

**City of Port Orford**  
**Regular City Council Meeting**  
**In the Gable Chambers / Virtual participants**  
**Thursday, December 5<sup>th</sup>, 2024 at 5:30 P.M.**

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

*The minutes were prepared to the best of our ability using the recording available at:*  
<https://www.youtube.com/watch?v=ivGbl4rMjt4>

**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 Councilors GT & PR are not present – they arrive at 5:20 pm and 5:30 pm respectively.

**2. Executive Session Under ORS 192.660(2)(i)**

- a. **Councilor BW** motions to enter Executive Session under ORS 192.660 (2)(i)
- b. **GB seconds** second the motion
- c. **By Consensus** the City Council agrees to enter executive session @ 5:10

**3. (0:01) At 6:00 pm the City Council agrees via consensus to leave executive session and reopen the normal meeting after a brief recess. The normal public meeting is resumed at 6:04 pm**

**4. Action out of executive session - None**

**5. (0:01-0:02) Additions to the Agenda**

- a. None

**6. (0:02-1:01) Presentations to the Council/Citizens**

- a. **Anne Heath:** Goes through the presentation on the City's current financial situation. The main points discussed were department spending; inter-department transfers, unexpected expenses, potential sources of revenue, and an explanation of how the financial reports will be simplified moving forward.
  - i. **Councilor BW** motions to direct staff to return to Council with recommendations on simplifying the budget.
  - ii. **Councilor AV** seconds the motion.
  - iii. **Discussion:** Council and staff need to set priorities on spending to effectively budget – expenses not budgeted for need council approval. Anne Heath answered council questions; most were focused on property values and taxes.
  - iv. **Vote:** Having their questions answered, the motion carries unanimously 6-0 @ 7:00 pm.

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

- v. **The Council expresses its gratitude that Heath is now working with the City to help ensure financial recovery.**

**7. (1:01-1:11) Consent Calendar**

- a. **Joseph** reads corrections that were submitted prior to the meeting
- b. **Councilor AV** moves to accept the consent calendar with the minutes as amended.
  - i. Corrections submitted before the meeting:
    - 1. On pg. 9 “Water Leak Reimbursement Policy” Councilor BW voted no
    - 2. Other corrections were misspellings.
- c. **Councilor BW** seconds the motion.
- d. **Discussion:** By new business Councilor GT had been excused. Votes held after he was excused should reflect that none of those votes were unanimous and that he was excused.
- e. **Councilor AV rescinds her motion and Councilor BW rescinds his second**
- f. **Councilor AV** moves to approve the consent calendar with the previous corrections and the new ones discussed.
- g. **Councilor BW** seconds the motion
- h. **Vote:** with no further discussion the vote passes unanimously 6-0 @ 7:11

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

**8. (1:11-1:12) Citizen's Concerns:**

- a. None

**9. (1:12-1:) Departmental Reports**

- a. **Administration:** Nothing Prepared – Council members and CA went to a newly elected officials training hosted by the League of Oregon Cities. (LOC)
- b. **Finance:** This was done during the presentation.
- c. **Public Works:** Verbal report – There was more than 15 inches of rain in November leading to the water plant to be shut down for a few days. PW Head John Isadore expresses his gratitude and the new hires for their hard work and to Mayor Cox for all the work he's done with the Public Works department.
- d. **Police:** None; Council thanks Chief Hobart for 10 years of service; he has been a responsible and effective leader during his time with the City.
- e. **Planning:** The DLCD grant is still in progress and the proposed code is available online. Citizens and Councilors are encouraged to review the proposed code revisions at their leisure.
- f. **Mayor's Report:** Tonight is Mayor Cox's last session as mayor. Mayor Cox has been an inspiring and hard-working leader during his tenure – truly going above and beyond what is expected of a Port Orford Mayor. Mayor Cox appreciated the rest of the Council, without their support he wouldn't have made it through his term; he is happy with the staff that has been brought on and believes that they will help the City get back on track after its complete staff turnover during his term and wishes Mayor Elect Vileisis good luck with the role.
- g. **(1:26-1:55) Liaison**
  - i. **Port-Webb:** Verbal report given
  - ii. **School – Rask:** Nothing to report
  - iii. **Fire District-Tidey:** The written report is in the packet.
  - iv. **Watershed-Vileisis:** Submitted the Watershed Enhancement Grant and we could be awarded up to \$400,000. Meaning our loan to purchase the watershed would be 100% forgiven.
  - v. **Parks – Tidey:** 3<sup>rd</sup> annual Halloween huck was a success. December 14<sup>th</sup> will be the last disc golf tournament which is also a toy drive that had over 400 donations last year. The living willow fence project is moving forward.
  - vi. **TLT-Pogwizd:** Nothing.
  - vii. **Mainstreet-Burns:** Mainstreet put in over 2000 volunteer hours keeping the visitor center open.

1. Councilor AV moves to extend the meeting after a brief recess
2. Councilor GB Seconds motion

3. **Vote:** The motion carries unanimously 6-0 @ 7:30 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>Yes</u>	<i>Councilor Vileisis</i>	<u>Yes</u>	<i>Councilor Webb</i>	<u>Yes</u>

4. **Council reconvenes after a brief recess at 7:33 pm.**

viii. **(1:33-1:55) Emergency Prep.–Burns:** The EPC held a public meeting regarding the December Earthquake and Tsunami event. They took public input and have begun investigating how the city would declare a State of Emergency so the information is available before an emergency situation. The Council also discusses the local emergency alarm system.

10. **Old Business - None**

11. **New Business - None**

12. **(1:55) Continuing Action Items**

a. **Resolution 24-15 Raw Water Tank Resource Allocation**

i. **Councilor AV moves to accept RES 24-15 to authorize spending on the Raw Water Tank Project**

ii. **Councilor GT seconds the motion**

iii. **Discussion: has to pass the resolution to get the grant.**

1. **Vote:** The motion carries unanimously 6-0 @ 7:55 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>Yes</u>	<i>Councilor Vileisis</i>	<u>Yes</u>	<i>Councilor Webb</i>	<u>Yes</u>

13. **(1:55-2:00) Considerations**

a. **Citizens - None**

b. **Councilors**

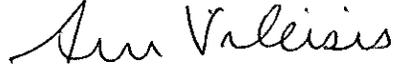
i. **Councilors express their appreciation of Councilor GT and Mayor PC – The City was lucky to have them on the Council during the difficult past four years. The Council wishes the citizens and staff of The City of Port Orford a happy holiday season.**

14. **Future Meetings – Regular Meeting January 14<sup>th</sup> @ 5:30 pm**

15. (2:01) Adjourn

a. Seeing no further business, Mayor PC ends the meeting @ 8:03 pm

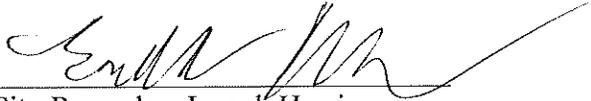
Attest:



\_\_\_\_\_  
Mayor, Ann Vileisis

2.21.2025

\_\_\_\_\_  
Date



\_\_\_\_\_  
City Recorder, Joseph Harrison

2/21/2025

\_\_\_\_\_  
Date