

CITY OF COTTAGE GROVE  
CITY COUNCIL  
AGENDA SESSION MINUTES  
August 11, 2023

The meeting was called to order by Council President Greg Ervin at 8:30 am.

Those in attendance virtually and in person: Councilors Dreher, Ervin, Fleck, Merryday, Savage and Stinnett.

Staff present virtually and in person: City Manager Richard Meyers, Assistant City Manager Jake Boone, Public Works and Development Director Faye Stewart, City Recorder Mindy Roberts and Finance Director Roberta Likens.

Public Hearing

None

Resolutions and Ordinances

(a) Resolution Authorizing Full Faith and Credit Borrowings and Related Matters

Public Works and Development Director Faye Stewart said this resolution authorizes full faith and credit borrowings to purchase 61.06 acres from Grace West Properties, cover the cost of rehabilitation for the Secondary clarifier and address four mainline sewer lines that are in need of reconstruction.

Councilor Merryday asked if it is through Banner Bank or Bonds.

Public Works and Development Director Faye Stewart clarified that it is a loan backed by bonds.

(b) Resolution Amending the Comprehensive Fee Schedule

Finance Director Roberta Likens presented Council with proposed changes to the Comprehensive Fee that would remove some of the fees that the Court no longer uses.

(c) First Reading of Ordinance Amending Section 2.56.030 Appointed Counsel's Fee of Title 2 of the Cottage Grove Municipal Code

City Manager Richard Meyers explained that this ordinance would amend the hourly rate that the City pays for court appointed counsel. He said it would raise the rate to \$75.00 per hour with a maximum of \$750.00 for cases resolved without a trial and \$1,500.00 for cases resolved after trial, in an attempt to encourage more appointed counsel to volunteer to participate.

Councilor Ervin asked for an update on our current situation.

City Manager Richard Meyers said he believes that we have one attorney that is handling court appointed cases.

Councilor Ervin asked what is the City's risk for not giving someone a speedy trial.

City Manager replied that the risk is that trials would be delayed and not resolved.

Councilor Dreher asked if this is for civil cases.

City Manager clarified that it is for misdemeanors in the Municipal Court.

### Business from the City Council

#### (a) Approval of Change Order for the Secondary Clarifier 1 Rehabilitation Project

Public Works and Development Director Faye Stewart explained that during the process of rehabilitating Clarifier 1, R & G Excavating discovered variations from 3" to 5" in the floor thickness, and in many locations, steel rebar that was laying in the gravel base under the concrete. He said it is requested that the existing clarifier concrete floor be removed and replaced with a new 8 inch thick floor. He said the change order would also include additional quantities of material to refurbish the existing clarifier tank walls.

Councilor Dreher asked for the record, what a clarifier does.

Public Works and Development Director explained the function of the clarifier and what stage it is used at in the wastewater treatment process. He said it is a critical component in the continued process of separating the solids from the liquids and purifying the liquids.

Councilor Merryday said that Creswell is currently under a building moratorium due to the upgrades needed to their system. He asked to clarify the capacity of our system.

Public Works and Development Director said that our plant is rated up to 13 million gallons. He said his goal is to keep the plant maintained and explained that it also handles the influent of storm water through the collection pipes.

Councilor Savage asked how old the clarifier is.

Public Works and Development Director said he believes that it was built in the early 1970's and he explained the history of previous repairs.

Councilor Ervin asked if we are using heavier equipment and why the need for 8" of concrete.

Public Works and Development Director explained that Engineer, West Yost analyzed and designed the clarifier. He said they evaluated the City's other clarifier floor thickness of 12" and determined that 8" thickness would be adequate for this application. He continued by explaining

a lifting of the clarifier floor that would happen when the City crew drew down the level of the clarifier for cleaning. He said the engineer also addressed ground water pressure with the thickness of the concrete and adding four pressure reducing valves.

Councilor Ervin asked about the timing of the project with the heat and differential in the ground water.

Public Works and Development Director said we wanted to do the project in July or later because ground water is more prevalent in the winter.

(b) Ad Hoc Street Improvement and Funding Committee Council Report

Public Works and Development Director Faye Stewart said that the Chair of the Ad-Hoc Street Improvement and Funding Committee, Amber Bahler will be present to give a report to Council.

There was open discussion about the last Ad-Hoc meeting.

(c) City Manager Recruitment Proposals

City Manager Richard Meyers said the deadline for proposals is Friday August 11<sup>th</sup> at 1:00 pm. He said one proposal has been received and he anticipates there will be 3 - 4 total. He told Council once they have evaluated the proposals, they can determine how they would like to proceed.

(d) Concerns from Council

Councilor Dreher expressed interest in having Council discussions regarding community emergency preparedness.

Councilor Savage shared with Council recent events and activities that she attended including the Emergency Preparedness Fair and a tour of the Lane Community College Health Center on 30<sup>th</sup> Avenue, in Eugene. She announced an opportunity for Council to meet Representatives Charlie Conrad and Nancy Nathanson at a Town Hall in Eugene on Tuesday.

Councilor Merryday excused himself from the meeting and announced that he is appearing on the KNND, Beeper Show to present factual information in an attempt to clear up unsupported statements made on the radio on Monday.

Councilor Ervin shared a critical need for housing to be established for potentially displaced Peace Health workers due to fires.

Business from City Manager

(a) Cost of Living Allowance for City Manager

City Manager Richard Meyers asked Council to consider a 5% Cost of Living Allowance to be made to the City Manager's salary, which is in line with the adjustment made for all regular full-time staff.

Councilor Dreher said she supports the adjustment and it is a good opportunity to further incentivize, attract and recruit a new City Manager.

(b) Report from City Manager

City Manager said the Friday Update will have some information regarding cooling resources to help people cope during the summer heat.

Assistant City Manager Jake Boone said the upcoming heat could potentially be dangerous for some people. He said City Hall and the Community Center/Library will be open during normal business hours for people to escape the heat and Lane County will be putting out a list of donations that are needed for people to stay cool and safe.

Councilor Dreher asked if the Library and City Hall have generators.

Public Works and Development Director indicated that City Hall has a generator and we could take one to the Library if needed.

Councilor Dreher asked where people should go if the power is out and it is very hot.

Assistant City Manager Jake Boone replied City Hall and the Community Center/Library.

Councilor Dreher reminded Council that FEMA will soon be releasing information regarding grants available through the Building Resilient Infrastructure and Communities program (BRIC). She said it might be a good opportunity for the City to secure an air conditioner for the Armory and build it up as a potential resilience hub.

Council President Greg Ervin adjourned the meeting 9:03 am.



Mindy Roberts, City Recorder



Candace Solesbee, Mayor