

**City of Port Orford  
City Council Meeting Minutes  
In the Gable Chambers / Virtual participants  
Thursday, April 15, 2021 at 3:30 P.M.**

<b>Mayor and Council</b>	<b>Present</b>	<b>City Staff</b>	<b>Present</b>
<i>Pat Cox, Mayor</i>	X	<i>John Isadore, Public Works</i>	X
<i>Gary Burns</i>	X	<i>Shala Kudlac, City Attorney</i>	X
<i>Tim Pogwizd, President</i>	X	<i>David Johnson, Finance and Admin</i>	X
<i>Lorrin Kessler</i>	X		
<i>James Garratt</i>	X		
<i>Carolyn LaRoche</i>	X		
<i>Greg Tidey</i>	X		

Media Present:

Others Present: Cynthia Stetson, Dana Gurnee, Penny Suess, Brian and Ashley Nebeker.

**1. Call to Order**

Mayor Cox called to order this Regular Meeting of the Common Council on Thursday, April 15, 2021 at 3:30 p.m. The meeting is held via internet connection due to COVID-19 restrictions set in place by the State of Oregon.

**2. Additions to the Agenda:** Mayor Cox requested that Old Business b) Discussion of Gas Tax be changed to b) Discussion of Seasonal Gas Tax. An executive session will be moved after adjournment.

**3. Presentations to Council/Citizens:** None.

**4. Consent Calendar** – Councilor Kessler moved to approve March 18, 2021 council minutes with Councilor Pogwizd as second. *Motion carried 6-0.*

Discussion: None.

*Councilor Garratt      Yes      Councilor LaRoche      Yes      Councilor Burns      Yes*  
*Councilor Kessler      Yes      Councilor Tidey      Yes      Councilor Pogwizd      Yes*

**5. Citizen Concerns:** None.

**6. Departmental Reports:**

a. Public Works: Public Works superintendent, John Isadore, presented a detailed printed report to council members. He reported a new problem of air in the water system that caused a shutdown yesterday and forcing the water plant to run in manual currently. They will further troubleshoot tomorrow. They might have to call Dyer Engineering. Public Works is shorthanded due to vacations and hiring process. Progress with the pothole list is pending staff availability.

- 4 b. Admin/Finance: Interim CA Johnson presented a detailed printed financial and  
5 administration report to council members. Dave Johnson advised Councilor Garratt that  
6 IT is being handled by a combination of Comp-u-Talk and Interim CA Johnson.  
7  
8 c. Planning: Mayor Cox suggested a workshop jointly with the Planning Commission with  
9 a goal to improve communication between City Council and the Planning Commission.  
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11 d. Watershed: Councilor LaRoche reported the watershed meeting is next week.  
12  
13 e. Liaison: Assignment of Liaison is an Old Business agenda item.  
14 Port: Mayor Cox reported the port is getting ready to submit a request for the seawater  
15 system to the EDA. Crab prices are up but numbers are down.  
16  
17 Emergency Management: Councilor Burns reported finding a Port Orford addendum to  
18 the county emergency plan that was approved in 2010, which can be revised to be  
19 current.  
20  
21 Fire: Councilors confirmed Councilor Garratt is now the fire liaison. Once the negotiation  
22 is over there will be more informative reports.  
23

24 **7. Old Business:**

25 **a. Assignment of Liaisons:**

26 **School District:** No liaison has been assigned for many years. Councilor Kessler  
27 Volunteered as a liaison.

28 **Port:** Mayor Cox will remain the liaison.

29 **TLT:** Councilor Pogwizd volunteered as a liaison.

30 **Health:** Councilor Burns volunteered as a liaison.

31 **Fire Board:** Councilor Garratt volunteered as a liaison but might need assistance with  
32 meeting attendance due to travel. Councilor Tidey volunteered to attend meetings and  
33 volunteered as a liaison.

34 **Parks:** Councilor Tidey volunteered as a liaison.

35 **Watershed:** Councilor LaRoche volunteered as a liaison.

36 **Emergency Management:** Councilor Burns volunteered as a liaison.

37 **Curry County:** Councilors agree that current incoming reports from Curry County will  
38 suffice. No liaison currently is needed.

39 **CTR:** Councilors agree that CTR can be removed from the list since they attend once a  
40 year.

41 **Planning:** Councilors cannot sit in on any application process since the application are  
42 supposed to come to Council as a new business. City Council and Planning Commission  
43 can have workshops together in order to discuss what is best for the city in regard to  
44 Planning.

45 **Chamber of Commerce:** The Chamber of Commerce does not currently exist. Councilor  
46 Garratt was not successful in resurrecting the Chamber without independent funding.

4 Previous funds were abused and there is now a loss of trust. TLT currently provides  
5 funding to Main Street for business promotions.

- 6  
7 **b.** Discussion of Possible Seasonal Gas Tax: Mayor Cox advised the necessity to use the  
8 term “Seasonal” when discussing the tax. The tax will provide funding for street repair,  
9 sidewalks, etc. that the city currently cannot fund. Gas tax funds are regulated by the state  
10 in Oregon. Mayor Cox does not predict this can be on the upcoming ballot. By unanimous  
11 consensus, councilors agree to move forward on the seasonal gas tax.

12  
13 Councilor Garratt addressed the issues most needing a decision.

- 14 1) Value of tax: Other communities with seasonal gas taxes range from 1 cent to 4 cents.  
15 Both 1 cent and 4 cents are not very common, with 2 and 3 being more common.  
16 Councilor Garratt recommends three cents, which he feels will not be a burden and  
17 will not detract business.  
18 2) Dates of the season: Councilor Garratt suggested six months during active tourism.  
19 Councilor Pogwizd suggested June to November, which can be discussed and decided  
20 in the future.

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22 **8. New Business: Approval of new Liquor Licenses :**

23 Portside Market and Deli: Councilor Pogwizd moved to approve the liquor license for the  
24 Portside Market and Deli with Councilor LaRoche as second. *Motion carried 6-0.*

25 Discussion: None.

26 *Councilor Garratt* Yes *Councilor LaRoche* Yes *Councilor Burns* Yes  
27 *Councilor Kessler* Yes *Councilor Tidey* Yes *Councilor Pogwizd* Yes

28  
29 The Dive: Councilor Burns moved to approve the liquor license application for The Dive  
30 with Councilor Pogwizd as second. *Motion carried 6-0.*

31 Discussion: This was previously a bar. It will be open for three meals.

32 *Councilor Garratt* Yes *Councilor LaRoche* Yes *Councilor Burns* Yes  
33 *Councilor Kessler* Yes *Councilor Tidey* Yes *Councilor Pogwizd* Yes

34  
35 **9. Considerations**

36 **a. Citizen**

37 Doreen Ames reminded council that the gas tax would affect the CFX coop gas station,  
38 which affects local citizens. After mayor approval, Councilor Garratt advised that is  
39 already a consideration in the development of this tax and research has begun in  
40 excluding the local coop station and the Port.

41  
42 Doreen Ames went to OGC to see the OCI and noticed Planning Commission and City  
43 Council members have not filed. There are people who are not being forthcoming about  
44 being members or officers of LLCs. She was notified that a second city councilor no  
45 longer lives in the city of Port Orford. Residency requirements will be researched.



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**b. Staff:** None.

**c. Councilor**

Councilor Pogwizd expressed his appreciation to Mayor Cox for his performance as mayor.

Councilor Garratt requested progress on hiring process for city administrator. Mayor Cox advised three applications have been received.

Councilor Garratt requested council to discuss changing the time of the City Council meeting back to 5:30 as previously held. This will be added to the next meeting agenda.

**d. Mayor**

Interview process for city administrator applicants will begin. He would like Councilor Pogwizd on the interview committee due to his experience. He would like Councilor Burns on the interview committee due to his interest and input during the process. Mayor Cox will be on the interview committee. Mayor Cox would like Steve Lawton on the interview committee due to his experience in such. Candidate applications will be provided to the council members. Concerns or comments regarding applicants should be sent to Mayor Cox. The requirement for the city administrator to live in the city limits is currently applied, but that can be amended through a special meeting if needed. The current ad states the applicant must live within 15 minutes of the city limits.

An advertisement for a finance director has been placed.

**10. Continuing Action Items:** None.

**11. Future Meetings:**


Thursday, May 20, 2021 Regular Meeting of the Common Council at 3:30 p.m.

**12. Adjourned**

There being no further business, Mayor Cox adjourned the meeting at 4:26 p.m.

Attest:

  
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Mayor, Pat Cox

  
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City Recorder, David Johnson