

**PHILOMATH CITY COUNCIL  
MEETING MINUTES  
Philomath City Hall Council Chambers  
February 12, 2024**

**A. CALL TO ORDER - ROLL CALL**

Meeting called to order at 7:04 p.m. by Mayor Chas Jones.

**Present:**

**Absent:**

Mayor Chas Jones  
Council President Ruth Causey  
Councilor Diane Crocker  
Councilor Matt Lehman  
Councilor Jessica Andrade  
Councilor Christopher McMorran  
Councilor Teresa Nielson

**Staff Present:**

City Manager Chris Workman  
City Attorney Jim Brewer  
Assistant City Manager Chelsea Starner  
Public Works Director Kevin Fear  
Police Lieutenant David Gurski

**B. PROCLAMATIONS**

Start Time: 7:05 p.m.

1. Resolution 24-02 Declaring Black History Month, February 2024 –

Action: To approve Resolution 24-02 proclaiming February 2024 to be Black History Month in the city of Philomath.

Motion/Second: Councilor Andrade/Councilor McMorran

Vote: Action APPROVED 7-0 (Yes: Andrade, Causey, Crocker, Lehman, McMorran, Nielson and Jones; No: None).

- Councilor Andrade read the proclamation into the record.

**C. PUBLIC COMMENTS**

Start Time: 7:09 p.m.

1. None.

**D. CONSENT AGENDA**

Start Time: 7: 10 p.m.

1. Minutes of January 8, 2024 City Council meeting
2. Minutes of January 22, 2024 City Council meeting
3. 2024 Budget Calendar
4. Appointment of FY 2024-2025 Budget Officer

Action: To approve the Consent Agenda as presented.

Motion/Second: Councilor Causey/Councilor Nielson

1 Vote: Action APPROVED 7-0 (Yes: Andrade, Causey, Crocker, Lehman,  
2 McMorran, Nielson and Jones; No: None).

3 **E. NEW BUSINESS**

4 1. OLCC Permit Application – Spearhunter Wines

5 Start Time: 7:11 p.m.

- 6 • City Manager Workman reviewed the process for approving new OLCC permits and
- 7 provided additional information about the applicant.
- 8 • Discussion about an additional Home Occupation Permit for the business.
- 9 • Discussion about approval requirements for home occupation businesses.
- 10 • Lt. Gurski reviewed the background check process for new application and noted no
- 11 disqualifying information for the applicants.
- 12

13 Action: To recommend approval to OLCC of the liquor license application for  
14 Spearhunter Wines LLC.

15 Motion/Second: Councilor Andrade/Councilor McMorran

16 Vote: Action APPROVED 7-0 (Yes: Andrade, Causey, Crocker, Lehman,  
17 McMorran, Nielson and Jones; No: None).

18  
19 2. Community Survey Results

20 Start Time: 7:17 p.m.

- 21 • Discussion to occur during February 26 City Council work session on Strategic Plan.
- 22 • Assistant City Manager Starner reviewed summary of results.
- 23 • Information posted on City website.
- 24 • Discussion about methods of distributing survey notifications.
- 25 • Satisfaction levels with City services reviewed.
- 26

27 5. Rodeo Arena Financing

28 Start Time: 7:23 p.m.

- 29 • Current status of arena replacement project summarized by CM Workman.
- 30 • Design Build RFP described.
- 31 • Revised proposed resolution and authorization to apply for Local Government Grant
- 32 reviewed.
- 33 • Obligation of Philomath Frolic & Rodeo Association (PF&R Assoc.) to repay loan
- 34 funds reviewed.
- 35 • Addition of supplemental amenities identified that could be added back in with grant
- 36 proceeds.
- 37 • Timing of applying for grant this year and potential subsequent funding for skate park
- 38 discussed.
- 39 • Questions about use of frolic ground property and relationship with the PF&R Assoc.
- 40 expressed.
- 41 • Existing lease agreement with PF&R Assoc. summarized and discussed.
- 42 • Timing of loan application to ensure complete funding availability for construction bid
- 43 reviewed.
- 44 • Events and usage of grounds reviewed, including reservation requirements.
- 45

46 Brad Pankalla, Philomath Frolic & Rodeo Association:

- 47 • Spoke on behalf of the PF&R Assoc. regarding support for repayment of a loan.

- 1           • Ability to repay loan based on current proceed levels described and anticipated  
2 additional proceeds due to increased seating capacity identified.  
3

4   Action #1:           To approve Resolution 24-03, version 2, authorizing the issuance and  
5 negotiated sale of a full faith and credit obligation in an aggregate  
6 principal amount not to exceed \$500,000; designating an authorized  
7 representative; authorizing execution and delivery of a financing  
8 agreement note; and related matters.

9   Motion/Second:   Councilor Nielson/Councilor Crocker  
10

11   Action #2:           To direct the city manager to submit a local government grant program  
12 application.

13   Motion/Second:   Councilor Nielson/Councilor McMorran  
14

- 15           • Mr. Pankalla expanded on earlier answer describing sellout of rodeo nights and  
16 benefit of increased seating capacity.  
17           • Positive operating income for past five years described.  
18           • Separation of two Frolic Boards to provide for 501(c)(3) status described.  
19           • Difference between public and non-profit entity financial disclosure requirements  
20 described.

21   Vote on #2:           APPROVED 6-1 (Yes: Causey, Crocker, McMorran, Lehman, Nielson,  
22 and Jones; No: Andrade).

23   Vote on #1:           Replaced by Action #3.

24   Action #3:           To approve Resolution 24-03, a resolution of the city of Philomath  
25 authorizing a full faith in credit borrowing and related matters.

26   Motion/Second:   Councilor Nielson/Councilor Causey

27   Vote on #3:           APPROVED 7-0 (Yes: Andrade, Causey, Crocker, McMorran, Lehman,  
28 Nielson, and Jones; No: None).

29   3.   PMC Chapter 12.10 Parks Amendments – Reservations

30       a) Ordinance #882 Amending PMC 12.10 Parks

31   Start Time:           7:59 p.m.

- 32           • Public Works Director Fear reviewed changes made to the park reservations system,  
33 including related insurance requirements.  
34           • Discussion about drones in City parks and in other areas of the city.  
35

36   Action:               City Attorney Brewer read the proposed ordinance by title.

37   Vote:                 APPROVED 7-0 (Yes: Andrade, Causey, Crocker, Lehman, McMorran,  
38 Nielson, and Jones; No: None)  
39

40   4.   Chief of Police Appointment

41   Start Time:           8:05 p.m.

- 42           • CM Workman recommended approval for promotion of Lt. David Gurski to Chief of  
43 Police as of April 3, 2024.  
44           • Discussion about transition from Chief Ken Rueben’s retirement to installation of  
45 Gurski.  
46           • Announcement of retirement party for Chief Rueben on April 2, 2024.

- 1           • Endorsement of Gurski by Councilors and staff provided.  
2           Action: To approve the appointment of David Gurski to serve as Philomath’s Chief of  
3           Police, beginning April 3, 2024.

4           Motion/Second:   Councilor Causey/Councilor Nielson

- 5           • Future restructuring of department to create two Sergeant positions described.  
6           Vote:                    APPROVED 7-0 (Yes: Andrade, Causey, Crocker, Lehman, McMorran,  
7                                    Nielson and Jones; No: None).  
8

9   **F. REPORTS OF BOARDS, COMMISSIONS, COMMITTEES, COUNCIL LIAISONS AND**  
10 **STAFF**

11   Start Time:           8:15 p.m.

- 12   1. Councilor McMorran: Reported on recent ride-along with Police Department and tour of  
13   Public Works.  
14   2. Successful Black History Month event at Philomath College reported on.  
15   3. Councilor Andrade: Reminder for film screening of Buffalo Soldiers on Thursday, Feb. 22.  
16   4. Discussion about communication related to contact with local tribal leaders regarding  
17   Indigenous Peoples Day petition.  
18   5. Reminder from Councilor McMorran regarding Samaritan Awards.  
19   6. CM Starner pointed out that Park Advisory Board minutes in the packet included  
20   prioritization of projects for Council’s Strategic Plan discussion.  
21   7. Councilor Causey: Encouraging discussion held with skate shop owner regarding new  
22   skate park design.  
23   8. Councilor Nielson: Requested update on hiring of Code Enforcement Officer. Agenda item  
24   for upcoming Police Committee meeting.  
25   9. CM Workman: Reminder to review survey results prior to work session on Feb. 26 at 5:30  
26   p.m.  
27   10. Councilor Crocker thanked CM Starner for putting the survey results online.  
28   11. Mayor Jones: Welcomed any requests while he is in Washington D.C. speaking with  
29   federal legislators.  
30

31 **INFORMATION & CORRESPONDENCE**

- 32           • No comments.  
33

34 **G. ADJOURNMENT**

35   Meeting adjourned at 8:34 p.m.

36   SIGNED:  
37   Chas Jones, Mayor

ATTEST:  
Ruth Post, MMC, City Recorder