

CITY OF SUTHERLIN
Regular City Council Meeting
Sutherlin Civic Auditorium
Monday, May 14, 2018 – 7:00pm

COUNCIL MEMBERS:

Tom Boggs, Wayne Luzier, Forrest Stone, Travis Tomlinson, Seth Vincent

MAYOR: Todd McKnight

CITY STAFF: City Manager, Jerry Gillham

Assistant CM, Finance Director, Dan Wilson

Sr. City Recorder, Debbie Hamilton

City Recorder, Diane Harris

Community Development Director, Brian Elliott

Public Works Superintendent, Aaron Swan

Police Chief, Troy Mills

Police Captain, Kurt Sorenson

Police Sergeant, Vaughn Rains

Fire Chief, Mike Lane

Deputy Fire Chief, Avery Hazzard

Deputy Fire Chief, Dan McCormick

City Attorney, Chad Jacobs (via Skype)

VOLUNTEER & CROSS-TRAINED FIREFIGHTERS: Cooper Greenham, Gary Fugate, Scott Guillen, Tadd Held, Mel Vatland, Alan Taylor, Randy Harris, Allison Green, Katie Bailey, Todd Powell, Aaron Swan & Volunteer Medical Advisor, Dr. Luke Herscher

AUDIENCE: (Fire Service Working Group Facilitator, Rick Allen; Sierra Moon, Joe Groussman, Jack & Tami Trowbridge, Pat Fahey, Kim & Jerry Risk, Jeanette Sumner, Jack Chostner, Gayla Holley, Michelle Sumner, Kimberly Tomlinson, Floyd Van Sickle, Gary Dagele, Richard Troxel, Jim & Beth Houseman, Luke Herscher, Byron Case, Susan Osland, Pam & Denny Cameron, Mary Morris, Mike & Karen Meier, Brian Burke, Larry Bahr, Kristi Caviness, Rick Allen

Meeting called to order by Mayor McKnight at 7:00pm.

Flag Salute:

Roll Call: All present

Introduction of Media: None

PUBLIC COMMENT (agenda items only)

- Resident, Karen Meier – Feels the handout presented at last FSWG gives the impression the budget hasn't changed, she provided calculations to support her concerns. Requested Council to not accept Budget Committee's recommendation to adopt 2018-19 budget; feels they were not given accurate facts. A lot of medical personnel are going to be added; City cannot afford to chase ambulances.
- Resident, Floyd Van Sickle – Proposed Fire model is not needed; everything is fine without it. Only need one Chief and one Assistant Chief/Trainer. Neighboring districts provide mutual aid. As more volunteers join, cross-trained employees can be phased out, therefore saving money. City needs to stay out of the ambulance business. He feels there have been no problems with response times.
- Van Sickle voiced concerns regarding this year's budget process. Feels if budget passes the town will be broke and headed for bankruptcy; thinks Council is not doing their job.
- Resident, Joe Groussman addressed the Fire-Only vs. proposed All-Service model. Feels volunteers are doing a great job. Asking all present to silently answer one question "what is the dollar value you place on your family and your life?" Decision at hand is to approve funds for about \$250,000 above 2017-18 budget. With a population of over 8,000 citizens, this equates to \$30 per person, per year; a lot less than the cost of a life. City's mission statement on the wall says, "To sustain a high level of safety". Would like Council to consider the proposed model.

- Sutherlin business owner, Jerry Risk – Served on the FSWG; he stated he initially was subject to rumors about large amounts spent to cross-train employees. He objectively looked at all numbers and ultimately formed his final decision:
 - ISO (Insurance Services Office) ratings are based upon all services provided to the City. City will be re-rated this year, potentially impacting the entire community.
 - Volunteers are “volunteers”; need to take into account reasons/issues that may affect their availability. Having a multi-pronged approach is important and can only help ISO rating.
 - Sutherlin has a 50% elderly population; if a cardiac event occurs, average response time reported in 2016-17 was 9:33; it is said 4 minutes is the goal. The more people we can bring to a medical event, the better the community is going to be.
- Sutherlin business owner, Jack Trowbridge, complimented Council on process for choosing FSWG members with various backgrounds. Is in favor of committee’s recommendations and shares concerns regarding coverage needed and ISO ratings. Western Fire Chief’s Association CEO, Jeff Johnson, made a presentation at the FSWG meeting also feels these are good recommendations.
- Resident and business owner, Pat Fahey, referred to Karen Meier’s guest editorial statements in the News Review’s May 5th edition. He has 20 years of experience on budget committees; knows it’s easy to “cherry pick” numbers from a financial statement. Meier neglected to address issues such as response times, ISO ratings, number of volunteers, etc. that provide a better indication on what Sutherlin Fire has and needs. The Fire Department is most often the first responder. Meier would have you believe FSWG members have no experience, were forced to believe whatever the City says, and are nothing but “patsies” to staff. But members were very opened minded and not afraid to perform independent studies outside of the group. Feels this proposal was innovative and sound, utilizing existing resources, offering career opportunities to area youth, reduces response time, and offers additional services to the citizens. Feels the proposal offers the best compromise between costs and services. Fahey urged Council to accept this recommendation; you never know when you will have to call 911.

COUNCIL BUSINESS

- **Acceptance of Resignation/Declaration of Vacancy**

Mayor McKnight asked for a motion accepting Dennis Riggs resignation as Councilor, declaring a vacancy.

MOTION made by Councilor Luzier to approve accept Dennis Riggs resignation, declaring a vacancy; second by Councilor Tomlinson.

Discussion: None

In Favor: Councilors Boggs, Tomlinson, Luzier, Vincent, Stone, and Mayor McKnight.

Opposed: None

Motion carried unanimously.

- **Swearing in Council Member**

City received one application, from Michelle Sumner, term ending December 31, 2018. Mayor McKnight asked Councilors if they would like to make a motion to appoint Sumner tonight or continue to a later date.

MOTION made by Councilor Boggs to appoint Michelle Sumner as Councilor to fill the remainder of term ending December 31, 2018; second by Councilor Luzier.

Discussion: Councilor Stone asked if her appointment is reflective of results from last election. *No, City Charter states next highest vote getter fills the vacancy first 6-months after an election. Riggs submitted his resignation May 1st, City advertised for the vacancy on City’s website, Facebook, and City newsletter.*

Mayor McKnight asked Sumner if she would like to address Council.

Sumner shared her relevant background and experience. She has served on City’s Planning Commission and Budget Committee for several years. She expressed her interests in the community and believes she is a strong candidate for the position, is well-rounded, and fair-minded. She will work for the citizens to make Sutherlin the best it can be.

In Favor: Councilors Boggs, Tomlinson, Luzier, Vincent, Stone, and Mayor McKnight.

Opposed: None

Motion carried unanimously.

City Recorder, Diane Harris, administered the Oath of Office to Councilor Sumner, followed by a round of applause. Sumner took her seat at the dais with members of Council.

PRESENTATIONS/PROCLAMATIONS

• Fire Services Working Group Recommendations

FSWG Facilitator, Rick Allen, reported having 40-year experience as a volunteer fireman, former Fire Chief and continues to train leadership classes for NFPA. Allen recently served as interim City Manager in Sisters, Oregon. FSWG members were asked to stand and be recognized: Pat Fahey, Allison Green, Dr. Luke Herscher, Dan McCormick, Jerry Risk, Travis Tomlinson, Seth Vincent and Tom Boggs. Members unable to attend are Crystal Cunningham, John Lahley and Terry Prestianni.

Allen provided handouts summarizing the FSWG's processes and discussions. Presentations were provided by many representatives in the fire industry, ISO, Western States Associations, counties, cities and districts. Fire service trends, declining volunteers, student programs, training, staffing, service levels, increasing demands for ems responses, and the rising cost of operations in the nation were also presented to the group. Finance reports and statistics were provided by previous Sutherlin Finance Director, Ron Harker.

City created a "sub-committee" made up of Staff and some FSWG members. The sub-committee met once and discussed various details regarding Fire Chief, Mike Lane's proposal and to dig deeper into options to present at the FSWG's next meeting. A video was presented showing a portion of the proposed model. Options were presented at their 4th and final meeting. All members were given the opportunity to make their thoughts heard before moving forward with a recommendation. A formal motion was passed unanimously to accept Lane's proposal for recommendation to Council.

- New proposal will get vehicles out the door much quicker;
- will have more EMTs (Emergency Medical Technicians);
- staffing to go on medical calls; and
- 24/7 coverage.

Councilor Stone – We have 16 or 17 volunteers right now, is that a high number compared to other cities? *It's all over the board; general rule of thumb is you're lucky if you get 25% of volunteers to respond due to various reasons and circumstances. Out of 16 volunteers, probably 4 will show up. City lacks in EMT's, drivers, pumper, aerial and apparatus operators, fire ground leaders, etc.*

Lane – The proposal presented at FSWG's April 26th meeting included discussions, questions, and side-by-side comparisons. The proposal has 4 inter-dependent pieces for the service:

- Paid Staff, volunteers, cross-trained employees, and students.

Intention it to hire 2 firefighters to provide:

- 24/7 – 365 days a year to run the fire station
- Higher level of service
- Improved time – it is everything to fire services
- Have looked at costs and level of service within all pieces of the model.
- We all have to work together.
- Need to give the best level of service possible for least cost to the City.

A 10 minute video was shown to Council, Staff, and audience. Lane reported even though it showcased cross-trained employees, volunteers will be responding during a real incident, as well. The cross-trained are a great asset for day-time response. The combination department will continue, and volunteers play an active and vital role and always will.

- Hiring process should be implemented by the first of August.
- Training for aerial certification, EMR (Emergency Medical Response) and EMT will be provided.
- Currently have 5 EMT's, plan is to start as first responders to medical calls August 1st.
- Reflex time will improve to generally 1 minute or less by having someone at the station at all times.
- A bi-annual report will be provided to include response times, types of calls, and how many volunteers/cross-trained employees are responding.

Mayor McKnight suggested holding the questions until later.

• Proclamation – Emergency Medical Service Week

Mayor McKnight read the proclamation for EMS Week, May 20-26, 2018. Bay Cities, Brian Burke, presented Council with a plaque of appreciation and invited everyone to their annual BBQ, Thursday, May 24th from 11-2:00pm, at the Cedar Street headquarters.

CONSENT AGENDA

- **April 9, 2018 Regular Meeting Minutes**
- **April 23, 2018 Workshop Minutes**

MOTION made by Councilor Luzier to approve Consent Agenda; second by Councilor Tomlinson.
In Favor: Councilors Boggs, Tomlinson, Luzier, Vincent, Stone, and Mayor McKnight.

Opposed: None

Motion carried unanimously.

PUBLIC HEARING

- **State Revenue Sharing**

Mayor McKnight opened the Public Hearing at 8:18pm.

Finance Director, Dan Wilson – This is an opportunity for interested persons to comment regarding the use of state revenue sharing funds directly related in the budget.

Mayor McKnight asked if there were any public comments. None presented.

The Public Hearing closed at 8:19pm.

COUNCIL BUSINESS

- **Resolution No. 2018.05 – Fire Services Structure**

Council President Luzier, asked Senior City Recorder, Debbie Hamilton, to read an excerpt from a letter provided by City auditors Pauly, Rogers, and Co, Chief Auditor, Kenny Allen, regarding the City's financial standing. The letter reported City's general fund balance has almost doubled since 2013 to \$2,240,700 and City has received a clean audit in the last 5 years. City is well above the minimum appropriation requirements and there are no threats showing inability to pay bills.

Staff Report – City Manager, Jerry Gillham – Resolution 2018.05 follows FSWG recommendations and Council direction, including matrixes and benchmarks.

MOTION made by Councilor Boggs to approve Resolution No. 2018.05 – Fire Services Structure as presented; second by Councilor Luzier.

Discussion:

- Councilor Stone – We weren't going to get into the ambulance business, police are equipped with defibrillators and Bay Cities responds to all ambulance calls. It's not City's responsibility to provide an ambulance. Would like this to go before the vote of the people to see if the public wants us to get into medical. *City Manager – We are providing medical support, which is entirely different.* You're talking about EMS service. *We are talking about saving people's lives.* They have to be certified to save lives; we should stay with all volunteers. How many Firefighter I (FFI) certified? Most of cross-trained employees can't be FFI because it takes a year. *Swan – They are all FFI certified, which didn't take a year.* Then volunteers should also be FFI. *Lane – Experienced volunteers are minimum FFI, we have some FF2's. About 1/2 of the volunteers are not FFI's yet.*
- Councilor Stone spoke to Finance Director, Dan Wilson, concerning Fire Department's budget. Feels City is not sustainable and proposed model is not feasible. Is also concerned about the funds that have debt. *Wilson explained the only funds with debt are water and wastewater, and have their own revenue sources. There is no debt in the general fund. Still concerned if spending over, that will come out of the general fund.*
- Councilor Sumner – Citizens she has spoken to say they're not happy with the decreased service compared to previous full-service Fire Department. People want to stay in a community with high levels of public safety and good schools. If wanting people to come to our community we need to offer these services, feels this resolution does that.
- Councilor Boggs – Referred to comments from several people regarding mutual aid, Oakland and Fair Oaks are very good at responding when volunteers are available. But cannot count on 40 volunteers on a regular basis. Sutherlin Fire needs to take care of Sutherlin, and its citizens. This plan gives 24/7, basic EMS coverage, initial support and immediate response. Have not heard anyone speak negatively about this plan except that it costs a little more money.
- Councilor Vincent shared an incident that occurred involving a structure burn (house). He initially thought it was at the business he operates. Sutherlin Fire responded and put out the fire. He went to the Fire Dept. and asked about the incident's response time that took place on Sunday afternoon with no-one

at the station. The first engine was on-scene in 8 minutes, 35 seconds. This shows the importance of having 24/7 coverage. Volunteers and Staff have done a fantastic job, this new approach is unique; let's give it a chance and continue to grow, build, and strengthen the department.

- Councilor Tomlinson – Need to realize whether you're a volunteer, paid staff, or cross-trained employee, at the end of the day it's a Fire Department with Firefighters. Guarantee, everyone in this room wants response in 2 minutes rather than 10.
- Councilor Stone responded that he would rather his house burn to the ground; there is nothing worse than a ½ burned structure. It's called urban renewal, if it's burned all the way it's easier to rebuild.

In Favor: Councilors Boggs, Tomlinson, Luzier, Sumner, Vincent, and Mayor McKnight.

Opposed: Councilor Stone

Motion carried.

Lane – Three of the four inter-dependent models – Paid staff, volunteers and cross-trained employees are in attendance. Would like them to all stand and be recognized with a round of applause. All in attendance joined the acknowledgment with a round of applause.

- **Resolution No. 2018.06 – Adoption of 2018-2019 Budget**

Staff Report – Wilson – On April 16, 2018 the Budget Committee approved the proposed budget, in the amount of \$39,396,879. ORS No. 294 requires adoption of a resolution to enact the budget.

MOTION made by Councilor Luzier to approve Resolution No. 2018.06 – Adoption of 2018-2019 Budget as presented; second by Councilor Vincent.

Discussion: None

In Favor: Councilors Boggs, Tomlinson, Luzier, Sumner, Vincent, and Mayor McKnight.

Opposed: Councilor Stone

Motion carried.

- **Resolution No. 2018.07 – Certifying City Services**

Staff Report – Wilson – This is the first of two resolutions required by the State in order to receive State Revenue Sharing Funds. The required Public Hearings have been held.

MOTION made by Councilor Stone to approve Resolution No. 2018.07 – Certifying City Services as presented; second by Councilor Boggs.

Discussion: None

In Favor: Councilors Boggs, Tomlinson, Luzier, Sumner, Vincent, Stone, and Mayor McKnight.

Opposed: None

Motion carried unanimously.

- **Resolution No. 2018.08 – Election to Receive State Revenue Sharing**

Staff Report – Wilson – This is the second of two resolutions that are required by the State in order to receive State Revenue Sharing Funds.

MOTION made by Councilor Vincent to approve Resolution No. 2018.08 – Election to Receive State Revenue Sharing as presented; second by Councilor Sumner.

Discussion: None

In Favor: Councilors Boggs, Tomlinson, Luzier, Sumner, Vincent, Stone, and Mayor McKnight.

Opposed: None

Motion carried unanimously.

REPORTS

None

CITY COUNCIL COMMENTS

Councilor Boggs –

- Welcomed new Councilor Sumner.

Councilor Tomlinson –

- Auto Zone looks good and looks like it's almost ready to open.
- New sidewalks look great, will paving start in June? *Swan – June 18th is the scheduled start date.*
- Would like to thank all of the volunteer firemen
- Had a good experience with the FSWG; looking forward to the future and having a good solid city.

Councilor Luzier –

- Would like to take a moment and thank FSWG, they did a tremendous job regardless of negative publicity. Appreciate you for showing up and doing your job.

Councilor Sumner –

- Thanks to all of the firefighters, you do an awesome job and thank you for your support.

Councilor Vincent –

- Welcomed Councilor Sumner.
- It was a great opportunity being a part of the FSWG, and moving forward.
- Enjoy seeing the improvements in the City, looking forward to the paving this summer.
- Want to thank Council/Staff for Central Park playground; there were at least 150 people there each day last weekend. It's a wonderful thing in our community for the kids to have a place to go.

Councilor Stone –

- Who is responsible for replacing the bulbs on street lights? *Swan – The power company, if you contact them and provide pole number they will fix it.*
- Street sweeper was on west end of town but didn't sweep Dakota Street. *Will have him look at it.*
- Don't want my house to burn, however sometimes it's easier to start over. Have had 3 fires on my property, nobody responded except for DFPA, and Calapooia Fire Station is close by. Feels we have a great volunteer Fire Dept. would rather see them trained on the equipment we have or get rid of that equipment and see money spent on training rather than manning the station 24/7.

Community Relations, Debbie Hamilton – A link is available on the Public Works page on City's website, can click on the link to report street lights for repair, there is are links on Pacific Power's website.

Mayor McKnight –

- Want to express appreciation to Hamilton for all of her work at making their booth at West Intermediate's Career Fair a success.
- Citizens have been asking when the new lights will be turned on. *Elliott – Conduit is in, now working on other components. Should be working in a couple of weeks.*
- Suggests having benches near the playground for parents to sit on while watching their kids. If City has benches available it would be great.

PUBLIC COMMENT –

- Karen Meier congratulated Michelle Sumner on her new Council appointment.
- City put together a "private" fire service sub-committee meeting contrary to Oregon Law. Meier cited the ORS 192.610, Section 3; public meeting requirements for public bodies, feels 4 members of Council chose to disregard this. Council members took an oath of office, but feels they deliberately broke Oregon Law. Feels those that did do not deserve to be on the Council.

Councilor Boggs responded to Meier's accusations stating that meeting was open to anyone that wanted to be there. The Councilor that was there sat out in the audience and didn't say one word; the meeting was not held to make any decisions. However, Meier does not mention that Councilor Stone attended one of the FSWG, making a quorum present, and he did speak at that meeting. It was a public meeting. They were all public meetings. Was the sub-committee meeting advertised, were minutes done? All I know there were no decisions made. If complaining about something, do it about everything, not just what suits you.

Mayor asked City Attorney, Chad Jacobs if he had any input regarding Meier's statements.

Jacobs – Where the confusion arose is that this sub-committee meeting was intended as a staff meeting. Typically, under the law advisory bodies to staff are not public bodies; the intent was not to give advice to the sub-committee or Council, but to staff. If there was any potential violation, the City, as required by law, recreated that staff meeting at the following FSWG meeting. If there was an inadvertent error, that was all cured at the subsequent FSWG meeting. Do not believe there was any intent to violate the law.

- Resident, Pam Cameron – Regarding the needed benches at the park, believe City has extra benches at Public Works Shop waiting to be placed. *Swan – Believe they all have designated places, however will check into it.*

- Hoping some attended the 3rd annual Public Safety Appreciation event on May 5th. It was our way of saying “we all appreciate everything our public safety does for us”, thank you very much.
- Risk – FSWG was a very eye opening experience; feels it was all about value. Now have 10 cross-trained employees, for the cost of 2 full-time firefighters; a tremendous value. If we don’t look into the future and plan, (mentioned the 90-acre development going in by Exit 135), we will turn into one of those blighter communities. By supporting this hybrid fire model, we are investing in our future and help everything in the community.

Councilor Stone asked Jacobs if a decision is made by the FSWG before coming to the Council is legal. ***Jacobs – FSWG made a recommendation and Council made the decision, there is nothing illegal about that.*** But, the decision was made to hire 2 firefighters long before budget meetings. ***Jacobs – Did not attend the budget meetings, however the order of proceedings tonight is Council voted on the fire services before adopting the budget. If there was a discussion at the budget meetings, could say it was done in preparation if the budget was adopted. If the Fire Services resolution wasn’t approved, could have also refused adopt the budget.*** Feels the FSWG should have come to Council first then to the Budget Committee.

ADJOURNMENT –

With no further business meeting adjourned at 9:02pm.

Respectfully submitted by,

Diane Harris

Diane Harris, CMC, City Recorder

Approved:

Jerry Gillham

Jerry Gillham, City Manager

Todd McKnight

Todd McKnight, Mayor

APPROVED BY CITY COUNCIL, JUNE 11, 2018