

COTTAGE GROVE CITY COUNCIL
VIRTUAL MEETING MINUTES
APRIL 27, 2020

CALL TO ORDER

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

ROLL CALL

City Recorder Trudy Borrevik called the roll. The following were

PRESENT IN THE COUNCIL CHAMBERS: Mayor Jeff Gowing and Councilor Kenneth Michael Roberts

PRESENT VIA GOTOMEETING: Councilors Jake Boone, Mike Fleck, Greg Ervin and Candace Solesbee

COUNCIL ABSENT: Bob Ehler

YAC REPRESENTATIVE VIA GOTOMEETING: None

STAFF PRESENT IN THE COUNCIL CHAMBERS: City Recorder Trudy Borrevik and Police Chief Scott Shepherd

STAFF PRESENT VIA GOTOMEETING: City Manager Richard Meyers, Finance Director Roberta Likens, Public Works & Development Director Faye Stewart, Library Services Director Pete Barrell, City Engineer Ron Bradsby and Civil Engineer Ryan Sisson

CITY ATTORNEY: None

OTHERS PRESENT IN COUNCIL CHAMBERS: Duane Taddei (7:47)

MEDIA PRESENT VIA GOTOMEETING: Cameron Reiten, KNND Radio & Damien Sherwood The Sentinel

There were three citizens and three presenters who signed into the meeting.

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 April 13, 2020 Council Meeting Minutes
- (b) OLCC Liquor License Annual Renewals
- (c) Mental Health Awareness Month Proclamation
- (d) Drowning Prevention Month Proclamation

IT WAS MOVED BY COUNCILOR FLECK AND SECONDED BY COUNCILOR ROBERTS TO APPROVE THE CONSENT AGENDA AS AMENDED.

The vote on the motion was as follows:

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

RESOLUTIONS AND ORDINANCES

- (a) A Resolution Establishing Appropriations Within the General Fund for the Expenditure of an Unforeseen Specific Purpose Grant from Pacific Power

Finance Director Roberta Likens said the City received a grant from Pacific Power in the amount of \$24,756.32. She said the grant was to provide funding for the support of installing electric vehicle charging stations in the Community Center parking lot and in the parking lot across from City Hall. She said in order for the City to spend the funds, the City must comply with the Local Budget Law requirements and adopt a resolution or ordinance authorizing the expenditure. She said it was staff’s recommendation that Council adopt the resolution.

IT WAS MOVED BY COUNCILOR BOONE AND SECONDED BY COUNCILOR FLECK THAT COUNCIL ADOPT RESOLUTION NO. 2008.

Richard said there was a question during the Agenda Session last Friday about what type of charging station was being installed. He said the chargers were Level 2 Chargers w/J 1772 standard plug 25 mph charge for all electric vehicles.

Councilor Roberts said he had seen the plug-in for a spider box in the parking lot across the street from City Hall and asked if one would be installed at the Community Center as well.

Richard said there was only one currently being installed in the parking lot across from City Hall for downtown events.

The vote on the motion was as follows:

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

Mayor Gowing announced Resolution No. 2008 had passed.

- (b) Resolution Electing to Contribute the City’s Share for Health Insurance Coverage for Employees Laid Off May 2, 2020

City Manager Richard Meyers said at the last meeting, Council discussed assisting full-time laid off employees with the premium costs for COBRA insurance with the employee continuing to pay their 5% contribution. He said the cost to the City would be \$6,812 a month for five full-time employees. He said the Resolution was prepared providing for the COBRA coverage.

IT WAS MOVED BY COUNCILOR FLECK AND SECONDED BY COUNCILOR BOONE THAT COUNCIL ADOPT RESOLUTION NO. 2009.

Councilor Ervin asked what the likelihood was of having to use the COBRA coverage.

Richard said it was hard to tell but he was anticipating that the library would be closed until August.

Councilor Roberts asked if the \$6,812 would be paid per month until August.

Richard said that was correct or until the employees were called back to work.

The vote on the motion was as follows:

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

Mayor Gowing announced Resolution No. 2009 had passed.

BUSINESS FROM CITY COUNCIL

(a) Bid Award for Safe Routes to School and Fillmore Stormwater Outfall Project – 2020

City Engineer Ron Bradsby said the City held the bid opening on Thursday, April 23rd and four bids were received. He said the low bid was \$3,487,237.50 from Wildish Construction Co. He said the intent to award letter was issued today and the seven day protest period would expire Monday, May 4th. He said it was staff’s recommendation to award the bid to Wildish Construction. He said if Council followed that recommendation, it would be final upon completion of the seven day protest period or resolution of any timely filed protest.

IT WAS MOVED BY COUNCILOR FLECK AND SECONDED BY COUNCILOR BOONE THAT COUNCIL AWARD, BY MOTION, THE SAFE ROUTES TO SCHOOL & FILMORE STORMWATER OUTFALL PROJECT – 2020 TO THE LOW BIDDER, WILDISH CONSTRUCTION CO., IN THE AMOUNT OF \$3,487,237.50 AND AUTHORIZE THE CITY MANAGER TO EXECUTE THE CONTRACT AND ALL ASSOCIATED DOCUMENTS SUBJECT TO THE EXPIRATION OF THE PROTEST PERIOD OR RESOLUTION OF ANY TIMELY FILED PROTESTS.

Councilor Roberts asked how much funding the City received from ODOT for the project and what the plans were for the leftover money.

Richard said the grant from ODOT was \$1.2M and the remainder of the project funds were from the street, water, sewer and stormwater funds. He said staff hadn’t run all the numbers yet to determine how much of the savings could be used for other projects.

Faye said there could potentially be between \$80,000 and \$100,000 savings on the ODOT grant.

The vote on the motion was as follows:

VOTE	Councilor Roberts	Councilor Ehler	Councilor Boone	Councilor Fleck	Councilor Solesbee	Councilor Ervin	Mayor Gowing
AYES	X		X	X	X	X	X

NAYS							
ABSTAIN							

(b) Fillmore Storm Drainage Property Purchase

Public Works & Development Director Faye Stewart said part of the Safe Routes to School Project was the Fillmore Storm Drainage. He said in order to construct the new outfall and bio-swale, the City needs to purchase property from Grace West Properties LLC. He said the City has offered to purchase 3.04 acres of land in the amount of \$3,688.00 which was accepted by the seller with two conditions. The conditions are that the City pay all the closing costs in the amount of \$953.17 and the City commit to build a walking trail along the river. He outlined changes in the purchase agreement that had been made from the agreement in the Council packet.

Councilor Fleck asked about Section 8.4 Recreational Trail and the last sentence that said “The trail will be improved bark chips, not pavement.” He asked if the words “not pavement” should be removed.

Faye said he agreed that “not pavement” should be struck out on the original document.

IT WAS MOVED BY COUNCILOR BOONE AND SECONDED BY COUNCILOR ROBERTS THAT COUNCIL APPROVE THE REAL ESTATE PURCHASE AND SALE AGREEMENT TO PURCHASE TAX LOT NO. 20-03-32-00-03100, 3.04 ACRES FROM GRACE WEST PROPERTIES LLC FOR \$38,688.00 AND AUTHORIZE THE CITY MANAGER TO SIGN THE AGREEMENT.

The vote on the motion was as follows:

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

(c) Request for Street Tree Trimming

City Manager Richard Meyers said at the previous City Council meeting Duane Taddei asked the Council to consider paying for half of the trimming of the street tree in front of his residence. He said information had been provided to Council regarding the language in the City’s Code for maintenance of street trees. He said Mr. Taddei was signed into the meeting. Councilor Ervin said he liked the recommendation that the City cover one-half of the cost of the tree trimming.

Councilor Fleck said it was a tough one and he didn't want to set any precedence, then again it was only \$400 especially when initially the City was trimming trees during the storm. He said the problem he saw was that it could potentially mean every citizen with a street tree could ask the City to do the same thing, which he wouldn't be in support of. He said if the City supported the request, it would have to be very clear in the motion it was a one-time thing.

Councilor Boone said it appeared there was some sort of miscommunication between Mr. Taddei and City Staff, however he didn't feel that it rose to the level that the City was responsible to pay those costs. He said street trees were the responsibility of the property owner. He said if the City paid for the tree trimming, to be fair the City would have to pay for all future trimmings and he couldn't see opening that door.

Councilor Ervin asked if the City paid for the trimming of trees during the storm last year or if Mr. Taddei's tree was the only one addressed by the City during the storm. He commented about the miscommunications that occurred which could have caused Mr. Taddei to hold off on getting the tree trimmed himself during the storm. He said he would have read the publications that were provided during the storm to say that the City would be trimming trees.

Faye said when the storm took place last February, there was extensive damage throughout the City and there was a huge call volume from the public as to what the City was going to do. He said the crews removed trees that fell into the street, across sidewalks and limbs and broken debris. He said the City chipped close to 30,000 cubic yards throughout the City. He wasn't sure of the conversations when Mr. Taddei called, however staff was communicating to citizens that the City was cleaning up as much of the debris in the public right-of-way and property. He said the City did trim the tree to the best of the crew's ability and the City's certified arborist, Chris Senters, reviewed the tree and said it was his professional expertise that there was no imminent danger over the roadway or sidewalk to the public. He said staff tried to meet Mr. Taddei's needs and weren't saying the tree couldn't be trimmed to improve its health, but saying the tree was trimmed and the public right-of-way, sidewalk and roadway were protected from the tree.

Councilor Ervin thanked Faye for his explanation and said it was important information. He asked about Mr. Taddei's request to have the City pay half the cost of the tree trimming and if it was the whole tree that needed to be trimmed or just over the right-of-way that were too high. He said if Mr. Taddei was trying to get the tree trimmed that he was responsible for then it changed things.

Faye said Mr. Taddei had a professional tree trimmer evaluate the tree and the recommendation was that there were limbs throughout the entire tree be removed. He said the City's Arborist didn't believe that the existing limbs created any immediate hazard to citizens.

Duane Taddei, 1803 W. Main Street, Cottage Grove, said he emailed the Council last Thursday. He said the quote he received was only for removing storm damage from the tree in the right-of-way and over his property. He said the quote was for \$800 and since half of the damage was on his property, he was only asking the City to pay half the cost or \$400. He talked about the information provided in the utility bill and Friday Update and said they didn't specify that it would be only the portion of the tree over the right-of-way that would be trimmed. He said if

Council wasn't comfortable voting in favor of paying half the tree trimming, they could come by his house and review the tree.

Mayor Gowing asked for a motion.

No motion was made.

(d) Acceptance of Non-Conforming Street/Alley Name

City Engineer Ron Bradsby said the City received an application for a partition of property at 1331 South 6th Street. He said the developer's desire was to construct a duplex with access through the public alley. He said staff noted when reviewing the application that there was the possibility of additional housing being developed with access through the alley. He said in order to properly address the duplex according to the Municipal Code, the front of the structure needed to face the public right of way and the public right of way needed to be named. He provided several suggestions for the Council and said staff's recommendation was to name the alley 6th Street Alley.

Councilor Fleck suggested South 5th Alley.

Ron said that was staff's first suggestion but when they looked at the area, it was noted there was an alley between the river and South 1st Street. He said he didn't know how many alleys would need to be named in the future but staff would handle it however Council chose.

Councilor Solesbee agreed with Councilor Fleck to call it South 5th Alley and said it would be easier to find.

Councilor Boone asked if any of the alleys between the River and 6th Street already named or if staff was concerned about future naming of alleys.

Ron said it was the first alley he knew of that the City was naming which would set a precedence for the naming of future alleys.

Councilor Boone said in that case he was in favor of naming the alley South 5th Alley and use it to go forward with future naming of alleys.

IT WAS MOVED BY COUNCILOR FLECK AND SECONDED BY COUNCILOR BOONE THAT COUNCIL NAME THE PUBLIC ALLEY BETWEEN SOUTH 4TH STREET AND SOUTH 6TH STREET AND BETWEEN TAYLOR AVENUE AND FILLMORE AVENUE, SOUTH 5TH ALLEY AND DIRECT STAFF TO DRAFT ADDITIONAL CODE LANGUAGE TO NAME ALLEYS.

The vote on the motion was as follows:

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

(e) Cancellation of May 25, 2020 City Council Meeting

City Manager Richard Meyers said May 25th was Memorial Day and Council typically canceled meetings scheduled on that date. He reminded Council that the budget meetings were scheduled for May which could mean two additional May meetings.

IT WAS MOVED BY COUNCILOR FLECK AND SECONDED BY COUNCILOR BOONE THAT COUNCIL CANCEL THE CITY COUNCIL MEETING ON MAY 25, 2020.

The vote on the motion was as follows:

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

(f) Concerns from City Council

Councilor Boone said he had been staying at home but from what he could see from his window the City was doing fine.

Councilor Ervin commented about paving the parking lot across from City Hall and improving the lighting during this time when businesses were closed and they weren't being used as much.

Councilor Fleck said he liked Councilor Ervin's idea and said the price of asphalt was probably lower at this time.

Richard said the paving of parking lots would be done under General Reserve Funds not Streets. He said the parking lot lighting was being worked on.

BUSINESS FROM CITY MANAGER

(a) Great Days Early Education Center, Inc. Permit Fee Assistance Request

Public Works & Development Director Faye Stewart said Great Days Early Education Center had requested assistance from the City to help pay for building permit and SDC fees in the amount of \$2,984.97. He said the State of Oregon Childcare Division had adopted a new regulation requiring additional staffing for classes with children aged 2 ½ to 5 to escort them to the restroom. In order to reduce the cost, Great Days was adding the restrooms to two classrooms.

Councilor Fleck said he supported the request.

IT WAS MOVED BY COUNCILOR FLECK THAT THE CITY PAY FOR THE PERMIT FEES IN THE AMOUNT OF \$560.43 AND SDC FEES IN THE AMOUNT OF \$2,424.54.

THE MOTION DIED FOR LACK OF A SECOND.

(b) Cottage Grove Community Health Center Presentation

City Manager Richard Meyers introduced Jim Gilroy and Tim Herrmann from Be Your Best Cottage Grove who provided an overview of Be Your Best and the status of the Cottage Grove Community Health Center.

Mayor Gowing said he recently attended the LCOG meeting and it was said that when the pandemic was over, there would be health care professionals retiring. He said there would be a shortage and anything we can do to bring in more people made sense.

Councilor Fleck said it was needed in the community and he was available to help in anyway.

Councilor Ervin asked if they had an estimate of how many jobs it would create.

Tim Herrmann said the talk had been to have three providers who would have another three to four staff members each for a total of around 15 to 16 positions. He talked about how PeaceHealth would dovetail with the clinic with providing lab and imaging services. He said they could also provide clinical opportunities for training in students interested in health care.

(c) Warren H. Daugherty Aquatic Center Report

City Manager Richard Meyers introduced Carrie McCasline from the South Lane School District who provided an update on the Warren H. Daugherty Aquatic Center. She talked about the new pool, the warm water pool and facilities and provided some statistics on the pool usage from October 1, 2019 through the end of February, 2020.

Councilor Ervin said his family enjoyed using the pool and he appreciated the staff.

(d) Report from City Manager

City Manager Richard Meyers showed Council a picture of the EV Station installed at the Community Center and said the other EV Station would be installed in the parking lot across from City Hall.

Richard said the City had received a report from the Genealogical Society and if anyone wished to review it to let him know.

Richard advised that the Air Force Band had canceled their concert in June. He said he had also canceled the Eugene Symphony in July due to not being able to get sponsorships.

Richard said the first budget meeting was scheduled for Tuesday, May 5, 2020 at 6:00 pm. He said staff would deliver the budget to the committee on Thursday, April 30, 2020.

Richard said the Golf Course was opening up this Friday, May 1, 2020.

BUSINESS FROM CITY ATTORNEY


(a) Report from City Attorney

None

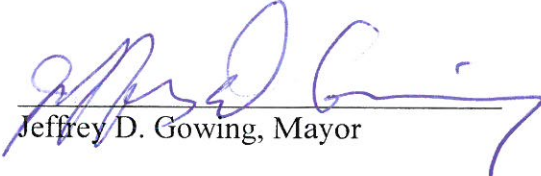
ADJOURNMENT

There being no further business, Mayor Gowing adjourned the regular meeting of the City Council at 8:02 pm.

The next regular City Council Meeting will be held April 27, 2020, at 7:00 p.m. in the Council Chambers at City Hall.



Trudy Borrevik, City Recorder



Jeffrey D. Gowing, Mayor