COTTAGE GROVE CITY COUNCIL
REGULAR MEETING MINUTES
NOVEMBER 26, 2018

CALL TO ORDER

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

ROLL CALL/PLEDGE OF ALLEGIANCE

City Recorder Trudy Borrevik called the roll. The following were

PRESENT:	Mayor Jeff Gowing, Councilors Kenneth Michael Roberts, Bob Ehler, Mike Fleck, Garland Burback and Greg Ervin
ABSENT:	Councilor Jake Boone
YOUTH REPRESENTATIVE:	MJ Raade
STAFF PRESENT:	City Recorder Trudy Borrevik, Public Works and Development Director Faye Stewart, Finance Director Roberta Likens, Library Director Pete Barrell, and Police Chief Scott Shepherd
CITY ATTORNEY:	
OTHERS PRESENT:	Cameron Reiten, KNND Radio and Caitlyn May, The Sentinel

ITEMS ADDED TO THE AGENDA

None

APPEARANCE OF INTERESTED CITIZENS FOR ITEMS NOT ON THE AGENDA

None

PUBLIC HEARINGS

None

CONSENT AGENDA

(a) Approval of October 19, 2018 Agenda Session Minutes
(b) Approval of October 22, 2018 Council Regular Meeting Minutes

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

The vote on the motion was as follows:

VOTE	Councilor Roberts	Councilor Ehler	Councilor Boone	Councilor Fleck	Councilor Burback	Councilor Ervin	Mayor Gowing
AYES	X	X		X	X	X	X
NAYS							
ABSTAIN							

RESOLUTIONS AND ORDINANCES

None

BUSINESS FROM THE CITY COUNCIL

(a) Cottage Grove High School ASPIRE Program Presentation

Lacey Guest, ASPIRE Coordinator and College and Career Specialist at Cottage Grove High School talked about the ASPIRE program, what it was and what kind of volunteers they were looking for to be mentors. She said their goal in the first year of the program was to get ten volunteer mentors. She showed a PowerPoint presentation which is attached hereto and marked Exhibit "A."

Councilor Ervin asked if the program had a definition for success.

Lacey said the program wanted to be able to help students with the path they chose so they wanted to include all students, not just students who wanted to attend a four year school.

(b) Planning Commission Appointment

Public Works & Development Director, Faye Stewart, said Alan Widener had resigned from the Planning Commission, leaving a vacancy for his term ending December 31, 2020. He said two applications had been received, however one of the applicants was unable to attend the interviews. He said the Council Sub-committee consisting of Jake Boone, Greg Ervin and Mike Fleck interviewed Harry Sanger and were recommending his appointment to the Planning Commission to complete the unexpired term ending December 31, 2020.

Councilor Fleck said both applications were well qualified, however Harry was the only one who was able to attend the interviews. He said all three Councilors were impressed with his interest and experience. He said they encouraged the other applicant to apply for future openings.

Faye said another resignation was received today, making it four additional openings on the Planning Commission at the end of the year, two current Commissioners whose terms expired December 31, 2018 and two vacancies from resignations.

IT WAS MOVED BY COUNCILOR FLECK AND SECONDED BY COUNCILOR ERVIN THAT HARRY SANGER BE APPOINTED TO THE PLANNING COMMISSION EFFECTIVE JANUARY 1, 2019.

The vote on the motion was as follows:

VOTE	Councilor Roberts	Councilor Ehler	Councilor Boone	Councilor Fleck	Councilor Burback	Councilor Ervin	Mayor Gowing
AYES	X	X		X	X	X	X
NAYS							
ABSTAIN							

(c) Appointment of Council Members to the Housing Strategies Implementation Technical Advisory Committee

Public Works & Development Director, Faye Stewart, said the City recently completed the Housing Needs Analysis with ECONorthwest which will come to Council for adoption in January, 2019. He explained that the Oregon Department of Land Conversation and Development (DLCD) and the City had signed a Memorandum of Understanding in October, to develop a Housing Strategies Implementation Plan. He said the project was scheduled to be completed by July 30, 2019. He said the first step was to establish a Technical Advisory Committee composed of members of the City Council, Planning Commission, City Staff and community representatives from South Lane School District, South Lane Mental Health, CG Community Hospital, the building and realty community. He said the committee would meet 3-4 times beginning in January, 2019. He said they would like to have two Councilors appointed to the committee.

Councilor Fleck said he was involved in the first phase and would like to continue. He commented about the process and what they were looking for and provided some examples.

IT WAS MOVED BY COUNCILOR BURBACK AND SECONDED BY COUNCILOR FLECK THAT COUNCILORS FLECK AND ERVIN BE APPOINTED TO THE TECHNICAL ADVISORY COMMITTEE.

The vote on the motion was as follows:

VOTE	Councilor Roberts	Councilor Ehler	Councilor Boone	Councilor Fleck	Councilor Burback	Councilor Ervin	Mayor Gowing
AYES	X	X		X	X	X	X
NAYS							
ABSTAIN							

(d) Amendment to City Manager Employment Agreement

Mayor Gowing said on October 24, 2018, the Council held an Executive Session to evaluate the City Manager. He said it was a good evaluation and that Richard did an outstanding job. He said Council compared salaries with comps around the state for other City Managers of cities of similar size to Cottage Grove.

Councilor Fleck said Richard had been with the City along time and that he was doing a great job. He said he was one of the hardest working men he knew and was involved in evening and weekend activities. He said the Youth Advisory Council was Richard's idea, which he had maintained since its inception. He believed Richard's pay scale was behind

IT WAS MOVED BY COUNCILOR FLECK AND SECONDED BY COUNCILOR BURBACK THAT THE CITY MANAGER'S ANNUAL SALARY BE INCREASED TO $130,000 PER YEAR EFFECTIVE OCTOBER 6, 2018.

Mayor Gowing commented that there was a lot that the City Manager did that wasn't seen by the public and used setting up for Veterans Day as an example.

The vote on the motion was as follows:

VOTE	Councilor Roberts	Councilor Ehler	Councilor Boone	Councilor Fleck	Councilor Burback	Councilor Ervin	Mayor Gowing
AYES	X	X		X	X	X	X
NAYS							
ABSTAIN							

(e) Concerns from Council

Councilor Roberts said he agreed with what had been said about Richard and that it had been an honor to work with him. He said he would have liked to see a little more transparency in the last week or so regarding the homeless rest stop. He said he received a lot of phone calls regarding the project. He said he learned more about the project this morning. He said the Council should know

what is going on through the City Manager's Office to be able to answer the voters. He said the City Manager needed to let Council know what he was up to.

Councilor Fleck commented about the homeless rest stop and the Ninth Circuit court ruling. He said it needed to be looked at pragmatically and the City Manager felt it was something that was urgent and needed to be implemented. He said he supported Richard but was welcome to a conversation going forward. He felt it was something in the scope of the City Manager's authority.

Councilor Burback said he listened to the Beeper Show this morning and got the impression that it was something that had just happened in the last several days.

Faye said Richard had been doing his due diligence and wasn't sure he had made up his mind as to his recommendation moving forward. He said the Ninth Circuit Court ruling said cities couldn't criminalize homelessness and stop people from sleeping. He said Richard was trying to be pro-active in trying to find a place that was appropriate within the City. He said he had checked land use issues and had been working with the City Attorney. He said there was a meeting scheduled for Thursday with the committee that had been established.

Mayor Gowing suggested if Councilor Roberts was contacted by several citizens and there was a concern, he should contact the City Manager.

Mayor Gowing provided an update on the recent Lane ACT committee meeting.

BUSINESS FROM CITY MANAGER

(a) Memorandum of Understanding Between the City of Cottage Grove and Northwest Natural Gas Company Agreeing to Increased Franchise Fees and Clarifying City of Cottage Grove Ordinance No. 3033

Public Works & Development Director, Faye Stewart, said the City had established a non-exclusive Franchise Agreement with Northwest Natural Gas for public property use to provide natural gas service within the City on February 10, 2004. He said the agreement included a three percent franchise fee with the opportunity to renegotiate the fee in the 5th, 10th and 15th years in a 20 year agreement. He said on August 26, 2013, the Council adopted Ordinance No. 3033 increasing the franchise fee from three percent to five percent. He said the intent was the increase would be effective February 10, 2014, however the Ordinance was unclear that the fee would increase on that date and NW Natural Gas did not collect or pay the increased franchise fee. He said the attached agreement clarified the fee and when the increase was to begin. It was recommended that the City Council approve the Memorandum of Understanding between the City and NW Natural Gas.

Councilor Burback asked if it was just a house keeping issue.

Faye said yes, it was something that was implemented by the City but not NW Natural Gas.

Councilor Ervin asked if it was known when the increased franchise fee would be included in customer's invoices and how it would work.

Councilor Fleck said the agreement said ninety days.

Finance Director, Roberta Likens, said the Memorandum read that NW Natural Gas would pay to the City the unpaid franchise compensation within 90 days of the effective date of the Agreement. She thought the agreement was that NW Natural Gas would not collect the unpaid franchise fees from their customers all at one time, it would be spread out, but it didn't specify that in the agreement.

IT WAS MOVED BY COUNCILOR FLECK AND SECONDED BY COUNCILOR BURBACK THAT COUNCIL APPROVE THE MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY AND NW NATURAL GAS AGREEING TO INCREASED FRANCHISE FEES AND CLARIFYING ORDINANCE NO. 3033 AND AUTHORIZING THE MAYOR TO SIGN THE AGREEMENT.

Don Reetz, 1408 Cottonwood Place, Cottage Grove, commented that the increased franchise fees would be passed on to the customers and wondered if it was necessary, it was hard on the economy.

The vote on the motion was as follows:

VOTE	Councilor Roberts	Councilor Ehler	Councilor Boone	Councilor Fleck	Councilor Burback	Councilor Ervin	Mayor Gowing
AYES	X	X		X	X	X	X
NAYS							
ABSTAIN							

(b) <u>Cottage Grove Garbage Service Rate Increase Request</u>

Mayor Gowing asked Councilors Burback and Fleck to leave the Council Chambers due to conflict of interest. He said Councilor Burback was affiliated with the garbage service and Councilor Fleck's son worked for the garbage service.

Councilors Fleck and Burback left the Council Chambers.

Public Works & Development Director, Faye Stewart, said the City received the letter attached to the Memorandum requesting a 4.2% rate increase in the garbage service rates effective January 1, 2019. He said the last time the rates were increased was February 1, 2016. He said Tim Alverson from Cottage Grove Garbage Service was at the meeting to answer any questions. He said in the past the Council had considered the request by either reviewing and discussing at a meeting and directing staff to prepare a resolution adopting a new rate schedule or appointing an Ad Hoc committee to review the rate request.

Councilor Roberts said he thought the information was very thorough and explained the increase.

Councilor Ervin asked if they had a frequency of anticipated increases for the future or if it was based on their costs.

Tim Alverson from Cottage Grove Garbage Service said it was based on cost and this increase was based on employee insurance costs, disposal fees and fuel costs.

Councilor Ervin asked if they were dependent on the County Transfer sites.

Tim said it was part of it. He said since the last increase, the County had increased the rate twice, very modest increases, but they had seen a significant increase in the disposal costs of comingled recycling. He said they had to pay to dispose of recycling.

Faye commented that when he was a County Commissioner, there were years when there were no increases and then there would be a huge increase. He said the last few years he was a Commissioner, they had small increases each year instead of one large increase every five to six years.

Mayor Gowing said since the City had hit the magic 10,000 number, if there would be any changes in the garbage service.

Tim said with a 10,000 population, they had to add two additional elements, but didn't know when that would be mandated. He said he had been in discussion with the City Manager about those additional two elements.

Councilor Ehler asked Tim about the County increasing the recycling fees. He commented about the items that couldn't be recycled any longer. He commented about cardboard no longer be accepted.

Tim said the County didn't charge for recycling, they took the recycling to International Paper Company. He said they were still collecting cardboard and it was one of the only things that had value as long as it was separate from the other recycling materials.

Mayor Gowing proposed to have staff bring back a Resolution with the proposed rate increases at the next Council meeting.

Council consensus was to have a Resolution on the next Council Agenda approving a rate increase.

(c) <u>Report from City Manager</u>

Public Works & Development Director, Faye Stewart, said the kick off for Christmas in the Grove was Saturday, December 1st. He said the day started with breakfast with Santa at the Fire Station, the lighting of the tree at 5:00 pm at All-America City Park followed by pictures with Santa at City Hall.

YAC Representative, M J Raade said the YAC was decorating the tree at City Hall on Friday, November 30th.

BUSINESS FROM CITY ATTORNEY

(a) Report from City Attorney

None

ADJOURNMENT

There being no further business, Mayor Gowing adjourned the regular meeting of the City Council at 7:43 pm.

The next regular City Council Meeting will be held December 10, 2018, at 7:00 p.m. in the Council Chambers at City Hall.

Trudy Borrevik, City Recorder

Jeffrey D. Gowing, Mayor

ASPIRE

Encouraging higher education for everyone.

ASPIRE Site: Cottage Grove High School

ASPIRE Coordinator: Lacey Guest

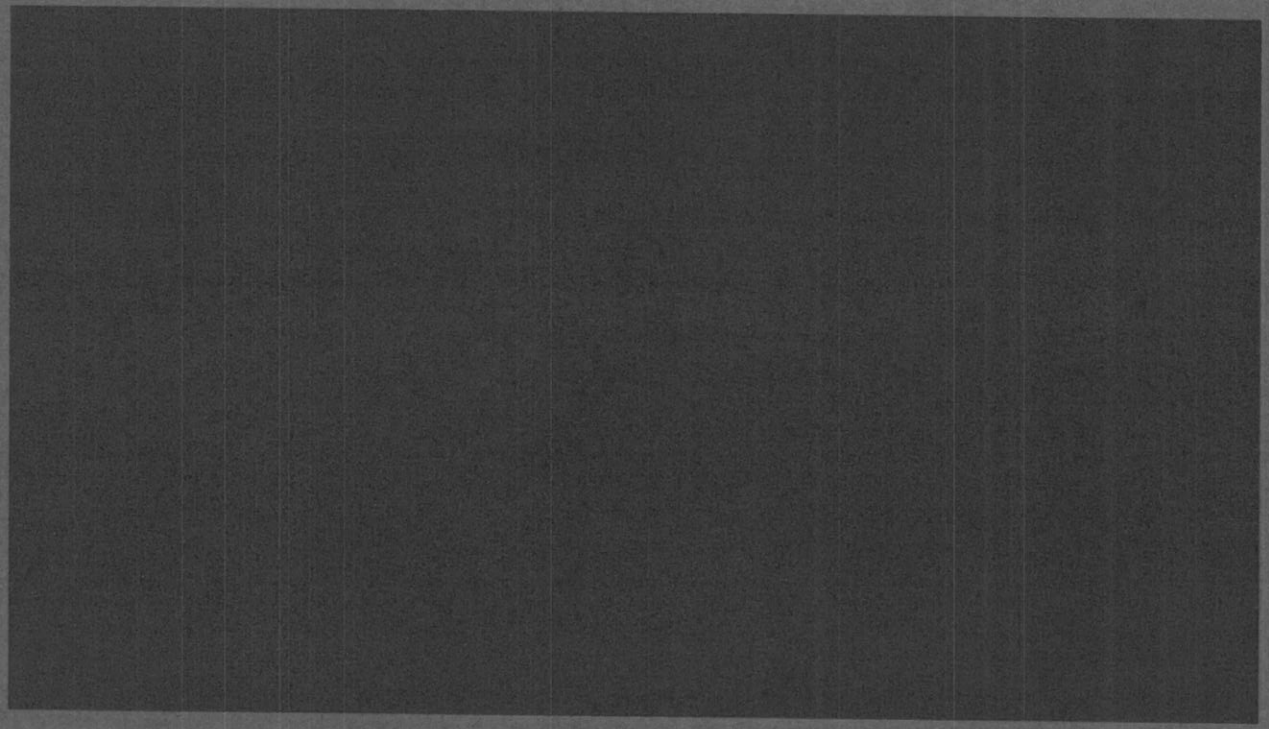
ASPIRE facts

- ASPIRE is the state of Oregon's mentoring program administered through OSAC (Office of Student Access and Completion).
- ASPIRE is a one-on-one mentoring program providing resources and encouragement for all students to access education and career options after high school.

Goals of ASPIRE at CGHS

- To match students with volunteers to help them:
  - Explore career and educational options
  - Choose the best fit
  - Apply for schools, scholarships, internships, and jobs.
- Provide individualized, one-on-one support for students.
- Prepare students for higher education or the workforce.

Seeking Mentors



https://www.youtube.com/watch?time_continue=161&v=aEUt6CC8xmE

CGHS Stats

- 60% of our students are on free/reduced lunch
  - That is approximately 100 seniors who face poverty.
- 96% graduation rate (4th in the state)
- Only 50% of our grads go on to college
  - Up from 40% the previous year
  - 10% increase in college-going in one year!

Class of 2019

- 37% interested in community college
- 32% interested in 4-year college/university
- 12% unsure
- 11% interested in military
- 8% interested in apprenticeship/trades

Interested in Becoming an ASPIRE Mentor?

Scan the Code! Or contact:

Lacey Guest
Cottage Grove High School
(541) 942-3391 (ext. 225)
lacey.guest@slane.k12.or.us