

**Regular Council Meeting  
Teleconference via Zoom  
April 20, 2021**

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

Staff present was Fire Chief Jeff Gorman, Treasurer Katie Misfeldt, City Recorder Lori Paxton and Planning Commission Chair Lyle Bozworth.

**Council President Callahan made a motion to open the meeting at 7:01 pm. Vice President D. Oden seconded. All ayes motion carried.**

**Previous Minutes: President Callahan made a motion to approve the previous minutes from March 16<sup>th</sup> and 30<sup>th</sup>. Vice President D. Oden seconded. All ayes motion carried.**

**Review and Payment of Bills: Vice President D. Oden made a motion to approve the bills. Councilor L. Oden seconded. All ayes motion carried.**

**Ordinance #272.1:** an update amendment the Capitol Project and Equipment Reserve Fund. **Vice President D. Oden made a motion to read the ordinance 3 times by title only. Councilor Alvin seconded.** Mayor Spencer read the ordinance title 3 times. Treasurer Misfeldt said this ordinance acts like a revolving loan account that was set up from the sale of the library years ago. She went on to say the reason for the amendment is to add the generator rental expense from last year and remove items that have already been paid off. Vice President D. Oden asked how much money is in this account. Treasurer Misfeldt replied \$48,000. She said a resolution will be created later to start paying back into this account. **Councilor Thompson made a motion to approve and adopt Ordinance #372.1 Amendment. President Callahan seconded. All ayes motion carried.**

**Ordinance #343:** an ordinance to establish protocol for the town credit card. **Vice President D. Oden made a motion to read the ordinance by title 3 times. Councilor L. Oden seconded. All ayes motion carried.** Mayor Spencer read the ordinance title 3 times. Treasurer Misfeldt said we already have a credit card but we need to establish a protocol for using it, raise the limit, and add Fire Chief Gorman for emergencies. Mayor Spencer said we learned a lot from last years' wild fire emergency that we need to have more flexibility. Treasurer Misfeldt said the card is also used to buy other items for other employees and we always pay it off, in full, by the due date. She said she would like to raise the limit from \$10,000 up to \$20,000. Then it would be split 3 ways, city recorder's would be \$5,000, fire chief \$10,000 and herself would also be \$5,000. **Councilor Huerta made a motion to approve and adopt Ordinance #343. President Callahan seconded. All ayes motion carried.**

**Department Reports: Administration** – A copy of this report is available at city hall upon request.

Treasurer Misfeldt asked the councilors to review the treasurer's report and said next month she will present a resolution for over-expenditures. She also reminded the councilors that the first budget meeting is being held on May 12<sup>th</sup>. The public hearing starts at 6:45 pm and the budget meeting at 7pm. We still have 2 opening for new budget members.

**Fire:** Fire Chief Gorman said he met with the representative from FireWise Community and he is going to get us a form so we can record all the homes to see which homes are defensible against wild fire and which homes need to have address signs. He said he hopes to be done in a week and then move forward in the program.

Mayor Spencer said the crews are busy cutting brush and blackberries along the Falls Road and the lower end of east Laurel Bluff Addition and also Lone Rock and Dave Wilkenson Logging have created a barrier along Hukill Creek Rd.

Fire Chief Gorman said next spring there will be grant money available for homeowners to clear brush around their property.

Fire Chief Gorman said the fire department has 3 new volunteers and 2 medical personnel to get started this month. We need to get them trained and certified for fire season.

He reported they need to get the fire truck engines serviced, need to replace fire hose and appliances this year, and they have also installed a base radio station. He said we have finished spending the Frank Ault grant and will be using the FEMA money for the rest.

**Planning Commission:** a copy of the minutes are available at city hall upon request. Planning Commission Chair Lyle Bozworth said the commission revised the fence application, guidelines and permit as per council request. Councilor L. Oden said he is not sure about having a line that requests a description of materials to be used, it leaves it open to interpretation. President Callahan suggested inserting that section into the plot plan in the definition section. City Recorder Paxton stated that Fire Chief Gorman wants it to state 'no wood fence will be attached to the home'.

Councilor Huerta asked why the change to the permit now? City Recorder said no one realized that by changing the wording on the guidelines/permit that we would have to hold a public hearing first. So now we are trying to correct our mistake and move forward. She said the council will have a chance to vote on the neighbor's signature line once the public hearing on this is over. The hearing is April 27<sup>th</sup> at 7:00 pm via Zoom. PC Chair Bozworth said we also need to remove the fence permit from the variance section of the ordinance and create it's own section.

**Police:** City Recorder Paxton said officer Solenberger is still out sick, but officer Curtis should be starting back to work the day after the council meeting. Vice President D. Oden voiced her concern that this was the first time she heard about both officers getting sick and missing work. She said the council should have been made aware of it, it was a bad oversight by not informing them. City Recorder Paxton said we didn't want the public to know that they were both gone at the same time, and apologized for not letting the council know. Mayor Spencer also apologized for not informing the council.

**Public Works:** a copy of this report is available at city hall upon request. Councilor Huerta noted that Operator Chris Bray repaired the parking area in front of her building. She said she call Jackson County and was told the parking stanchions was not their responsibility.

**Forest Community Project Update:** President Callahan said they had their Forest Chat meeting at the falls and had a really good turnout with lots of feedback. Our next chat meeting will be a tour of Jacksonville's park to get some ideas for our own.

**Mayor's Report:** a copy of this report is available at city hall upon request. Mayor Spencer touched on the fact that we are under drought conditions, so people need to start preparing their properties before fire season hits. This fire season is not going to be a good year.

**President Callahan made a motion to adjourn the meeting at 7:53 pm. Councilor L. Oden seconded. All ayes motion carried.**

Minutes submitted by City Recorder Lori Paxton.