

City of Port Orford
City Council Meeting Minutes
In the Gable Chambers / Virtual participants
Thursday, July 15, 2021 at 5:30 P.M.

Mayor and Council	Present	City Staff	Present
<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>	Excused		
<i>Lorrin Kessler</i>	X	<i>CA Ginsburg</i>	X
<i>James Garratt</i>	X		
<i>Carolyn LaRoche</i>	X		
<i>Greg Tidey</i>	X		

Others Present: Tim Rossi, Bret Cecil, Mary Bosch of Marketek, Aaron Ashdown from Port, Penny Suess/Dana Gurnee, Bailey Rinehold, Guy Vernon.

1. Call to Order

Mayor Cox called to order this Regular Meeting of the Common Council on Thursday, July 15, 2021 at 5:30 p.m. Mayor Cox lead the council in the Pledge of Allegiance.

2. Additions to the Agenda:

After 3B an executive session pertaining to personnel, ORS 19.2660.2B.

3. Presentations to Council/Citizens:

- a. **Main Street:** Mary Bosch representing Main Street introduced herself as working with Main Street communities and nonprofits around the state. She is familiar with Port Orford as a visitor and economic development consultant. She reported the Main Street organization is going through a transition with the loss of Karen Auburn, long time volunteer and grant writer as well as Karen Jennings, president. Ms. Bosch introduced Main Street as a national model for community-based revitalization and community development. Oregon has a state coordinator who works in Parks and Rec. Over 80 communities around the state have representatives involved in the Main Street program at different levels. Port Orford has been a shining star for smaller communities in the last decade. Councilors were provided with an accomplishment's handout, which were briefly reviewed. Main Street feels it is time and necessary to check in with Port Orford to discuss working together, value of Main Street, and interest in collaboration in the future. A committed group of volunteer leaders will be needed. There is a need for a good grant writer to replace Karen Auburn. Port Orford does not have a current active liaison for Main Street. Mayor Cox suggested Main Street reporting to City Council. Councilor Tidey volunteered to be a liaison with Main Street. Ms. Bosch advised the physical scope is flexible beyond just Main Street in order to capture interest and engage the community.

4 Steven Dahl introduced himself as a resident of Port Orford. He stated he has been
5 involved in Main Street for 4 years. Mr. Dahl addressed transition work and money
6 brought into the city and local businesses from buying derelict properties. Mr. Dahl
7 reported Port Orford was in an AARP magazine regarding the bricks, sitting areas
8 around town, fire hydrant art and the plantar boxes. In 2018 Karen Auburn won Main
9 Street Manager of the Year for the success of brining in grant money. Main Street
10 assisted other nonprofits such as the Co-op, Historical Society and the Ford
11 Foundation which built the basketball court as a fiscal agent.

- 12
- 13 **b. ADU:** Guy Vernon, local resident new to the area, introduced ADU as being
14 “Accessory Dwelling Unit.” Mr. Vernon provided a packet to councilors. An ADU in
15 the past was a small house on one property already with a resident. Zoning has
16 changed over time to separate the multifamily including a duplex on one property;
17 however, Port Orford has an exception with R1 and R2 allowing a duplex to be built
18 in that zoning. Affordable housing is limited. In 2017 Oregon introduced house bill
19 1051 basically allowing ADUs. In 2018 it required all cities with 2500 citizens and
20 counties with 15,000 citizens to adopt this ordinance. The purpose is to help bring in
21 affordable housing by allowing a unit without another lot or another water service.

22

23 Councilor Tidey asked about system development charges (SDC). Mr. Vernon stated
24 currently the second unit of a duplex is not charged an additional SDC. ADU is
25 allowed by zoning code. Cities can adopt code to prevent ADUs from becoming
26 vacation rentals, which impedes solving the problem of affordable housing.

- 27
- 28 **c. Executive Meeting:** ORS 19.2660.2B, To conduct deliberations with persons
29 designated by the governing body to carry on labor negotiations.

- 30
- 31 **4. Consent Calendar** – City Council minutes of June 17, 2021, meeting are not available. They
32 will be approved next meeting.

33

34 **5. Citizen’s Concerns:** (Old and New Business on Agenda).

35 Ann Vileisis, Port Orford resident, introduced herself as president of Kalmiopsis Audubon
36 Society and urges councilors to pass the dark sky ordinance. Ms. Vileisis pointed out that the
37 final edits suggested by Councilor Garratt and those the council voted on are not in the final
38 version of the ordinance in the packet. Ms. Vileisis is looking forward to working with the
39 city to develop a brochure and public awareness on the dark sky ordinance.

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41 Bret Cecil, Port Orford resident, supports the dark sky ordinance and would like to see it
42 passed by the city council. Mr. Cecil pledged his support for the Main Street Association. He
43 likes what they have done for the town, making it more inviting. Mr. Cecil supports ADU
44 discussion. He was unable to use his housing certificate, because he was not able to find a
45 place to live in Port Orford. He feels availability as well as affordability is a problem.

46

4 Janis Angelini, Port Orford resident, supports the dark sky ordinance. She would like
5 anything that diminishes extra light or pushes light down. She is also in support of ADUs, as
6 Port Orford is limited in space for newcomers. She is in support of managed growth.
7

8 Wayne Landon, Port Orford Resident, has just recently heard of the dark sky ordinance and
9 inquires if it is more restrictive than what is currently in place. Ann Vileisis gave a brief
10 background on the ordinance. Mr. Landon is confused by the language and is concerned
11 about compliance. Time for compliance is outlined. Ms. Vileisis advised a brochure for
12 public education will be created. Mr. Landon is concerned about police's ability to succeed
13 in their job without lighting. Mr. Landon is concerned that the solution will cause a problem.
14 Mr. Landon is concerned about enforcement of the code. Mr. Landon expressed his
15 appreciation to the council members for their service to the town.
16

17 6. Departmental Reports

- 18 a. Public Works: John Isador gave a report. Contact tank is complete. Coastguard hill is
19 down to one pump. Water leaks are fixed. Wastewater system has problems due to
20 broken old equipment. Grit removal system is running. Whether to continue with the new
21 replacement system is under consideration. An update should be available next month.
22 Port Orford is experiencing high water use at this time at 120 K, which is higher than the
23 usual 90 K. Public works is shorthanded; however, the team they have is good. Reese
24 Electrical made an appearance at Gold Run subdivision. Electrical, pumps, everything
25 runs. Tidewater will begin repaving on 6th street, which they expect to be finished in three
26 days. Mr. Isador is aware of the potholes, and they will be addressed when possible.
27 b. Administration: A new financial report was submitted. An audit scheduled in September
28 will result in final financials. City Hall is fully staffed. City Hall is not open to the public
29 yet, though CA Ginsburg is working on getting it open soon.
30 c. Finance: The city does not have a financial director. CA Ginsburg has a finance
31 background, and an accountant has been hired.
32 d. Planning: None.
33 e. Liaison

34 **Port:** Mayor Cox reported moving forward on Seafood Hub redevelopment. Port has a
35 new ice machine. The Port has a tight budget this year due to COVID. Revenues are
36 down about 30 percent.

37 **School District:** Councilor Kessler reported it is summer break. High school earthquake
38 mitigation was very well done, but it is so tight that some classrooms are stuffy. They are
39 doing some back-work for air transport for healthier air. Three teachers are lacking
40 between the high school and elementary school. The school is moving toward total
41 classroom; however, they are upgrading the hybrid systems.

42 **Parks:** Councilor Tidey reported there was not a Park Commission meeting this month.
43 Commissioners will walk through the parks. Commissioner Fraser is attempting fund
44 raising for new playground equipment.

45 **Watershed:** Councilor LaRoche advised a meeting is scheduled next week.

4 **Emergency Management:** Councilor Burns scheduled a CERT class, Community
5 Emergency Response Team, for August 20-22 at the Community Center.

6
7 **7. Citizen's Concerns:**

8 Ordinance 2021-03 Outdoor Lighting Code:

9 Legal Council Kudlac delivered the second reading by title. Councilor Burns moved to
10 approve 2021-03 with Councilor Kessler as second. *Motion carried 5-0.*

11 Discussion: Changes have been made in the final draft. Appreciation is expressed to the
12 Planning Commission and Ann Vileisis for their hard work and accomplishments on this
13 ordinance.

14 *Councilor Garratt Yes Councilor LaRoche Yes Councilor Burns Yes*
15 *Councilor Kessler Yes Councilor Tidey Yes*

16
17 **8. New Business**

18 **a. Resolution 2022-01 – Signatory Changes for Checking and Savings with Rogue**
19 **Credit Union.** This is for the signature changes for the bank.

20 Councilor Burns moved to pass resolution 2022-01 with Councilor Kessler as second.
21 *Motion carried 5-0.*

22 Discussion: None.

23 *Councilor Garratt Yes Councilor LaRoche Yes Councilor Burns Yes*
24 *Councilor Kessler Yes Councilor Tidey Yes*

25
26 **b. Appointment of Tim Rossi to Planning Commission:** Mr. Rossi has been interviewed
27 by the Planning Commission. Planning Commission recommended City Council approve
28 Mr. Rossi to the commission. Councilor Tidey moved to approve Tim Rossi as a
29 Planning Commissioner with Councilor Burns as second. *Motion carried 5-0.*

30 Discussion: The process of appointment will be a future discussion.

31 *Councilor Garratt Yes Councilor LaRoche Yes Councilor Burns Yes*
32 *Councilor Kessler Yes Councilor Tidey Yes*

33
34 **c. Coast Community Health Center Right of Way Usage:** Councilor Kessler moved to
35 approve Coast Community's right of way usage for sidewalk with Councilor Burns as
36 second. *Motion carried 5-0.*

37 Discussion: Councilor Garratt asked about recommendations from Public Works or city
38 administration. CA Ginsburg advised they were signed off and approved by both.

39 Councilor Garratt advised planning and implementation should have public works
40 involved to avoid challenges.

41 *Councilor Garratt Yes Councilor LaRoche Yes Councilor Burns Yes*
42 *Councilor Kessler Yes Councilor Tidey Yes*

43
44 **d. Vacation Rentals:** City Council agrees to move forward on ADUs and Vacation Rentals
45 by unanimous consensus. A workshop will need to be scheduled.

- 4 e. **Jubilee:** A workshop will be scheduled to include Chamber and Main Street. A
- 5 volunteer group will meet with city council.
- 6 f. **Chamber of Commerce:** A workshop will be scheduled to include Jubilee and Main
- 7 Street.
- 8 g. **Main Street:** A workshop will be scheduled to include the Chamber and Jubilee.
- 9 h. **Marijuana Tax:** CA Ginsburg advised that in November of 2020 it was passed for the
- 10 city to start drafting a marijuana tax. The resolution needs written in case a shop opens in
- 11 town. CA Ginsburg has copies of resolutions from counties that have passed one. The
- 12 State has examples of what to write.
- 13

14 **9. Considerations**

- 15 a. **Citizens:** Citizen saw Chamber of Commerce on the agenda and advised there is not a
- 16 Chamber of Commerce. Mayor Cox advised that is what the conversation with Main
- 17 Street, Jubilee and City Council will be about. Main Street took over for the chamber in
- 18 the past. The citizen is invited to attend the workshop. Citizen advised he and Linda
- 19 Nelson are the last two on the Jubilee committee and Ms. Nelson has personal issues,
- 20 which leaves him needing volunteers. This will be discussed during the workshop.
- 21
- 22 b. **Staff:** Councilor Burns asked about reserving the Community Building for the CERT
- 23 class. He was directed to the City Manager for a waiver. Waiver granted.
- 24
- 25 c. **Councilors:** Councilor Kessler is concerned about people who are building, and
- 26 businesses that are building without permits. CA Ginsburg advised of complaint forms
- 27 outside of city hall and encouraged people to use them. A letter of compliance will be
- 28 sent to establish a paper trail after which it will be sent to the county compliance officer
- 29 and/or fire marshal. A list will be more time efficient for the county and/or fire marshal.
- 30
- 31 d. **Mayor:** Mayor Cox is excited about the workshop and future agenda.
- 32

33 **10. Future Meetings:** Thursday, August 19, Regular meeting of the Common Council at 5:30

34 p.m.

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36 There being no further business, Mayor Cox Adjourned the meeting at 7:38 p.m.

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41 Attest:

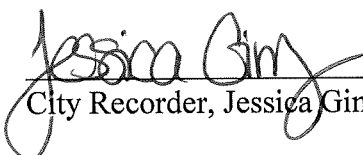
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46 Mayor, Pat Cox



City Recorder, Jessica Ginsburg