

WESTFIR CITY COUNCIL MEETING MINUTES

Monday April 1, 2019

Westfir City Hall 5:30pm

CALL TO ORDER:

Mayor Matt Meske called the meeting to order at 5:30 pm. Councilors D'Lynn Williams, Randy Stark, Thalia Lerin and Edward Johnstone were present. All stood and recited the Pledge of Allegiance.

MAYOR'S MINUTE:

Mayor Matt Meske began by stating how devastated everyone is with the news of Larry Cornelius' death last week. He worked for the City as the Portal Maintenance and Relief Operator. The City will install a permanent memorial for Larry, which Council will decide upon later. Mayor Matt Meske motioned to declare a vacancy for the Portal Maintenance and Relief Operator positions. Councilor D'Lynn Williams seconded, and the motion carried.

AYE: 5 NAY: 0 ABSENT: 0

Melody Cornelius will post the announcement of the vacancies at her earliest convenience and begin the hiring process. In the interim, Russ Wright and Councilor D'Lynn Williams will help maintain the Portal and Mayor Matt Meske will assist Jackson Stone with City Operations. There was some discussion about certification requirements for the Relief Operator because the position is expected to transit into the City Operator when Jack retires. Jack provided Council with a summary of requirements for certification. Council would like to require the new hire to become certified as soon as possible. Councilor Randy Stark inquired about new state requirements, which are meant to streamline the process. Jack said he would research the current and proposed requirements for certification. Council will set timelines and benchmarks for the new hire when Jack provides the requirements. Mayor Matt Meske then gave the floor to Rusty Ackland from Banner Bank. She provided new signature cards and suggested adding Mayor Matt Meske as an additional administrator, but not user, on the bank account. He could then add a user to the account in case of an emergency. Councilor Randy Stark made a motion to add Mayor Matt Meske as an administrator on the City's Banner Bank account. Councilor Thalia Lerin seconded, and the motion carried.

AYE: 5 NAY: 0 ABSENT: 0

Mayor Matt Meske inquired about the loan from Banner Bank and Rusty stated that the loan had been approved and she is waiting for paperwork to be prepared before signing. Mayor Matt Meske mentioned that Nicole Davis will need additional help with the Easter Egg Hunt since Larry managed much of the setup and takedown for the event. Councilor D'Lynn Williams said the Kiwanis Club will be happy to assist.

CITIZEN COMMENTS ON AGENDA ITEMS:

There were no citizen comments.

COUNCILOR COMMENTS ON AGENDA ITEMS:

There were no Councilor comments.

THE BUS FAIR:

Brock Butterfield presented his event "The Bus Fair" which will take place June 12 at Greenwaters Park. It will be an event showcasing 30 school buses that have been converted into "Tiny Homes." The registered buses are from all over the country, and a waiting list is filling up for those who didn't register in time. There will be live music, a beer garden, and booths by local vendors and artisans. Brock will also be hiring locals to work before, during, and after the fair. He requested \$500 from the City RTMP fund to help with the expense of the fair. The sponsorship would include space at the event for a 10' x 10' booth so Westfir could promote local businesses. Councilor Randy Stark motioned to donate \$500 to Brock Butterfield for the "Bus Fair." Councilor D'Lynn Williams seconded, and the motion carried.

AYE: 5 NAY: 0 ABSENT: 0

ADJUST COUNCIL MEETING DAYS:

Councilor Randy Stark made a motion to change Council meeting days to the first Tuesday each month from May through September 2019. Mayor Matt Meske seconded, and the motion carried.

AYE: 5 NAY: 0 ABSENT: 0

RESOLUTION 481:

The Resolution was tabled until the next Council meeting.

APPROVE MINUTES:

Councilor D'Lynn Williams motioned to approve the minutes from March 4, 2019. Councilor Randy Stark seconded, and the motion carried.

AYE: 5 NAY: 0 ABSENT: 0

WATER/SEWER REPORT:

Jackson Stone presented the water and sewer report. He stated that water use was up slightly, but not enough to cause concern. One of the screens at the water plant is not functioning properly and Jack would like to replace it. The cost of replacement is \$700. There is a tree on the fence at the water plant and many trees down on the road to the water tank. Jack did inspect the tank and it looks to be in good condition. There is a pool of water around the tank but that is typical for this time of year. Work will commence to cleaning up the tree debris as soon as weather and time allow. Mayor Matt Meske said that he will help clear the road to the water tank. Jack also reported that the generator fuel tanks have been filled and are ready for the next emergency. Jack suggested that Council change the name of The Portal to The LC Portal in honor of Larry. Councilor Randy Stark stated that several suggestions have been made to honor Larry and more are expected. Council should consider all suggestions at a future meeting. Jack also mentioned that the Chamber of Commerce has requested to use the covered bridge model in the Tree Planting parade, to which he responded that they would have to supply a trailer because the City trailer was stolen. Council considered the budget and agreed that the City could allocate \$700 to replace the faulty screen at the water plant.

POLICE REPORT/FIRE REPORT:

There was no Police or Fire report. Mayor Matt Meske said he will meet with Oakridge Mayor Kathy Holston to negotiate IGAs for Police and Fire Services, no date has been set. Council agreed that the 10% increase in cost for those services was not sustainable. Mayor Matt Meske stated that he would meet with Lane County Commissioner Heather Buch and Emergency Manager Patence Winningham at the courthouse on April 8th to discuss the County's Emergency Management Plan in relation to Westfir. They will also discuss expectations for both parties during future emergencies.

CITY RECORDER REPORT:

There was no City Recorder report.

FINANCIAL REPORT:

Sharon Elrod submitted the expenditure sheet. Councilor Thalia Lerin motioned to approve expenditures with the addition of \$700 for the water plant screen in the amount of \$39,678.16. Councilor D'Lynn Williams seconded, and the motion carried.

AYE: 5 NAY: 0 ABSENT: 0

CITIZEN CONCERNS NOT ON AGENDA:

There were no citizen comments.

COUNCILOR CONCERNS NOT ON AGENDA:

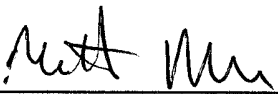
Mayor Matt Meske stated that resident Matt Boyd had contacted him regarding volunteers who were interested in maintaining Larry's landscaping accounts and deposit the revenue in Larry and Melody's bank account. There will be an open house at Melody Cornelius' on April 6th and a Memorial Service for Larry on April 20th (location TBA.) Nicole Davis is recruiting a videographer and would appreciate any recommendations. Councilor Thalia Lerin reported that the Rabies Clinic on March 24th was successful, and she would like the event to become annual. Mayor Matt Meske asked about the gate for the boat launch. Sharon reported that Melody has the information and will bring it to the next meeting. Councilor Randy Stark would like to address the issue of shipping containers being used as "temporary" storage within City limits. He suggested Council draft an ordinance to address what constitutes "temporary." Councilor D'Lynn Williams said she would research other City ordinances pertaining to shipping containers and present her findings at the next work session. Councilor Thalia Lerin asked if a variance could available for those who would like to maintain containers which fit certain requirements. Councilor Edward Johnstone noted that some containers require special equipment to be moved and felt that if the resident cannot move the container himself, it should not be considered temporary. A tentative work session is scheduled for April 23rd at 6pm. The draft contract with Emerald Broadband would be on the agenda. The Budget Committee meeting on April 16th might need to be rescheduled.

ADJOURN MEETING:


Councilor Randy Stark motioned to adjourn the meeting, Councilor D'Lynn Williams seconded, and the meeting was adjourned at 7:00pm.

AYE: 5 NAY: 0 ABSENT: 0

Respectfully Submitted,



Matt Meske, Mayor



ATTEST:
Melody Cornelius, City Recorder

5-7-19
DATE: