

City of Creswell City Council Meeting

Council Members Present:

- Mayor Smith – excused absence
- Councilor Costilla, Council President
- Councilor Holt
- Councilor Kent
- Councilor Kremer
- Councilor Morris
- Councilor Dukes

Audience: 9

Press: 0

Staff Present

- City Manager Vincent Martorello
- Finance Director Jim Piper
- Public Works Director Cliff Bellew
- Assistant to City Manager Angela Keppler
- City Recorder Caitlin Born
- Airport Manager Shelley Humble
- Sergeant Alex Speldrich

Opening of the Meeting

Council President Alonzo Costilla opened the meeting at 6:01, he asked everyone to stand for the pledge. Council President Alonzo Costilla noted that Mayor Smith has a excused absence.

Public Forum

There was one speaker who signed up for the public forum. Debbie Yee of Creswell urged residents to vote in the upcoming South Lane Fire and Rescue Levy election (Levy 20-383), emphasizing the need to maintain fire services and ambulances serving Creswell, Cottage Grove, and South Lane. She acknowledged City Manager Vincent Martorello's weekly update explaining why the City is legally unable to advertise or advocate for the levy, and encouraged community members to get out the vote independently

Mayor's Report

In the absence of Mayor Nicholas Smith, Council President Alonzo Costilla read a proclamation on the mayor's behalf declaring May 25th of each year as Colonel Richard "Dick" Heyman Junior Day in the City of Creswell. This special day celebrates the life and accomplishments of Colonel Richard Dick Michael Heyman Junior, who was born in 1924 and passed away in 2026. Colonel Heyman was widely recognized for his 32 years of distinguished military service as a highly decorated Air Force pilot. His remarkable career began with his enlistment in the United States Army Corps at the tender age of 18, making him the youngest pilot in the 8th Air Force. Colonel Heyman bravely flew 342 combat missions during World War II, including providing crucial support for the D-Day invasion on June 6, 1944. His service extended through the Korean and Vietnam Wars, earning him an impressive array of military decorations such as the Silver Star, Distinguished Flying Cross, Legion of Merit, and multiple Air Medals.

Following his retirement from the Air Force in 1973, Colonel Heyman remained a dedicated and active member of the Creswell community. At the remarkable age of 91, he served as a City Councilor, demonstrating his commitment to civic duty and community involvement. Beyond his political contributions, Colonel Heyman also made meaningful impacts in local journalism and supported various charitable causes focused on education, children's health, and animal welfare. His exemplary service and contributions were internationally recognized when he was honored with the French Legion of Honor in 2026, a testament to the global acknowledgment of his bravery and dedication.

The proclamation encouraged all Creswell residents to honor Colonel Heyman's life, reflect on his enduring legacy, and embrace the values of courage, humility, and commitment to the community that he exemplified throughout his life. His storied life of service stands as a beacon of inspiration for generations to come.

Correspondence

No comments or discussion on correspondence were offered by the Council.

Consent Calendar

Council President Costilla explained the consent calendar process. City Recorder Caitlin Born noted that the Movies in the Park Noise Ordinance Waiver was included in the consent calendar, prompting clarification that it required a separate motion.

A. Approval of Minutes

Motion to approve the minutes as presented was made by Councilor Clark Kent and seconded by Councilor Alan Dukes. The motion carried unanimously.

iii. Movies in the Park Noise Ordinance Waiver

Following clarification that the waiver required a separate motion, Motion to grant a waiver of CMC 9.25 for Movies in the Park on July 18, August 1, August 15, and August 29, 2026 was made by Councilor Staci Holt and seconded by Councilor Clark Kent. The motion carried unanimously.

April 2026 Administrative Report

Finance Expenditures Report

City Manager Vincent Martorello presented the finance expenditure report and invited questions from the Council. Councilor Staci Holt asked about the following payments.

NV5 was identified as the engineering firm assisting with the North Taxi Lane Extension project at the airport.

Analytical Lab Group charges were explained as mandatory monthly water and wastewater testing required by the Oregon Health Division and DEQ. City Manager Vincent Martorello noted that the wastewater plant requires between 5 and 12 samples per month depending on permit requirements, while the water plant requires 7 monthly samples.

HR Specialist Employment Law (\$149) was clarified by Finance Director Jim Piper as an annual subscription to a payroll newsletter keeping staff current on tax law changes.

Pacific Northwest Flooring was identified as a payment for new flooring at the water facility.

Bucks (\$945) was identified as porta-potty services. Public Works Director Cliff Bellew explained that the City provides portable restrooms at multiple park facilities year-round, particularly where permanent restrooms are unavailable or closed seasonally.

Department of Consumer and Business Services (\$3,083) was identified as the state's 12% surcharge on building permits.

Step It Up (\$3,667) was explained by Finance Director Jim Piper as a combined charge from the City's managed service provider (MSP) for IT services, approximately half of which constitutes Microsoft software licensing (Outlook, Excel, etc.). Finance Director Jim Piper noted he had requested that these charges be broken out on future invoices, particularly in anticipation of going out to bid for MSP services.

WCNL Enterprises (\$1,800) was identified as the City's monthly street sweeper service, operating under a name that had recently changed from a prior vendor identity.

Automation Group Incorporated was identified as the telemetry and communications service for the water tower and wastewater facility.

4Runner was identified as the flood management system discussed at a prior work session, which provides improved public and staff interface with flood management processes.

Profectus Incorporated (\$795) was confirmed as the City's monthly janitorial cleaning service.

Willamette Construction (~\$8,000) was identified as payment to the construction company that recently completed renovations to the conference room, including a new ceiling, sheetrock, extension of the fire suppression system, and new electrical lighting fixtures.

Kings Flags was explained by Finance Director Jim Piper as a purchase of six flags — two U.S., two Oregon, and two POW/MIA — at approximately \$100 each. Councilor Holt expressed interest in exploring more cost-effective sourcing options and requested the flag size for comparison purposes.

Security Monster (\$220) was identified as a monthly security monitoring service covering the City Public Works Shop covering all the buildings.

FBI Testing was identified as concrete testing associated with the new restroom slab at Robin H. Hughes Park.

HACH Company (\$459) was identified as parts for the water plant.

Councilor Mark Kremer inquired about the **Oregon Employment Department** payment (\$3,000), which City Manager Martorello explained was for an unemployment claim from a former employee. The City was required to pay a portion of the claim due to the time elapsed between employees falling within the eligible window.

Lane County Sheriff's Report

Sergeant Alex Speldrich reported that call volumes have returned to normal levels following an anomaly with elevated property crimes in the prior month. He highlighted two notable updates: first, the Sheriff's Office landline phones at City Hall have been removed as they were largely unused and occasionally received telemarketer calls, resulting in small cost savings to the City; all contacts should now be directed to the main dispatch line or deputies' work cell phones. Second, Sergeant Speldrich reported two Measure 11-level calls one involving juveniles that was addressed outside of the criminal system due to the parties' ages, and one involving an elderly individual whose report, while taken formally, was determined upon investigation not to have occurred. Sergeant Speldrich also shared that he attended the Western States Hostage Negotiation Association Conference in Spokane, which provided valuable training and networking opportunities with negotiators from other regional agencies. He noted a successful joint training exercise with the Sheriff's SWAT team and Springfield Police, and indicated another large multi-agency training is planned for June.

City Attorney Report

City Manager Martorello reported that the city attorney accrued 26 hours last month. No questions were raised in this report.

Code Enforcement Report

No questions were raised.

Building Permit Recap Report

No questions were raised.

Council Action Items

Resolution 2026-06 A Resolution Establishing Public Records Request Policies and Procedures for the City of Creswell and Repealing Resolution 2017-20

Finance Director Jim Piper presented Resolution 2026-06, which updates the City's public records request policies and procedures by defining acceptable payment methods. He explained the core issue: credit card chargebacks incur a \$15 fee per dispute, and the City has encountered a pattern of chargebacks from the same individual or entity on multiple public records requests. When the City attempted to dispute these chargebacks, the process required a \$500 fee to continue the dispute — a cost deemed disproportionate relative to the original transaction amount and staff time involved.

City Recorder Caitlin Born reported that she surveyed the Oregon City Recorders group and found that many other municipalities accept only cash, check, or money orders for public records payments — avoiding the chargeback vulnerability inherent to credit card transactions. Finance Director Jim Piper noted that checks were retained as an acceptable payment option to allow requestors to mail payment rather than appear in person.

Councilor Clark Kent asked whether returned checks posed a similar risk. City Manager Martorello explained that insufficient funds on a check are flagged directly by the bank and resolved relatively quickly, whereas credit card disputes involve a merchant-to-merchant process that can remain open for 30 or more days with uncertain outcomes. He also noted that the City is actively exploring internal options for pursuing recovery of amounts already disputed and charged back.

City Manager Martorello confirmed that the City's legal counsel reviewed the matter and that Oregon's public records law is silent on the required form of payment, giving the City discretion to define acceptable payment methods by policy.

Motion to adopt Resolution 2026-06, A Resolution Establishing Public Records Request Policies and Procedures for the City of Creswell and Repealing Resolution 2017-20, was made by Councilor Clark Kent and seconded by Councilor Joan Morris. The motion carried unanimously.

Resolution 2026-07 A Resolution Allowing City Manager Vincent Martorello to Renew the Intragovernmental Agreement between Lane County Sheriffs and the City of Creswell

City Manager Vincent Martorello presented Resolution 2026-07, authorizing the City Manager to execute the annual law enforcement services agreement with Lane County Sheriff's Office. He noted that changes from the prior agreement were minimal: the contract cost was updated, landline telephone provisions were removed consistent with the operational changes described by Sergeant Speldrich, and Lane County added standard boilerplate language regarding the renewal process. No substantive changes were made to the terms, expectations, or the overall relationship with Lane County.

The Council briefly noted that the savings from removing the phone lines from the contract were expected to be nominal.

Motion to authorize the City Manager to execute an intergovernmental agreement for law enforcement services for the City of Creswell with Lane County for the year beginning July 1, 2026 and ending June 30, 2027, in the amount of \$1,401,667, was made by Councilor Staci Holt and seconded by Councilor Mark Kremer. The motion carried unanimously.

7. Upcoming Meetings

Council was directed to visit the Creswell City Calander to review the upcoming meetings

Adjournment

With no further business Council President Alonzo Costilla adjourned the meeting at 6:34 p.m.

8Signature on File

Nicholas Smith, Mayor

Attest:

*Signature on File

Caitlin Born, City Recorder