

**CITY OF PORTORFORD
CITY COUNCIL MEETING MINUTES
IN THE GABLE CHAMBERS
THURSDAY, MAY 16, 2019**

Mayor and Council	Present	City Staff	Present
Vacant		Terrie Richards City Admin/Recorder	X
Jim Campbell	X	Shala McKenzie Kudlac City Attorney	X
Carolyn LaRoche	X	David Johnson Finance Director	X
Pat Cox, President	X	Hank Hobart Police Chief	X
James Garratt	X		
Tim Pogwizd, Mayor	X		
Travis Williams	X		

Media Present: Port Orford News – Brice Wagner
Others Present: 15

1. Call to Order

Mayor Pogwizd called to order this Regular Meeting of the Common Council of the City of Port Orford in the Gable Chambers on Thursday, May 16, 2019 at 3:32 p.m. He then asked those present to rise and join him in the pledge of allegiance.

2. Additions to the Agenda None

3. Special Presentation to Citizens/Council None

4. Consent Calendar

- ♦ Minutes of March 21, 2019 Workshop, April 18, 2019 Council

Parks Commission Appointment – Bryan Thompson

Councilor Cox moved to approve the consent calendar removing the workshop minutes of April 18, 2019 with Councilor Williams as second. **Motion carried 5 - 0**

**Councilor Cox Aye Councilor LaRoche Aye Councilor Williams Aye
Vacant _____ Councilor Garratt Aye Councilor Campbell Aye**

Public Hearing Continued: Regarding Comp Plan Tsunami Policies, Tsunami Hazard Overlay Zone, and Overlay Zone Map. City Planner Crystal Shoji gave a follow-up staff report for Consideration of Planning Policies and Maps presented at City Council Meeting on April 18, 2019. Ms. Shoji recommended the following:

1. Adopt Ordinance 2019-03 Comprehensive Plan Amendment.
2. Continue the Public Hearing to consider Ordinance 2-19-02 Amendments to the Port Orford Municipal Code, Title 17, Zoning (Tsunami Overlay Zone), and Ordinance 219-04 Tsunami Overlay Zone Map.
3. Consider a new proposed Evacuation Route Improvement Requirements Map, when such a map is recommended for approval by the Coastal Resilience Steering Committee overseeing the project.

Councilor Campbell expressed how he is not for this at all.

Councilor Cox moved to not approve any of it until they receive the map with Councilor Campbell as second. **Motion carried 4-1**

**Councilor Cox Aye Councilor LaRoche Nay Councilor Williams Aye
Vacant _____ Councilor Garratt Aye Councilor Campbell Aye**

The Mayor will carry the hearing over for the July 18, 2019 meeting.

Student Recognition: The Mayor took this time to recognize six students for the time they volunteered to paint the inside of the Visitor Center. Certificates were presented to Olivia Schmidt, Gabby Amerman-Smith, and Atticus Wahl; three not present were Quince Nye, Natalie Vincent and Kross Miller. They did a fantastic job and the project could not have been done it without them.

4. Citizens' Concerns

- ◆ None

5. Departmental Reports

- ◆ Public Works Lead Duane Eckhoff reported that they were able to cut the overtime in half due to the fact that they were able to get the number two pump at Hubbard Creek online. There were two new hook-ups (services). TAG did a radio check and found that the Cedar Terrace Fire Station is the perfect spot for a repeater fixing the current communication problem. Joe Marsh is repairing the beach access at Battle Rock. They completed 15 locates. He invited the Council to visit both the water and sewer plant again.
- ◆ Administration: Pinehurst Docks – Councilor Cox asked about other bids, the Mayor confirmed with Mr. Hajek that other contractors were contacted. The Mayor asked if the letter of intent was sent.
- ◆ Finance: question of a six thousand dollar purchase – Flake Street lift station pumps.

6. Old Business

a. The Tsunami Hazard Overlay Zone Ordinances 2019-02, 2019-03 and 2019-04 were put on hold until the correct maps are received. Motion made after hearing above.

d. Resolution 2019-12 Tourism Advertising Agency was tabled for another workshop in June. Councilor Cox moved to table it to the next workshop with Councilor Garratt as second. ***Motion carried 5-0***

Councilor Cox Aye
Vacant

Councilor LaRoche Aye
Councilor Garratt Aye

Councilor Williams Aye
Councilor Campbell Aye

e. Ordinance 2019-05 Tourism Advertising Agency was tabled for another workshop in June. Councilor Williams moved to table Resolution 2019-05 for the next workshop with Council Garratt as second. ***Motion carried 5-0***

Councilor Cox Aye
Vacant

Councilor LaRoche Aye
Councilor Garratt Aye

Councilor Williams Aye
Councilor Campbell Aye

7. New Business

a. Workshop Direction to staff: Councilor Williams stated the in the March workshop the Right-of-Way requests were discussed but no direction was given. Councilor Williams moved that all Right-of-Way requests go through city staff and then to council eliminating the Planning Commission with Councilor Garratt as second. ***Motion carried 5-0***

Councilor Cox Aye
Vacant

Councilor LaRoche Aye
Councilor Garratt Aye

Councilor Williams Aye
Councilor Campbell Aye

b. Outsourcing Recording and Creating of Council Minutes. In an effort to free up some of the City Administrator/Recorders time for upcoming projects, the Council discussed outsourcing the Council minutes. City Administrator Richards explained there are other duties to the Recorders position that still must be addressed such as creating the agenda, compiling the information for the Council packets and more. There are two options for the council to consider. AccuScript, based out of Portland who specializes in transcribing council minutes and Ms. Richards introduced Ms. Howe of "Here's Your Writer" a technical writer who lives in the Port Orford area. Councilor Williams moved to allow the transcription services, AccuScript to do the council minutes on a three-month trial period with Councilor LaRoche as second. ***Motion carried 5-0***

Councilor Cox Aye
Vacant ___

Councilor LaRoche Aye
Councilor Garratt Aye

Councilor Williams Aye
Councilor Campbell Aye

It was then discussed adding the Planning and Parks minutes along with the Council minutes. Councilor Williams moved to add Planning, Parks and Council to Accuscript Services with Councilor Garratt as second. **Motion carried 5-0**

Councilor Cox Aye
Vacant ___

Councilor LaRoche Aye
Councilor Garratt Aye

Councilor Williams Aye
Councilor Campbell Aye

- c. Engineers Task Orders to move forward. Task Orders six and seven for the water and sewer preliminary engineering report and Task Order eight for the PLC and contact time were discussed. Council did not feel it an emergency to move forward with Task Orders six and seven. However, Task Order eight is for the current project council has been working on. Questions raised on cost and the bigger tank; the task order does call out a twenty-five thousand gallon tank that is bigger than first proposed. Councilor Williams moved to table task orders six and seven with Councilor Cox as second. **Motion carried 5-0**

Councilor Cox Aye
Vacant ___

Councilor LaRoche Aye
Councilor Garratt Aye

Councilor Williams Aye
Councilor Campbell Aye

Councilor Williams moved to approve Task Order Eight as presented with Councilor Garratt as second. **Motion carried 4-1**

Councilor Cox Nay
Vacant ___

Councilor LaRoche Aye
Councilor Garratt Aye

Councilor Williams Aye
Councilor Campbell Aye

8. **Continuing Action** the Mayor listed off the continuing action items a – i. Council is working on the water, sewer and planning procedures.

10. Considerations

a. Citizens –

Mr. Battersby questioned Council on the time limit for speaking.

Mr. Stetson stated his dissatisfaction with the complaint process asking the council to do something about it.

- b. Staff - The City Administrator declared the old council chairs a surplus to the City's needs and are of no value and would like to donate them to the Langlois Lions Club. Councilor Campbell moved to donate the chairs to the Lions Club with Councilor Williams as second. **Motion carried 5-0**

Councilor Cox Aye
Vacant ___

Councilor LaRoche Aye
Councilor Garratt Aye

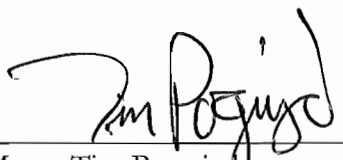
Councilor Williams Aye
Councilor Campbell Aye

11. Future Meetings:

City Council Meeting ♦ June 20, 2019 ♦ 3:30 PM ♦ City Hall Council Chambers

12. Adjourn

There being no further business Mayor Pogwizd adjourned the meeting at 5:45 p.m.



Mayor Tim Pogwizd

Attest:



City Recorder, Terrie Richards