

**CITY OF MYRTLE POINT  
CITY COUNCIL MEETING MINUTES  
Regular Meeting  
Monday, November 6, 2023 – 7:30 p.m.,  
OSU Extension Service Meeting Room  
631 Alder Street, Myrtle Point**

**Council Members**

**Present:**

Samantha Clayburn, Mayor  
Gary Sullivan, City Councilor  
Berea Gibbons, City Councilor  
Amy Ligons, City Councilor

Michael Hogan, Council President  
Mike Wood, City Councilor  
Ivan Hawker, City Councilor

**Absent:**

(none)

**Staff and Others**

Scott Robinson, Chief of Police  
Wayne Ramsey, Public Works  
Amy Bruno, Library Director  
Linda Maxon, Coquille Valley Hospital  
Dan Kleis  
Doug Ligons (arrived ~7:47 p.m.)

Willy Burris, Fire Chief  
Ginny Groce, Accountant  
Darin Nicholson, City Manager  
Jeff Lang, Coquille Valley Hospital  
Kathy Lewis\*

(\* indicates remote attendance)

**CALL TO ORDER**

Mayor Clayburn called the City Council meeting to order at 7:30 p.m. and led those present in the Pledge of Allegiance.

**ROLL CALL**

Mayor Clayburn asked the City Council members to state their names for the roll.

**CONSENT ITEMS**

A. Mayor Clayburn announced the Consent Items – Minutes of the October 16, 2023 Regular Meeting. Councilor Sullivan moved to accept, receive and approve the minutes from the last City Council meeting. Councilor Hawker seconded the motion. Mayor Clayburn asked if there were any corrections needed. Accountant Groce pointed out a couple of errors on Page 4. Under Paragraph 3 of Staff Reports, the number “\$11,00” should be “\$11,000” and in the same paragraph “Account Groce” should be “Accountant Groce.” Mayor Clayburn acknowledged the corrections and called for a vote on the motion to accept the minutes with the corrections.

**ACTION/DISCUSSION ITEMS**

**A. Presentation – Linda Maxon & Jeff Lang, Coquille Valley Hospital**

Mayor Clayburn announced the presentation by Linda Maxon. Ms. Maxon introduced herself as well as Mr. Jeff Lang, CEO of Coquille Valley Hospital District. Mr. Lang spoke first. He provided information about the organization of the hospital and the services it provides. He identified changes that are currently in the works as well as goals they have for the next few years. On a side note, Mr. Lang commented on the high quality of

ambulance service provided by the Myrtle Point Ambulance Department. Mr. Lang then reviewed some of the financial statistics of the Hospital District, gave an overview of staff members, and announced that the hospital is pursuing Joint Commission Accreditation. Finally, he announced that the hospital Board of Directors have decided to change the form of governance of the hospital from a district hospital to a public-private hybrid system operating under a 501(c)(3) non-profit corporation in which the hospital facility would be leased to the non-profit corporation. He indicated that there are some advantages to operating as a non-public hospital. Mr. Lang then spoke about plans for construction of a new facility on the current campus to replace the older part of the building. The project is expected to take about 22 months to complete. Mr. Lang answered some questions from the City Council regarding construction plans as well as ranking of the trauma center.

Ms. Maxon then addressed the City Council and spoke about planned expansion of hospital services based on needs of the community. She introduced a plan to open a medical facility in Myrtle Point to provide primary care services for all segments of the population. She indicated that the hospital district has received many requests to bring primary care services to Myrtle Point in order to remove barriers to obtaining those services. It is planned to utilize the former Umpqua Bank building for the new medical facility and design work is under way for the necessary improvements. Ms. Maxon reported that the hospital district has hired a young doctor who has a passion for rural medicine and has recently purchased property in the local area. She believes the doctor will provide long-term service in Myrtle Point. Ms. Maxon also reported that an experienced nurse practitioner is committed to coming to work in the Myrtle Point facility, as well as a licensed clinical social worker, a community health worker, a registered nurse and other staff. She reviewed all the services planned to be offered in Myrtle Point. She stated that the intent is to augment services offered by the school district and North Bend Medical Center, not necessarily to duplicate services already offered. Ms. Maxon and Mr. Lang then answered some questions from the City Council regarding the planned facility and the doctor who is planning to serve in Myrtle Point.

Ms. Maxon also reported that the hospital district is planning to open a 340B pharmacy in Coquille to serve the patients of Coquille Valley Hospital. Those patients will receive medications at a discount. The pharmacy will also be open to patients of other providers as a retail pharmacy. The pharmacy will be open 5 days a week. Design work is under way to upgrade a building in downtown Coquille for the pharmacy.

**B. Budget Committee Reappointments – Cynthia Johnson & Justin Miller**

Mayor Clayburn announced the Budget Committee reappointments of Cynthia Johnson and Justin Miller. Manager Nicholson stated that their terms of appointment were set to expire on December 31<sup>st</sup>. Both have agreed to serve another three-year term and Manager Nicholson recommended their reappointment. Mayor Clayburn nominated Cynthia Johnson and Justin Miller to serve another three-year term on the Myrtle Point Budget Committee and called for a vote of support from the City Council. The vote was unanimous in favor.

**C. Planning Commission Reappointment – Tiffany Kremers**

Mayor Clayburn announced the Planning Commission reappointment of Tiffany Kremers. Manager Nicholson indicated that Ms. Kremers had served one term on the Planning Commission but that expired on June 30, 2023. She has agreed to serve another term and Manager Nicholson recommended her reappointment. Mayor Clayburn nominated Tiffany Kremers to serve another four-year term on the Myrtle Point Planning Commission and called for a vote of support from the council. The vote was unanimous in favor.

#### **D. City Manager Recruitment Process Update**

Mayor Clayburn announced the City Manager Recruitment Process Update. Manager Nicholson reported that the committee had completed initial Zoom interviews with three candidates, two of whom were local and one from out of the area. The committee then did follow-up, in-person interviews with the two local candidates. After the second interview, the committee did not wish to continue any further with one of the candidates. Manager Nicholson reported that several additional applications had been received around the time of the in-person interviews, but the committee had not discussed those applicants. He also reported the salary range of \$84,000 to \$96,000 which had been advertised, but stated there was some additional money available in the budget if necessary due to the fact that he is not being paid the full budgeted amount. Mayor Clayburn stated that she was interested in interviewing one of the additional applicants prior to making a recommendation to the City Council and asked Manager Nicholson to set up a Zoom interview. Councilor Gibbons asked if the rest of the City Council not on the Selection Committee would have the opportunity to speak with candidates prior to voting one into office. Manager Nicholson explained that the committee would recommend a candidate to the City Council and that candidate would be introduced and the council would have an opportunity for questions and answers. No other action was taken.

#### **PETITIONS FROM THE AUDIENCE**

Mayor Clayburn called for petitions from the audience. Kathy Lewis thanked all the volunteers serving the City of Myrtle Point and wished everyone a gluttonous Thanksgiving.

#### **UPCOMING MEETINGS AND EVENTS**

- A. Myrtle Point Public Library Foundation Meeting – November 7, 2023, 5:00 p.m.
- B. Flora M. Laird Memorial Library Board Meeting – November 14, 2023, 5:00 p.m.
- C. Myrtle Point Planning Commission Meeting – November 28, 2023, 7:00 p.m.

#### **INFORMATION ITEMS**

- A. Myrtle Point Public Library Foundation Meeting Minutes – October 3, 2023
- B. Myrtle Point Public Library Foundation Meeting Agenda – November 7, 2023

#### **OTHER COMMUNICATIONS**

##### A. Staff Reports:

1. Manager Nicholson reported on the following:
  1. 1030 Harris Street – Following the October 2<sup>nd</sup> City Council meeting, lien paperwork was prepared and recorded against the property for the cost of the cleanup paid for by the city.
  2. Staff Changes – With the retirement of Bob Love, the Leadman position was advertised in-house. Wayne Ramsey expressed interest in the position and has been promoted. That leaves a vacancy in the Senior Maintenance Worker position, which is currently being advertised in-house. There was an internal applicant for that position and it is expected that there would be several promotions before publicly advertising a position within the Public Works Department.
  3. Website – A new city website was created using the Munibit platform and went live that day. As previously mentioned, for a community our size the cost is \$69 per month. The layout is easy to follow and it should be easy for staff to post and modify information. Manager Nicholson reported that Haylee Young would be added as a user to post and update website information.
2. Accountant Groce had nothing to report.
3. Lead Man Ramsey had nothing to report.

4. Library Director Bruno reported that the library opened to the public that day. They were still waiting on some items including the copy machine and a baby changing station. She thanked city staff as well as five retired librarians who helped to get the library restocked in order to open up. She recognized Barbara Caffey, Lee Storm, Debbie Bushnell, Carol Remey and Kate Schmidt. She also thanked Wayne Ramsey and her friend, "Wizard" (Dan Klies). She invited everyone to come by and see the library and announced the Grand Reopening celebration on December 1<sup>st</sup> and 2<sup>nd</sup>. Director Bruno also reported that the Library Foundation Bazaar would be on Saturday, November 11<sup>th</sup>.
  5. Police Chief Robinson reported that Sergeant Harris spent the previous week at DPSST to work on his management certification. He also reported that there have been several state tournament send-off parades. Mayor Clayburn thanked the Police Department for corralling a number of goats and sheep at the Fairgrounds the previous week.
  6. Fire Chief Burris reported on a good open house a couple of weeks prior. He also reported that Myrtle Point Fire Department assisted Coquille and several other departments on a fire in Arago on the preceding Saturday. He reported that there were two large propane tanks next to the building. They opened the tanks and ignited the gas to avoid explosions.
- B. City Council Concerns & Comments:
1. Councilor Sullivan asked Chief Robinson if there had been any news regarding Ballot Measure 114. Chief Robinson said there had not been any. Councilor Sullivan asked Library Director Bruno about her "wish list" regarding items for the library and how they would be paid for. She indicated that she needed to get the list approved by the Library Board and then they would do fundraising to purchase the items. Councilor Sullivan expressed interest in the portable audio booths. Director Bruno gave details about the item and explained its uses.
  2. Mayor Clayburn thanked the staff members who helped out when the City Manager Selection Committee took candidates on a tour of city facilities. She stated that she had not been to the Water Treatment Plant or Wastewater Treatment Plant before that day.

**ADJOURNMENT**

Having no further business for the City of Myrtle Point, Mayor Clayburn adjourned the meeting at 8:36 p.m.

11/20/2023
<hr/> Samantha Clayburn, Mayor City of Myrtle Point