

4 Consent Calendar

4(a) Minutes from 3/19/2026

CITY OF PORT ORFORD
REGULAR SESSION OF THE COMMON COUNCIL
THURSDAY, March 19th, 2026, at 5:30 P.M.

MINUTES

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>	Excused	<i>Joseph Harrison, City Recorder</i>	X
<i>Gary Burns, Councilor (GB)</i>	X		
<i>Perri Rask, Councilor (PR)</i>	X		
<i>Deanna Brennan, Councilor (DB)</i>	X		
<i>Sara Lovendahl, Councilor (SL)</i>	Excused		
<i>Tim Pogwizd, Councilor (TP)</i>	Excused		

The minutes were prepared to the best of our ability using the recording available at:
https://www.youtube.com/watch?v=uqcdnOMV_P8

- 1. Call to Order/Roll Call/Pledge of Allegiance**
 - a. Mayor AV calls the meeting to order at 5:31 PM, roll call shows that Councilors Webb, Pogwizd & Lovendahl are excused. Mayor AV leads the chamber in the Pledge of Allegiance.**
- 2. Additions to the agenda: None**
- 3. Citizen Concerns (Time limit 3-minutes per person)**
 - a. Laurie Balmouth: Inquires if there is anything the Council can do to alleviate the long wait time at the post office.**
 - i. Council Responds: The issue has been raised with Representative Hoyle and the Council is looking into further actions they can take.**

Additionally, a new postmaster has been hired/appointed and they are working to get through the backlog.

4. Consent Calendar

- a. Minutes 2/19/2026
- b. Minutes 2/26/2026
- c. Minutes from Budget Committee FY26
- d. GB moves to approve
- e. PR seconds
- f. Discussion: There are several corrections:
 - i. On page 5: "a quorum of the council will be present" should be " may be present".
 - ii. On page 6: "New revisions are being discussed among council" to "New revisions will be discussed tonight"
 - iii. On page 7: "Fixing the water filtration system" should be specified
 - iv. On the June 5th minutes item 4: remove "in roughly 3.5 years"
- g. Councilors rescind their motions
- h. GB moves to approve with amendments
- i. PR moves to second
- j. Vote: 4-0-3.

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

5. Presentations to the Council: None

6. Departmental Reports

- a. Administration: CA Radcliffe reviews her written report. Union negotiations are starting, so is audit and budget season.
- b. Mayor's Report: Mayor Vileisis reviews her written report.
- c. Finance: CA Radcliffe and AV review the information in the packet that was submitted by the Kytolas. It was a snapshot of where we are for the year. CA Radcliffe reiterates that changes in budget layout is due to having financial advisors with different preferences.
- d. Public Works: John has been out sick, so no written or verbal report this month.
- e. Planning: Joseph covers the report in the packet and reminds the citizens to be wary of financial scams.
- f. Liaison
 - i. Parks: Written report in packet, Lovendal gone. The main item is using warning signs at the skate park instead of fencing. Council directs staff to put up signs via consensus. Council gives their thanks to the new Park Hosts for their exemplary work so far.
 - ii. Historic Preservation: Mayor AV gives an update on the Fort Point Trail sign.
 - iii. Port: None

- iv. Watershed: Mayor AV reviews the report in the packet.
- v. Fire: None

7. Old Business

- a. DEQ Wastewater Issue Update: CA Radcliffe reviews the background issue and update in the packet. We received permission to mitigate the fine by doing a supplemental environmental project, which can be used to upgrade our wastewater treatment plant. Additionally, we got the fine reduced by currently having a permanent, certified level two staff member in the Wastewater Treatment Plant.

8. New Business

a. CTR Rate Increase

- i. Tiffany Rodge, CTR Site Leader: is here to give an update about the new annual rates. The rate is based on the CPI, which for the average citizen is increased by approximately 93 cents.

- 1. Council requests notice prior to future burns at the transfer station so that the City can inform citizens that there may be an increased risk of dangerous smoke density. Tiffany agrees and informs the Council that CTR is looking into acquiring a curtain burner.

- ii. GB moves to approve the rate increase
- iii. DB seconds
- iv. Vote 4-0-3 at 6:16 pm

Councilor Burns Yes *Councilor Pogwizd* Excused *Councilor Rask* Yes
Councilor Lovendahl Excused *Councilor Brennan* Yes *Councilor Webb* Excused

b. Dredging Plan Update

- i. Mayor AV reviews the background of the project and the needed revision of the location where the materials will be stored. Due to changes to the neighboring property, the original material storage site at the City Shop cannot be used, so the horse arena at Buffington Park will be used instead.
- ii. There was no vote needed for this item.

c. Reservoir Dredging Bid

- i. GB moves to approve the bid from Billeter Marine
- ii. PR Seconds
- iii. An alternate water source is another source of cost, more discussion, bidding process,
- iv. Vote: 4-0-3 at 6:30

Councilor Burns Yes *Councilor Pogwizd* Excused *Councilor Rask* Yes
Councilor Lovendahl Excused *Councilor Brennan* Yes *Councilor Webb* Excused

d. Forest Stewardship Plan Update

- i. AV reviews the background and changes to the plan
- ii. GB moves to adopt the plan
- iii. DB seconds
- iv. 4-0-3 at 6:34

Councilor Burns Yes *Councilor Pogwizd* Excused *Councilor Rask* Yes
Councilor Lovendahl Excused *Councilor Brennan* Yes *Councilor Webb* Excused

e. Police Levy, Next Steps Discussion

- i. AV lets the Council know that there were no appeals to the ballot language and the SEL 802 was submitted. Council needs to push for a community information initiative. AV goes over the next steps and informs the Council that the City staff cannot help for legal reasons. Every Councilor needs to help inform their section of the Community.
- ii. PR and GB agree to help and DB agrees but is hesitant due to a potential conflict of interest.
- iii. Councilors discuss setting up a PAC, having a town hall meeting and other ways they can inform the community about passing the ballot measure.

f. City Administrator Time Off

- i. AV gives background information; time off is an alternative to a bonus or raise
- ii. GB motions to award 5 days off to CA Radcliffe
- iii. PR seconds
- iv. Vote: 4-0-3 at 6:51

Councilor Burns Yes *Councilor Pogwizd* Excused *Councilor Rask* Yes
Councilor Lovendahl Excused *Councilor Brennan* Yes *Councilor Webb* Excused

9. Considerations**a. Citizens:**

- i. None

b. Staff :

- i. Radcliffe thanks the council for the time off and informs them that she will be taking the time around mid-May 2026.

c. Councilors & Mayor

- i. Burns: Camp at Rays and suggests a work session. Potential new site instead of the existing site. Work session scheduled for April 23rd.

10. Future Meetings:

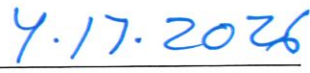
- a. **First budget committee meeting is tentatively scheduled for April 16th at 4:00 PM**
- b. **Regular Meeting of the City Council: April 16th, 2026 @ 5:30 PM**
- c. **April 23rd homelessness work session.**

11. Adjourn

- a. **Seeing no other business, Mayor AV adjourns the meeting at 7:12.**



Mayor, Ann Vileisis



Date



City Recorder, Joseph Harrison



Date