

CITY OF ROGUE RIVER

City Council Minutes

THURSDAY, SEPTEMBER 22, 2022

CITY HALL COUNCIL CHAMBERS

CITY OF ROGUE RIVER, JACKSON COUNTY, OREGON

CALL TO ORDER The Regular Council meeting was called to order by Mayor Wayne Stuart at 6:00 p.m.

INVOCATION City Councilor Barb Hilty delivered the Invocation

PLEDGE OF ALLEGIANCE Mayor Wayne Stuart led the Council and audience in the Pledge of Allegiance

QUORUM **COUNCIL MEMBERS PRESENT:**

Mayor Wayne Stuart
City Councilor Pam VanArsdale
City Councilor Rick Kempa
City Councilor Barb Hilty
City Councilor Sherrie Moss
City Councilor Barb Gregory

STAFF PRESENT:

Ryan Nolan, City Administrator
Carol Weir, City Recorder
Mike Bollweg, Public Works Director
Jim Williams, Chief of Police
Stephanie Madtson, Clerk Typist

LEGAL COUNSEL PRESENT:

Michael Franell, Attorney at Law

MEDIA PRESENT:

Brian Mortensen, Rogue River Press

A quorum was present and due notice had been published.

COMMITTEE REPORTS:

Community Relations; Rogue River Chamber of Commerce: City Councilor Rick Kempa reported that they scheduled a Winter Wonderland meeting on September 29, 2022 at Umpqua Bank for setting up the lights; they were still looking for volunteers at the visitor's center; the mixer for October would be held at Abby's Pizza Inn at 5:30 p.m. on the third Thursday; and, their Halloween Party had been canceled turning it into a News Eve Party.

Community Relations; Rogue River Community Center: City Councilor Barb

Hilty reported that they received the keys to the Food Pantry and they would be having an open house with a ribbon cutting ceremony about the middle of October. They also received a Meal Grant that would assist with items in the kitchen, feeding the people with Meals on Wheels and the food bank.

Emergency Communication of Southern Oregon (ECISO): Mayor Wayne Stuart reported that there was no meeting.

Finance Committee: City Councilor Pam VanArsdale reported that they met twice during the month of April 2022 to review, approve and signing 62-checks totaling \$105,619.07, then twice during the month of May 2022 to review, approve and signing 92-checks totaling \$185,449.67, twice during the month of June 2022 to review, approve and signing 98-checks totaling \$252,897.66, twice during the month of July 2022 to review, approve and sign 93-checks totaling \$308,945.23, and, twice during the month of August 2022 to review, approve and signing 105-checks totaling \$201,155.94. The auditors were on site for 3-days to prepare for the audit.

Middle Rogue Metropolitan Planning Organization (MRMPO): City Councilor Pam VanArsdale reported that they needed to amend the 2020-2024 Transportation Improvement Program (TIP) because they overlooked 2022, 2023 and 2024 transit operations when they prepared the TIP. Then a small adjustment was done for the seismic retrofits being done due to a cost increase which ODOT was able to adjust.

Personnel Committee: City Councilor Pam VanArsdale reported that they met to discuss personnel issues.

Planning Commission Liaison: Planning Commission Liaison Barb Gregory reported that they met to continue their review of Chapter 17 of the municipal code regarding public spaces and non conforming uses. The reviewed example charts created by the City Planner to be put on the city website relating to zones, permitted uses along with a zone map.

Police Commission: Chief Jim Williams reported that the department was doing well, filling shifts with overtime to cover for people on vacation and the sheriffs office also helped out. They held hiring boards for 9-applicants with 6-people responding, hoped to narrow it down and hopefully be able to give an entry level conditional job offer. He felt good with the group that came through and hopeful for a good candidate. They were also prepared for the annual Ride the Rogue event over the upcoming weekend.

Rogue Valley Area Commission on Transportation (RVACT): City Councilor Pam VanArsdale reported that there was no meeting and none scheduled until November.

Rogue Valley Council of Governments: Mayor Wayne Stuart reported that the

meeting was scheduled for the week following this City Council meeting

Council Advisory Committee: Chair Francis Gilbert reported that they were looking for volunteers. They were able to meet with the City Administrator and discuss what they were focused on. Also Chief Williams spoke about his attendance at the FEMI meeting where they discussed schools and the fact that there were more than one way to have a crisis in a school. Wildfire being one and what would happen with children trying to leave the school and parents trying to get into the school but they would be discussing that more. He would be meeting with White City Fire District 3 to discuss the coordination of wildfire issues in our area.

Mayor Wayne Stuart commented that Ride the Rogue was raising funds for the expansion of the Greenway from Grants Pass to Rogue River but at that time there was no designated riding path to eventually continue all the way to Ashland.

City Councilor Pam VanArsdale commented that the MRMPO had also dedicated funds to assist in the planning phase.

NEW BUSINESS:

AGENDA ITEM 1 **Oath of Service:** City Recorder Carol Weir administered the Oath of Service to City Administrator Ryan Nolan.

City Administrator Ryan Nolan introduced his family to the Mayor and City Council.

AGENDA ITEM 2 **Council Bill No. 22-2448; Resolution No. 22-1404-R:** Council Bill No. 22-2448, a Resolution authorizing signatures for banking services on behalf of the City of Rogue River, Oregon, and rescinding Resolution No. 20-1362-R.

MOVED (VANARSDALE), SECONDED (HILTY) AND CARRIED TO ADOPT COUNCIL BILL NO. 22-2448.

AGENDA ITEM 3 **Appointment:** The Mayor's recommendation to appoint Sharie Davis to City Council position No. 1.

MOVED (MOSS), SECONDED (GREGORY) AND CARRIED TO APPOINT THE MAYOR'S RECOMMENDATION OF SHARIE DAVIS TO CITY COUNCIL POSITION NO. 1.

Mayor Wayne Stuart commented that Sharie Davis was not able to be at the meeting and would be sworn in at a later date.

AGENDA ITEM 4 **Resignation:** Accept the resignation from Planning Commissioner Sharie Davis and declare a vacancy.

MOVED (HILTY), SECONDED (MOSS) AND CARRIED TO ACCEPT A RESIGNATION FROM PLANNING COMMISSIONER SHARIE DAVIS AND DECLARE A VACANCY.

AGENDA ITEM 5 **Appointment:** The Mayor's recommendation to appoint Rick Kempa to the Police Commission.

MOVED (GREGORY), SECONDED (VANARSDALE) AND CARRIED ACCEPT THE MAYOR'S RECOMMENDATION TO APPOINT CITY COUNCILOR RICK KEMPA TO THE POLICE COMMISSION.

AGENDA ITEM 6 **Public Hearing:** A public hearing to hear a request from Kim & Tim Smith at 5817 Foothill Boulevard, Grants Pass, to hook up to utility services within the Urban Growth Boundary and sign a Consent to Annex Agreement.

MOVED (HILTY), SECONDED (KEMPA) TO HEAR A REQUEST FROM KIM & TIM SMITH AT 5817 FOOTHILL BOULEVARD. , GRANTS PASS TO HOOK UP TO UTILITY SERVICES WITHIN THE URBAN GROWTH BOUNDARY AND SIGN A CONSENT TO ANNEX AGREEMENT.

City Administrator Ryan Nolan commented that the applicant was present and part of their request was to make sure the City would allow the utility connection as they try to move forward. It was an existing development on Foothill Boulevard just past Foothill Estates heading toward Grants Pass with septic tank and well issues and would like to connect to city utilities but at this time not fully improve their property frontage as the City would normally require. Staff had reviewed their proposal with the Ordinances of the City with specific conditions for outside the city limits and within the urban growth boundary which had been reviewed and it was his opinion with a few requirements it should be allowed but suggested that they continue the item until a draft legal easement was provided that satisfied the needs of the public work's department and that a final connection plan was approved by the Public Works Director so that the City was confident that the neighboring property would give them the right easement so that the lines would be placed in the right place and their design for where the lines would be were in the right place. Staff suggested that with the applicants approval continue the request to October 27, 2022 giving them time to work on a draft plan and a draft easement or another specific date to request a special meeting earlier.

Applicant Kim Smith of 5817 Foothill Boulevard commented that they were recently able to get an appointment with legal counsel. She expressed a concern that her husband had met with their contractor and the public works director and was informed that easements were not allowed.

City Administrator Ryan Nolan commented that generally the City would discourage utility lines on another piece of property but the Public Works Director could

consider the option if they meet all of the required standards. He said that the lot is common area for Foothill Estates and could not be developed in the future and found no reason to outright deny the request. He asked Ms. Smith if they were acceptable to the continuation of October 27, 2022.

Ms. Smith responded that they were hoping to have the easement the following day and had been informed that they could request a special meeting for an additional charge within the next couple of weeks.

City Councilor Barb Hilty commented that she was a member of the homeowner's association and that according to their bylaws if a signature was required on the easement the elected officials of the HOA by a majority vote that the president was the person that would have to sign the easement and they recently held an election in and she could provide her with the new contact information for the new president.

THE MOTION WAS AMENDED AND CARRIED TO KEEP THE RECORD OPEN AND CONTINUE THE REQUEST OF KIM & TIM SMITH'S REQUEST TO HOOK UP TO UTILITY SERVICES TO OCTOBER 27, 2022 AT 6:00 P.M.

AGENDA ITEM 7 **Voting Delegate:** Assign a voting delegate for the League of Oregon Cities Conference.

MOVED (MOSS), SECONDED (KEMPA) AND CARRIED TO APPOINT CITY COUNCILOR PAM VANARSDALE AS THE CITY'S VOTING DELEGATE FOR THE LEAGUE OF OREGON CITIES ANNUAL BUSINESS MEETING.

AGENDA ITEM 8 **Executive Session:** The City Council to meet in Executive Session pursuant to ORS 192.660(2)(h) to consult with legal counsel concerning legal rights and duties regarding current litigation or litigation likely to be filed.

Mayor Wayne Stuart announced that the City Council would be meeting in Executive Session for the purpose of meeting with certain persons for deliberations of certain matters pursuant to ORS 162.660(2)(h) to consult legal rights and duties regarding current litigation likely to be filed. At the end of the executive session they would return to open the regular meeting and welcome the audience back into the council chambers.

The Regular meeting was recessed at 6:28 p.m. allowing the audience to leave the council chambers.

Mayor Wayne Stuart again read a prepared statement declaring the Executive Session open at 6:29 p.m.

The Executive Session was declared closed at 6:32 p.m., the audience was allowed back into the council chambers and the City Council resumed with the Regular

Council meeting.

OTHER BUSINESS:

City Councilor Pam VanArsdale announced that former City Administrator Mark Reagles received the League of Oregon Cities Herman Kehrli Award which was granted to a city employee who had provided lasting benefits to their community through exceptional contributions to city government. He will be attending the conference with the understanding that the City would be accepting an award for Rooster Park.

City Administrator Ryan Nolan commented that he anticipated a press release would be received shortly before or after the presentation.

City Councilor Barb Hilty commented that work had begun at 314 East Main Street where the building had burned down and asked if there was a time line for that to be completed.

City Administrator Ryan Nolan replied that the new property owner had contacted the City and they were informed that the City was about to start some sort of an abatement process. They were told as long as they continued with the process and kept in communication the City would work with them as long as they continued.

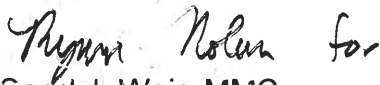
City Councilor Barb Hilty asked about the progress with the new police cars.

Chief Jim Williams replied "none at this time."

ADJOURN

There being no further business to come before the City Council and upon motion duly made (HILTY), seconded (VANARSDALE) and carried, the meeting adjourned at 7:35 p.m.

ATTEST:


Carol J. Weir, MMC
City Recorder