

**COTTAGE GROVE CITY COUNCIL
MEETING MINUTES
NOVEMBER 27, 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:

STAFF PRESENT IN THE COUNCIL CHAMBERS: Interim City Manager David Clyne, Assistant City Manager Jake Boone, City Recorder Mindy Roberts, Public Works & Development Director Faye Stewart, Finance Director Roberta Likens, Police Chief Cory Chase, City Planner Eric Mongan, Assistant City Planner Allison Crow, Human Resources Specialist Mandy Biehler and Project Coordinator Shauna Neigh

STAFF PRESENT VIA GOTOMEETING:

CITY ATTORNEY: Mark Wolf

MEDIA PRESENT:

ITEMS ADDED TO THE AGENDA

None.

APPEARANCE OF INTERESTED CITIZENS FOR ITEMS NOT ON THE AGENDA

Dale Gangl, Cottage Grove, Oregon expressed concern about the homeless situation and the state of the City.

Bill Christiansen, Cottage Grove, Oregon shared a wish list of items for the City of Cottage Grove, the Police, City Manager and City Council.

PUBLIC HEARING

None.

CONSENT AGENDA

None.

RESOLUTIONS AND ORDINANCES

(a) Resolution Adopting the Cottage Grove Urban Forest Management Plan

City Planner Eric Mongan explained the history of work that has taken place in order to prepare the Urban Forest Management Plan and presented the draft to Council to consider for adoption.

Reilly Newman spoke in support of the resolution.

IT WAS MOVED BY COUNCILOR FLECK AND SECONDED BY COUNCILOR SAVAGE TO ADOPT RESOLUTION NO. 2120.

Council comments and questions included concern about the Street Tree Fee; desire to incentivize planting trees, restricting the type of trees allowed on properties and encouraging a larger food supply through urban planting.

City Planner Eric Mongan clarified that the Street Tree Fee would help achieve the 90% survival rate by allowing the City to purchase trees at a bulk price, have two planting seasons, and ensure proper prep and watering of the planting site. He added that the trees identified in the street tree list are what is allowed in the public right of way.

Councilor Fleck, as the maker of the motion and Councilor Savage as the second, agreed to rescind the motion in order to allow the City Planner time to consider recommendations made and re-present the draft plan and resolution at the December 11, 2023 Council meeting.

(b) A Resolution Amending the City of Cottage Grove Personnel Manual

Interim City Manager David Clyne explained that the proposed resolution is to consider amending the Cottage Grove Personnel Manual to reflect the payment of a 6% PERS Pickup by the City for Non-Represented employees. He explained the benefits and elaborated on how it

would be funded. He added that although it is important for Council to take the recommendation seriously, he suggested deferring the resolution to a future meeting, pending more information from the Finance Director.

Council questioned why Staff took this direction previously.

Interim City Manager replied that he perceives it was done as a conservative way to manage labor costs.

- (c) A Resolution Demonstrating a Commitment to Support a Planning Loan Application for the Oregon Department of Environmental Quality (DEQ) Clean Water State Revolving fund to Provide Funds to Update the City of Cottage Grove Stormwater Drainage and Treatment Master Plan.

Project Coordinator Shauna Neigh requested a resolution in support of a planning loan to update the 2024 Stormwater Drainage and Treatment Master Plan. She added that there is a possibility of 100% forgiveness.

IT WAS MOVED BY COUNCILOR FLECK AND SECONDED BY COUNCILOR ERVIN TO ADOPT RESOLUTION NO. 2121.

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

Council expressed appreciation to Staff for seeking alternative funding so that the City budget could be used in other ways.

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 No. 2121 was adopted.

BUSINESS FROM THE CITY COUNCIL

- (a) Councilor Subcommittee Appointment for Planning Commission, Historic Preservation Commission, and Urban Forestry Committee.

City Planner Eric Mongan expressed the need to fill vacancies on various boards and commissions. He requested subcommittee appointments to hold the interviews.

Mayor Solesbee asked for volunteers and made the following appointments:

- Planning Commission: Councilor Ervin, Mayor Solesbee and chair Councilor Fleck.
- Urban Forestry Committee: Councilor Fleck, Merryday, and chair Councilor Savage.
- Historic Preservation Commission: Mayor Solesbee, Councilor Stinnett and chair Councilor Merryday.

(b) Concerns from Council

Councilor comments and questions included:

- Recap of attendance and experiences at National League of Cities (NLC) Conference.
- Request for signage at the entrance to the South River Road Dog Park.
- Attendance of the Lane Workforce Retreat.
- Request for breakdown of spending for the homeless sites and Staff safety training.
- Attendance at a legislative event with discussions held about funding homeless shelters.
- Regretful announcement that Brea Middleton lost her fight against cancer.
- Announcement of Christmas in the Grove Kick off events and times.
- Announcement Councilor Savage's election to NLC Board of Directors.

Public Works and Development Director responded that a variety of directional signs and monument signs have been ordered for the South River Road Dog Park.

Interim City Manager responded that the request for information regarding the homeless sites would be added to the Issue Tracker and potentially provided at the next Council meeting.

BUSINESS FROM THE CITY MANAGER

(a) Approval of Temporary Full-Time Payroll-Human Resources Assistant

Interim City Manager David Clyne presented a request to change the recruitment of a Temporary Payroll-Human Resources Assistant from part-time to full-time. He elaborated on the challenges in filling the position.

IT WAS MOVED BY COUNCILOR ERVIN AND SECONDED BY COUNCILOR FLECK TO FOLLOW THE RECOMMENDATION OF STAFF TO HIRE A TEMPORARY FULL-TIME POSITION IN THE HUMAN RESOURCES DEPARTMENT.

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

Councilor recommended that if the position is included in the budget it remains temporary.

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							

Motion Carried.

(b) Report from City Manager

Interim City Manager David Clyne outlined additions and changes to the Pending City Council Agenda Planner.

BUSINESS FROM CITY ATTORNEY

(a) Report from City Attorney

None.

Mayor Solesbee recessed the regular meeting at 8:10 pm to enter into Executive Session.

Council reconvened at 10:25 pm

ADJOURNMENT

There being no further business, Mayor Solesbee adjourned the regular meeting of the City Council at 10:26 pm.

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

Mindy Roberts, City Recorder

Candace Solesbee, Mayor