

**COTTAGE GROVE CITY COUNCIL
MEETING MINUTES
AUGUST 28, 2023**

CALL TO ORDER

Mayor Solesbee called the meeting to order at 7:17 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 Chalice Savage

PRESENT VIA GOTOMEETING: Councilor Stinnett

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 Captain Shawn Marsh, City Planner Eric Mongan, Community Coordinator Teresa Cowan and Human Resource Specialist Mandy Biehler.

STAFF PRESENT VIA GOTOMEETING:

CITY ATTORNEY:

MEDIA PRESENT: KNND, Cottage Grove Sentinel

ITEMS ADDED TO THE AGENDA

None

APPEARANCE OF INTERESTED CITIZENS FOR ITEMS NOT ON THE AGENDA

Bruce Kelsh, 78340 Halderman Road Cottage Grove, Oregon expressed appreciation to Council and acknowledged the hard work that it will take to recruit and fill the City Manager position.

CONSENT AGENDA

- (a) Approval of July 31, 2023 City Council Special Meeting Minutes
- (b) Approval of August 11, 2023 Agenda Session Minutes

A spelling correction was made to the August 11, 2023 Agenda Session Minutes on Page 3, noting a typing error in the spelling of Nancy Nathanson’s name.

IT WAS MOVED BY COUNCILOR FLECK AND SECONDED BY COUNCILOR ERVIN TO APPROVE THE CONSENT AGENDA AS AMENDED.

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) A Resolution Adopting Standards and Guidelines for the Review of Applications for the Multi-Unit Property Tax Exemption Program

City Planner Eric Mongan presented the Standards and Guidelines to Council that will be used when reviewing applications for the Multi-Unit Property Tax Exemption Program (MUPTE). He noted that it has been updated since the Agenda Session on Friday to include changes suggested by Council that will allow Staff to regularly update the AMI tables based on information obtained from Lane County.

IT WAS MOVED BY COUNCILOR FLECK AND SECONDED BY COUNCILOR SAVAGE TO ADOPT RESOLUTION NO. 2112.

Mayor Solesbee called on Bruce Kelsh for his citizen comments.

Bruce Kelsh 78340 Halderman Road, Cottage Grove, Oregon spoke in favor of the resolution and encouraged Council to continue pursuing a LIRHPTE.

Comment was made in favor of the resolution in order to add decision making criteria for the assessment of MUPTE applications, but not as a method to create affordable housing.

Mayor Solesbee called for further 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 2112 was adopted.

BUSINESS FROM THE CITY COUNCIL

(a) Selection of Consultant to Assist with City Manager Recruitment

City Manager Richard Meyers announced that interviews had taken place with prospective consultants and this is now an opportunity for Council to discuss how they would like to proceed.

Council shared their choices as a result of holding the interviews.

IT WAS MOVED BY COUNCILOR SAVAGE AND SECONDED BY COUNCILOR FLECK TO HIRE GMP CONSULTANTS.

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

Comments were made about the need to have a robust community involvement process and to maintain privacy of the candidates that are being interviewed.

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) Approval of Thornton Lane and Airport Road Water Mainline Extension

Public Works and Development Director Faye Stewart presented a brief explanation of the project, the preferred materials and the proposals that were received.

IT WAS MOVED BY COUNCILOR FLECK AND SECONDED BY COUNCILOR SAVAGE TO APPROVE THE CITY THORNTON LANE WATER MAINLINE INSTALLATION PROJECT AWARDDING THE BID TO WIND ROSE EXCAVATION LLC, BASE BID PLUS ALTERNATIVE #2 FOR \$121,099.20 USING 8” C900 POTABLE WATER PIPE DEPENDING ON AVAILABILITY OF MATERIALS AND TO AUTHORIZE THE CITY MANAGER TO ISSUE PAYMENT UPON COMPLETION.

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) Quarterly Homelessness Report

City Manager Richard Meyers explained the materials and handouts that were presented to Council for the quarterly homelessness report.

An explanation was given about the different types of counts used including; the Point in Time Count (PIT Count), the Homeless by Name List and the McKinney-Vento numbers, specifically related to youth.

Council asked questions of Assistant City Manager Jake Boone including;

- How many people are at each of the sites?
- How do we identify who is currently using the sites?
- What could be done to identify who is using sites?
- What is the capacity of the sites?
- Where is the next designated camping site if the others are full?
- How many shelters are at the Hwy 99 Site?
- What can be done to control the garbage at the designating camping sites?
- What are the expenses incurred at the camps?

Interested was expressed in having a facilitated listening session regarding the unhoused situation so that people can share their opinions and ideas.

Jeff Roeder 1135 Tyler Ave, Cottage Grove, Oregon 97424 expressed concern about the homeless situation and the need to keep Cottage Grove safe.

Mike Borke 310 N Douglas, Cottage Grove, Oregon 97424 expressed concern with not having a true number of how many people are experiencing homelessness, how many have been helped and the conditions of the sites.

(d) Information Regarding the Central Lane County Flood Map

City Planner Eric Mongan informed Council that he received a letter from FEMA indicating they will evaluate the issues raised and if warranted they will revise the Flood Rate Insurance Map and Flood Insurance Study report.

Members of Council commended City Planner for his hard work, research and diligence in order for FEMA to reconsider the flood maps.

(e) Concerns from Council

Announcement was made regarding an article in the League of Oregon Cities magazine highlighting that the Cottage Grove Skate Park had received a matching grant.

Comment was made stating impartiality of the recall.

BUSINESS FROM THE CITY MANAGER

(a) Draft Personnel Manual

Assistant City Manager Jake Boone presented to Council a draft personnel manual for review and asked that they approve its presentation to the bargaining units for their review.

IT WAS MOVED BY COUNCILOR FLECK AND SECONDED BY COUNCILOR SAVAGE TO APPROVE THE DRAFT PERSONNEL MANUAL AND PRESENT IT TO THE CITY’S BARGAINING UNITS.

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 | | | | | | | |

Motion carried.

(b) Report from City Manager

City Manager Richard Meyers recognized Interim Police Chief Groth for his service and invited Council to a barbeque on August 30th at 5:00 pm.

City Manager highlighted the dramatic increase of Armory usage and provided Council with rental income by fiscal year.

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 9:17 pm.

The next regular City Council Meeting will be held September 11, 2023 at 7:00 pm in the Council Chambers at City Hall.

Mindy Roberts, City Recorder

Candace Solesbee, Mayor