

**CITY OF SUTHERLIN**  
**City Council Meeting**  
**Civic Auditorium**  
**Monday, November 14, 2022 – 7:00pm**

**COUNCIL MEMBERS:**

Tom Boggs, Gary Dagel, Joe Groussman, Debbie Hamilton, Shawn Smalley and Larry Whitaker

**MAYOR:** Michelle Sumner

**CITY STAFF:** City Manager, Jerry Gillham  
Finance Director, Tami Trowbridge  
City Recorder/HR Director, Diane Harris  
Deputy City Recorder, Melanie Masterfield  
Public Works Director, Aaron Swan  
Community Development Director, Brian Elliott  
Community Development Supervisor, Kristi Gilbert  
City Planner, Jamie Chartier  
Police Captain, Kurt Sorenson  
Fire Chief, Mike Lane  
Library Director/Livability Services Director, Pat Lynch  
City Attorney, Chad Jacobs (via Zoom)

**Audience:** Bruce Conner, Wayne Ellsworth (Umpqua Heart President), Calvin Calvin, Debra Lines, Len Bodeen, Josh Gomez, David & Molly Hamner

**Via Zoom:** Larry Bahr, Jim Houseman

Meeting called to order by Mayor Sumner at 7:00 p.m.

**Flag Salute:**

**Roll Call:** All present

**Introduction of Media:** None

**\*\*Mayor made an announcement for Zoom attendees.\*\***

**PUBLIC COMMENT (agenda items only)**

- Debra Lines (business owner of Roseburg Saw & Tool – located next to Hastings Village) expressed concerns with the growing size of Hastings Village. There’s been a significant increase in traffic, trash, animals, people screaming throughout the night, and most recently an issue with fires.
- Josh Gomez – Resident of Hastings Village. Expressed concern for fire hazards and hygiene issues due to lack of water. There are 37 people residing at Hastings Village and one dumpster is not enough.
  - Councilor Hamilton – Was water being provided to the camp? *Gomez – The Arts’s across the street were providing water but stopped.*
  - Mayor Sumner – Why? *Gomez – Their truck had been broken into but unsure of who the assailant was.*
- Len Bodeen wanted clarification regarding the rumor of needles being provided to Hastings Village by the City. *Mayor Sumner - Not aware of that happening.* Inquired about psilocybin. *Councilor Whitaker - The two year prohibition was recommended by our City Attorney and done to provide the City more time to analyze the data.* Expressed enjoyment for the new entertainment stage in Central Park.

**CONSENT AGENDA**

- **October 10, 2022 Minutes – Regular Meeting**

**MOTION** made by Councilor Hamilton to approve Consent Agenda as presented; second by Councilor Groussman.

Discussion: None

In favor: Councilors Boggs, Dagele, Whitaker, Smalley, Groussman, Hamilton and Mayor Sumner.

Opposed: None

Motion carried unanimously.

## **COUNCIL BUSINESS**

- **Resolution No. 2022.12 – Fee Schedule**

Staff Report – City Recorder, Diane Harris – The new addition of the Central Park Stage rental fees prompted an update of all City fees. Various departments have provided fee updates to the proposed fee schedule as well.

**MOTION** made by Councilor Boggs to approve Resolution No. 2022.12 – Fee Schedule as presented; second by Councilor Hamilton.

Discussion:

- Councilor Dagele – What are the renters of the Central Park Stage responsible for cleaning? Should specify what needs to be cleaned. **Harris – Language will be added to the rental/user agreement.**

Discussion ensued between Council and Staff.

- City Attorney, Chad Jacobs – Since new fees are being added to the fee schedule, a public comment period needs to be given.

Mayor Sumner asked for public comment. **None given.**

In Favor: Councilors Boggs, Whitaker, Smalley, Groussman, Hamilton and Mayor Sumner.

Opposed: Councilor Dagele

Motion carried.

- **Public Hearing – Supplemental Budget Adjustment**

Mayor Sumner opened the Public Hearing at 7:24 p.m.

Staff Report – Finance Director, Tami Trowbridge – This Public Hearing is for interested parties to speak regarding changes to the 2022-2023 budget. An adjustment is needed to move forward with the Everett Street property purchase and Mainstreet Grant for the Historic Bank Building improvements. All funds loaned to the Urban Renewal Agency (URA) will be repaid as revenue comes in.

Mayor Sumner asked for Public Comment. **None given**

Mayor Sumner closed the Public Hearing at 7:25 p.m.

- **Resolution No. 2022.13 – Supplemental Budget Adjustment**

**MOTION** made by Councilor Hamilton to approve Resolution No. 2022.13 – Supplemental Budget Adjustment as presented; second by Councilor Boggs.

Discussion:

- Councilor Boggs asked for clarification of used and available funds for URA. **Trowbridge explained.**

In favor: Councilors Boggs, Dagele, Whitaker, Smalley, Groussman, Hamilton and Mayor Sumner.

Opposed: None

Motion carried unanimously.

## **REPORTS**

- **LOC Conference Update**

Councilor Groussman provided a brief update from the LOC (League of Oregon Cities) Conference. Five City members including Council and Staff attended the conference in Bend, October 2022.

- **Ford's Pond Report**

Community Development Director, Brian Elliott, provided a brief update on the progress at Ford's Pond.

- The wetland delineation is moving forward – 500 lineal feet of boardwalk is needed. No cost estimate available at this time.
- The boardwalk and path have to be ADA accessible.
- Restrooms and pavilions are moving forward.
- RV overflow parking hasn't been discussed at this point.
- Inclusive playground equipment has a funding shortfall.

- January – scope of work, cost estimate and design; go out to bid in early spring; start construction weather permitting; completion by early to late fall 2023.
- Councilor Hamilton – Have the issues of loose dogs been addressed? *Elliott – It’s an ongoing problem.*

**CITY MANAGER REPORT (verbal)**

City Manager, Jerry Gillham, introduced Wayne Ellsworth – Umpqua Heart President; and Pat Lynch – Livability Services Director, whom provided an update regarding Hastings Village and the proposed regional center.

Wayne Ellsworth:

- To date, shelter has been found for nearly 100 people.
- Crime, littering, loitering, trespassing, public intoxication, and vandalism associated with houselessness has decreased considerable.
- The Police Department has a wonderful relationship with many of the unhoused population.
- Residents at Hastings Village are becoming self-sufficient. Five are working full-time and four are waiting on appropriate housing. Five have paid off their court fines through designated work programs.
- Churches, Sutherlin/Oakland Food Pantry, St. Vincent De Paul and local community members are working together to help with food, clothing, peer support, and other resources.
- Multiple agencies are working together to provide necessary resources.
- There have been a few fires due to heaters being too close to flammable items.
- There are currently 37 residents at Hastings Village.
- A water source is needed.
- Progress continues towards a regional center located in the Roseburg area.

Councilor Groussman – What is your recommendation to solve the water need, fire suppression, and the need for more dumpsters? *Ellsworth – A larger dumpster is needed or frequent emptying of the current dumpster. A spigot would be the best to provide water to the property. Providing a storage tank with potable water has been discussed.*

Councilor Boggs – How much water is needed? *It’s unknown, however a standard 2,500 gallon tank should be sufficient for a month.*

Councilor Whitaker – How many occupants can be supported at the camp? *About 18.*

Discussion continued between Council and Ellsworth.

**CITY COUNCIL COMMENT**

**Councilor Dager**

- Expressed concern for the growing homeless situation.

**Councilor Whitaker**

- Thanked the Council for volunteering him for the Employee Policies and Procedures Handbook review committee.

**Councilor Smalley**

- Agreed with Councilor Whitaker.

**Councilor Groussman**

- Thanked Councilors Smalley and Whitaker for reviewing the Employee Policies and Procedures Handbook.
- We’re in this for the long run whether it’s homeless or houseless.

**Councilor Hamilton**

- Thanked the Lion’s Club for putting up the flags.
- Thanked Public Works for putting up the holiday decorations.
- When will the holiday trees be installed? *Public Works Director, Aaron Swan – Soon. Gillham – When will the lights along Central be lit? City Planner, Jamie Chartier – November 25<sup>th</sup>.*

**Councilor Boggs**

- Potholes in pavement on Fort McKay.

- Announced his resignation effective December 1, 2022.

**Mayor Sumner**

- Thanked Councilor Boggs for his service.
- Spoke at SKP Park. They're thankful for the paving of Everett and State St. but people are running the stop signs on State St. Asked if "STOP" could be written on the pavement. *Swan – We're considering a lit stop sign.*

**PUBLIC COMMENT (Off Agenda Items)**

- None

**ADJOURNMENT**

With no further business, meeting adjourned at 8:22 p.m.

Approved: *Jerry Gillham*  
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Jerry Gillham, City Manager

Respectfully submitted by,

*Melanie Masterfield*  
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Melanie Masterfield, Deputy City Recorder

*Michelle Sumner*  
\_\_\_\_\_  
Michelle Sumner, Mayor

**APPROVED BY MAYOR AND COUNCIL ON DECEMBER 12, 2022**