

City of Port Orford

City Council Meeting Minutes In the Gable Chambers Thursday, January 16, 2020 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>	X	<i>Shala Kudlac City Attorney</i>	X
<i>Pat Cox, President</i>	X	<i>David Johnson Finance Director</i>	X
<i>Jim Campbell</i>	Excused		
<i>James Garratt</i>	X		
<i>Carolyn LaRoche</i>	X		
<i>Travis Williams</i>	X		

Media Present:

Others Present: Duane Eckhoff and Officer Brace.

1. Call to Order

Mayor Pogwizd called to order this Regular Meeting of the Common Council in the City of Port Orford Gable Chambers on Thursday, January 16, 2020 at 3:30 p.m. He asked those present to rise and join him in the Pledge of Allegiance.

2. Additions to the Agenda: None.

3. Presentation to Council/Citizens – None.

4. Consent Calendar: Councilor Cox moves to approve the minutes of the December 19 council meeting and workshop with Councilor Williams as second. *Motion carried 5-0.*

*Councilor Garratt Abstained Councilor Burns Yes Councilor LaRoche Abstained
Councilor Williams Yes Councilor Cox Yes*

5. Citizens' Concerns: None.

6. Department Reports:

Public Works – Duane Eckhoff presents information on performance evaluations on public works employees that went very well. The newest employee is working out well and close to getting his CDL. New tires were put on the 5-yard dump truck acquired from the county. Public works had 10+ service calls and 5 locates the past month. TAG will be at public works February 3 for PLC swap over.

The crew repaired a leak on Arizona and 12th and at the boat ramp. Deady Street pump station has been losing prime bringing the Coast Guard Hill pump station to a low level. The city has a new pump and will install it next month. Reese Electric will do the electrical. A couple of power

bumps have caused loss of power to the filter pumps, which was resolved with a reset on the variable speed drives. The new PLC should give an alarm to notify staff when this occurs. Public works started the two-inch water meter city hall project. That involved getting down to the old valve, which had to be fixed prior to beginning the project. Due to storms and excess rain, there were about five days where the water plant could not be run. The plant was then run 24-7 on two separate days to get the level back up. Water level is currently about 27 feet.

The Coast Guard Hill antenna for telemetry was blown over. The antenna was secured better and should not recur.

Public works has new computers in the water treatment plant and the wastewater plant installed with a new battery backup.

Public works streets department have placed several street signs, stop signs, and speed signs. They have been clearing storm drains. A new storm drain cover has been placed at 9th and Washington. Right of way brush and tree limbs have been removed. Brush has been trimmed from the welcome to Port Orford sign at the south end of town. The tree limbs by the school's flashing speed limit sign in the northbound lane have been trimmed. Trees came down on Dedy Street, Agate Beach, and Hubbard's Creek that had to be removed.

Public works parks department have put the large flush buttons in place at the Visitor's Center. The bathrooms have been locked at night. There have been four incidents where people are relieving themselves outside of the facility. Two companies have looked at the heating in the Community Building. The skate bowl has been cleaned. Buffington Park women's restroom faucet was broken and replaced. Public works followed up on the report of the Buffington gazebo being unstable. They found an unstable picnic table inside the gazebo. There are plans to change that out. There were limbs and brush removed from Buffington Park.

Commissioner Williams asks if potholes are cold-patched. Mr. Eckhoff reported it depends on the location of the pothole. Some are cold patched, and some are shale. Commissioner Williams reported a pothole about 24 x 24 on Vista that has been cold patched previously. Mr. Eckhoff stated public works addressed this hole yesterday. They cannot cold patch with water in the hole. It is an old chipsealed road, which in the inclement weather has to be repaired with rock. In the summer, it can be cut out square and cold patched.

Public works wastewater has started a check valve and flushing routine at the Idaho Lift Station to alleviate the grit buildup on the check valves. There are a few check valves that will be replaced. Sewer cleaning and camera filming is scheduled. The camera had to be repaired. It is now functioning. When the Flake Street lift station gets low, there is some I & I coming in on the lower level. They will research to see if that can be sealed.

Finance – Hearing none, David Johnson is excused.

Planning – Planning Commission met on Tuesday.

Liaison Reports

Port – Councilor Cox reports the Port got their new interim manager.

Advertising/TLT – Councilor Burns attended the county TLT meeting. Only four board members attended. It was decided the money will only go to the unincorporated portions of the county. Councilor Burns will attempt to have them include the entire county with their advertising, since the city also pays taxes to the county. County Commissioner Boyce is present and states he is hoping for overlap. It was described to the voters it would be outside the incorporated areas; however, it is his understanding that everyone can compete for the funds regardless of location in the county. He is optimistic for a well-managed program.

As far as advertising, there is a trade show again this year. This year there will be 500 dollars submitted to the trade show. They will be handing out a new brochure that is currently being designed. There will be a banner at the booth. Dave Lacey will represent Port Orford and Gold Beach at the booth. There will be a half-page ad in the Mile-By-Mile Guide with a larger ad in the Oregon Coast Visitor Guide. The Enjoy Port Orford website will possibly be hosted by Michelle.

A handicap kayak launch at the lake is being researched. Councilor Cox reports the city owns the land and will have to maintain the kayak launch. He will discuss this with CA Richards.

TLT needs to meet with council on spending procedure and their relationship with City Council. Councilor Williams reports the ordinance states, before finalization, all invoices are to be brought to the city for approval, and they are not to spend over the allotted budget.

Fire Board – Councilor Williams was unable to attend the Fire Board meeting. He communicated with David Duncan who reported a standard meeting. Councilor Williams will discuss the options council went over at the Fire Board workshop with the Fire Board at the next meeting.

Parks – Councilor Williams was not able to attend. CA Richards addressed parks in her admin report. Brian Thompson is the new chairperson for the Parks Commission. Parks recommends appointment of Brandon Vernoy to the commission. Hours of the Visitor's Center will change to 11:00 a.m. to 3:00 p.m. The pickleball court needs proper lighting. Councilor Williams spoke prior with Parks about buying a new lawn mower versus using the money for pickleball court lights and using the John Deere commercial mower the city has. Parks has requested to council that Main Street is allowed to use the office space. The dog park is currently being mowed by the weed eater since the gates are not wide enough to get the mower through. Commissioner Thompson has contacted the company that installed the fence. They are willing to sell the parts to the city for 500 dollars to expand the gate. The city will have to do the installation.

Emergency Management – Councilor Campbell is not in attendance. CA Richards reports she met with Harry Bryant regarding the communications trailer. They have been asked by the

county to be present at emergency training CERT class in Gold Beach, February 21 through 23rd. Emergency Services Coordinator; Jeremy Dumire, is now overseen by the county commissioners. He will be re-working meetings hoping to have a representative from each city attending. He intends to invite the public.

Curry County – Commissioner Boyce met the new Port manager. He visited the new fitness center. He visited the new veteran’s dedication. He is watching progress on the new Community Center and hopes he can assist with it. He is familiar with the Rotary in Port Orford. He is proud of what citizens have accomplished in Port Orford.

7. **Old Business:** None.

8. **New Business:**

a. **Approve Parks Commission Appointment of Brandon Vernoy –**

Councilor Cox moved to appoint Brandon Vernoy to the Parks Commission with Councilor Burns as second. *Motion carried 5-0.*

Discussion: Councilor Williams would like to discuss the process to be on record. He requests that these people come to the council meetings. Councilor Burns agrees. Mayor Pogwizd discussed with Councilor Williams previously that the applicant meets with the Commission so commissioners can ask them questions and then if recommended to Council the applicant comes to the Council meeting to answer any questions. Applicants should be up to date on protected classes and behavior of such. CA Richards advised that Brandon Vernoy is an assistant coach who apologized that he could not get tonight off to attend this meeting. He did attend the Parks Commission meeting. He currently works for the Parks Chairman, Brian Thompson, who vouched for him. Council voted that spouses cannot be on the same committee or different committees in the city, but there is nothing in place for employees. They will have to recuse themselves if the city is seeking bids for work that involves them.

The process for applicants will be added to the workshop possibly on the first Thursday of next month.

<i>Councilor Garratt</i>	<u><i>Yes</i></u>	<i>Councilor Burns</i>	<u><i>Yes</i></u>	<i>Councilor LaRoche</i>	<u><i>Yes</i></u>
<i>Councilor Williams</i>	<u><i>Yes</i></u>	<i>Councilor Cox</i>	<u><i>Yes</i></u>		

b. **Watershed Gorse Grant Approval –**

Councilor Burns moves to approve the Watershed Gorse Grant with Councilor Williams as second. *Motion carried 5-0.*

Discussion: None.

<i>Councilor Garratt</i>	<u><i>Yes</i></u>	<i>Councilor Burns</i>	<u><i>Yes</i></u>	<i>Councilor LaRoche</i>	<u><i>Yes</i></u>
<i>Councilor Williams</i>	<u><i>Yes</i></u>	<i>Councilor Cox</i>	<u><i>Yes</i></u>		

9. Continuing Action Items –

Water, Sewer, Vac. Rentals, Board of Appeals, Planning procedures, ADU's, Council Rules, Rural Fire Department Contract, SDCs.

Board of Appeals could possibly be removed.

The goal setting rules were intended to get the councilors on the same track and minimize discussion at time of vote.

10. Considerations

a. Citizens:

Teresa Kolibaba – Questions vacation rentals. She heard that a city councilor and realtor went to the state legislature to lobby against a cap on number of vacation rentals. Councilor Garratt felt this is implied to him. He is unaware any information regarding this.

b. Staff: None.

c. Councilors: Councilor Garratt needs clarification on the time and date of the workshop.

Mayor Pogwizd suggested Monday at 5:00, first Monday of the month. Council agreed by consensus.

11. Future Meetings:

Regular Council meeting Thursday, February 20, 2020 at 3:30 at City Hall Council Chambers.

Workshop Monday, February 3, 2020 at 5:00 at City Hall Council Chambers

Workshop February Thursday 20, 2020 at 2:00 prior to the council meeting.

12. Adjourned

There being no further business, Mayor Pogwizd adjourned the meeting at 4:29 p.m.



Mayor Tim Pogwizd

Attest:



City Recorder, Terrie Richards

