

CITY OF ROGUE RIVER

City Council Minutes

THURSDAY, JANUARY 26, 2017

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 7:00 p.m.

INVOCATION City Councilor Shelli Spencer delivered the Invocation

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 Bill Jones
City Councilor Robert Catherwood
City Councilor Shelli Spencer
City Councilor Don Daugherty
City Councilor Mark Poling

COUNCIL MEMBERS ABSENT:

City Councilor Fred England

ALSO PRESENT:

Mark Reagles, City Administrator
Carol Weir, City Recorder
Bonnie Honea, Finance Officer/Planning Assistant

LEGAL COUNSEL FOR THE CITY:

Michael Franell with LGPI

COMMITTEE REPORTS:

Community Relations: City Councilor Shelli Spencer reported that she had just attended the Chamber of Commerce meeting and they were in the process of their membership drive. They were also in the process of having two people to be on the new Rooster Crow Board making Rooster Crow its own entity. She was excited about the changes being made, hoping that it would help make Rooster Crow bigger and better. Also, Ryan Hess had been elected as the new Chamber President but he would not officially take the position until December 2017.

Finance Committee: City Councilor Bob Catherwood reported that they had met twice during the month of December 2016 to review and approve bills submitted by staff and signed 67- checks totaling \$141,099.79.

Personnel Committee: City Councilor Mark Poling reported that they would be discussing personnel issues during the Executive Session at the end of the meeting and they had made an offer for a Public Works Director.

Planning Commission Liaison: City Councilor Mark Poling reported that they were getting geared up to review the new model code, make changes that fit the City. He anticipated that the whole process would take about a year and the City would have a new land use code.

Police Commission: City Councilor Bill Jones reported that they met reviewing the statistical reports and Chief Snyder brought them up to date about the search of getting a K-9 Unit. He also commented that they discussed the option of leasing three new patrol units with option to buy. Also, Officer Waldayer was in training up at the training facility in Monmouth, Oregon for sixteen weeks.

Middle Rogue Metropolitan Planning Organization (MRMPO): Mayor Pam VanArsdale reported that they had met and talked about some of the area's of the MPO freight routes, bridge repairs. With the election turnover there were a lot of new faces and familiarizing them with the program.

Rogue Valley Council or Governments (RVCOG): Mayor Pam VanArsdale reported that they had their audit and it came out very good. The auditor had no comments to make. They had the \$1.4 million needed to move forward with the Food and Friends project in Josephine County and they were moving forward. The COG would be getting a new web-site. A representative from ECSO told them that they would be able to take emergency text calls. Other agencies taking text calls reported they were receiving about 2% texted calls which for Jackson County would be about 2,000-messages a year.

City Councilor Bob Catherwood commented that they were discussing the budget it was going to take for the equipment to make text call reporting happen.

Council Advisory Committee: Member JoAnn Dixon commented that they were ready to start the new year and was recruiting for new members. They had their same agenda of local growth.

Mayor Pam VanArsdale welcomed County Commissioner Colleen Roberts and a student from Rogue River High School who were attending the meeting.

NEW BUSINESS:

AGENDA ITEM 1 **State of the City Message:** The Mayor to deliver the following 2016 State Of The City Message:

“2016 brought continued signs of an improved economy to our city. We saw numerous improvements to many of our commercial buildings and some of the once empty storefronts now boast new businesses. Construction of new homes stayed brisk with 25 building permits issued this past year. We nearly completed the street improvements project that we’ve been working on for a couple of years, and by the time it is finished, we will have done some repair to practically every street in the city.

Although we wished them well in their retirements, it was hard to say goodbye to Police Chief Ken Lewis and Public Works Director John Krawczyk. Corporal Chris Snyder was ready to step up into the Chief’s position, and with the hiring of two new officers, we ended the year with a fully staffed police department and we hope to have the Public Works Director position filled soon.

Last June, nearly 200 young people from all across the country spent their first week of summer vacation here in Rogue River as volunteers with the World Changers organization. They spent the entire week (which was one of the hottest of the summer), painting, constructing, landscaping, and doing various other improvement projects for community members in need. They were an inspiration and a joy to behold and I look forward to seeing them return this year.

Planning for the improvements to the park where Rooster Crow is held will begin soon, thanks to a State Parks planning grant. Once we have a plan in place, we’ll apply for another State Parks grant to pay for the construction of those improvements and it’s my hope to have it completed before Rooster Crow 2018.

As we look forward to a new year, the City Council, City Staff and I will continue to work with unified purpose, always striving to be fiscally responsible yet still provide the services that our citizens have come to expect and most certainly deserve.

In closing, I would like to thank all those in our community that volunteer, whether it be on a committee or commission, part of a Chamber of Commerce work group, or at the VFW, Community and Visitor’s Centers, your time and efforts help to make Rogue River “The finest small city in Southern Oregon”.

Respectfully Yours, Mayor Pam

AGENDA ITEM 2 Oath of Office: The Oath of Office to be given to Mayor Elect Pam VanArsdale.

Mayor Pam VanArsdale was administered the Oath of Office and returned to her seat at the podium.

AGENDA ITEM 3 Oath of Office: The Oath of Office to be given to City Councilor Elect Shelli

Spencer.

City Councilor Shelli Spencer was administered the Oath of Office and returned to her seat at the podium.

AGENDA ITEM 4 **Oath of Office**: The Oath of Office to be given to City Councilor Elect Mark Poling.

City Councilor Mark Poling was administered the Oath of Office and returned to his seat at the podium.

AGENDA ITEM 5 **Election**: The City Council to elect a Mayor Pro-tem.

MOVE (JONES), SECONDED (SPENCER) AND CARRIED TO ELECT MARK POLING AS MAYOR PRO-TEM.

City Councilor Mark Poling accepted the nomination of Mayor Pro-tem.

AGENDA ITEM 6 **Council Bill No. 17-2332; Resolution No. 17-1306-R**: A Resolution establishing a fee schedule as provided in Ordinance No. 98-275-O, also known as Rogue River Municipal Code Title 13.10, the City of Rogue River Sewer Ordinance, and rescinding Resolution No. 16-1286-R.

MOVE (SPENCER), SECONDED (CATHERWOOD) AND CARRIED TO ADOPT COUNCIL BILL NO. 17-2332.

AGENDA ITEM 7 **Council Bill No. 17-2333; Resolution No. 17-1307-R**: A Resolution establishing a fee schedule as provided in Ordinance No. 97-241-O, also known as Rogue River Municipal Code Title 13.15, the City of Rogue River Water Ordinance, and rescinding Resolution No. 16-1287-R.

MOVE (CATHERWOOD), SECONDED (SPENCER) AND CARRIED TO ADOPT COUNCIL BILL NO. 17-2333.

AGENDA ITEM 8 **Council Bill No. 17-2334; Resolution No. 17-1308-R**: A Resolution amending Resolution No. 06-1118-R, to include a job description for an Accounting & Administrative Assistant for the City of Rogue River, Oregon.

MOVE (JONES), SECONDED (CATHERWOOD) AND CARRIED TO ADOPT COUNCIL BILL NO. 17-2334.

AGENDA ITEM 9 **Council Bill No. 17-2335; Resolution No. 17-1309-R**: A Resolution amending Resolution No. 06-1118-R, to include a job description for a City Recorder for the City of Rogue River, Oregon.

MOVE (SPENCER), SECONDED (CATHERWOOD) AND CARRIED TO ADOPT

COUNCIL BILL NO. 17-2335.

AGENDA ITEM 10 **Council Bill No. 17-2336; Resolution No.17-1310-R** : A Resolution adopting an Employee Handbook for the City of Rogue River, Oregon, and rescinding Resolution No. 06-1116-R.

MOVE (CATHERWOOD), SECONDED (JONES) AND CARRIED TO ADOPT COUNCIL BILL NO 17-2336.

AGENDA ITEM 11 **Appointments:** The Mayor to present her recommendations for Committee Appointments.

MOVE (SPENCER), SECONDED (CATHERWOOD) AND CARRIED TO ACCEPT THE MAYORS RECOMMENDATIONS FOR COMMITTEE APPOINTMENTS AS FOLLOWS:

Community Relations:

Shelli Spencer (Rogue River Chamber of Commerce)
Bill Jones (Rogue River Community Center)

Emergency Communications of Southern Oregon:

Robert Catherwood
Mark Reagles (Alternate)

Finance Committee:

Robert Catherwood (Chair)
Don Daugherty

Middle Rogue Metropolitan Planning Organization:

Pam VanArsdale
Mark Reagles (Alternate)

Personnel Committee:

Mark Poling (Chair)
Bill Jones

Planning Commission Liaison:

Mark Poling

Police Commission:

Bill Jones (Chair)
Fred England

Rogue Valley Council of Governments:

Pam VanArsdale

Mark Reagles (Alternate)

Rogue Valley Area Commission of Transportation:
Pam VanArsdale
Fred England (Alternate)

AGENDA ITEM 12 **Contract:** Authorize the Mayor to sign a Change Order for the 2016 Street Improvements Pavement Overlays, Project No. T-13-01 between the City and Copeland Paving, Inc.

MOVE (CATHERWOOD), SECONDED (SPENCER) AND CARRIED TO AUTHORIZE THE MAYOR TO SIGN A CHANGE ORDER FOR THE 2016 STREET IMPROVEMENTS PAVEMENT OVERLAYS, PROJECT NO. T-13-01 BETWEEN THE CITY AND COPELAND PAVING, INC.

AGENDA ITEM 13 **Agreement:** Authorize the Mayor to sign an agreement between the City and Landscape Architect Galbraith & Associates for developing the Rooster Crow Park Master Plan.

MOVE (JONES), SECONDED (CATHERWOOD) AND CARRIED TO AUTHORIZE THE MAYOR TO SIGN AN AGREEMENT BETWEEN THE CITY AND LANDSCAPE ARCHITECT GALBRAITH & ASSOCIATES FOR DEVELOPING THE ROOSTER CROW PARK MASTER PLAN.

AGENDA ITEM 14 **Request:** A request from the Miss Rogue River Scholarship Pageant to waive the Liquor License Application fee for their "12th Annual Crab Dinner Fundraiser" on February 11, 2017.

MOVE (SPENCER), SECONDED (POLING) AND CARRIED TO APPROVE A REQUEST FROM THE MISS ROGUE RIVER SCHOLARSHIP PAGEANT TO WAIVE THE LIQUOR LICENSE APPLICATION FEE FOR THEIR "12TH ANNUAL CRAB DINNER FUNDRAISER" ON FEBRUARY 11, 2017.

AGENDA ITEM 15 **Liquor License:** Authorize the Mayor to sign an Oregon Liquor Control Commission application for a Temporary Use of Annual License allowing Tarasco Mexican Restaurant to serve alcohol during the "12th Annual Crab Dinner Fundraiser" on February 11, 2017 at the Live Oak Grange.

MOVE (JONES), SECONDED (CATHERWOOD) AND CARRIED TO AUTHORIZE THE MAYOR TO SIGN AN OREGON LIQUOR CONTROL COMMISSION APPLICATION FOR A TEMPORARY USE OF ANNUAL LICENSE ALLOWING TARASCO MEXICAN RESTAURANT TO SERVE ALCOHOL DURING THE "12TH ANNUAL CRAB DINNER FUNDRAISER" ON FEBRUARY 11, 2017 AT THE LIVE OAK GRANGE.

AGENDA ITEM 16 **Request:** A request from the Julia Hendricks, Director of the Rogue River Greenway

to allow the Rogue River Greenway Foundation to hold the "9th Ride the Rogue" event in Palmerton Arboretum Park and waive the reservation fee.

MOVE (SPENCER), SECONDED (CATHERWOOD) AND CARRIED TO APPROVE A REQUEST FROM THE JULIA HENDRICKS, DIRECTOR OF THE ROGUE RIVER GREENWAY TO ALLOW THE ROGUE RIVER GREENWAY FOUNDATION TO HOLD THE "9TH RIDE THE ROGUE" EVENT IN PALMERTON ARBORETUM PARK AND WAIVE THE RESERVATION FEE.

AGENDA ITEM 17 Appointment: Appoint a Labor Negotiator to represent the City of Rogue River, Oregon.

MOVE (CATHERWOOD), SECONDED (JONES) AND CARRIED TO APPOINT CITY ADMINISTRATOR MARK REAGLES AS THE LABOR NEGOTIATOR TO REPRESENT THE CITY OF ROGUE RIVER, OREGON.

AGENDA ITEM 18 Executive Session: The City Council to hold an Executive Session in accordance with ORS 192.660(2)(d) to conduct deliberations with persons designated by the governing body to carry on labor negotiations.

Mayor Pam VanArsdale read the following statement into the record:

"The City Council will now meet in executive session for the purpose of meeting with certain persons for deliberations of certain matters.

The executive session is held pursuant to ORS 192.660(2)(d) to deliberate with persons designated by the governing body to carry on labor negotiations.

Representatives of the news media and designated staff shall be allowed to attend the executive session. All other members of the audience are asked to leave the room. Representatives of the news media are specifically directed not to report on any of the deliberations during the executive session, except to state the general subject of the session as previously announced. No decision may be made in executive session. At the end of the executive session, we will call for a vote to adjourn OR to make a motion regarding the agenda item OR return to open session and welcome the audience back into the room.

RECESSING THE REGULAR CITY COUNCIL MEETING AT 7:42 P.M.

EXECUTIVE SESSION CLOSED AT 8:20 P.M.

RECONVENED THE REGULAR COUNCIL MEETING AT 8:25 P.M.

OTHER BUSINESS:

City Councilor Mark Reagles announced that he would be out of town on February 16, 2017.

Mayor Pam VanArsdale commented that all the other City Councilors would need to be at the meetings to guarantee a quorum.

Mayor Pam Vanarsdale commented that because of a knee surgery Michael Cavallaro would not be coming to the City to give his annual presentation of the Rogue Valley Council of Governments.

ADJOURN

There being no further business to come before the City Council and upon motion duly made (CATHERWOOD), seconded (JONES) and carried, the meeting adjourned at 8:27 p.m.

ATTEST:

Carol J. Weir, MMC
City Recorder