

**COTTAGE GROVE CITY COUNCIL
MEETING MINUTES
AUGUST 14, 2023**

CALL TO ORDER

Mayor Solesbee called the meeting to order at 7:00 pm in the Council Chambers at City Hall.

ROLL CALL

City Recorder Mindy Roberts called the roll. The following were

PRESENT IN THE COUNCIL CHAMBERS: Mayor Candace Solesbee, Councilors Alex Dreher, Greg Ervin, Mike Fleck, Dana Merryday, Chalice Savage and Jon Stinnett

PRESENT VIA GOTOMEETING:

COUNCIL ABSENT:

YOUTH REPRESENTATIVE: Kassidy Poetzl

STAFF PRESENT IN THE COUNCIL CHAMBERS: City Manager Richard Meyers, Assistant City Manager Jake Boone, City Recorder Mindy Roberts, Public Works & Development Director Faye Stewart, Finance Director Roberta Likens, Interim Police Chief Jeff Groth and Captain Marsh.

STAFF PRESENT VIA GOTOMEETING:

CITY ATTORNEY:

MEDIA PRESENT: KNND

SPECIAL PRESENTATIONS

Interim Police Chief Jeff Groth recognized Officer Colin Walsh with the Life Saving Award for actions he took during an incident that occurred on May 17, 2023.

Interim Police Chief Jeff Groth recognized Officer Derek Carlton and seven responders from South Lane Fire and Rescue Medic No. 201 for actions they took during an incident that

occurred on May 19, 2023. Officer Carlton was joined by responders; Jerry Ogren, Amanda Huckins, Doug Lyda, Aaron Smith and Justin Baird while Chief Groth presented each of them with the Cottage Grove Police Department Life Saving Award. Chief said in addition to their lifesaving efforts; Officer Carlton, Division Chief Smith and Deputy Chief Baird noticed that the patient had been pouring concrete, it was still wet and had not cured. Chief said all three of them stayed at the scene to complete the finish work on the concrete and awarded each of them with the Golden Trowel Award.

Interim Police Chief Jeff Groth introduced Patrol K-9 “Ripp” and handler Officer Derek Carlton. Officer Carlton shared Ripp’s background, how he will be used on the Cottage Grove Police force and gave “Ripp” the Oath of Office.

Police Captain Marsh gave the Oath of Office to Comfort K-9 “Fuji”, shared her background and how she will be used at the City of Cottage Grove.

Fire Chief Wooten recognized Officer Derek Carlton with the Distinguished Service to the Community Award, highlighting Officer Carlton’s outstanding commitment and assistance to the South Lane Fire and Rescue district.

ITEMS ADDED TO THE AGENDA

None

APPEARANCE OF INTERESTED CITIZENS FOR ITEMS NOT ON THE AGENDA

Linda Olson 1305 Girard Avenue, Cottage Grove, Oregon expressed concern that the City has a lack of fiscal frugality with the purchase of 61 acres and operation of the homeless sites.

Mike Borke 310 North Douglas, Cottage Grove, Oregon expressed concern with the increasing costs of water bills.

CONSENT AGENDA

- (a) Approval of May 22, 2023 City Council Meeting Minutes
- (b) Approval of June 12, 2023 City Council Meeting Minutes
- (c) Approval of June 23, 2023 Agenda Session Minutes
- (d) Approval of June 23, 2023 City Council Work Session Minutes
- (e) Approval of June 26, 2023 City Council Meeting Minutes
- (f) Approval of July 7, 2023 Agenda Session Minutes
- (g) Approval of July 10, 2023 City Council Meeting Minutes

IT WAS MOVED BY COUNCILOR FLECK AND SECONDED BY COUNCILOR SAVAGE TO APPROVE THE CONSENT AGENDA.

Mayor Solesbee announced the motion with a second and called the vote.

The vote on the motion was as follows:

VOTE	Councilor Dreher	Councilor Ervin	Councilor Fleck	Councilor Merryday	Councilor Savage	Councilor Stinnett	Mayor Solesbee
AYES	X	X	X	X	X	X	X
NAYS							
ABSTAIN							

Motion carried.

RESOLUTIONS AND ORDINANCES

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

Public Works and Development Director Faye Stewart indicated that this resolution would authorize the borrowing of no more than \$2.9 million in principal to pay for the purchase and associated borrowing costs of the 61.06 acres of property from Grace West Properties LLC. He said it would also pay for the Cottage Grove Water Reclamation Facility’s Clarifier #1 reconstruction project and 4 sewer mainline reconstruction projects. He said the projects were approved in the adoption of the 2023-2024 budget and the property purchase and sale agreement was authorized at the July 31, 2023 City Council Meeting. He explained that the associated costs would be covered by the sale of bonds and that the Street, Water, Wastewater, Storm, and Park funds would purchase the needed property for the new infrastructure and the sale of the remaining property would repay the debt. He added that the Wastewater Fees would service the debt for the wastewater improvements.

IT WAS MOVED BY COUNCILOR FLECK AND SECONDED BY COUNCILOR SAVAGE TO ADOPT RESOLUTION NO. 2110.

Councilor Merryday encouraged Council to support this project and emphasized that the land purchase will bring industry and much needed housing to the area, including affordable housing.

Councilor Ervin explained his full faith support of the project.

Councilor Fleck said that he supports this project and recounted that the Transportation Plan within the Comprehensive Plan included connecting; Gateway to Cleveland, Cleveland to Hwy 99, and the Industrial Park to Main Street creating a circle to help with traffic with in our community.

Mayor Solesbee said she supports this project primarily for the prospect of high paying jobs and opportunities for additional housing.

Mayor Solesbee called the vote.

The vote on the motion was as follows:

VOTE	Councilor Dreher	Councilor Ervin	Councilor Fleck	Councilor Merryday	Councilor Savage	Councilor Stinnett	Mayor Solesbee
AYES	X	X	X	X	X	X	X
NAYS							
ABSTAIN							

Resolution 2110 was adopted.

(b) Resolution Amending the Comprehensive Fee Schedule

Finance Director Roberta Likens indicated that this resolution would amend the fees associated with Municipal Court by removing the payment agreement fee, extended payment fee, extended diversion fee, extended probation fee, probation violation fee, and the docket/citation re-open fee. She added that the expungement fee would be removed to comply with Senate Bill 397 and the other fees are removed as they are no longer imposed by the Court.

IT WAS MOVED BY COUNCILOR ERVIN AND SECONDED BY COUNCILOR FLECK TO ADOPT RESOLUTION NO. 2111.

Mayor Solesbee announced the motion with a second and called for discussion.

The vote on the motion was as follows:

VOTE	Councilor Dreher	Councilor Ervin	Councilor Fleck	Councilor Merryday	Councilor Savage	Councilor Stinnett	Mayor Solesbee
AYES	X	X	X	X	X	X	X
NAYS							
ABSTAIN							

Resolution 2111 was adopted.

(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 increase the hourly rate for court appointed attorneys to \$75 per hour with a maximum of \$750.00 for cases resolved without a trial and \$1,500.00 for cases resolved after trial. He added that the Judge and the Court has requested Council to increase the rate as it has become more difficult to recruit and retain court appointed attorneys.

IT WAS MOVED BY COUNCILOR FLECK AND SECONDED BY COUNCILOR ERVIN TO ADOPT ORDINANCE NO. 3175.

Mayor Solesbee announced the motion with a second and called for discussion.

Seeing none she called the vote.

The vote on the motion was as follows:

VOTE	Councilor Dreher	Councilor Ervin	Councilor Fleck	Councilor Merryday	Councilor Savage	Councilor Stinnett	Mayor Solesbee
AYES	X	X	X	X	X	X	X
NAYS							
ABSTAIN							

First Vote on Ordinance No. 3175 carried.

BUSINESS FROM THE CITY COUNCIL

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

Public Works and Development Director Faye Stewart updated Council with the progress of the Secondary Clarifier 1 Rehabilitation Project and said a change order is needed due to variances discovered in the concrete floor and rebar not being properly placed. He said the change order would allow for the existing concrete floor to be removed and replaced with an 8 inch thick concrete floor and increase the materials in the clarifier tank walls to designed specifications. He added that the Wastewater reserve fund will service the debt and fees would not need to be increased.

Councilor Merryday asked for an explanation of the photo depicting the clarifier wall.

Public Works and Development Director explained that the tubes are used to inject a strengthening material into the crack and a layer of material is applied to smooth the surface.

Councilor Fleck asked how this change will affect the timeline.

Public Works and Development Director explained that this could extend the project into the first week of November and the contractor is working to finish ahead of the winter season.

Councilor Ervin asked how this could be prevented in the future and if change orders are put out for bid.

Public Works and Development Director said he does not know what else could have been done to anticipate that the floor was not originally built to specifications. He said the clarifier had to be

operational and it was not possible to bore holes to do floor depth checks or sand blast the walls to look for cracks. He added that there was only one bidder for the project and the contract locked the price of materials and labor in case there increases in those areas.

Mayor Solesbee called for further discussion.

IT WAS MOVED BY COUNCILOR FLECK AND SECONDED BY COUNCILOR SAVAGE TO APPROVE CHANGE ORDER 1 FOR THE SECONDARY CLARIFIER 1 REHABILITATION PROJECT FOR \$406,154.80.

Mayor Solesbee announced the motion with a second and called the vote.

The vote on the motion was as follows:

VOTE	Councilor Dreher	Councilor Ervin	Councilor Fleck	Councilor Merryday	Councilor Savage	Councilor Stinnett	Mayor Solesbee
AYES	X	X	X	X	X	X	X
NAYS							
ABSTAIN							

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

Public Works and Development Director Faye Stewart introduced Amber Bahler, Chair of the Committee to give a report and recommendation to Council.

Amber Bahler stated the Vision Statement and Objectives of the Ad Hoc Street Improvement and Funding Committee. She shared that the committee was established in May and has met five times since its creation. She said the committee has become educated on the state of the streets, current potential funding options and the election campaign processes. She outlined the street improvements that have been made this year and the amount of money spent. She said the committee is requesting an extension on the timeline given to the committee so that they can continue meeting and formulate a thorough recommendation.

Councilor Savage thanked Amber for her report and taking the time to chair the committee.

Councilor Merryday thanked the citizens who are members of the committee for taking time to participate.

Public Works and Development Director recognized the participation from Youth Advisory Council member, Cassidy Poetzl.

IT WAS MOVED BY COUNCILOR FLECK AND SECONDED BY COUNCILOR SAVAGE TO EXTEND THE DEADLINE FOR THE AD HOC STREET

IMPROVEMENT AND FUNDING COMMITTEE UNTIL A RECOMMENDATION CAN BE DETERMINED.

Mayor Solesbee announced the motion with a second and called the vote.

The vote on the motion was as follows:

VOTE	Councilor Dreher	Councilor Ervin	Councilor Fleck	Councilor Merryday	Councilor Savage	Councilor Stinnett	Mayor Solesbee
AYES	X	X	X	X	X	X	X
NAYS							
ABSTAIN							

Motion carried.

(c) City Manager Recruitment Proposals

City Manager Richard Meyers presented to Council proposals from GMP Consultants, Jensen Strategies, Local Government Personnel Services and Prothman. He said it is Council’s objective to determine how they would like to move forward in selecting a consultant.

Each Council member took turns expressing their top choices for a recruitment consultant. There was open discussion about the need to interview the consultants in a work session and Council agreed to interview all prospective consultants on August 28th at 5:00 pm.

Councilor Ervin expressed concern that council goals are not in order prior to starting the recruitment.

Councilor Merryday asked if they could have a copy of the current job description.

City Manager replied yes, the current job description is 26 years old and he added that would be part of what a consultant would discuss.

(d) Concerns from Council

Councilor Fleck provided an explanation of the H₂O (Help to Others) program.

Councilor Savage updated Council on her recent and upcoming interactions and events.

Council Dreher encouraged community emergency preparedness and recommended that the City apply for the pre hazard mitigation opportunity through the BRIC grant.

Councilor Ervin informed Council about topics discussed at the recent Lane Economic Committee meeting. He inquired about previous requests to have a presentation by South Lane

Mental Health, to restart the City Tours and requested an update on the Taylor Street sidewalk project.

Public Works and Development Director Faye Stewart replied that two properties still need to complete their concrete work. He said they chose to do it on their own and have until the end of September to do so. He added that they are getting assistance from Mr. Cartwright and they should be poured soon.

Councilor Merryday spoke about the profile of the community and the importance of unity as we start the recruitment process for a new City Manager. He said he understands that there is dissatisfaction with the unhoused situation and it might be time to reevaluation the programs.

Youth Representative Kassidy Poetzl announced that this is her last City Council meeting as she will be leaving for college next week. She thanked all of Council and City Staff for the opportunity and said she is grateful for everything the Youth Advisory Council has provided to her.

Council, Staff and audience members recognized Kassidy's service with applause.

Mayor Solesbee recounted her positive experiences at the recent Mayors Association meeting.

BUSINESS FROM THE CITY MANAGER

(a) Cost of Living Allowance for City Manager

City Manager Richard Meyers requested a 5% Cost of Living Allowance (COLA) to be effective July 1, 2023. He explained that all regular full-time staff and bargaining units have been adjusted with the exception of the City Manager position.

Councilor Fleck said the adjustment is typically done during the City Manager's review in October and made retroactive to July 1, 2023. He said he supports the adjustment and noted that the City Manager is retiring before having the evaluation.

IT WAS MOVED BY COUNCILOR FLECK AND SECONDED BY COUNCILOR ERVIN TO INCREASE THE CITY MANAGER SALARY BY THE COST OF LIVING ALLOWANCE OF 5% EFFECTIVE JULY 1, 2023.

Mayor Solesbee announced the motion with a second and called for discussion.

Councilor Dreher said she supports the increase and it should help in the recruitment process.

Councilor Savage addressed the importance of authorizing the increase so that the City Manager contract is not breached, resulting in a higher cost being paid out.

There was open discussion regarding a potential contract breach if the COLA is not given.

City Manager explained a severance provision in the contract that would activate the termination clause.

Mayor Solesbee announced the motion with a second and called the vote.

The vote on the motion was as follows:

VOTE	Councilor Dreher	Councilor Ervin	Councilor Fleck	Councilor Merryday	Councilor Savage	Councilor Stinnett	Mayor Solesbee
AYES	X	X	X	X	X	X	X
NAYS							
ABSTAIN							

Motion Carried.

(b) Report from City Manager

BUSINESS FROM CITY ATTORNEY

(a) Report from City Attorney

None


ADJOURNMENT

There being no further business, Mayor Solesbee adjourned the regular meeting of the City Council at 8:53 pm.

The next regular City Council Meeting will be held August 28, 2023 at 7:00 pm in the Council Chambers at City Hall.



Mindy Roberts, City Recorder



Candace Solesbee, Mayor