

**Regular Council / Teleconference Meeting (Zoom)  
October 20, 2020**

Members in attendance by telephone were Mayor Linda Spencer, President Trish Callahan, Vice President Delena Oden, Councilor Anna Huerta, Councilor Stacy Equitz, Councilor Loren Oden and Councilor Alvin Thompson.

Staff present was Treasurer Katie Misfeldt, Fire Chief Jeff Gorman and City Recorder Lori Paxton.

Audience was Bill & Delora Risser and Steve Dollase.

**Councilor Equitz made a motion to open the meeting at 6:55pm. Councilor Thompson seconded. All ayes motion carried.**

**Previous Minutes: Vice President D. Oden made a motion to approve the minutes from July 21, 2020. President Callahan seconded. All ayes motion carried.**

**Review and Payment of Bills: President Callahan made a motion to approve the bills. Councilor Thompson seconded. All ayes motion carried.**

**Swell Technologies Inc, Amendment to Lease:** Bill Risser said he is requesting an amendment to the current lease he holds with the town for bottling water. He said he needs an exclusive partnership with the town, meaning the town can't sell water for bottling to another company. He then introduced one of his investors, Steve Dollase, and Steve gave a power point presentation on a major plant expansion for next year and plans for the future. (There is a printed copy of the presentation at city hall.)

Presentation Highlights:     In the next few years

- Installing new equipment;
- New branding on water bottles;
- Bottle sparkling water;
- Create a new marketing line;
- Expect to bottle millions of bottles next year;
- Bring in new partners, Katy Perry and Orlando Bloom, and already working on a plan with them;
- It is our mission to support Butte Falls and we want to be bottling 8 million bottles by 2022;
- Need help finding qualified employees;
- Needs council's support of the contract modification.

Mayor Spencer said she thought the current lease was a 25 year agreement and they are allowed to use 200,000 gallons of water each day. After a brief discussion, **President Callahan made a motion to approve the lease amendment with Swell Technologies, INC. Vice President D. Oden seconded. All ayes motion carried.**

**Nomination of Community Forest Commissioners:** Mayor Spencer reminded the council that the commission was formed under Ordinance #342, approved in July. She said they held a meeting in August and have established volunteers for the various commissioners within the commission. This

group will be an advisory board to the council. The following is a list of volunteers that need to be approved by the council.

- Commissioner of Forest Management: Don Hamann
- Commissioner of Park and Recreation: Janice Schultz
- Commissioner of Residential Development: Trish Callahan
- Commissioner of Special Projects (Historic Railroad): Allen Dobney
- Commissioner of Education and Research: Chris Mathas

Commissioner positions left to be filled are: Economic Development, Marketing and Communications. **Councilor Huerta made a motion to accept and approve the volunteers listed. Vice President D. Oden seconded. All ayes motion carried.**

**Hiring Board:** Mayor Spencer said the hiring board, made up of Chief Hank Hobart, Municipal Judge William Martin, Treasurer Katie Misfeldt, Councilor Stacy Equitz, Officer Joshua Solenbeger and herself, met and interviewed one candidate for the part time police officer position. His name is Matthew Curtis and he lives in Shady Cove. His family grew up here and he did for a short time as a child. He worked for 3 years at the Phoenix Police Department and at the Jackson County Sheriff's Department for 1 year.

President Callahan asked how many hours a week would he be working and Mayor Spencer said 25 to 30. She also stated that he would be starting with Josh first and be his back up. The salary is already incorporated into the budget.

**Councilor Thompson made a motion to hired Matthew Curtis as our part time police officer. President Callahan seconded. All ayes motion carried.**

**Department Reports: Fire** – a copy of this report is available at city hall upon request. Chief Gorman said he just listed all their emergency calls from June 16<sup>th</sup> through October 21<sup>st</sup> and information about some grants they are working on.

Administration, police, public works and mayor's report are all on file at city hall.

### **Councilor's Reports:**

Councilor Equitz gave a brief report on the Hero's Celebration with Shady Cove and Butte Falls. The volunteers had just 3 weeks to put it together and said Chery Stritenberg was very instrumental in making sure it got done. She said Bob Pinnell from State Farm, let us borrow some flags for the park, then he just donated 20 of them to us. We want to hold this celebration every year at the same time to show our gratitude to our emergency personnel.

Vice President/Emergency Program Manager D. Oden reported on the lack of and false communication issues we had during the Obenchain Fire. She said she has created a Facebook page just for emergency information updates, no comments will be allowed, but an email address will be available for any questions. A hard copy of any update will be posted outside at the fire station/city hall for all residents to see.

Councilor Oden said we need to update our emergency ordinances, which she would like to do in a future work session. We can hold practice emergency scenarios, have training classes and also refresh ourselves on the on line Incident Command ICS-100 FEMA training class. She suggested everyone, all employees and councilors, check out the Fire Wise Community program on Oregon Department of Forestry's web page. We need to become a fire wise community. This program will work directly with

the Mitigation Committee.

A few members voiced their concern about the noise issue that the fire horn makes when it is set off. Councilor Huerta asked if the horn could be set to a different sound on Tuesday's drill nights as some residents have complained that it is too loud and last too long. Fire Chief Gorman said no, it sounds off 8 times in a row and if we have no power, then we have no siren to warn people. It is set as an alert for fire fighters and a reminder for citizens to be aware.

Councilor Equitz said that is a problem if we have no power to operate it. She asked if the alarm could be hooked up to a generator and Chief Gorman said yes, it is possible and then we would manually set it off.

Mayor Spencer said she would like to work on the emergency items first on our list and then other meeting work on the ordinances.

Councilor Equitz said we need to install a laptop computer into Officer Matthew Curtis's patrol car. She reported on checking out the kinds of laptops and the price quote, pretty much the same deal as Officer Solenberger's car. She also said they need cell phones and she called the company and was quoted a price of \$39 for 2 phones from U.S. Cellular. Treasurer Misfeldt interjected and said the mayor is supposed to see all quotes first, prior to purchase. This issue should have been brought to her and the mayor, before ordering the phones. She reminded the council that a single council person does not have the authority to make purchases on employees behalf. Mayor Spencer requested that Councilor Equitz and Treasurer Misfeldt meet with her at city hall later in the week to discuss the phone issue.

**President Callahan made a motion to approve the purchase of the MK-4 laptop computer, up to \$1,800 for the patrol car. Councilor Huerta seconded. All ayes motion carried.**

Mayor Spencer announced the position of code enforcement officer is vacant, as Marc Ellis has resigned. Treasurer Misfeldt said the money in that line item can go to our part time officer, and he can start taking on code issues to.

**Councilor Equitz made a motion to adjourn the meeting at 8:07 pm. President Callahan seconded. All ayes motion carried.**

Minutes submitted by City Recorder Lori Paxton.