

City of Port Orford
Regular City Council Meeting
In the Gable Chambers / Virtual participants
Thursday, November 21st, 2024 at 5:00 P.M.

Mayor and Council	Present	City Staff	Present
<i>Pat Cox, Mayor (PC)</i>	X	<i>City Administrator (CA) Melissa Radcliffe</i>	X
<i>Brett Webb, Councilor (BW)</i>	Late	<i>Joseph Harrison, City Recorder</i>	X
<i>Gary Burns, Councilor (GB)</i>	X		
<i>Perri Rask, Councilor (PR)</i>	Late		
<i>Ann Vileisis, Councilor (AV)</i>	X		
<i>Greg Tidey, Councilor (GT)</i>	Vitruial		
<i>Tim Pogwizd, Councilor (TP)</i>	X		

*The minutes were prepared to the best of our ability using the recording available at:
https://www.youtube.com/watch?v=Ju_spgz9K4*

1. (0:00-0:01) Call to Order/Roll Call

- a. Mayor Pat Cox calls this regular session of the Port Orford City Council to Order @ 5:08 pm and leads the chamber in the pledge of allegiance. Roll call shows that Councilors BW and PR are excused or late.

2. Executive Session

- a. By consensus the Council agrees to enter executive session under ORS 192.660 (2)(d) and (2) (i). Executive session is entered @ 5:10.
- b. During the Executive Session, Councilor BW arrived @ 5:15
- c. GB motions to end the executive session and re-enter the normal meeting after a brief recess.
- d. TP seconds the motion
- e. Vote: 5-0-1 @ 5:47

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

3. Came out of executive session @ 5:47.

- a. Councilor Rask arrived virtually once the meeting was re-opened @ 5:47

4. Resume the public meeting @ 5:56 to allow citizens to enter.

5. Action out of executive session

- a. Councilor AV motions to approve the teamster's agreement
- b. Councilor BW seconds

c. Vote: 5-0-1 Rask abstain

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

6. (0:01-0:02) Additions to the Agenda

a. None

7. (0:02) Presentations to the Council/Citizens

a. (0:02-0:29) Audit: Ben Cohn summarizes the report for the Council and answers their questions. The most significant items of discussion concerned standards for smaller towns, responsibilities and timeline, and the next steps moving forward.

i. By consensus the Council adds approving budget to the agenda

ii. Councilor BW moves to approve the budget as presented

iii. TP seconds the motion

iv. Vote 6-0, all yes

b. (0:29-0:54) Sierra Izumida (SI): Willow fence

i. The Councilors main concern is visibility in the park from outside if the hedge fence gets too thick. SI states that visibility shouldn't be an issue based on image provided that its about as open a chainlink fence.

ii. Councilor GB motions to approve willow fence conditionally upon parks being responsible for installation and maintenance

iii. Councilor GT seconds

iv. Vote: 6-0

8. (0:55-0:55) Consent Calendar

a. Councilor TP moves to accept the consent calendar as written.

b. Councilor BW seconds the motion.

c. Discussion: Councilors voice appreciation that citizens are stepping up to join commissions.

d. Vote: with no further discussion the vote passes 6-0 @ 6:41

<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>Yes</u>	<i>Councilor Vileisis</i>	<u>Yes</u>	<i>Councilor Webb</i>	<u>Yes</u>

9. (0:55-0:56) Citizen's Concerns:

a. None

10. (0:56-1:49) Departmental Reports –

a. (0:56-1:18) Administration: Lead line update – the confusing letter was an EPA template. If a home was built in or after 1986 then it should be fine. So far, the City has received very few responses. If you don't know the year your house was built or how to determine the material of your piping, all you need to do is take a pic and email it to John.

b. Finance: will be covered at the work session that will be set later in the meeting.

- c. **Public Works:** A written report was provided in the packet. Council thanks public works for work cleaning up after storm. John Isadore gives an update; he is thinking about emergency plans to get generators at pump stations. The City could potentially enter into an agreement with the port to use their generator when there are power outages.
- d. **Police:** None
- e. **(1:18-1:26)Planning:** A written report was provided in the packet.
- f. **Mayor's Report:** Covered in administration.
- g. **(1:26-1:49) Liaison**
 - i. **Port–Webb:** lots going on at port.
 - ii. **School – Rask:** Nothing to report.
 - iii. **Fire District–Tidey:** Written report – Councilors would like to see more.
 - iv. **Watershed–Vileisis:** Full report in packet.
 - v. **Parks – Tidey:** The 3rd annual Halloween huck was a success. December 14th will be the last disc golf event for this year. December tournament is also a toy drive, last year the event received over 400 toy donations.
 - vi. **TLT–Pogwizd:** The January meeting will be scheduled.
 - vii. **Mainstreet–Burns:** Written report included with the packet.
 - viii. **Emergency Prep.–Burns:** The mission statement and goals provided for council direction. The Commission is looking into the process of declaring a state of emergency. The Council discusses the relationship between the City Council, the EPC, and the Rural Fire Department.

<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>Yes</u>	<i>Councilor Vileisis</i>	<u>Yes</u>	<i>Councilor Webb</i>	<u>Yes</u>

1. Councilor AV Motion to extend meeting after a brief recess
2. Councilor GB seconds motion
3. Vote: 4-2
4. Council reconvenes after recess

<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>Yes</u>	<i>Councilor Vileisis</i>	<u>Yes</u>	<i>Councilor Webb</i>	<u>Yes</u>

11. (1:49-3:02) Old

a. (1:49-2:29) Waste Water

i. Civil West scope of work

1. AV motions to approve the scope of work as the basis for the application for Business Oregon (BO) to obtain the legislation-allocated funds and apply them to the scope of work contingent on the BO application being approved.
2. GT seconds the motion

3. **Discussion:** This application is just to see if our proposed plan is feasible for the funds that have been allocated – this is phase one of the scope of work. The budget outlined in the scope of work is “not to exceed” so it’s a maximum cost. Councilors expressed concern about staff bandwidth.

4. **Vote:** 6-0; all yes

<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>Yes</u>	<i>Councilor Vileisis</i>	<u>Yes</u>	<i>Councilor Webb</i>	<u>Yes</u>

ii. (2:30-3:02) Elk River Property Development (ERPD) Memorandum of Understanding (MOU)

1. Councilor TP motions to send it to the City’s attorney with council questions
2. Councilor BW seconds the motions
3. **Discussions:** The Council has asked questions asked that haven’t been answered yet – the Council needs to have those questions answered before they can agree.
4. Councilor TP rescinds second
5. Councilor BW rescinds motion
6. Councilor TP motions send the ELRP MOU to legal counsel for review and to add that its approval will be contingent on the approval of the feasibility study and receiving the \$750,000 legislative funds and with questions for legal counsel review.
7. Councilor GB seconds the motion
8. **Vote:** 6-0 @ 8:55
9. Tidey is excused @ 8:56

<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>Yes</u>	<i>Councilor Vileisis</i>	<u>Yes</u>	<i>Councilor Webb</i>	<u>Yes</u>

12. (3:02-3:20) New Business

- a. (3:02-3:05) Res 24-14 Protecting Watershed Land for OWEB Reimbursement Grant
 - i. Councilor AV moves to adopt Resolution 24-14.
 - ii. Councilor TP seconds the motion.
 - iii. **Discussion:**
 - iv. **Vote:** the motion carries unanimously 5-0-1 @ 9:00 pm.

<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>Excused</u>	<i>Councilor Vileisis</i>	<u>Yes</u>	<i>Councilor Webb</i>	<u>Yes</u>

- b. (3:05-3:08) Res. 2024-13 FEMA Pre-Implementation Compliance Measure
 - i. Councilor AV motions to adopt Resolution 24-13
 - ii. Councilor BW seconds the motion

iii. **Vote:** the motion carries 5-0-1 @ 9:00 pm.

<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>Excused</u>	<i>Councilor Vileisis</i>	<u>Yes</u>	<i>Councilor Webb</i>	<u>Yes</u>

c. (3:08-3:11) December work session with Anne Heath

i. **By Consensus;** the Council agrees to have a work session with Anne Heath on December 5th.

ii. **Discussion:** The original date of December 4th needs to be revised due to training; Councilors discuss the possibility of receiving any benefits from the whole council attending the training.

d. (3:11-3:20) Regular December Meeting Date

i. **Councilor AV** motions to change the date of the December meeting from December 19th to December 5th and turn the work session into a special session.

ii. **Councilor GB** seconds the motion.

iii. **Discussion:** Due to concerns over staff time, the Council reschedules the regular December meeting from December 19th to December 5th.

iv. **Vote:** the motion carries unanimously among present members 5-0-1 @ 9:15 pm.

<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>Excused</u>	<i>Councilor Vileisis</i>	<u>Yes</u>	<i>Councilor Webb</i>	<u>Yes</u>

13. (3:21-3:24) Continuing Action Items

a. Resolution 24-12 Water Leak Reimbursement Policy

i. **Councilor TP** motions to accept Resolution 24-12 Water Leak Policy

ii. **Councilor GB** seconds the motion

iii. **Discussion:** This is the second reading

iv. **Vote:** 4-1-1 @ 9:15

<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>Excused</u>	<i>Councilor Vileisis</i>	<u>Yes</u>	<i>Councilor Webb</i>	<u>No</u>

14. (3:24-3:37) Considerations

a. Citizens - None

b. Councilors

i. (3:24-3:28) TP: It has been a pleasure working with everyone here. The Council thanks Mayor Pat Cox for his hard work as mayor these past years.

ii. (3:28-3:37) AV: The Council will appoint someone to the council to replace Councilor Vileisis when she becomes mayor, the Council discuss the process.

15. Future Meetings – December 5th @ 5:00

16. (3:37) Adjourn

a. Seeing no further business, Mayor PC ends the meeting @ 9:30 pm

Attest:



Mayor, Pat Cox

12/10/2024

Date



City Recorder, Joseph Harrison

12/10/2024

Date