

**CITY OF MYRTLE POINT
CITY COUNCIL MEETING MINUTES
Regular Meeting
Monday, August 19th, 2024 – 6:30 p.m.,
Flora M Laird Memorial Library Meeting Room
435 5th Street, Myrtle Point**

Council Members

Present:

Samantha Clayburn, Mayor
Ivan Hawker, City Councilor

Amy Ligons, City Councilor
Mike Wood, City Councilor

Absent:

Gary Sullivan, City Councilor
Berea Gibbons, City Councilor
1-Vacant council position

Staff and Others

Scott Robinson, Chief of Police
Scott Nay, City Manager
Amy Bruno, Library Director
Sean Baker
Shelley Clayburn
Dan Kleis
Barry Young
William Hayes

Wayne Ramsey, Public Works
Haylee Young, Administrative Clerk
Billie Erwin
Doug Ligons
Melinda Andrews
Karen Young
Redeana Coley

(* indicates remote attendance)

CALL TO ORDER

Mayor Clayburn called the City Council meeting to order at 6:30 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 July 1st, 2024 Regular Meeting. Councilor Wood moved to accept the minutes as presented. Councilor Hawker seconded the motion. Mayor Clayburn asked for any discussion or corrections, and hearing none motion carried unanimously.

ACTION/DISCUSSION ITEMS

- A. **Discussion – Presentation- Linda Maxon- Update- Coquille Valley Hospital MP Clinic**
Presenter wasn't able to make it.
- B. **Discussion- Complaints- Outdoor Portable Toilets- 644 8th St./629 Cedar St.**
Mayor Clayburn announced the discussion on Outdoor Portable Toilets and asked City Manager Nay to give us some background on what's going on and what he has gathered. William Hays- 629 Cedar St. stated that the porta potty at his home will be gone Thursday- August 22nd, 2024. Billie Erwin- 644 8th St. explained their situation. Sean Baker- 644 8th St.

gave a little more background and explained what they plan to do. Mayor Clayburn asked Mr. Baker if they have an estimate on how much fixing the plumbing issues could cost. Mr. Baker stated it would be around \$850. Mayor Clayburn asked for Public comment- Redeana Coley- 643 7th St. stated she was there to see what the city decides. There were no other comments. Councilor Ligons suggested they check with Oregon Coast Community Action for help. Mayor Clayburn asked for there to be an update by next city council meeting with a timeframe of when sewer line repairs will be completed and the porta potty will be gone.

C. Water Plant Slide Repair Project- Award Scope of Services

Mayor Clayburn announced the Water Plant Slide Repair Project and asked City Manager Nay to give the details of what is going on at the Water Plant. Lead Man Ramsey states that Wheeler Excavating, LLC could start as soon as tomorrow (8/20/24). Councilor Hawker moved to approve the Scope of Services submitted by Wheeler Excavation, LLC to perform the landslide site repair work between the Water Plant and large water tank for a fee not to exceed \$100,000.00. Councilor Ligons seconded this motion. With no further discussion, Mayor Clayburn called for a vote, motion carried unanimously, to approve the Water Plant Slide repair project to Wheeler Excavation, LLC.

D. Approval for Purchase of mini excavator

Mayor Clayburn announces approval for purchase of a mini-excavator and asked Leadman Ramsey to talk about this purchase. He presented 3 different estimates for mini-excavators, 2 brand new and 1 used. Councilor Hawker moved to approve purchase of a mini-excavator for an amount not to exceed \$108,615.60, Councilor Wood seconded the motion. Councilor Ligons asked about the weight of the mini excavator and if we have the capacity to haul and if the city streets will be able to handle the mini-excavator, to which Leadman Ramsey said yes. Mayor Clayburn asked for a vote to approve the purchase of a mini-excavator for the amount not exceeding \$108,615.60. Vote carried unanimously to purchase the mini-excavator.

E. Discussion- Changes to September City Council meetings dates

Mayor Clayburn announces to change Septembers city council meeting. Manager Nay proposes to have Septembers council meeting on September 16th, 2024. After some discussion it was decided to have the council meeting on Monday, September 9th, 2024.

PETITIONS FROM THE AUDIENCE

Mayor Clayburn called for petitions from the audience- there were none.

UPCOMING MEETINGS AND EVENTS

A. Myrtle Point Planning Commission Meeting – August 27, 2024 – 7:00 p.m.

B. First day of school- Tuesday September 3, 2024

INFORMATION ITEMS

A. Myrtle Point Public Library Foundation Meeting Minutes – July 2, 2024

B. Myrtle Point Planning Commission Meeting Agenda – August 27, 2024

OTHER COMMUNICATIONS

Staff Reports:

A. Manager Nay reported on the following:

-I want to again remind those Council Members/Mayor whose terms expire Dec. 31, 2024 that the filing period for petitions for election/re-election is from June 5, 2024- August 27, 2024. General election is scheduled for Nov. 5, 2024. Election packets are available at City Hall. I need your SEL 121 Signature Sheet no later than August 20th so as to have time to verify signatures by August 27th deadline. As of this date, we have

two new candidates for City Council positions who names will appear on the November ballot. They are – Shelley Clayburn and Ryland Parker.

- Ordinance 1292- Feeding of Wild Animals Prohibited Reminder that this ordinance is effective 8/1/2024. Education/information packets have been put together for distribution as needed.

- Ordinances now accessible on city website. We now have a link on our website to access City of Myrtle Point Ordinances and ability to search for specific ones. This is part of the services we receive through the Codification process recently completed. As new ordinances are adopted, they will be made available online as well.

- We are testing out an alert system to mass notify people when something is going on in the city. For example- water leaks, road closures, or any type of emergencies via email or text. This will be sign-up based, so once we know more, we will pass it along.

2. Accountant- Ginny Groce

2023/2024 FINANCIAL AUDIT - CORRECTION TO JULY REPORT On the July report I mentioned the 2023/2024 Audit document had been filed, it should have stated the 2022/2023 Audit document.

2023/2024 AUDIT PREP The onsite audit for 2023/2024 is scheduled for September 12.

UNEXPECTED ABSENCE Results of an MRI on 8/2 showed that I needed surgery as soon as possible, visit with surgeon on 8/5 resulted in a surgery being scheduled for 8/6. I hope to be released to return to work by 9/1.

3. Police Chief- Scott Robinson

Personnel Report-

- All officers returned from leave
- Summer vacation coverage

Training and Activities-

- Coos County Fair Wrap-up and Debrief
- Body Cameras, Rotary Donation
- Jigsaw Productions Documentary

4. Leadman- Wayne Ramsey

-Fair is over.

-It has been a busy 1 ½ months, we've had 5 or 6 water leaks, 2 big ones.

-The leak on Maple and C St. is fixed, it turned out to be 3-inch crack long ways on a 6 inch main.

-We are still working on the land slide at the water plant.

-Asphalt curbs are set to go on Railroad at Rotary.

-Tree service- I've talked to 2 arborists one gave me a quote of 60 dollars per tree assessed, we have just under 20 trees. Dollar amount is just under \$2000 to asses.

-Wwtp, the new permit is in effect. 8-13 we experienced an upset from 7:15am to 8:30 am. We did contract with Gary Dagit from Coquille to be our signer for right now.

-We did get the report back from Dukes, the report tells us that 70 percent of our sewer lines show elevated flows. We will be using this information on targeting problem areas.

5. Library Director- Amy Bruno

- Library 100th Anniversary celebration went great. \$287 in donations.

- Library Foundation had their book sale and made almost \$500.

- Library Foundation had a garage sale at Sturdivant Park in Coquille and made \$175.


- Summer reading program is now over.

Council Concerns and Comments:

1. Mayor Clayburn asked for the Chamber of Commerce about the city contacting Roto Rooter about the Harvest Festival for some porta potty's. Mayor Clayburn also asked for us to be in contact with Rotary about donations for the dog park.
2. Councilor Hawker asked if he can put in a more permanent basketball hoop in the tennis courts at Rotary Park.

ADJOURNMENT

Having no further business for the City of Myrtle Point, Mayor Clayburn adjourned the Regular Meeting at 8:01 p.m.

09/09/24

Samantha Clayburn, Mayor
City of Myrtle Point