

# CITY OF ROGUE RIVER

# City Council Minutes

THURSDAY, FEBRUARY 22, 2024

CITY HALL COUNCIL CHAMBERS

CITY OF ROGUE RIVER, JACKSON COUNTY, OREGON

**CALL TO ORDER** The Regular Council meeting was called to order by Mayor Pam VanArsdale at 6:02 p.m.

**PLEDGE OF ALLEGIANCE** Mayor Pam VanArsdale led the Council and audience in the Pledge of Allegiance  
**INVOCATION** None given

**QUORUM** **COUNCIL MEMBERS PRESENT:**

City Councilor Grace Howell  
City Councilor Rick Kempa  
City Councilor Sherrie Moss  
City Councilor Barb Hilty  
City Councilor Barb Gregory  
Mayor Pam VanArsdale

**COUNCIL MEMBER ABSENT:** City Councilor Sharie Davis (Excused)

**STAFF PRESENT:**

Ryan Nolan, City Administrator  
Diane Oliver, City Recorder

**MEDIA PRESENT:**

Brian Martinson, Rogue River Press

**MINUTES OF JANUARY 25, 2024** Moved by Moss, seconded by Hilty. No discussion on minutes

All Ayes, none opposed, minutes of January 25, 2024 are approved.

**COMMITTEE REPORTS:**

**Community Relations: Chamber of Commerce Liaison** : City Councilor Rick Kempa reported that there was approval of minutes starting from June through November of 2023 plus going over book keeping notes. The Kiwanis's has a budget of \$10,000 and most of this has been spent on pamphlets for the Rooster Crow. They are looking for committee members to serve for the parade, car show, plus the food vendors. Tim the president has been out of town, so things will get moving now. They are also looking for a way to finish the maps. The March mixer will be at the WBCP the first Tuesday in March on Main Street across from Ace Hardware.

**Community Relations; Rogue River Community Center:** City Councilor Barb Hilty reported that they have notary public services that will be available to the public soon. \$10 for non-members and free to members. New lights and security cameras are being installed on all three of their buildings. The Jackson County Veterans service is available every second Thursday from 9:am to 3:pm to answer questions for all Veterans and the public. The March dinner will be held on March 15<sup>th</sup> and they will serve shepards pie.

**Emergency Communication of Southern Oregon (ECSO):** City Administrator Ryan Nolan attended a meeting where they discussed closing the gap in funding on the large radio project that the citizens voted to support through bonds. They are working with the legislature to get capital funds to complete that project. They are very seriously looking at restructuring dues and potentially having to take out a loan for short-term funding. Option 1 would be the main entities like Jackson County or Medford would have to front that money, or option 2 would be every member of the ECSO would have to participate in that loan. If that were to happen, it would have to come to the city as a member. Ryan will keep us posted.

**Finance Committee:** Councilor Sherrie Moss reported that they met three times in the month of January and signed 53 checks totaling \$162,855.21.

**Personnel Committee:** Councilor Barb Hilty reported that they had their last meeting and the discussion was focused on new police personnel that will be announced soon.

**Planning Commission Liaison:** Planning Commission Liaison Barb Gregory reports that the discussion was regarding the proposed changes to the flood plain language in the development code. Standard operating procedures that is a required update and will be included in a Planning Commission public hearing on March 12, 10:00AM. Food trucks will also be discussed at that meeting. The city did receive a grant from Climate -Friendly and Equitable Communities, but we wait to hear how much that amount will be. We will also be working on a parking code in April which includes State required ADA requirements. We will be having a joint city council/planning workshop in May. Our next planning commission meeting will be February 27<sup>th</sup> at 6:00pm. Ryan introduced Shandell Clark to the planning commissioners who will be helping us from the RVCOG on parking reform.

**Rogue Valley Area Commission on Transportation (RVACT):** No Meeting

**Rogue Valley Council of Governments:** No meeting until next week

**Middle Rogue Metropolitan Planning Organization (MRMPO):** Mayor Pam Van- Arsdale reported that the meeting included voting for a chair and vice chair, Valarie Lovelace will continue to be chair, and vice chair will be Melia Biedscheid. We also —

reviewed funding for an ODOT project because of the high cost of building and that amount will change. We also reviewed the last three chapters of our regional transportation plan which will come before us as a whole next month. The Mayor encouraged us to check out the MRMPO web site. There was a discussion about dues as well. Rogue River pays \$391.00 right now in dues and this amount will go up to \$396.00. Next year they are anticipating a change in the amount we receive from what's called PL funds through the State. If that happens dues will go up and possibly double. We will cross that bridge when we get there.

**Citizens Advisory Committee:**

No report given

Mayor Pan VanArsdale welcomed Commissioner Colleen Roberts who is in the audience.

**PUBLIC INPUT:** None

**NEW BUSINESS:**

**AGENDA ITEM 1** Award contract for Municipal Audit services

Moved (Hilty) seconded by (Kempa) that we accept and award the contract for municipal audit services to Sensiba

Discussion on the motion

Roll Call Vote:

Howell, yes

Kempa, yes

Hilty, yes

Moss, yes

Gregory, yes

**The Five Year Contract has Been Awarded to Sensiba**

**AGENDA ITEM 2** Request: Approve a park sign request from the Rogue River Garden Club

Moved by (Gregory) seconded by (Howell) that we approve the request from the Garden Club for the park sign.

No discussion on the motion

Votes: All Ayes, none opposed, motion carries unanimously

**AGENDA ITEM 3** Approve a letter of support regarding the Rogue River Rural Fire Protection Districts application for a Community Renewable Energy Grant for roof mounted solar panels

Moved (Howell) seconded by (Kempa) that we approve the letter of support regarding the Rogue River Rural Fire Protection Districts application for a Community Renewable Energy Grant for roof mounted solar panels

No discussion on the motion

Votes: All Ayes, none opposed, motion carries unanimously

**AGENDA ITEM 4** Agreement: Approve the annual agreement with the Kiwanis Club of Rogue River authorizing the organization to conduct the annual "Rogue River's National Rooster Crowing contest"

Moved (Howell) seconded by (Moss) that we approve the annual agreement with the Kiwanis Club of Rogue River authorizing the organization to conduct the annual "Rogue River's National Rooster Crowing Contest".

Discussion on the motion

Votes: All Ayes, none opposed, motion carries unanimously

**AGENDA ITEM 5** Approve the Mayor's Committee Appointments and Council Assignments

Moved by (Moss) Seconded by (Kempa)

Discussion on the motion so that the Mayor was clear on what was being voted on; reappointing Deborah Daves to position number 2 on the budget committee, and also reappointing John Bond to position number 5 on the budget committee and a new applicant for the budget committee Terri Mendonca to position number 4 who will be filling a vacancy on the budget committee. Also to re-appoint Lorrie Williams and Susan Burnes to the CAC. We are creating an ADHOC in place of the Personnel Committee, and Barb Hilty will chair, and Sherrie Moss will vice chair. For MRMPO Share Davis will be the alternate.

For the record, the Community Center representative is not a liaison, that position will be a representative.

Vote: All Ayes, none opposed, motion carries unanimously, the Mayor's Committee Appointments and assignments are approved

**AGENDA ITEM 6 CB 24-2481** Approve the ordinance granting Avista Corporation doing business as Avista Utilities a Washington Corporation, its successors and assigns, the noninclusive right, privilege, authority and franchise to locate, construct, install, own, maintain, repair, extend, operate and use facilities in, upon over, under, along, and across the franchise area for purpose of transmission, distribution and sale of gas and repealing Ordinance No 14-383-O, including an

an emergency clause.

Moved by (Hilty) seconded (Gregory) that Council Bill 24-2481-O an ordinance granting Avista Corp doing business as Avista Utilities a Washington Corporation, its successors and assigns, the privilege, authority and franchise to locate, construct, install, own, maintain, repair, extend, operate and use facilities in, upon over, under, along, and across the franchise area for purpose of transmission distribution and sale of gas and repealing ordinance No. 14-383-O including an emergency clause be adopted by Council.

No discussion on the motion

Roll Call Vote:

Howell, yes

Kempa, yes

Hilty, yes

Moss, yes

Gregory, yes

The Ordinance has been approved for Avista Utilities to do business; the new Ordinance is 24-425-O

**AGENDA ITEM 7** CB 24-2482 Approve a resolution amending committee rules for the city of Rogue River, to remove the Personnel Committee, as administrative staff are more properly assigned to deal with city staff personnel issues, and rescinding resolutions No. 23-1409-R, and 23-1414-R.

Moved (Moss) Seconded (Hilty) to approve the resolution amending committee rules for the city of Rogue River, to remove the Personnel Committee, as administrative staff are more properly assigned.

to deal with city staff personnel issues, and rescinding resolutions No. 23-1409-R, and 23-1414-R.

Discussion on the motion primarily regarding the terms of office.

Moved (Gregory) seconded by (Howell) to table this discussion to a future date Vote-All Ayes, none opposed, we will discuss this further in the month of March.

**AGENDA ITEM 8** Accept the February 8, 2024 Tree City Committee minutes

Moved by (Gregory) Seconded by (Moss) that the council accepts the Rogue River Tree City USA Committee minutes of the meeting of February 8, 2024

Questions were asked about the upcoming tree climbing competition in Palmerton Park in April and the possibility of the trees being harmed.

Vote-All Ayes, none opposed, minutes are adopted.

**OTHER BUSINESS:** None

**ADJOURN** There being no further business to come before the city council and upon motion duly made (Gregory), seconded by (Howell) and carried, the meeting adjourned at 6:30 pm.



Pam VanArsdale, Mayor



Diane Oliver, City Recorder

2-22-24

Date