

City of Port Orford

City Council Meeting Minutes In the Gable Chambers Thursday, December 19, 2019 at 3:30 P.M.

Mayor and Council	Present	City Staff	Present
<i>Gary Burns</i>	X	<i>Terrie Richards, City Admin/Recorder</i>	X
<i>Tim Pogwizd, Mayor</i>	Excused	<i>Shala McKenzie Kudlac, City Attorney</i>	X
<i>Pat Cox, President</i>	X		
<i>Jim Campbell</i>	X		
<i>James Garratt</i>	Excused		
<i>Carolyn LaRoche</i>	Excused		
<i>Travis Williams</i>	X		

Media Present:

Others Present: Officer Perry

1. Call to Order

President Cox called to order this Regular Meeting of the Common Council in the City of Port Orford Gable Chambers on Thursday, December 19, 2019 at 3:30 p.m. He asked those present to rise and join him in the Pledge of Allegiance.

2. Additions to the Agenda:

Old Business:

a. Planning Appointment is stricken from this agenda.

3. Presentation to Council/Citizens – Park’s Commissioner Mark Murray.

A plaque and council appreciation is presented to Mark Murray for his 13 years on the City Parks Commission and 17 years at the Visitor’s Center.

4. Consent Calendar: Councilor Williams moves to accept the consent calendar for October 17, 2019 and November 21, 2019 workshop and November 21, 2019 council meeting with corrections with Councilor Burns as second. ***Motion carried 4-0.***

Discussion: CA Richards reports November 21 regular council meeting, page 6 of 8, needs correction of motion to accept Cynthia Stetson carried 4-1 and not 5-0. Committee appointments and acceptance of Dianna Marmon should show all five votes as yes.

Councilor Burns Yes *Councilor Campbell* Yes *Councilor Cox* Yes
Councilor Williams Yes

5. Citizens’ Concerns:

Teresa Kolibaba states there is an error on the City Manager’s report that states the earthquake was at 5:45 when actually the one in Port Orford was at 5:20. It was two separate earthquakes.

6. Department Reports:

Wastewater Treatment – Duane has been out ill.

Administrative – The Garrison Lake Slew project is what ODOT is calling the Garrison Slew Paving project. CA Richards will research putting a well where the water impound currently exists. Commissioner Williams asks about ODOT changes. CA Richards reports that deadline is 2021. It is in process. Police Chief Hobart and Officer Brace and Duane Eckhoff are off duty due to illness.

Watershed/Health – Councilor Cox reports the watershed is under the impression the leaks are on the customer side of the meter that is accounting for loss. He reports that it is metered water, so it should not add to loss. City's raw water meter is currently functioning. CA Richards reports PLC is in process. TAG did a video report and are reviewing the video.

Finance – Councilor Cox asks about cost of contact time and if the cost can be met by the city. Dave Johnson states the city can come up with the cost.

Planning – Planning did not have a meeting in December.

Port – Councilor Cox reported the Port is still working on their funding. They had a meeting with an engineer and are looking for funding. The Port has an interim manager and are currently going through the motions to get a new manager.

TLT/Advertising – Councilor Williams reports the county is going to have their first TLT meeting at the beginning of the month. Councilor Williams will attend. Councilor Williams asked how the TLT moneys are appropriated. Councilor Cox reported TLT funds parks and improvements. Ten thousand is taken out for Main Street. One percent goes for business promotion. If funds were appropriated elsewhere, park's budget will be affected.

Fire Board – Councilor Williams reports the calls have been steady for the district for the last month.

Parks – Parks met and discussed current projects. There is interest in putting lights up on pickleball court. Playground swing set repair was discussed. Mr. Steve Lawton gave a presentation for Fort Point trails and overlook at the previous meeting. SHPO prevents ground disturbance. Park Commission will meet with Cassandra regarding signage at Battle Rock and Fort Point.

Emergency Management – Councilor Campbell did not attend a meeting. There was a small 4.5 earthquake.

7. Old Business:

a. Approve Contact Tank Design and Send to OHA – Aaron with Dyer Partnership presents the draft plans for the chlorine contact tank. He would like approval to send it to Oregon Health Authority for their approval. Councilor Williams notes the contract states it is made of stainless and wonders if aluminum is a viable option. Aaron reports it is a viable option though a cheaper product and will need coated to meet NSS standards. They have not found a manufacturer that builds tanks out of aluminum currently. Existing tanks are aluminum. Fiberglass is an option though very expensive. Painted steel versus stainless steel was reviewed. Stainless is a better long-term fix. Coated steel tank will have a ten to twelve year life and then need recoated. Earthquake resistant pipe such as

TR flex is available though at more cost. The stainless tank is designed to handle the sloshing caused by earthquake.

Councilor Cox questions why the project has tripled in scope from when first addressed. Aaron reminded that when this project first was addressed there was more of an urgency with the city, so the city was looking at hiring a contractor to come dig and put in readily available materials, such as the pipe. It would take a zigzag of pipes to get the chlorine contact time, which was a quick easier solution, but not necessarily the best recommended long-term solution.

City purchasing the tanks versus contractor purchasing the tanks results in some cost savings. There are also some risks, which will be discussed with CA Richards. The city will be responsible for delivery and shipping insurance as well as unloading and storing.

Councilor Williams moves to approve the contact tank design and send to OHA with Councilor Burns as second. ***Motion carried 4-0.***

Discussion: No further.

Councilor Williams *Yes* ***Councilor Burns*** *Yes* ***Councilor Campbell*** *Yes*
Councilor Cox *Yes*

8. New Business:

a. Approve the Fiscal Year 2018-2019 Audit-

Councilor Williams moved to approve the fiscal year 2018-2019 audit with Councilor Burns as second. ***Motion carried 4-0.***

Discussion: Councilor Williams would like to see something in place to prevent future problems with contracts. David Johnson answered there was a meeting and lengthy review on policy and the necessity of following the law. CA Richards confirms the office staff and administration knows the process for contracts. The process is written in policy and provided to all employees who have potential to purchase. CA Richards will sign off on future purchases.

Councilor Williams *Yes* ***Councilor Burns*** *Yes* ***Councilor Campbell*** *Yes*
Councilor Cox *Yes*

10: Continuing Action Items – Councilor Cox reports the Mayor would like to see progress by addressing two or three goals. Once those are finished then move on to the next item.

11. Considerations:

Citizens – Teresa Kolibaba speaks on the water well and wonders if there is a plot map of individual property water wells to use as reference for underground streams

Staff – None.

Councilors – None.

Mayor – None.

12. Future Meetings: Regular meeting of the Common Council of the City of Port Orford
Thursday January 16, 2020 at 3:30 at City Hall Council Chambers.

13. **Adjourned**

There being no further business, President Cox adjourned the meeting at 4:12 p.m.



President, Pat Cox

Attest:



City Recorder, Terrie Richards