

CITY OF PORT ORFORD
REGULAR SESSION OF THE COMMON COUNCIL
THURSDAY, April 16th, 2026, at 5:30 P.M.

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AGENDA

- 1. Call to Order/Roll Call/Pledge of Allegiance**
- 2. Additions to the agenda**
- 3. Citizen Concerns (Time limit 3-minutes per person)**
- 4. Consent Calendar**
 - a. Minutes 3/19/2026
 - b. Application for Parks appointment: Jim Golden
 - c. Application for Parks appointment: Robert Shafer
 - d. Application for Budget committee: Carrie Fisher
- 5. Presentations to the Council: None**
- 6. Departmental Reports**
 - a. Administration
 - b. Mayor's Report
 - c. Finance
 - d. Public Works
 - e. Planning
 - f. Liaison
 - i. Parks
 - ii. Historic Preservation
 - iii. Port
 - iv. Watershed
 - v. Fire

7. Old Business

8. New Business

- a. Resolution 2026-07 Declaration of Emergency Removal of Failing Culvert

9. Considerations

- a. Citizens
- b. Staff
- c. Councilors & Mayor

10. Future Meetings:

- a. Regular Meeting of the City Council: April 16th, 2026 @ 5:30 PM

11. Adjourn

1 Roll Call/Pledge of Allegiance

Mayor Vileisis will take roll call of present Councilors and lead the chambers in the Pledge of Allegiance.

2 Additions to Agenda

The Council, Mayor, and City Administrator may submit additions to the agenda, which can be added via a vote or consensus.

3 Citizen Concerns

Citizens may approach the Council to speak on any matter, other than the Public Hearings, which have their own time for citizen comments. Limit three minutes per person.

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.**

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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.

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

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

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- 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

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

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

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

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

4(b) Application for Parks appointment: Jim Golden

APPLICATION FOR APPOINTMENT TO COMMISSION, COMMITTEE OR TASK FORCE

If you do not wish to have any specific information in this form given out to the general public, please let us know, in writing, and tell us the reason why. We will try to honor your request within the constraints of the applicable public records law

I am interested in serving as a member of the PARKS COMMITTEE
 Name JIM GOLDEN
 Mailing address _____
 Residence address if different from above _____
 Home telephone _____ Work telephone _____
 Email _____ Fax _____
 Current employment Retired
 Your area of interest PARKS
 Your area of expertise EDUCATION

Why do you want to serve? I LIVE IN OUR TOWN AND I HAVE AN INTEREST IN HELPING KEEP OUR PARKS VIBRANT, SAFE AND FAIRLY.

Previous service in this appointed position or a similar position _____
I WAS A LONG TIME EDUCATION LEADER SERVANT.

Other volunteer activities LOTS OF COACHING AND COMMUNITY SERVICE. RECENTLY RETIRED AND WANTING TO SERVE

Does your schedule allow you to attend;

Daytime Meetings yes no Evening meetings yes no

Does your schedule limit the days you could attend meetings? yes no

Have you ever been convicted of a crime? yes no If Yes, please explain

Additional comments I LIVE IN PORT ORFORD AND I APPRECIATE OUR LOVELY PARKS.

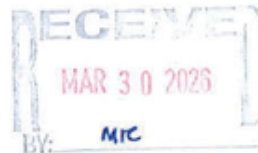
Date 3/30/25 Signature [Signature]

Please return to:

City of Port Orford
 P.O. Box 310
 Port Orford, Oregon 97465

Phone: 541-332-3681

Email: jharrison@portorford.org



4(c) Application for Parks appointment: Robert Shafer

APPLICATION FOR APPOINTMENT TO COMMISSION, COMMITTEE OR TASK FORCE

If you do not wish to have any specific information in this form given out to the general public, please let us know, in writing, and tell us the reason why. We will try to honor your request within the constraints of the applicable public records law

I am interested in serving as a member of the Parks Commission

Name Robert (Bobby) Shafer

Mailing address _____

Residence address if different from above _____

Home telephone _____ Work telephone _____

Email _____ Fax _____

Current employment Self / Retired

Your area of interest Learning how PO Municipal parks work and how I can help improve.

Your area of expertise MBA - Organizational mgmt.

Gardening - Building - Program / Pral. mgmt.

Why do you want to serve? I love parks. We have some with so much potential. Many hands...

Previous service in this appointed position or a similar position N/A

Pop Warner Business Director - volunteer of the yr

Other volunteer activities none at this time.

Does your schedule allow you to attend;

Daytime Meetings yes no Evening meetings yes no - Depends on day and frequency.

Does your schedule limit the days you could attend meetings? yes no

Have you ever been convicted of a crime? yes no If Yes, please explain

Additional comments _____

Date 3/4/26 Signature R. Shafer

Please return to:

City of Port Orford
P.O. Box 310
Port Orford, Oregon 97465

Phone: 541-332-3681

Email: jharrison@portorford.org

4(d) Application for Budget Committee: Carrie Fisher

APPLICATION FOR APPOINTMENT TO COMMISSION, COMMITTEE OR TASK FORCE

If you do not wish to have any specific information in this form given out to the general public, please let us know, in writing, and tell us the reason why. We will try to honor your request within the constraints of the applicable public records law

I am interested in serving as a member of the budget committee.

Name Carrie Fisher

Mailing address [REDACTED]

Residence address if different from above _____

Home telephone [REDACTED] Work telephone _____

Email [REDACTED] Fax _____

Current employment _____

Your area of interest community needs

Your area of expertise please see resumé

Why do you want to serve? to make a contribution to the Port Orford community

Previous service in this appointed position or a similar position please see resumé

Other volunteer activities assisting an international team - 5 years

Does your schedule allow you to attend;

Daytime Meetings yes no Evening meetings yes no

Does your schedule limit the days you could attend meetings? yes no

Have you ever been convicted of a crime? yes no If Yes, please explain

Additional comments _____

Date 4/1/26 Signature Carrie Fisher

Please return to:
City of Port Orford
P.O. Box 310
Port Orford, Oregon 97465

Phone: 541-332-3681 Email: jharrison@portorford.org

5 Presentation to Council

None

6 Departmental Reports

6(a) Administration

ACTION REQUIRED: Ethics Filing for Elected Officials

The yearly “Statement of Economic Interest- SEI Report” is due for Councilors, the Mayor, Planning Commissioners, and me by April 15th. This is through the Oregon Ethics Board.

Utility and Court Collections Information

I have reached out to multiple cities and asked the Kytolas about collections agencies. I took recommendations and have contacted a few agencies. The Western Agency (formerly Western Collections Bureau) goes back 20 years for citations, can add a fee so the City retains all owed fees, and splits the interest owed 50/50. I’m waiting on other agencies to respond, and will update you as I know more.

Police Association and Teamster Negotiation Updates

I met with Port Orford Public Safety Association President Andrew Perry last month. We had good conversations about how to work together for our community interests while keeping contracts reasonable. We are waiting for the finalized audit and budget numbers...

We will meet with the Teamster representatives for our second meeting on April 21st. We all look forward to having the new contracts in place before the new fiscal year (July 2026).

Budget Calendar

We are scheduling with Kytola CPAs, and Joseph has contacted Budget Committee Members about the FY27 Budget process. We plan to hold the first meeting on May 21st before the regular City Council Meeting that evening. Please save the date! More dates will be added around that time for thorough consideration of the new budget.

Community Building Curtain

The track and curtain are being sourced through Tru-Roll Theatrical Rigging. Councilor Rask has taken the lead on this, and the track is being shipped. Once that is installed, the space will be remeasured to ensure the curtain will be produced correctly. We are also researching the best way to have a projector and screen installed for future presentations. This project is ongoing...

CCD Women in Business and Leadership Conference- April 3rd

There was a great turnout at the Ko-Kwel Casino for the First Annual event. We work closely with CCD on multiple grants, and it was awesome to see how many businesses are supported in Curry County by CCD.

2025 Audit Update

Deana and the Kytolas have been working to complete the audit with KDP/Sorren. We hope to have that wrapped up this month.

City Council elections in November

This is just a reminder that three City Council seats will be open in November. To be eligible to run for a seat, the candidate must reside in the city limits of Port Orford, must have lived here for a minimum of one year, and have collected enough signatures from other in-City citizens to run. Notices of this process will be posted in July. Candidates must submit paperwork by late August to be on the ballot. Please contact Joseph if you have questions or need more specific information.

Signs for Buffington Park

New signs of “Use at your own risk” have been ordered and will be installed when they arrive. Signs will be placed at the dog park, skate park, and baseball field.

6(b) Mayor’s Report

Over the past month, I’ve continued to focus on our urgent water infrastructure funding needs. Because of increased costs, we need to request an amendment of our Business Oregon grant/loan to advance our reservoir dredging and failing culvert removal projects—but to do that we first need to provide updated financial projection information (pro forma) to Business Oregon, so I’ve been working with our financial consultant Eric Kytola to line that up. There are a number of other things we need to pull together to make these projects all happen during the instream work period this summer —so I am driving hard to get all the pieces lined up right. Both of these projects are crucial to making our drinking water supply more secure and reliable.

The big news is that we were recently recommended for an ODFW Public Forest Accord grant to remove our failing culvert! This is a grant that we submitted with Erin Minster of the Curry Soil and Water Conservation District. There is one more step in the grant award process—it needs to be approved by the ODFW commission, but I am very hopeful that this could be a big breakthrough for us. The final decision will be made on April 24 —so let’s all be rooting for Port Orford on that day!

I’ve also been working with the “Committee to Keep Port Orford Safe” —the political action committee of councilors and citizens formed to advocate for the public option levy that our city council referred for the May 19 election. There will be more information about the levy coming soon. The Committee has planned two educational events at the Port Orford Library on Thursday April 30 at 2pm and at 6pm so everyone has a chance to get their questions answered.

I had a chance to speak at the Port Orford Watershed Council’s World Water Day Celebration at Mr Ed’s in late March, which was an excellent educational event. There were speakers about native plants, Sudden Oak Death, and watershed topics.

There have been lots of other small things —but that’s all for now.

6(c) Finance: Not available at time of publication

6(d) Public Works: Not available at time of publication

6(e) Planning

4/6/26 Update to City Council regarding Planning Commission work on code compliance/enforcement, based on conversations with City staff and successful programs in neighboring towns. --by PC chair Greg Thelen

Code Compliance Support Team

This team will make initial contacts with residents, with the intention of resolving complaints face-to-face before needing to go further with the City issuing official citations, etc.

1. Recruit citizen volunteers to be part of the Code Compliance Support Team.
2. All potential volunteers will fill out an the City's Application for Appointment to Commission, Committee or Task Force. Planning Commission will vet and recommend as usual, and City Council will approve. Volunteers could be designated as members of a Planning Commission task force.
3. There are reportedly about a dozen retired police officers living in our area. Ideally, our police chief would reach out to retired officers in the area asking for volunteers to work on this Code Compliance Support Team. Retired officers would not be part of the PO police dept., rather they would be volunteers on the Planning Commission task force. Need to provide police chief with letter he can send asking for retired volunteers
4. Ideal team would be three members with one assigned as team lead.
5. Two volunteers always go out together to talk to residents and review complaints, preferably including one retired officer.

Process

1. This is a complaint-driven process through the City's complaint form. City Administrator will select which complaints will be forwarded to the volunteer team leader for assessment or notification.
2. Code Compliance Support team will only deal with Outdoor Lighting Code and Right of Way issues at this time.
3. Initially, the focus will be strongly on education and communication.

Forms

1. Review City complaint form. Form should make it clear that the complainant will remain anonymous to potential violators. Also that including name/contact information on the complaint form is optional
2. Prepare a letter to give to realtors with simple reminder about lighting requirements they can give to their buyers and sellers; give stack of Outdoor Lighting ordinance brochures (Dark Sky) for the realtors to share.
3. Send out an Outdoor Lighting code brochure with water bills (about 750).
4. Develop a letter volunteers can leave with residents regarding the complaint (lighting or RoW) and how they can rectify it. Include caution that, if not corrected, the resident will receive an official warning letter from the City for nuisance violation.
 - a. Volunteers will revisit the property; if the issue hasn't been addressed, they recommend that the City verify and officially notify the party not in compliance, giving 14 days for right of way and 30 days for lighting corrections before a citation is given.
 - b. Develop a one page "cheat sheet" for the Police Department with the lighting and RoW codes for their official citation. (*i.e.* ORS 153.045, 133.069)

Education

1. Talk to Coos Curry Supply and Gold Beach Lumber re: having light shade options available for people to buy in store or order.
2. Handing Dark Sky letters/brochures out to realtors & talking with them.
3. Insert Dark Sky letters into water bills.
4. Communications through various media informing citizens about the upcoming 2021 code compliance – the five years the City Council provided for residents to come into complete compliance is up in August. Explain what this means and where to go for more information.
5. Place Dark Sky brochure in the City information box at Ray's, with notice of the August compliance date.
6. Communications through media about the City's intent in enforcing City Right of Ways, including definition of RoW and examples of situations that would be out of compliance.

6(f) Liaison Reports

6(f)(i) Parks Liaison Report:

6(f)(ii) Historic Preservation Liaison Report: None Submitted

6(f)(iii) Port Liaison Report: None Submitted

6(f)(iv) Watershed Liaison Report:

The POWC held a World Water Day Celebration at Mr Ed's on March 21, which featured a number of excellent speakers on watershed topics. Some highlights included a talk about native plants and a native plant sale by our local Dragonfly Nursery as well as a screening of a compelling and still highly relevant 2017 documentary film about salmon, called "The Breach." If you missed it, it can be streamed at <https://www.youtube.com/watch?v=nycAaXjOExU>. The PO Watershed Council is working to rehabilitate the bioswale at the Visitor Center.

6(f)(v) Fire Liaison Report: None Submitted

7 Old Business: None

8 New Business

8(a) Resolution 2026-07: Declaration of Emergency Removal of Failing Culvert Findings

In March 2025, as a result of a storm, a legacy culvert in the City of Port Orford's drinking water source area was substantially damaged, putting it at high risk of failure. The failure is deemed to be catastrophic because it is located 0.4 miles upstream of the City's drinking water reservoir and intake.

The City made diligent efforts to secure funding to implement removal of the failing culvert in the 2025 calendar year, but these efforts were unsuccessful. In the fall of 2025, temporary mitigation measures were taken to reduce risks (covering culvert fill with plastic, removing trees) from potential winter storms. The City has worked continually to secure funding to implement this project as soon as possible, which is now the in-stream work season of 2026.

If the City cannot implement the project again in 2026, there could be a catastrophic failure of this culvert, which could deposit more than 1500 cubic yards of sediments into the City's drinking water reservoir, creating a major interruption in its ability to use that source to supply drinking water to City residents. The City would have to find a different way to supply drinking water, such as tapping a secondary water source, which is costly and would also have to be conducted as an emergency.

To ensure that the City can execute this project in as timely a manner as possible (within the 2026 in-stream work season), the City needs to move quickly to hire a contractor. In the summer of 2025, the City executed a procurement solicitation process for this project but received no bids. At this time, the City intends to directly solicit cost quotes from two to three contractors and directly award the job as soon as possible, contingent upon funding.

In addition to the above findings, the attached letter from the Oregon Health Authority (Exhibit A) provides strong support for an emergency procurement for the culvert replacement.

Tina Kotek, Governor

March 12, 2026

Ms. Tawni Bean | tawni.bean@biz.oregon.gov

Business Oregon

775 Summer St. NE, Suite 200

Salem, OR 97301

Sent by email only

Re: 2026 Culvert Removal project – PWS # 41-00670

This letter serves to support the City of Port Orford's proposed culvert replacement project for funding consideration. Based on our review of the project's scope and its impact on the public water system, Oregon Health Authority Drinking Water Services (DWS) recognizes this project as a critical measure to protect the city's water quality and supply.

The City of Port Orford has identified a failing steel pipe culvert (60 inches in diameter and 80 feet long), that poses a direct threat to the city's primary water source. The current state of the culvert indicates a high probability of structural failure during a significant storm event. Such a failure would result in the catastrophic washout of approximately 1,500 cubic yards of filling material, depositing large volumes of sediment into the stream immediately upstream of the city's water intake.

DWS believes this project is eligible for funding as it addresses the following criteria:

- **Avoiding Non-Compliance and Maintaining Compliance:** The introduction of high-volume sediment and turbidity into the raw water supply will likely exceed the treatment capacity of the city's filtration system, leading to violations of the Surface Water Treatment Rule (SWTR). High turbidity events also interfere with disinfection efficacy, significantly increasing the risk of Total Coliform Rule (TCR) violations.

2080 Laura St., Springfield, OR 97477-2133

Voice: 971-673-0405 | Fax: 541-465-2914

All relay calls accepted | www.healthoregon.org/dws

The urgency of this project is underscored by the vulnerability of the Water Treatment Plant (WTP). Now over 40 years old, the facility has recently faced near-failure due to compounding structural and process deficiencies. Proactive removal of the failing culvert is a critical defensive measure to ensure continuous compliance with state and federal drinking water standards and to prevent a total system compromise.

By preventing this sediment influx, the city is mitigating a substantial public health risk.

- **Addressing an Urgent Need (Community Drinking Water Supply Concern):** Should the intake be overwhelmed by sediment, the city would be forced to shut down its water production, leading to a loss of pressure and supply throughout the community. This project is vital to ensure a reliable and uninterrupted water supply.

The Oregon Health Authority DWS program supports this project as a necessary infrastructure improvement. It is a preventative action that aligns with our mission to ensure that Oregon's public water systems provide safe and reliable drinking water.

Sincerely,



Kent Downs, R.E.H.S.
Technical Services
Region 2 Drinking Water Services
Kent.o.downs@oha.oregon.gov
541-214-4786
Office hours: M-F 7:30 – 16:00

Resolution 2026-07: Declaration of Emergency Removal of Failing Culvert

WHEREAS; the findings from the Oregon Health Authority (OHA) support that the problems with the culvert:

- (A) Could not have been reasonably foreseen; AND
- (B) Creates a substantial risk of loss, damage or interruption of services or a substantial threat to property, public health, welfare or safety; AND
- (C) Requires prompt execution of a contract to remedy the condition; AND

WHEREAS; the City needs to declare an emergency need to remove the failing culvert so that it can be removed as soon as possible to prevent catastrophic damage to the City’s drinking water.

NOW THEREFORE, the City of Port Orford RESOLVES that it will seek bids from contractors to remove the failing culvert with the following stipulations:

- (a) Only contracts with a scope of work focused solely on achieving this goal will be entered pursuant to this emergency declaration.
- (b) Award will be made to the contractor whose quote will best serve the interests of the City, based upon price, as well as qualifications and availability.
- (c) If Award is not made to the contractor offering the lowest price, the City shall document the basis for award.

The City anticipates requiring all standard bonds, but reserves the right to excuse payment or performance bonds pursuant to ORS 279C.380(4) and OAR 137-049-0150(5). Any such waiver will be based upon a cost/benefit analysis, taking into costs to the City compared against risk, and will not excuse any Public Works bond required per OAR 137-049-0815 and BOLI rules at OAR 839-025-0015.

Mayor, Ann Vileisis

Date

City Recorder, Joseph Harrison

Date

9 Considerations

Citizens may approach the Council to speak on any matter. This is a time for the Council to hear concerns, not address them, and they may or may not immediately respond.

After citizens have had their time, City staff may do the same. Finally, the Councilors, then the Mayor, may add their own consideration to the record.

Limit 3 minutes per person.

10 Future Meetings

April 23rd at 5:30 PM – City Council Work Session Regarding Homelessness

May 21st at 4:00 PM – First Budget Committee Meeting

May 21st at 5:30 PM - City Council Regular Meeting

11 Adjourn

Once the business of tonight's meeting has been completed and there are no further concerns, Mayor Vileisis will close the meeting after announcing the time for the record.