

City of Port Orford
Meeting Minutes of the City Council
 In the Gable Chambers / Virtual participants
 Thursday, August 21st, 2025 at 5:00 P.M.

Mayor and Council	Present	City Staff	Present
<i>Ann Vileisis, Mayor (AC)</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>Senior Planner Crystal Shoji (SC)</i>	Virtual
<i>Perri Rask, Councilor (PR)</i>	Late	<i>Legal Consultant, Lori Cooper</i>	Virtual
<i>Deanna Brennan, Councilor (DB)</i>	X	<i>Head of Public Works John Isadore</i>	X
<i>Sara Lovendahl, Councilor (SL)</i>	X		
<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=GsxLqaJGZY>

1. (0:00-0:04) Call to Order/Roll Call

- a. Mayor Ann Vileisis calls this special session of the Port Orford City Council to Order @ 5:00 pm and postpones the Pledge of Allegiance until later in the meeting.

2. (0:00-0:04) Executive Session under ORS 192.660(f) To consider information or records exempt by law from public inspection

- a. GB moves to enter executive session
 b. SL seconds
 c. **Vote:** Without further discussion, Council votes unanimously among present members to enter executive session. Councilor BW arrives immediately prior to the vote.

<i>Councilor Burns</i>	<u>Yes</u>	<i>Councilor Pogwizd</i>	<u>Yes</u>	<i>Councilor Rask</i>	<u>Excused</u>
<i>Councilor Lovendahl</i>	<u>Yes</u>	<i>Councilor Brennan</i>	<u>Yes</u>	<i>Councilor Webb</i>	<u>Yes</u>

27 **3. Executive session ends, and normal business resumes after a brief recess to allow**
28 **chambers to fill.**

29
30 **4. (0:04- 0:09) Citizens' Concerns:** Before having citizens speak, Mayor Vileisis leads the
31 chamber in the Pledge of Allegiance.
32

33 **a. Jenn Head:** Speaking on the matter of the OSU field station. As someone who
34 has worked with Tom Calvanese, she is disappointed with OSU in its handling of
35 the situation. The OSU field station is a vital part of the community, and she
36 hopes that OSU will reconsider its position.
37

38 **5. (0:09-0:10) Consent Calendar;** Minutes 7/17/2025, Application for appointment: Carol
39 Lawton – Planning Commission, Application for appointment: Geraldine Rickle – Parks
40 Commission

41 **a.** BW moves to approve the consent calendar

42 **b.** GB seconds the motion

43 **c.** Vote: Without further discussion, Council votes unanimously among present
44 members to enter executive session. 5-0-1. The vote unanimously passes among
45 the present councilors 5:38 PM.

46 *Councilor Burns* Yes *Councilor Pogwizd* Yes *Councilor Rask* Excused

47 *Councilor Lovendahl* Yes *Councilor Brennan* Yes *Councilor Webb* Yes
48
49

50 **6. (0:10-0:28) Presentation to Council: Dr. Lisa Ballence & Cinnamon Moffat**
51 **presenting on changes in operations at the Port Orford Field Station:** The two are
52 here today to present OSU's vision for the field station moving forward. Dr. Ballence
53 reviews the history of the field station before explaining how the sunsetting the
54 operations in the field station will proceed. The changes should be fully implemented by
55 Spring of 2026. OSU formally recognizes Tom Calvanese for his many years of service
56 and research and dedicates a plaque to Tom. Thanks, Council and the citizens for the time
57 to clarify these points.
58

59 **7. (0:28-1:36) Elk River Property Development: Appeal of Planning Commission**
60 **Denial of extension on Conditional Use Permit 16-02 & 16-03**
61

62 **a.** Mayor Vileisis gives a quick explanation of the appeal process and invites citizens
63 who did not testify at the Planning Commission hearing or submit written
64 testimony ahead of time to speak.

65 **i.** Eric Overbeck: A Geologist who has lived in the area for years he believes
66 that using an effluent outfall to irrigate a golf course is a good idea and
67 that it would be good for business.
68
69
70

- b. Crystal Shoji reviews her staff report for the Council and explains the extension request. Documents can be found at the following links:

Request for extension from ERPD:

<http://portorford.org/wp-content/uploads/2025/08/ERPD-request-for-extension-2025.pdf>

Staff report from Crystal Shoji:

<http://portorford.org/wp-content/uploads/2025/08/Shoji-Staff-Report-ERPD-2025.pdf>

Minutes from June 10th, 2025, Planning Commission Meeting:

<http://portorford.org/wp-content/uploads/2025/08/PC-minutes-6.17.2025.pdf>

Request for appeal from ERPD:

<http://portorford.org/wp-content/uploads/2025/08/ERPD-Appeal-to-City-Council-7.7.2025.pdf>

Staff report from Lori Cooper:

<http://portorford.org/wp-content/uploads/2025/08/ERPD-2025-finding.pdf>

- c. Troy Russell on behalf of Elk River Property Development: Starts by giving a handout to the Council (linked above), and the Council takes a few minutes to review it. Mr. Russell then explains the background on the project, the causes of delays in moving forward, and answers questions asked by the Council.
- d. TP moves to overturn the planning commission decision
- e. BW seconds the motion & Councilor PR arrives @ 6:34 PM
- f. **Discussion:** Councilors bring up the following matters: conditions have changed considerably with the deterioration of our infrastructure and limited staff capacity; ocean acidification and hypoxia may be an issue for our ocean fishing community. What might we gain from extending vs. not extending—the ability to add more conditions?
- g. **Vote:** Having conducted their deliberations, the Council voted to overturn the Planning Commission denial of extension. @ 7:14

<i>Councilor Burns</i>	<u><i>No</i></u>	<i>Councilor Pogwizd</i>	<u><i>Yes</i></u>	<i>Councilor Rask</i>	<u><i>Yes</i></u>
<i>Councilor Lovendahl</i>	<u><i>No</i></u>	<i>Councilor Brennan</i>	<u><i>Yes</i></u>	<i>Councilor Webb</i>	<u><i>Yes</i></u>

8. (1:36-1:58) New Business

a. (1:36-1:42) Tom Calvanese Day Proclamation

- i. In honor of his decade of dedicated service as a community scientist and leader of the OSU Marine Field Station, Mayor Vileisis proclaims today, August 21st, 2025, to be Tom Calvanese Day. Tom receives the certificate and a standing ovation from the Council and citizens in attendance. Tom then reads a speech appreciating the community before receiving a second standing ovation. The Council and citizens reiterate their gratitude to Tom for everything he has done to bring the Community together.

(1:42-1:58) SL moves to extend the meeting after a brief recess, and the Council agrees via consensus. The meeting resumes at 7:37.

b. Civil West Request to progress to task 2 of phase 1 of the feasibility study of Water Recycling

- i. CA Radcliffe gives the background on the feasibility study and reviews the scope of the study.
- ii. SL moves to approve Civil West to move to phase 1 task 2
- iii. TP seconds the motion
- iv. Vote: unanimous yes @ 7:48

<i>Councilor Burns</i>	<u><i>Yes</i></u>	<i>Councilor Pogwizd</i>	<u><i>Yes</i></u>	<i>Councilor Rask</i>	<u><i>Yes</i></u>
<i>Councilor Lovendahl</i>	<u><i>Yes</i></u>	<i>Councilor Brennan</i>	<u><i>Yes</i></u>	<i>Councilor Webb</i>	<u><i>Yes</i></u>

c. Discussion on the authority to approve bids for City projects

- i. CA Radcliffe briefly explains the bidding process and explains that council will need either to schedule a special meeting to award bids or that council would need to give her authority to award bids, owing to the tight timeline for the projects. She explained the two current projects out to bid:
 - 1) the project to remove the failing culvert upstream of our reservoir and
 - 2) the project to dredge our reservoir.
- ii. SL moves to delegate authority to CA Radcliffe
- iii. PR seconds the motion
- iv. Discussion: Council primarily ask if CA Radcliffe would feel comfortable being the final authority on decisions regarding spending. CA Radcliffe states that she would consult with the engineer, the mayor, council president Pogzwid, and if there was not a clear choice, she would bring the decision back to Council.
- v. Vote: with no further discussion, the Council unanimously votes to delegate the authority to CA Radcliffe.

<i>Councilor Burns</i>	<u><i>Yes</i></u>	<i>Councilor Pogwizd</i>	<u><i>Yes</i></u>	<i>Councilor Rask</i>	<u><i>Yes</i></u>
<i>Councilor Lovendahl</i>	<u><i>Yes</i></u>	<i>Councilor Brennan</i>	<u><i>Yes</i></u>	<i>Councilor Webb</i>	<u><i>Yes</i></u>

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153 **9. Departmental Reports**
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155 a. **Public Works:** Due to the time, Public Works Head Isadore requests that he be
156 allowed to give his report first – Isadore updated the Council on his ongoing
157 search for a cheap, used VAC-CON truck was successful, and he requested that
158 the Council give him permission to pursue its acquisition. The Council agrees via
159 consensus. An additional written report covering the standard public works report
160 was provided in the packet.
161

162 b. **Administration:** CA Radcliffe thanks Councilor GB for helping facilitate the
163 clean up of the lot north of Rays and its right of ways. CA Radcliffe gives an
164 update on Financial Consultant Anne Heath.
165

166 c. **Mayor's Report:** A written report it included with the packet.
167

168 d. **Police:** The Council received the report directly.
169

170 e. **Planning:** Joseph gave a brief update on planning matters.
171

172 f. **Liaison:**

173 i. **Port:** The installation of the cranes is postponed due the increased costs.

174 ii. **Fire district:** None

175 iii. **Parks:** Meeting was canceled this month

176 iv. **Mainstreet:** A written report was included with the packet

177 v. **Emergency Prep:** A written report was included with the packet
178

179 **10. Considerations**

180 a. **Citizens**

181 i. **Jenn Head:** Informs the Council about potentially misplaced concerns
182 regarding hypoxia in the local marine ecosystem. Given the town's small
183 population, this shouldn't be an issue for the surrounding ecology in the
184 way it is for big coastal cities.
185

186 b. **Councilors:** None
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188 **11. Future Meetings**

189 a. **Next meeting will be September 18th, 2025, at 5:30 pm in Council Chambers.**
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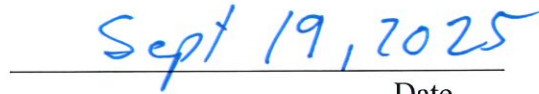
12. Adjourn

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

Attest:



Mayor, Ann Vileisis



Date



City Recorder, Joseph Harrison



Date