

Rivergrove City Council Meeting Minutes
March 13th, 7:00 PM

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 Mike Salch, Landon and June Gentry, Mary Mann, Lisa Merlo Flores, Joan Joyce, Salim Mayan, Dave Pierce, Michael Hawkins, Carolyn Bahrman, and Sherry Patterson

3. Approval of minutes from previous meeting(s)

The City Manger had emailed the minutes from the Feb 13, 2023, meeting. Councilor Tuttle moved to approve them. Mayor J Williams seconded the motion, and they were approved 5-0.

4. Approval of City financials

*The Council is postponing reviewing financial until they decide upon a format for presentation. The City Manager is awaiting electronic access to the banking records. The goal for the financial presentation is to correlate monthly spending with the annual budget and to ensure visibility of all financial transactions. The Mayor and the City Manager will work toward developing a presentation template. **[OPEN]***

PUBLIC COMMENT ON NON-AGENDA ITEMS

Carolyn Bahrman received public notice about the Tyler development application. She would like to see the staff report. She wants to make sure tree cutting and flooding considerations are addressed.

Landon Gentry commented on Councilor Barhyte's Minor Park refurbishing proposal. He thinks parts of it are an unnecessary expense.

Dave Pierce commented that he was disappointed with the Council's disapproval of a boat ramp sign. He thinks it helps users understand guidelines, He also said it is common practice at parks to have such a sign. He would like Council to reconsider the matter, especially because of all the hard work and extensive citizen involvement in the effort.

PLANNING COMMISSION REPORT: Representative from the Planning Commission

There was no meeting in February.

There was extensive discussion regarding inspection for compliance with conditions of approval for approved developments. Some Councilors noted it was common practice for governmental bodies to inspect development for compliance with their requirements. Mike Salch suggested that the City could issue a stop work order. It was recommended, for development that requires County approval, asking (or requiring) that the Planning Commission state the development has met permit conditions before the County approves it. [OPEN]

New Land Development Code-no action taken.

Action on docks at 19491 Lorna Lane, 4536 Dogwood- no action taken.

PUBLIC COMMENT ON AGENDA ITEMS

Landon Gentry commented that, in his opinion, the gate committee has “slow walked” the process potentially costing the City money.

UNFINISHED BUSINESS

1. Update on bids for the electronic gate at the boat ramp.

Councilor Barhyte stated that action on this item should be incorporated into the prioritization of projects for the corona virus relief fund grant. [OPEN]

2. Coronavirus Relief Fund Grant, prioritizing suggested projects.

Dave Pierce will give an update on use of Metro funds at the next meeting.

Councilors will receive a copy of the previous list of potential coronavirus fund projects and are asked to prioritize them and add any others to the list. They should then send it to the City Manager who will compile a merged list and have it attached to the next agenda and placed on the website. At the next meeting the Council will prioritize projects making allowances for those which could be funded by Metro funds. [OPEN]

3. LO School District Bus Barn-Information only: *The LO City Council approved the LO Development Commission to approve the new location of the bus barn. Hopefully this can be appealed to LUBA.*

4. Goals

Postponed until next meeting. [OPEN]

5. Administrative Rules

1. An ordinance on how to run city meetings.
2. An ordinance on non-land use rules and procedures for implementation of them
3. An ordinance limiting a Mayor to a total of terms of six years with no more than two years consecutive
4. A Charter Amendment specifically for parks

Dave Pierce suggested using League of Oregon Cities template and/or examining what other jurisdictions use. [OPEN]

6. Metro Grant Funds – Discussion of possible use

Mayor J Williams and Dave Pierce will provide a list for the next meeting. Should be discussed in conjunction with the Coronavirus funds. [OPEN]

7. Consideration of a City Official to inspect properties for compliance with conditions of a development application.

See Planning Commission Report

NEW BUSINESS

1. Update on Sycamore development

Council President Ruble and Lisa Merlo Flores will present an update at the next meeting. [OPEN]

2. Audit of email distribution list versus homes in Rivergrove to ensure ALL residents are receiving communications from the City

The City Manager will work on this, Lisa Merlo Flores may assist. Should be merged with the Emergency Response program. [OPEN]

3. City Arborist contract (Bartlett)

The contract had been signed, but one more signature was needed. Mayor J Williams will use DocuSign to accomplish this. Status to be reported at the next meeting. [OPEN]

COUNCIL REPORTS

1. Council President Ruble

Nothing to report.

2. Councilor McLean

Parks report: *There are currently no plans for an Arbor Day event. Mowing the parks will need to start soon. He is obtaining bids for Minor Park renovations.*

Transportation report: *No C4 report. Senator Merkley is trying to slow down the tolling initiative.*

3. Councilor Barhyte

Nothing further to report.

4. Councilor Tuttle:

Ordinance compilation and status: *Nothing to report.*

He has obtained a memory stick from Byron Kibbey that has the documents that were in Heather's possession as City Manager.

5. Mayor: Mayor's Report

Mayor Williams stated his goal was that the Council take action and produce results.

Mayor Williams said then Council needs to address redundancy/backups, esp passwords, phone messages, bank access, online material, documents, etc.

Mayor Williams was also concerned about the lack of a park plan.

In the next Rivergrove Report we need to provide a brief biography of the interim City Manager.

CITY MANAGER REPORT

Nothing to add.

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 Statutes 192.660: As needed (appropriate subsection shall be cited)-*not held*)

ADJOURNMENT *Councilor Barhyte moved to adjourn; Council president Ruble seconded. Motion carried 5-0.*