the Council/Citizens**
 - a. Addition to the Agenda, a presentation from E. Clampus Vitus about putting a plaque up on the overlook. Related to Port history**
 - b. Darren Farris on behalf of Umpqua Joe chapter; “Clampers” preserve the history of the 1800’s, specifically anything doing with mining. Putting up plaques helps people know about the history of areas.**
 - c. Rober [last name needed]: Has been trying to do an overpass sign for a few years. Details the proposed plaque and goes over a list of other plaques in the area. Up to 100 people will come to the revealing of the plaque.**
 - d. By consensus the Council agrees to add this item to the agenda as 8(b).**
- 3. (0:07-0:08) Consent Calendar**
 - a. Councilor Webb moves to approve the Consent Calendar.**
 - b. Councilor Rask seconds the motion to approve the Consent Calendar.**
 - c. Discussion: Clark Kocurek is not on the list of applications because he lives out of town.**
 - d. Vote: Unanimously yes @ (6:12)**

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

4. (0:08-0:10) Additions to the Agenda

- a. Clampers were previously added under “Presentations to Council” and as item “8(b)”
- b. Interim Judge Resolution 2023-33 consideration as item “8(c)”
- c. Budget update and finance report are taken off the agenda.
- d. Burn to Learn will be “8(d)”

5. (0:10-0:11) Citizen’s Concerns

- a. None

6. (0:11-) Departmental Reports

- a. (0:11-0:13) Administration: Ann is keeping the dredging permit going and is gathering applications for the new administrator on behalf of the Hiring Committee. Close to getting a new attorney, still needs to do a full RFP. Councilors discuss the idea of keeping applications on file after selecting one in case of unforeseen circumstances.
- b. (0:13-0:14) Finance: Taken off agenda – may have to have a workshop later
- c. (0:14-0:18) Public Works: No new big news, a few leaks, following procedures and keeping the plant running. Dredging of the humus pond is going well. We’re doing half now and the 2d half should be done by June/July. Getting quote for the backwash pond to be dredged.
- d. (0:18-0:19) Police: Nothing new
- e. (0:19) Planning: Joseph and Crystal are gone, nothing to report.
- f. (0:19) Mayors Report: carried over to item 7(c).
- g. (0:19-0:29) Liaison Reports
 - i. Port – Webb: Crab season has started off well, price is good. Boring core samples for the crane replacement project have been taken, no surprises on results.
 - ii. School – Rask: Nothing
 - iii. Fire District – Tidey: Item 8(d)
 - iv. Watershed – Vileisis: Refers to written report, page 13 of the packet. All paperwork for land purchase have been submitted. Sediment reduction grant applied to for culvert improvements.

- v. Parks – Tidey: Parks Committee is now looking at grants to reduce cost of playground, even if grant is received the money that was set aside for it can still be spent. Situation not as dire as it seemed last month. A-frame decking needs to be redone, looking for volunteers.
- vi. TLT - Pogwizd: None
- vii. Mainstreet – Burns: Visitor center open, more bike racks going up, tea at the Hughes House and now Hughes House is decorated for Christmas.
- viii. Emergency Mgmt. – Burns: First meeting next week.
- ix. N2N – Rask: Gathering information from other small cities, no complaints filed.

7. (0:29-0:) Old Business

- a. Budget Update: Taken off agenda
- b. (0:29-0:36) Update on open positions and hiring: Put out ads and posting at the beginning of December. Not responding to applicants until the beginning of January. Judge Gary Milliman recommended increasing salary to 80-100K to attract applicants. Hiring process will likely need to be extended into February.

- i. Webb moves to increase the salary range to 80-100K and to extend the process into February.
- ii. Rask seconds the motion
- iii. Vote: Unanimous yes @ 5:38

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

- iv. (0:36-0:40) Pro Tem discussion: Council discusses if the Mayor has the authority to hire a Pro Tem administrator if a good applicant comes in. The council comes to the conclusion that it should come to council via advice from Legal Counsel Kudlack.
- v. (0:40-0:47) Law firms needs to respond to the RFP before we can hire new Legal Counsel. Legal Counsel Kudlack breaks down the process of hiring Legal Counsel and answers questions that the Council has. Judge Gary Milliman has a given a recommendation on a legal firm. Council takes a moment to thank Legal Counsel Kudlack for her hard work over the years.

- c. (0:47-0:52) Review of years goals/accomplishments: Reads off Counsel Priority/ 2023 Year end review list. Available online.

8. (0:52-1:)New Business

- a. (0:52-1:02) CDBG grant award: Received a \$1.5 million Community Development Block Grant to renovate the Community Building. We have 24 months to complete the grant goals. Coos Curry Development, who helped

write the grant, has made themselves the Grant Administrators so that City capacity doesn't reduce its effectiveness. Press release will go out next week.

b. (1:02-1:11) Clamper Plaque:

- i. (1:05) Councilor Webb moves to have this project approved by the Historic Preservation Society and the Planning Commission prior to City Council approval.**
- ii. After some discussion Councilor Burns seconds the motion.**
- iii. Discussion: Councilors don't want to approve anything that hasn't been on the agenda so that Councilors can review materials prior to voting.**
- iv. Vote: with a vote of 4-1 the motion carries @ 6:40.**

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

c. (1:11-1:14) Interim Judge Resolution 2023-33

- i. (1:12) Councilor Burns moves to appoint Cory Rose as Municipal Judge Pro Tem – Resolution 2023-33**
- ii. Councilor Rask seconds the motion.**
- iii. Vote: with a vote of 4-1 the motion carries.@ 6:46.**

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

- d. (1:14-1:50) Update on Fire district Meeting: Process for Burn to Learn; applicant goes to the Fire Chief, fire chief submits paperwork to the City, the City Public Works and Police departments review for approval. Limited to 1 per year per applicant. Councilors discuss charging land owner for water used as learn-to burns are used as way to decrease cost of removing materials. Councilors would also like clarification on who is responsible – according to Legal Counsel Kudlack the Fire Department should have to fill out paperwork that would then be approved at a public meeting. If there is a fine, the property owner is the one to pay. The County Fire district was not ready to move forward in any direction at this time. Councilors would like someone from the County Fire Board to come give a presentation to the Council.**

- i. By Consensus the Council agrees to send a letter to the Fire Department.**

9. (1:50) Continuing Action Items - None

10. (1:50-1:54) Considerations

- a. Ronin Stetson: Accountability of Police Department should be considered the same as accountability of the Fire Department.**


- b. Teresa Kolibaba: Dave Dunkin knew people were supposed to be notified for the Burn to Learn, talked with him at the time and he stated that someone was supposed to put out notice. Talked with neighbors and only the property owner knew that it was happening.**

11. Future Meetings – January 18th @ 5:30 pm

12. (1:54) Adjourn

- a. With no further Business, Mayor Cox adjourned this meeting @ 7:25**

Attest:



Mayor, Pat Cox

1/19/2024

Date

City Recorder Pro Tem, Joseph Harrison

Date