

**COTTAGE GROVE CITY COUNCIL  
MEETING MINUTES  
SEPTEMBER 11, 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 and Jon Stinnett

PRESENT VIA GOTOMEETING: Councilor Chalice Savage

COUNCIL ABSENT:

YOUTH REPRESENTATIVE:

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, Police Chief Cory Chase, Police Captain Shawn Marsh and City Planner Eric Mongan

STAFF PRESENT VIA GOTOMEETING:

CITY ATTORNEY: Carrie Connelly

MEDIA PRESENT: KNND

Mayor Solesbee recounted personal experiences from her memories of September 11, 2001 and ask those in attendance to join her in a moment of silence in remembrance of those who lost their lives.

City Manager Richard Meyers gave incoming Police Chief, Cory Chase the Oath of Office and asked him to read aloud and sign the Criminal Justice Code of Ethics.

**ITEMS ADDED TO THE AGENDA**

None.

**APPEARANCE OF INTERESTED CITIZENS FOR ITEMS NOT ON THE AGENDA**

Jason Brown - 12<sup>th</sup> Street designated camping site, spoke about wanting to improve the site and work on camp cleanliness.

Venice Mason - 28 South 6<sup>th</sup> Street, Cottage Grove, Oregon read a statement regarding distribution of needed supplies that were received and a letter of support for her efforts on the gardening project.

Shannon Troy Simmons - 12<sup>th</sup> Street designated camping site, spoke about the challenges associated with living at the site.

Andrew Gottlieb spoke about the challenges of being homeless and presented several ideas on how to improve the situation.

Mike Borke - 310 North Douglas, Cottage Grove, Oregon spoke about the need to have a specific plan to help the unhoused and have a manageable number.

Ryan High - North Douglas designated camping site, wants stealing addressed within and outside the site and spoke about the challenges faced with homeless.

TJ Kite - North Douglas designated camping site, proposed having camp hosts to address issues.

**PUBLIC HEARING**

None

**CONSENT AGENDA**

(a) Approval of August 14, 2023 City Council Meeting Minutes

**IT WAS MOVED BY COUNCILOR FLECK AND SECONDED BY COUNCILOR ERVIN 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 Declaring Real Property at 79030 Thornton Lane (Tax Lot 20-03-22-40-00104) to be Surplus

Public Works and Development Director Faye Stewart provided history of the property, the partition and rezoning. He said the resolution would declare the property as surplus and direct staff to sell the property. He added that selling the property would pay off the loan on the property and reduce debt service in the Wastewater Fund.

**IT WAS MOVED BY COUNCILOR ERVIN AND SECONDED BY COUNCILOR FLECK TO ADOPT RESOLUTION NO. 2113 DECLARING THE PROPERTY AT 79030 THORNTON LANE (TAX LOT 20-03-22-40-00104) SURPLUS AND DIRECT STAFF TO HAVE THE PROPERTY APPRAISED AND OFFERED FOR SALE AND AUTHORIZE THE CITY MANAGER TO ISSUE AND SIGN ALL SUCH DOCUMENTS NEEDED TO LIST THE PROPERTY FOR SALE.**

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							

Resolution No. 2113 was adopted.

- (b) Second Vote on Ordinance No. 3175 Amending Section 2.56.030 Appointed Counsel’s Fee of the Cottage Grove Municipal Code

City Manager Richard Meyers reminded Council that this is the second vote on the ordinance which was first read on August 14, 2023. He said it would increase legal counsel’s fee to \$75.00 with a \$750.00 max for cases that are resolved without a trial and \$1,500.00 for cases resolved after trial.

**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							

Ordinance No. 3175 was adopted.

**BUSINESS FROM THE CITY COUNCIL**

(a) Personal Services Agreement for City Manager Recruitment Services

City Manager Richard Meyers presented the personal services agreement prepared by the City Attorney. He further explained the need to indicate who should receive notices regarding the agreement and recommended that they be delivered to the City Recorder.

Discussion was held about some of the language used in the agreement.

**IT WAS MOVED BY COUNCILOR ERVIN AND SECONDED BY COUNCILOR FLECK TO APPROVE THE PERSONAL SERVICES AGREEMENT FOR CITY MANAGER RECRUITMENT SERVICES WITH GMP CONSULTANTS FOR PROFESSIONAL FEES NOT TO EXCEED \$18,500 PLUS EXPENSES NOT TO EXCEED \$6,000 AND AUTHORIZE THE MAYOR TO SIGN THE AGREEMENT AND TO ADD CITY RECORDER, MINDY ROBERTS AS THE POINT OF CONTACT FOR THE CITY.**

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.

Mayor Solesbee announced Item (b) City Manager Recruitment Kickoff Meeting will be moved to after the Executive Session and community members will be welcomed back at that time.

(c) Concerns from Council

Personal experiences were shared from staying overnight at the designated camping sites.

It was proposed and discussed to bring stakeholders together to plan a community conversation about homelessness and staff was asked to conduct a survey to determine possible dates and location.

Invitation was extended to join Friends of the Cottage Grove Skate Park on Saturday at 8:00 am to beautify a section of Gateway Blvd. from Main to Taylor.

A request was made to move Concerns from Council to directly after public comments.

Announcement was made that September is Emergency Preparedness Month and people were encouraged to do what they can to be prepared.

**BUSINESS FROM THE CITY MANAGER**

(a) Report from City Manager

None

**BUSINESS FROM CITY ATTORNEY**

(a) Report from City Attorney

City Attorney Carrie Connelly explained recent changes made to public meeting laws and answered questions from Council on topics related to serial meetings, required ethics trainings, clarification of the complaint process, noticing public meetings and public access to meetings.

Mayor Solesbee recessed the regular meeting at 8:18 pm to enter into Executive Session.

Council reconvened at 8:50 pm

(b) City Manager Recruitment Kickoff Meeting

City Manager Richard Meyers, Assistant City Manager Jake Boone, Public Works and Development Director Faye Stewart and City Attorney Carrie Connelly excused themselves for the remainder of the meeting.

Bob Larson and Kate Hansen with GMP Consultants discussed with Council aspects of the city manager recruitment process including; a 13 week recruitment schedule, collection of profile development information, advertising of the position and a community forum.

Council held discussion about the best date for the community forum.

Council held discussion about hiring an interim city manager and deliberated if the person should be an internal or external candidate. It was the consensus of Council to find an external candidate to fill the position and GMP will work to help do so.

### **ADJOURNMENT**

There being no further business, Mayor Solesbee adjourned the regular meeting of the City Council at 9:32 pm.

The next regular City Council Meeting will be held September 25, 2023 at 7:00 pm in the Council Chambers at City Hall.

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Mindy Roberts, City Recorder

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Candace Solesbee, Mayor