

CITY OF ROGUE RIVER COUNCIL MINUTES

THURSDAY, SEPTEMBER 25, 2025

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 6:00PM

INVOCATION Pastor Austin Abbott, River Valley Church Rogue River

PLEDGE OF ALLEGIANCE Mayor Pam VanArsdale led the Council and audience in the Pledge of Allegiance

QUORUM **COUNCIL MEMBERS PRESENT:**

Mayor Pam VanArsdale
City Councilor Sharie Davis
City Councilor Grace Howell
City Councilor Barb Hilty
City Councilor Sherrie Moss
City Councilor Mark Minegar
City Councilor Barb Gregory

STAFF PRESENT:

Ryan Nolan, City Administrator
Diane Oliver, City Recorder
Dave Rash, Chief of Police
Onnie Heater, RVCOG City Planner

MEDIA PRESENT:

Brian Mortensen, Rogue River Press

A quorum was present, and due notice had been published.

APPROVAL OF MINUTES:

MOVED (MOSS), SECONDED (HOWELL) AND CARRIED TO APPROVE THE MINUTES OF AUGUST 28, 2025

Councilor Barb Hilty congratulated the mayor on her recent nomination to win a very special award for the 2025 League of Oregon Cities Exceptional Service Award! She presented her with a card and flowers.

COMMITTEE REPORTS:

Community Relations; Chamber of Commerce Liaison: City Councilor Barb Hilty reports that the meeting on September 18th included several events being planned. The Winter Wonderland Christmas lighting will be held December 6th. They plan to have pictures with Santa now that Barb Gregory found his sleigh. There will be prizes for 1st, 2nd and 3rd place for the best Christmas decorations. October 2nd Tailholt Coffee will hold a mixer at 5:30PM. On Oct 12 we will have a Fall Color Tour at Palmerton Park from 2-3PM. Oct 18th there will be Tea at the Grange from 11-2, and if you want to reserve a table of eight it's \$160.00. On Oct 25th the Garden Club will have a holiday plant sale.

Community Relations; Rogue River Community Center: City Councilor Barb Gregory reports that there was a meeting last Thursday, but there wasn't a report from the administrator that told us about the profit and loss, so no report to give.

Emergency Communication of Southern Oregon (ECISO): City Administrator Ryan Nolan reports that the four radio sites are near completion at the end of this month and will be tested in October. The goal of going live with the entire system is June of 2026. There are two new dispatchers that are in training, so they will be well staffed soon, now they have 32 dispatchers out of 37 positions. It's always a challenge to keep good staff. They have 13 out of 15 administrative or support staff positions.

Finance Committee: City Councilor Sherrie Moss reports that between August 22 and September 19, 2025, the finance committee met four times, issuing a total of 68 checks and 7 electronic payments totaling \$ 145, 016.92. The budget update as of August 2025, to today, we are at 16% of the year's budget. The general fund is 11.61%. The system development fund is 0%. Street fund is 4.74%, the water improvement reserve fund is 5%, sewer improvement reserve fund is at 0%, water & sewer revenue bond debt is 0%, Government debt service fund 0%, water fund is at 2.97% and the sewer fund is at 3.66% which is what we've used this far in the budget.

Planning Commission Liaison: Planning Commission Liaison Barb Gregory reports that the meeting this last Tuesday included conflict and bias training by our city attorney representative. We also had a guest speaker Mike Oxendine who is a certified arborist speak to the Planning Commission who is interested in developing an inventory of street trees and updating our tree ordinance. We have an Ash Tree borer who is in Oregon now and we're wondering if any of our street trees are in the Ash family. If we do, they should be replaced. Councilor Gregory also gave us a building and planning update from July 2025 to today, there has been 13 permits issued, and 4 Planning applications applied for.

Rogue Valley Area Commission on Transportation (RVACT): Councilor Sharie Davis reports that she was unable to attend the meeting, so she will report to us as soon as the minutes are done. They changed the format from Zoom to another

platform and it's not working well.

Rogue Valley Council of Governments: Mayor Pam VanArsdale reports that the meeting yesterday included a presentation from the food system network, who's goal is to foster connections to promote equitable food access, ecologically sound agricultural practices, and economic vitality. They sponsor several events in the Valley. They have also offered to come and present to this body in a workshop. They passed a resolution updating and authorizing check signers on the bank accounts. The board gave permission to RVCOG to apply for city of Medford's general fund grant program and for Food and Friends meals on wheels program. They also got to meet the new executive director Chris DeBose who gave them a positive report for moving forward. They are moving forward with the purchase of Central Point's public works building, and it looks like DEQ will require phase one environmental assessment, and staff will be able to move them through that process, in order to get permits for the Food and Friends program. They asked City of Central Point for ninety-day due diligence period to give them time to satisfy DEQ's requirements. Central Point City council will vote on that tonight. They were also able to sign another six-month extension with Access, which will be good until June 30th, 2026.

Middle Rogue Metropolitan Planning Organization (MRMPO): Mayor Pam VanArsdale reports that the meeting last week looked at a draft project list for 2027-30 TIP, which there are no funds for Rogue River. The money that was set aside for the Greenway project means that we could use that money for the part in City limits, working with ODOT because it's on HWY 99, instead of having the money just sitting there. Ryan Nolan and the mayor will start that process soon.

PUBLIC INPUT: None

The mayor changed the order of the agenda moving item #6 up to #1. We received a request to continue the CUP 25-01 public hearing portion of this meeting to October 23, 2025, City Council meeting at 6:00pm. Ryan Nolan read the email from the applicant out loud for the council.

AGENDA ITEM 1 CUP 25-01 Hold a Public Hearing to consider the Planning Commission's recommendation to deny CUP 25-01 an application to expand an existing manufactured home park at 515 E. Main Street.

MOVE TO CONTINUE THIS CUP 25-01 HEARING TO OCTOBER 23, 2025, AT THE 6:00PM CITY COUNCIL MEETING, TO PROVIDE THE APPLICANT MORE TIME TO GET THE CITY INFORMATION

MOTION BY (HILTY) SECONDED (HOWELL)

Discussion on the motion, but not the application

Vote:

Councilor Davis, yes
Councilor Howell, yes
Councilor Hilty, yes
Councilor Moss, yes
Councilor Gregory, yes
Councilor Minegar, yes

CUP 25-01 HEARING IS CONTINUED TO OCTOBER 23, 2025, AT THE 6:00PM CITY COUNCIL MEETING

A question came from the audience by Brian Mortenson with the Rogue River Press about the deadline we're under on making this decision. Ryan Nolan City Administrator answered that we have a 120 day deadline which will be November 21st he believes, which will give us enough time. If the applicant asks to extend it, then we can stop clock.

NEW BUSINESS:

AGENDA ITEM 2 RESOLUTION

Consider approving Resolution 25-1461-R, a Resolution approving membership with Mayors for Peace.

MOVED (MOSS), SECONDED (GREGORY) AND CARRIED TO ADOPT RESOLUTION 25-1461-R MOTION IS APPROVED

AGENDA ITEM 3 ORDINANCE

Consider adopting Ordinance 25-441-O, an Ordinance adopting the Rogue River Greenway Plan as a reference document in the City of Rogue River Transportation System Plan.

MOVED (HILTY), SECONDED (MINEGAR)

No discussion on the motion

Vote:

Councilor Davis, yes
Councilor Howell, yes
Councilor Hilty, yes
Councilor Moss, yes
Councilor Gregory, yes
Councilor Minegar, yes

Ordinance 25-441-O MOTION APPROVED

AGENDA ITEM 4 ORDINANCE

Consider adopting Ordinance 25-442-O, an Ordinance revising Planned Unit Development standards within the City of Rogue River.

MOVED (GREGORY), SECONDED (MINEGAR)

No discussion on the motion

Vote:

Councilor Davis, yes
Councilor Howell, yes
Councilor Hilty, yes
Councilor Moss, yes
Councilor Gregory, yes
Councilor Minegar, yes

Ordinance **25-442-O** MOTION APPROVED

AGENDA ITEM 5 ORDINANCE

Continued Consideration of Ordinance **24-433-O**, an Ordinance adopting FEMA BiOp standards in the City's Development Standards

MOVED (GREGORY), SECONDED (MINEGAR) TO CONTINUE THIS ORDINANCE 24-433-O, TO THE DECEMBER 18, 2025, CITY COUNCIL MEETING AT 6:00PM

Discussion on the motion

Vote:

Councilor Davis, yes
Councilor Howell, yes
Councilor Hilty, yes
Councilor Moss, yes
Councilor Gregory, yes
Councilor Minegar, yes

Ordinance **24-433-O** is continued until December 18th, 2025, City Council meeting at 6:00PM

AGENDA ITEM 6

COMMITTEE Consider accepting September 11, 2025, Tree City Committee Minutes.

MOVED (MINEGAR), TO CONSIDER ACCEPTING SEPTEMBER 11, 2025, TREE CITY COMMITTEE MINUTES, SECONDED (GREGORY) MOTION DIES REVISED MOTION TO ACCEPT THE SEPTEMBER 11TH TREE CITY MINUTES (MINEGAR) SECONDED BY (GREGORY)

Vote:

Councilor Davis, yes
Councilor Howell, yes
Councilor Hilty, yes
Councilor Moss, yes
Councilor Gregory, yes
Councilor Minegar, yes

Minutes of the September 11th Tree City Committee accepted.

OTHER BUSINESS:

City Administrator reminded the council that several of us will be going to Medford tomorrow for training, and we leave here at 7:30AM.

Staff is having a "Play in the Parks" on October 10th for all children to attend. We have three beautiful parks, Palmerton, Anna Classick, and Rooster that we plan to have activities in with prizes. If you would like to volunteer, by being at a station stamping passports for the kids please let staff know. If it's a success, we may do it with the older people through the Community Center. We will need the check signers at 8:30AM on Wednesday before you leave Portland.

October 3rd is the homecoming parade at 1:15pm followed by the game in the evening at the Highschool. Council will be at the LOC conference in Portland.

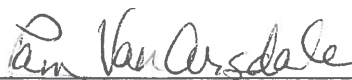
The State Legislature is still in short session, and one Senator is still sick, so they are waiting for his vote because without it, the Transportation Bill will not pass.

ADJOURN

There being no further business to come before the City Council and upon motion duly made (HOWELL), seconded (MOSS) motion passes, the meeting is adjourned at 6:42 p.m.

ATTEST

Mayor Pam VanArsdale



Date 10-23-2025

Diane Oliver, City Recorder

