

Rivergrove City Council Agenda/Minutes
February 13, 2023, 7:00 PM

EMERGENCY ITEM

Resignation of City Manager H Kibbey, effective Feb. 8, 2023.

STANDING ITEMS

1. Request the public to let City Manager know if they wish to speak on an agenda item.
2. Call to order and attendance (Mayor, Councilors, and Guests)

Present were Mayor J Williams, Council President Brenda Ruble, Councilors Chris Barhyte, Bill Tuttle and Doug McLean

Acting City Manager June Carlson was present.

Guests were Joan Joyce, Shafers, M Hawkins, C Bahrman, Michael Salch, Dave Pierce, B Kibbey, Monique__?__.

3. Approval of minutes from previous meeting(s)

The Feb. 11, 2023 minutes presented by Councilor Tuttle were approved 4-0 with Mayor J Williams abstaining.

4. Approval of City financials

Oct, Nov, Dec, Jan

Councilors Barhyte and Tuttle had reviewed the Oct financials and had no issues with them. Councilor Tuttle moved they be approved, Councilor Barhyte seconded and they were approved 5-0. We will have to consider Nov, Dec, and Jan later.

PUBLIC COMMENT ON NON-AGENDA ITEMS

C Bahrman suggested we have a financial audit before future financial reports.

PLANNING COMMISSION REPORT: Representative from the Planning Commission

There was no report.

Councilor Barhyte moved that the City Manager and the Mayor work with Lisa Merlo-Flores to define a scope of work and financial compensation for her to assist the City Manager with development applications. They will present a formal proposal at the next City Council meeting. In the interim, Lisa Merlo-Flores will begin working and be compensated in an amount set by the Mayor, but not to exceed \$400. Mayor J Williams seconded; the motion passed 5-0.

Action on docks at 19491 Lorna Lane, 4536 Dogwood, and one installed just west of the boat ramp (5686 Dogwood)-*Bob Dove who owns 5686 Dogwood reported that he just replaced the existing wooden dock with a metal on.*

PUBLIC COMMENT ON AGENDA ITEMS

C. Barhman wanted an update on the Marlin paving project. She also asked that we provide a brief biography on June to introduce her to the City.

D. Pierce stated he reached out to two city parks directors, one of which was a certified playground equipment installer. They both recommended against installing the Rivergrove Elementary playground structures in our city parks.

Grant Howell stated the Bus Barn location was approved by the LO development Commission. It now goes to the LO City Council. He urged everyone to either attend or send objections.

Mike Salch wanted to insure an applicant pays the application fee.

UNFINISHED BUSINESS

1. Update on bids for the electronic gate at the boat ramp - Councilor Barhyte
This is to be discussed at the next meeting when we discuss priorities for the corona virus funds. [OPEN]
2. Hiring administrative support for the City Manager, approval of job descriptions – Mayor J Williams
Currently this is moot. [closed]
3. Coronavirus Relief Fund Grant, prioritizing suggested projects.
Councilor Barhyte talked about improvements to L Minor Park—e.g. new grass, leveling, removing blackberry, etc
There was discussion about making the Lorna Lane to Dogwood Court path ADA compliant. One curb needs to be cut and then the entrance reworked.
The electronic gate will go on a list of priorities.
Councilor Tuttle asked that a list of potentially funded projects (perhaps with estimated costs) be made available at the next meeting. [OPEN]
4. LO School District Bus Barn
An update was given by Grant Howell. [OPEN] (for information only)

NEW BUSINESS

1. Issues/concerns

a. Newsletter

Mayor J Williams said the Resolution requiring two councilors to review the newsletter before publication should stand.

b. Access to City Attorney

In the past there have been issues with access to the City Attorney and interpretations of responses from him. It was proposed by Councilor Barhyte that all questions for the City Attorney be given to the City Manager in writing, reviewed by the Mayor, and then sent to the City Attorney. The response from the City Attorney (along with the written question) will be in writing. Councilor Tuttle seconded the proposal. The motion passed 4-1 with Council President Ruble voting no. [closed]

c. Heritage Park Playground

After hearing D Pierce's testimony, and Councilor Barhyte reviewing his experience with the playground installation at Westridge Elementary, Councilor Tuttle made the following motion. The City of Rivergrove will not use the playground equipment from Rivergrove Elementary, but may consider using the benches and tables. Councilor Barhyte seconded, and the motion passed 5-0. [closed]

2. Goals

Mayor J Williams said he was going to meet with Metro about funding, but that has yet to happen.

*Councilor Tuttle said he wanted to work on updating our Ordinances, Resolutions and other documents to include resolving conflicting language. Eventually all are to be placed on the City website in a manner suggested by him. Citizen M Salch has already done a good amount of work on this, including what LCDC has on file and which documents are in conflict. Councilor Tuttle will work with Mr Salch on this task, including a visit (or more) to the document storeroom. It was not resolved if Mr Salch could be given a key himself. **[OPEN]**-to be a continuing report.*

3. Administrative Rules

Councilor Barhyte had previously submitted proposals for administrative rules, but they were not discussed at the last meeting. He proposed that he draft the following for the City Manager to give to the City Attorney for his review to come back to City Council for discussion and possible adoption.

1. *An ordinance on how to run city meetings. This was seconded by Councilor Tuttle and approved 5-0*
2. *A set on non-land use rules and procedures for implementation of them. Councilor Tuttle seconded, and this was approved 5-0*
3. *An ordinance limiting a Mayor to a total of terms of six years with no more than two years consecutive. Mayor J Williams seconded and it was approved 5-0.*
4. *A Charter Amendment specifically for parks. This was seconded by Major J Williams, and approved 5-0.*

[OPEN]

4. Metro Grant Funds – Discussion of possible use

COUNCIL REPORTS

1. Councilor McLean

He stated that former Councilor Lashene had forwarded a set of emails from her files as the prior (most excellent) transportation point person. He was also willing to become the C4 representative for Rivergrove. He agreed to be the City transportation point person. He stated that his passion was parks. Councilor Ruble remembered that several years ago, councilors had two “assignments”, so doing both should be acceptable. He volunteered to help with parks, and Councilor Tuttle also said he would help.

2. Councilor Barhyte: Giving Program (recurring) and any other matters

Repeated efforts have gone nowhere, so this task will be dismissed.

3. Councilor Tuttle:

- a. New Rivergrove Land Development Ordinance

Former City Planner Staite had provided a document of the old /current with color coded marking for transfer to the proposed new code. Sections were marked moved to the new code, already in the new code and deleted. Also available is his staff report and version 2 of the proposed new code. Councilor Tuttle suggested this would be a good starting point for the Planning Commission.

- b. Ordinance compilation and status

Previously discussed under Goals.

- c. Posting of all ordinances, PC interpretations on City Website

This is an end point for the goal of reconstruction of all governance documents.

- d. Ordinance for abandoned and/or nuisance properties.

The Council did not want to explore this.

- e. Weatherproof “Boxes” for Public Notices

The Council did not want to explore this.

- f. Brief update on what we need to do to bring sewer to unserved properties in Rivergrove (FYI only)

Councilor Tuttle had provided documents to Councilors which showed Lake Oswego’s current plan for sewer in Rivergrove and an email from LO City Engineer Erica Rooney that states before any action can be taken, Rivergrove must develop a master sewer plan.

- g. Park rules

Councilor Tuttle will forward his suggestions for park ruler to Councilor Barhyte for inclusion in his draft Charter amendment for parks.

4. Mayor: Mayor’s Report

CITY MANAGER REPORT

PENDING ITEMS (to be discussed at a later date but kept on the agenda while Council deals with higher priority items first.)

1. Status of Contracting out City Development Code Inspection Services: Lead Individual: Mayor J Williams
City must have new Development Code to proceed.
2. Discussion Regarding How Sewer might be Brought to Unserved Properties, Exploring the Issues. Lead Individual: Councilor Tuttle

EXECUTIVE SESSION (Council and staff may adjourn to Executive Session pursuant to Oregon Revised Statues 192.660: As needed (appropriate subsection shall be cited))

ADJOURNMENT

City Council adjourned at 9:30PM