

Rivergrove City Council Meeting Minutes
October 8, 2018

CALL TO ORDER AND ROLL CALL

The meeting was called to order at River Grove Elementary School at 7:01 p.m.

Present: Mayor Heather Kibbey, Council President Arne Nyberg, and Councilors Carolyn Bahrman, Brenda Ruble, and Bill Tuttle were present. City Recorder Leanne Moll declared a quorum.

PUBLIC COMMENT ON NON-AGENDA ITEMS

None.

CONSENT AGENDA

1. Minutes from the September 17, 2018 City Council Meeting

Motion: Councilor Bahrman moved to accept the September 17, 2018 minutes with no amendments. Councilor Ruble **seconded** the motion. **It passed 3-0** with 2 abstentions (Councilors Tuttle and Nyberg).

2. Minutes from the September 27, 2018 Special City Council Meeting

Motion: Councilor Ruble moved to accept the September 27, 2018 special meeting minutes as presented. Councilor Nyberg **seconded** the motion. **It passed 4-0** with 1 abstention (Councilor Tuttle).

3. Minutes from the October 5, 2018 Special City Council Meeting

Motion: Councilor Bahrman moved to accept the October 5, 2018 Special City Council meeting minutes with no amendments. Councilor Nyberg **seconded** the motion. **It passed 4-0** with 1 abstention (Councilor Tuttle). Councilor Tuttle noted that he was available, but did not attend this interview because he was not able to attend the prior two interviews.

4. Financials – August 2018 (Arne Nyberg)

Motion: Councilor Nyberg moved to accept the August 2018 financials as presented. Councilor Ruble **seconded** the motion. **It passed 5-0.**

5. Financials – September 2018 (Bill Tuttle)

Motion: Councilor Tuttle moved to accept the September 2018 financials as presented. Councilor Nyberg **seconded** the motion. **It passed 5-0.**

PUBLIC COMMENT ON NON-AGENDA ITEMS

None.

UNFINISHED BUSINESS

1. Hearing on Appeal of denial of a development permit application for a duplex at 19232 Pilkington Road.

Mayor Kibbey explained that City staff received notification today that the appellant would like to continue the hearing on appeal to the Wednesday, November 14, 2018 meeting. They extended the 120-day deadline by an additional 37 days.

Councilor Ruble asked if Council could go ahead with the hearing without the appellant or appellant's attorney present. City Recorder Leanne Moll explained that Council could proceed, but that the appellant has not waived their right to final written argument under ORS 197.763(5)(e) after the record is closed to all other parties other than the applicant.

Motion: Councilor Nyberg **moved** to continue the hearing to November 14, 2018. Councilor Tuttle **seconded**. The **motion passed 5-0.**

City Recorder Leanne Moll will notify City Attorney Bill Kabeiseman and the appellant's attorney, Michael C. Robinson.

NEW BUSINESS

1. Set date for Type IV Hearing for proposed ordinance 93-2018 regulating tree cutting (City File 2018-01)

Motion: Councilor Nyberg moved to set a Type IV Hearing to consider proposed Ordinance 93-2018 (City File 2018-01) on Wednesday, November 14, 2018. Seconded by Councilor Bahrman. The **motion passed 5-0.**

PLANNING COMMISSION REPORT

City Recorder Leanne Moll noted that the Planning Commission is processing two dock applications using the new dock ordinance, which has expediated the process.

Ms. Moll explained that after closing the public record, the Planning Commission came close to making recommendations to City Council regarding the proposed tree ordinance. They were ultimately unable to come to a consensus at this time. City Planner Carole Connell asked the Commissioners to read the draft ordinance carefully and come prepared to deliberate at the November meeting.

COMMITTEE REPORTS

1. Transportation

Councilor Bahrman provided five names of contractors the county has used and will approve to complete construction on the two new radar signs. As soon as the City receives the engineering report from the county, we will be soliciting bids for the construction. The City was told the report will be completed by the end of the year.

Councilor Bahrman explained that the Safe Routes to School grant application is in progress and will be submitted within the week. She thanked the residents who sent letters of support and explained the City will send a sample of the letters that are representative of the greater community support. Councilor Bahrman suggested making compensation to City Manager/City Recorder Leanne Moll because of the number of additional hours she has been working. Councilor Bahrman suggested Ms. Moll is paid at least \$1000.

Motion: Councilor Bahrman **moved** to pay Leanne Moll \$1000 out of the Highway Funds for her work on the Safe Routes to School grant.

Seconded by Councilor Nyberg.

Councilor Nyberg noted that payment should come out of the Highway Funds because the grant will benefit City roads. The **motion passed 5-0.**

Councilor Bahrman gave an update on the lighted stop sign at Sycamore that many residents support. In the past, the County has refused to install it because Lake Oswego owns the other stop sign. However, the County will approve a "stop ahead" flashing light a few feet before the stop sign at the Sycamore/Childs intersection. She explained that this project will be passed on to the new Councilor who will lead the Transportation Committee in January 2019. The County has estimated that the sign will cost between \$15,000-\$20,000.

2. Parks

Councilor Nyberg announced that he has a new grandchild, Coco, and would like to plant a new willow oak tree in the grove in Lloyd Minor Park in her honor. He plans to purchase and plant a hardy five-gallon tree.

Councilor Bahrman noted that she investigated the cost of the "No Parking" signs near the boat ramp.

Councilor Bahrman said that the actual aluminum sign is cheap (\$19-\$29) but it could be expensive to have the County install them. Mayor Kibbey noted that a few years ago, the signs on Pilkington were only \$67 to install.

Councilor Bahrman asked Councilor Nyberg if the boulder will be installed and when. Councilor Nyberg said he is working on it.

3. Giving

Councilor Ruble asked the other Councilors for donation ideas for the Giving Program.

Items discussed include: another bench in Heritage Park near the oak trees; another bench in Lloyd Minor to replace the wooden bench; donations for landscaping in Lloyd Minor Park, including more trees; and donations for landscaping around the proposed boulders.

Councilor Nyberg explained that the wooden bench and picnic table in Lloyd Minor Park were Boy Scout projects and he feels bad about removing a Scout service project. Councilor Ruble suggested we ask a new Boy Scout troop to replace the bench.

COUNCILORS' REPORTS

Councilor Nyberg said that he was reelected as the Chair of MACC for another year. He is also on the executive committee. Mayor Kibbey noted that in January, Councilor Nyberg will be asking the new Council for permission to continue representing Rivergrove on the MACC executive committee.

Councilor Bahrman requested that Council meet at 6 PM in January to discuss transitions and unfinished projects and business.

Mayor Kibbey announced that Council will enter an executive session to discuss employment of a new contract city planner.

Ms. Mary Mann, 5215 Childs Road, asked if there had been an evaluation of the former City Planner to help inform the decision process. Mayor Kibbey replied that there had been.

Mr. David Pierce, 5700 Childs Road, noted that he worked with Matt Straite when he applied for his dock, and he found Mr. Straite was a strong communicator.

Councilor Nyberg requested Council move into an Executive Session to discuss employment per ORS 192.660. All members of the public left the library.

EXECUTIVE SESSION

Council discussed the three interviews that were held for the contract city planner position. Mr. Matt Straite and Mr. John Morgan struck Council as knowledgeable and having the expertise and demeanor necessary for the position. Mr. Morgan appeared more appropriate for contract work that addresses the City's long-range goals, while Mr. Straite could assist with the daily planning needs of City. Councilor Ruble noted that Mr. Morgan is well-versed in training Planning Commissioners and wondered if the City could partner with another community to hold planning trainings.

Councilor Bahrman explained that Mr. Straite works for a firm called the MIG and would be exclusively providing services to the City but would be suggesting another planner that would be under his supervision as an occasional substitute. Councilor Nyberg attended last Monday's Planning Commission meeting and noted that Mr. Straite was an effective leader in the room and helped guide the Commission to very close to a recommendation on the tree ordinance. Councilor Nyberg explained that he did not interview or meet Mr. Straite, but he was impressed by his comments in the October Planning Commission meeting and noted he was efficient and careful with his staff report.

Councilor Tuttle noted that he would like to hire a planner that works with the public and the planning commission in the spirit of this quote: "Don't tell me why I can't do it, tell me how I can do it."

City Recorder Leanne Moll presented City Attorney Bill Kabeiseman with a draft of a potential contract with Mr. Straite's firm, MIG. Council was also provided with a copy. Mayor Kibbey requested that Mr. Straite amend his contract to request approval from Council if he subcontracts his planning work or brings another employee on to complete planning work. Council would like to be informed and have the ultimate choice over who represents the City in planning matters.

Motion: Councilor Nyberg **moved** to exit the Executive Session. **Seconded** by Mayor Kibbey. **Motion passed 5-0.**

OUT OF EXECUTIVE SESSION

Motion: Councilor Bahrman **moved** to hire Mr. Matt Straite of the MIG for Rivergrove's contract planning position, with the stipulation that if he needs to subcontract his work, bring on another employee of the MIG, or retire, the City will have input on who will ultimately represent Rivergrove in planning issues. **Seconded** by Councilor Nyberg. The **motion passed 5-0.**

ADJOURNMENT

Motion: Councilor Tuttle moved to adjourn the meeting. **Seconded** by Councilor Nyberg. The **motion passed 5-0.**
The meeting was adjourned at 8:10 p.m.

Respectfully submitted,

Leanne Moll
City Manager/City Recorder