

MINUTES OF THE REEDSPORT CITY COUNCIL  
JANUARY 3, 2022 AT 7:00 P.M. CITY COUNCIL SESSION VIA ZOOM

PRESENT: Mayor Linda McCollum  
Councilors Jeffrey Vanier, DeeDee Murphy, Joe Liedtky, Mark Bedard, Rich Patten and Debby Turner  
Student Councilor Jenna Lindeman  
City Manager Deanna Schafer  
City Attorney Stephen H. Miller

OTHERS PRESENT: Courtney Davis, Kimberly Clardy, Michelle Fraley, Chief Matt Smart, Chief Tom Anderson, Bob Gray, Deb Yates, Nick Middleton, Vic Lavalley, Darold Rose, Ron Eberlein, Pat Fahey (SSS), Grant Fahey (SSS), Nick Fahey (SOS).

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

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

2. PRESENTATIONS, PROCLAMATIONS, AWARDS

None.

3. 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.*

None.

4. PUBLIC HEARING

- a. A Public Hearing, pursuant to ORS 279C.335(2), to consider the exemption of a public improvement contract from the competitive bidding requirements.

Madam Mayor opened the public hearing at 7:04 p.m.

STAFF REPORT:

City Manager Deanna Schafer stated that in December of 2020, the City of Reedsport applied for and received two Seismic Rehabilitation Grants ("SRG") through the Infrastructure Finance Authority: Business Oregon for two seismic rehabilitation projects - one for Police Station 7 and one for Turner Fire Station - to bring the buildings to the Basic Performance Objective for Existing Risk Category IV buildings.

The City was awarded \$2,496,260.00 for the design and construction of the Station 7 Seismic Rehabilitation and \$1,132,200.00 for the design and construction of the Turner Station Seismic Rehabilitation.

The City selected ZCS Engineering and Architecture to design and engineer the project, via an RFQ selection process which took place between July and September, 2021. The attached findings support the City hiring Construction Manager/General Contractor(s), via an RFP selection process, to construct the projects. Two separate RFPs would be issued, one for each project; they may both be awarded to the same contractor or to two different contractors.

The CM/GC(s) contract is based on a Guaranteed Maximum Price (GMP) (aka: not-to-exceed amount); the CM/GC is responsible for hiring subcontractors (electricians, plumbers, etc). The CM/GC is hired at the outset of the project and is involved in the design phase.

The alternative is to use the traditional design-build-bid method. In this alternative scenario, each component of the project's construction is put out for bid and awarded to the lowest bidder. And the general contractor joins the project team after the project has been designed (ie: the contractor bids on a designed project).

Overall, the City is seeking to utilize the CM/GC method, in order to achieve a better project outcome, at a lower cost, on a predictable timeline.

The CM/GC method is increasingly common and is same method used to, for example, construct the seismic improvements to Reedsport High School. The Seismic Rehabilitation Grant Program advertises two options for construction procurement: the traditional design-bid-build method and the CM/GC method.

There is no fiscal impact as the City has been awarded the seismic grant funding for this project.

#### PUBLIC TESTIMONY:

None.

#### COUNCIL QUESTIONS OF STAFF:

Councilor Vanier asked if the engineers would be selecting the contractor or if City Staff would have a say in the selection. City Manager Deanna Schafer responded that City Staff would be participating in the selection.

Madam Mayor closed the public hearing at 7:16 p.m.

#### COUNCIL DELIBERATION:

None.

Councilor Vanier motioned to adopt Resolution 2022-001 granting an exemption from competitive bidding for construction of two seismic rehabilitation projects by means of a construction manager/general contractor (CM/GC) and authorizing selection by request for proposal (RFP).

Councilor Turner seconded the motion.

MOTION:

that the City Council adopt Resolution 2022-001 granting an exemption from competitive bidding for construction of two seismic rehabilitation projects by means of a construction manager/general contractor (CM/GC) and authorizing selection by request for proposal (RFP).

VOTE:

AYES 6 NAYES 0

(Mayor McCollum, Councilors Vanier, Murphy, Liedtky, Patten and Turner voted in favor of the motion. Student Councilor Jenna Lindeman cast an advisory vote in favor) (Council Bedard was absent).

5. APPROVAL OF THE AGENDA

Councilor Turner motioned to approve the Agenda.

Councilor Murphy seconded the motion.

MOTION:

that the City Council approve the Agenda.

VOTE:

AYES 6 NAYES 0

(Mayor McCollum, Councilors Vanier, Murphy, Liedtky, Patten and Turner voted in favor of the motion. Student Councilor Jenna Lindeman cast an advisory vote in favor) (Council Bedard was absent).

6. CONSENT AGENDA

*Routine items of business that require a vote but are not expected to require a discussion by the Council are placed on the Consent Calendar and voted upon as one time. 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. Approve minutes of the City Council Work Session of December 6, 2021.
- B. Approve minutes of the City Council Regular Session of December 6, 2021.
- C. Approve minutes of the City Council Special Session of December 20, 2021.
- D. Shall the City Council adopt Resolution 2022-002 adjusting fees?

In January 2010, the City Council was presented a Fee Resolution created to combine all fees charged by the City of Reedsport on to one schedule to be voted on at the beginning of each year.

To ensure that the City is charging a reasonable fee for its services, licenses and permits, a fee which offsets the cost of license issuance and related inspections and enforcement, it is important to periodically review the City's costs as compared to fees.

The attached fee schedule for 2022 identifies any fees that staff recommends to be increased, deleted or added. These new and recommended increased fees are outlined below and are based on comparing current fees with Cities of similar size.

VHDZ Application Fee – Added pursuant to adoption of Resolution 2021-019 on October 4, 2021.

Root X – Added for ease of access for City Staff regarding pricing.

Rainbow Plz. Camping Fee – Increased from \$10.00 per night to \$15.00 per night.

There is an unknown fiscal impact to the recommended fee adjustments.

**1. Adopt Resolution 2022-002 adjusting fees.\***

- E. Motion to approve the Consent Calendar.

Councilor Murphy motioned to approve the Consent Calendar.

Councilor Liedtky seconded the motion.

MOTION:

that the City Council approve the Consent Calendar.

VOTE:

AYES 6 NAYES 0

(Mayor McCollum, Councilors Vanier, Murphy, Liedtky, Patten and Turner voted in favor of the motion. Student Councilor Jenna Lindeman cast an advisory vote in favor) (Council Bedard was absent).

7. GENERAL BUSINESS

A. Councilor committee assignments by the Mayor.

City Manager Deanna Schafer stated that annually, the Mayor makes assignments from the City Council membership to various Committees, Forums and Associations. The Mayor is asked to make new assignments for the 2022 calendar year. All assignments with the exception of Council President and Alt. Council President expire on December 31 of each year.

The following are the current Council Committee assignments for 2021:

**Council President**  
[expires January 2023]

Jeffrey Vanier

**Alt. Council President**  
[expires January 2023]

Rich Patten

**City Parks and Beautification Committee**  
[meets in City Hall as required]

Debby Turner

**Council Personnel Committees:**  
[meet as required]

*City Attorney Evaluation*

Full City Council

*City Prosecutor Evaluation*

City Manager

*Municipal Judge Evaluation*

Full City Council

*City Manager Evaluation*

Full City Council

**League of Oregon Cities (LOC), Legislative Committee**  
[meets in Salem during the Summer before a legislative session]

Mayor Linda McCollum

**Lower Umpqua Economic Development Forum**

[meets monthly on the third Tuesday ]

Staff: City Manager  
Council: Mark Bedard

**Council Audit Committee**

[meets as required]

Mayor Linda McCollum  
Councilor Debby Turner

**Traffic Safety Advisory Committee**

[meets in City Hall on the third Tuesday of each quarter]

Councilor Debby Turner

**Umpqua Experience Steering Committee**

[meets in the Umpqua Discovery Center]

Mayor Linda McCollum

Councilor Murphy motioned to adopt Council Committee assignments for 2022 as presented with no changes from the previous year.

Councilor Vanier seconded the motion.

MOTION:

that the City Council adopt Council Committee assignments for 2022 as presented with no changes from the previous year.

VOTE:

AYES 6 NAYES 0

(Mayor McCollum, Councilors Vanier, Murphy, Liedtky, Patten and Turner voted in favor of the motion. Student Councilor Jenna Lindeman cast an advisory vote in favor) (Council Bedard was absent).

- B. Shall the City Council adopt Ordinance 2022-1194 authorizing the transfer by Southern Oregon Sanitation, Inc., Franchisee of a Franchise to Sutherlin Sanitary Service, LLC., and establishing a new agreement?

City Manager Deanna Schafer stated that The transfer of any franchisee agreement requires the city's written approval. After 13 years of community service, Southern Oregon Sanitation Inc., would like to transfer their exclusive franchise to Sutherlin Sanitary Service LLC., a sister company. An Ordinance and agreement have been drafted transferring the current franchise, terminating the old agreement and establishing a new agreement between the City of Reedsport and Sutherlin Sanitary Service LLC.

There are no major changes to this agreement other than the transfer of names at this time.

There is no fiscal impact.

Councilor Patten motioned to adopt Ordinance 2022-1194 authorizing the transfer by Southern Oregon Sanitation, Inc., Franchisee of a Franchise to Sutherlin Sanitary Service, LLC., and establishing a new agreement.

Councilor Turner seconded the motion.

MOTION:

that the City Council adopt Ordinance 2022-1194 authorizing the transfer by Southern Oregon Sanitation, LLC., Franchisee of a Franchise to Sutherlin Sanitary Service, Inc., and establishing a new agreement.

VOTE:

AYES 6 NAYES 0

(Mayor McCollum, Councilors Vanier, Murphy, Liedtky, Patten and Turner voted in favor of the motion. Student Councilor Jenna Lindeman cast an advisory vote in favor) (Council Bedard was absent).

- C. Shall the City Council award a contract to Knife River Materials for the reconstruction of 815 linear feet of road on Arthur Drive?

Public Works Director Kim Clardy stated that the project will reconstruct approximately 815 linear feet of roadway from the sub-base up followed by an asphalt overlay. This is an area of concern due to many sinkholes in the roadway. It is suspected that the original developer buried stumps as a source of fill in the area. A few years ago a house in the subdivision actually sank due to stump decay under the foundation.

The City Council approved a SCA grant for \$100,000 for the project. The total estimate for the project from Knife River is \$246,675. The City received two bids with Knife River Materials being the lowest bidder. In order for this project on the contractor's schedule

in early July, staff is requesting approval now. Staff would like to ask for \$250,000 for contingencies.

Staff is asking for \$250,000.00. At the completion of the project, City will be eligible for reimbursement of up to \$100,000 of project costs. The additional funds will be funded out of budget 2022/23 Street (002) capital improvements pending budget adoption.

Councilor Vanier motioned to authorize the expenditure of funds up to \$270,000 and award Knife River Materials the contract for Arthur Drive reconstruction.

Councilor Turner seconded the motion.

MOTION:

that the City Council authorize the expenditure of funds up to \$270,000 and award Knife River Materials the contract for Arthur Drive reconstruction.

VOTE:

AYES 6 NAYES 0

(Mayor McCollum, Councilors Vanier, Murphy, Liedtky, Patten and Turner voted in favor of the motion. Student Councilor Jenna Lindeman cast an advisory vote in favor) (Council Bedard was absent).

8. MISCELLANEOUS ITEMS

*(Mayor, Councilors, City Manager, City Attorney)*

1. City Manager Deanna Schafer stated that she and Mayor McCollum attended a luncheon in Coos Bay regarding a plan for Elliott State Forest; 91,000 acres has been set aside for research, 50% of the forest will remain untouched with selective logging occurring on the other 50% to make the program self-sustaining financially. It will be the largest research forest in the western hemisphere. Oregon State University is securing a lease for the Shutter Creek facility for management officer and housing for the researchers. Madam Mayor added that she does expect the program to contribute to the local communities in a financial comparison to Shutter Creek.
2. City Manager Schafer stated the seismic work on the two emergency services buildings are moving forward with surveying and other work.
3. City Manager Schafer stated that DFN is continuing to upgrade the broadband services in our area as well as expand their services up highway 38.
4. City Manager Schafer stated that Michelle will be working on getting a quote for a new copier to include in the budget process; the current copier has been having a lot of technical problems that is increasing staff time.
5. Fire Chief Tom Anderson said the Fire Department had a lot of calls last night during the night for storm response to assist CLPUD.



6. Public Works Director Kimberly Clardy stated that members of each of her crews were out during the night and most of the morning responding to storm damage. The water plant lost primary power, and staff was able to switch to generators until the power was restored.
7. Public Works Director Clardy stated that the pump stations are working great right now.
8. Finance Director Michelle Fraley stated that she has received a few quotes on a new copier which range from \$12,000 to \$19,000 to purchase.
9. Finance Director Fraley stated that the budget process will begin next month.
10. Public Works Director Clardy responded to Student Councilor Jenna Lindeman stating that crews would be sweeping Crestview Drive to clean up the storm debris.
11. Citizen Deb Yates stated that she is anticipating to release her first newspaper in early February.

ADJOURN

Mayor McCollum adjourned the meeting at 7:55 P.M.

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Linda McCollum, Mayor

ATTEST: \_\_\_\_\_  
Deanna Schafer, City Recorder