

MINUTES OF THE REEDSPORT CITY COUNCIL
AUGUST 28, 2023 AT 7:00 P.M. CITY COUNCIL SESSION VIA ZOOM & IN PERSON

PRESENT: Mayor Linda McCollum
Councilors DeeDee Murphy, Chuck Miller, Allen Teitzel, Rich Patten, and Debby Turner
Student Councilor Hayden Adams
City Manager Deanna Schafer
City Attorney Melissa Cribbins

OTHERS PRESENT: City Court Clerk Cindy Philips, Public Works Director Kimberly Clardy, Finance Director Michelle Fraley, Christina Crockett, Thomas Guevara Jr., Bob Gray, Rob Wright, Tom Anderson, Kathi Wall-Meyer, Joann Patten, Valerie Bowman, John Kollerup, Laura McCorkle, Victoria Lavallee

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

Mayor McCollum called the meeting to order at 7:00 P.M.

2. CITIZEN COMMENTS

This time is reserved for citizens to comment on items that are not on the Agenda. Maximum of five minutes per item, please.

- A. Valerie Bowman asked if Sheri Watts could receive a gas stipend for transportation of dogs to and from the K-9 Shelter. Chief Carter made a note of this.

3. PRESENTATIONS, PROCLAMATIONS, AWARDS

- A. A proclamation recognizing September as National Preparedness Month.

Madam Mayor read a proclamation recognizing September as National Preparedness Month and encourages all residents to embrace the 2023 theme, A Lasting Legacy: "The life you've built is worth protecting. Prepare for disasters to create a lasting legacy for you and your family."

4. APPROVAL OF THE AGENDA

Councilor Murphy motioned to approve the Agenda.

Councilor Teitzel seconded the motion.

MOTION:

that the City Council approve the Agenda.

VOTE:

AYES 6 NAYES 0

(Mayor McCollum, Councilors Murphy, Miller, Teitzel, Patten, and Turner voted in favor of the motion)

5. CONSENT AGENDA

Routine items of business that require a vote but are not expected to require discussion by the Council are placed on the Consent Calendar and voted upon as one item. In the event that a Councilor or citizen requests that an item be discussed, it will be removed from the Consent Calendar and placed under General Business.

A. Shall the City Council renew the lease with Schooner Café?

The City currently holds a long-term lease with Wanda S Wasson dba as Pizza Ray's and Suzy's Inc, an Oregon Corporation for the land that is under the Schooner Café. The amount of the lease is \$275.00 a month with shared parking and garbage service with the Umpqua Discovery Center (UDC). The revenue benefits the operation and maintenance of the UDC.

Staff has researched the current rate for land leases in our area and it is comparable to other government land rental (Douglas County's new rates in Winchester Bay were included).

The recently expired lease is attached for your review and, if approved would be updated using the current terms.

The amount of \$275 per month is included in the 2023-24 fiscal year budget.

***Ratify the decision to negotiate a long-term lease with Schooner Café for \$275.00 per month for 5 years.**

B. Shall the City Council adopt Resolution 2023-016 authorizing a supplemental budget and budget revisions to the 2023-24 FY budget?

A resolution has been drafted which provides for unforeseen changes in the form of a supplemental budget and budget revisions to the 2023-24 fiscal year budget.

According to ORS 294.471 a local government may prepare a supplemental budget if a condition that was not known at the time of the budget requires a change in financial planning. The following information is provided regarding the recommended adjustments. These adjustments were not known at the time of adopting the FY 2023-24 budget.

None of the recommended adjustments increase the property tax levy.

Budget Change for General Fund

Public Services

Personnel Services	
Maint Worker Salary	\$11,450
Fica Taxes	\$ 880
PERS	\$ 1,460
Workmen's Comp	\$ 250
Health Insurance	\$ 4,565
Materials and Services	
Contracted Services	\$(18,605)

Budget Change for Street Fund

Personnel Services	
Maint Worker Salary	\$13,775
Fica Taxes	\$ 1,075
PERS	\$ 1,775
Workmen's Comp	\$ 300
Health Insurance	\$ 5,525
Contingency	\$(22,450)

Budget Change for Wastewater Utility Fund

Personnel Services	
Maint Worker Salary	\$ 6,700
Fica Taxes	\$ 525
PERS	\$ 900
Workmen's Comp	\$ 145
Health Insurance	\$ 2,700
Contingency	\$(10,970)

Budget Change for Dunes NRA Lease Fund

Personnel Services	
Maint Worker Salary	\$ 800
Fica Taxes	\$ 65
PERS	\$ 105
Workmen's Comp	\$ 20

Health Insurance	\$ 325
Materials and Services Contracted Services	\$ (1,315)

Staff brought to Council on August 7, 2023 the proposal of adding an additional full time Maintenance Worker. The maintenance department has been operating on two full time maintenance workers along with a summer helper for six months. Due to the growing work orders and the addition of two new subdivisions staff felt adding an additional employee and eliminating the summer helper would be most beneficial.

There is no fiscal impact. We are decreasing Public Services Materials and Services \$(18,605) for a materials and services total of \$73,545 and increasing personnel services \$18,605 for a total of \$154,910; we are decreasing Street Fund Contingency \$(22,450) for a contingency total of \$33,214 and increasing personnel services \$22,450 for a total of \$92,080; we are decreasing Wastewater Utility Fund Contingency \$(10,970) for a contingency total of \$127,160 and increasing personnel services \$10,970 for a total of \$436,035; we are decreasing Dunes NRA Lease Fund Materials and Services \$(1,315) for a materials and services total of 31,025 and increasing personnel services \$1,315 for a total of \$42.950.

***Ratify the decision to adopt Resolution 2023-016 authorizing a supplemental budget and budget revisions to the FY 2023-24 budget.**

C. Motion to approve the Consent Agenda.

Councilor Teitzel motioned to approve the Consent Agenda.

Councilor Murphy seconded the motion.

MOTION:

that the City Council approve the Consent Agenda.

VOTE:

AYES 6 NAYES 0

(Mayor McCollum, Councilors Murphy, Miller, Teitzel, Patten, and Turner voted in favor of the motion)

6. GENERAL BUSINESS

- A. Shall the City Council provide a letter of support for converting the (Housing Authority of Douglas County, OR) Reedsport Low Rent Public Housing Program (48 units) to the Section 8 Voucher Program? Continued from August 8, 2023.

The City of Reedsport has been contacted by Janeal Kohler, Housing Authority of Douglas County asking for a letter of support for converting the HADCO Reedsport Low Rent Public Housing Program (48 unites) to a Section 8 Voucher Program.

Ms. Kohler was in attendance with more information to address concerns raised at the August 7th, 2023 meeting.

After discussion, the City Council could not be certain that there would not be negative effects to the current residents such as relocation due to new requirements of the Section 8 Voucher Program because of density or income.

Councilor Patten motioned that the City Council decline to provide a letter of support for converting the (Housing Authority of Douglas County, OR) Reedsport Low Rent Public Housing Program (48 units) to the Section 8 Voucher Program.

Councilor Miller seconded the motion.

MOTION:

that the City Council decline to provide a letter of support for converting the (Housing Authority of Douglas County, OR) Reedsport Low Rent Public Housing Program (48 units) to the Section 8 Voucher Program.

VOTE:

AYES 4 NAYES 2

(Councilors Miller, Teitzel, Patten, and Turner voted in favor of the motion. Mayor McCollum and Councilor Murphy voted to oppose the motion.)

- B. Shall the City Council accept the resignation of Council position #1 and give direction for filling the vacancy?

City Manager Deanna Schafer said that on August 4, 2023 Reedsport City Councilor Jeff Vanier tendered his resignation from the Reedsport City Council, he is relocating outside of the community. According to the Reedsport City Charter Chapter VII, upon receiving a resignation the City Council shall declare a vacancy. Vacancy in elective offices in the City shall be filled through appointment by a majority of the incumbent members of the Council if the unexpired term is greater than six months.

Mr. Vanier's remaining term is through December 31, 2024; therefore, the City Council will need to direct staff how they wish to fill the vacancy. One option is to advertise the vacancy and accept applications for the position. Applicants can then be interviewed by the City Council at a regularly scheduled council meeting. The second option is to fill the position from a pool of citizens that recently applied to be on City Council for a previous vacant position that have already been interviewed.

These applicants have been contacted and are interested in filling the vacant position. They are as follows:

Mr. John Kollerup
Ms. Laura McCorkle
Mr. Rob Wright
Mr. Ed O'Carroll

There is no fiscal impact other than staff time and the cost to advertise the position, if directed to do so.

After Council discussion staff was directed to invite interested candidates back to the next City Council meeting where interview questions would be asked of each person.

7. MISCELLANEOUS ITEMS

(Mayor, Councilors, City Manager, City Attorney)

1. City Manager Deanna Schafer said that Council photos have been rescheduled to October 19th, 2023.
2. City Manager Deanna Schafer said that a grant agreement and Letter of Interest for the Reedsport water shed allows the City of Reedsport to acquire a timber appraisal and involves a forest management plan.
3. City Manager Deanna Schafer said that a grant agreement from Douglas County Senior Services has been signed to purchase a dishwasher, flatware, round dining tables, and service carts for the LUCC Senior Center.

EXECUTIVE SESSION OF THE REEDSPORT CITY COUNCIL
AUGUST 28, 2023 VIA ZOOM & IN PERSON

PRESENT:

Mayor Linda McCollum
Councilors DeeDee Murphy, Chuck Miller, Allen Teitzel, Rich Patten, and Debby Turner
City Manager Deanna Schafer

City Attorney Melissa Cribbins

- A. Pursuant to ORS 192.660(2)(h) – To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.
- B. Pursuant to ORS 192.660(2)(e) – To conduct deliberations with persons designated by the governing body to negotiate real property transactions.

OPEN SESSION

- A. Shall the City Council authorize the City Manager to negotiate a real estate transaction?

Councilor Miller authorize the City Manager to negotiate a real estate transaction

Councilor Patten seconded the motion.

MOTION:

that the City Council authorize the City Manager to negotiate a real estate transaction.

VOTE:

AYES _____ 6 _____ NAYES _____ 0 _____

(Mayor McCollum, Councilors Murphy, Miller, Teitzel, Patten, and Turner voted in favor of the motion)

ADJOURN

Mayor McCollum adjourned the meeting at 9:00 P.M.

Linda McCollum, Mayor

ATTEST:

Deanna Schafer, City Recorder