

GLADSTONE CITY COUNCIL MEETING MINUTES OF FEBRUARY 14, 2023

Meeting was called to order by Mayor Milch at 6:30 P.M. – (Via Zoom and In Person)

ROLL CALL:

Mayor Michael Milch, Councilor Alexander, Councilor Garlington, Councilor Huckaby, Councilor Reichle, Councilor Roberts

ABSENT:

None

STAFF:

Jacque Betz, City Administrator; Hayley Kratz, Office Assistant; Cathy Brucker, Finance Consultant; John Schmerber, Police Chief; Darren Caniparoli, Public Works Director; Chad Jacobs, City Attorney

Mayor Milch called the meeting to order. He recognized the 164th Anniversary of Oregon's statehood and acknowledged the ancestral homelands of the Clackamas, Chinook and Kalapuya native peoples. He recognized and affirmed their accomplishments as the native stewards of these lands as well as the diverse and vibrant native community who make their home here today. He indicated the team of city staff and volunteer leaders are gathered and committed to serve a diverse community.

Councilor Huckaby acknowledged February as Black History month. She gave a brief history of how Black History month originated and encouraged people to celebrate Black History month. She provided many options for people to celebrate the month in a meaningful way. She also indicated she is open to feedback from residents on discussion of diversion, equity and inclusion topics.

Mayor Milch called the meeting to order and explained that the City is abiding by guidelines set forth in House Bill 2560, which requires that they make all meetings accessible remotely, through technologic means and provide the opportunity for the public to participate to the best of their ability. This meeting will be open to the public, both in person and virtually, using the Zoom platform. The Council members and staff will be in person, as well as those citizens who wish to attend in person. He went over the procedures that will be followed for the meeting and the meeting agenda.

AGENDA ADDITIONS OR CORRECTIONS:

Ms. Betz said they received an additional application for the Budget Committee from Nancy Eichsteadt – so under item #14 there will be seven applications to consider for five vacant positions.

CONSENT AGENDA:

1. Approval of January 10, 2022 Regular Meeting Minutes
2. Approval of December Bank Balances
3. Budget Report for Period ending 12-31-2022
4. Approval of December Check Register
5. Legal Costs on Projects – December 2022
6. Department Head Monthly Reports for January 2023

Councilor Alexander made a motion to approve the Consent Agenda. Motion was seconded by Councilor Huckaby. Ms. Kratz took a roll call vote: Councilor Huckaby – yes. Councilor Alexander – yes. Councilor Reichle – yes. Councilor Roberts – yes. Councilor Garlington – yes. Mayor Milch – yes. Motion passed with a unanimous vote.

CORRESPONDENCE:

None.

7. REPORT FROM CLACKAMAS FIRE DISTRICT #1:

Assistant Fire Chief Brian Stewart wanted to recognize Firefighter Brandon Norbury – he was a Gresham Firefighter who passed away in the line of duty on February 3rd. He will be recognized at a memorial service tomorrow.

There were 98 calls for service in Gladstone last month – Engine 322 responded to 94 of those. They had an apprentice firefighter application period open recently – it is being funded through a grant from the State for two years. They received 436 applications for the position. They are also open for volunteer firefighters, water tender drivers, and rehab specialists recruitment through the 26th. Their value statement is TEAMS (Trust, Empowerment, Accountability, Mindset, and Service). He went over what that means to them.

Captain Craig Bowen was introduced – he was promoted approximately two weeks ago. He is in the 22nd year of his career. He is excited to be part of the Gladstone team. He said they have two of the previous Gladstone employees still at the station and they have been invaluable assets; helping them learn the City of Gladstone and the apparatus. They have also added two probationary Lieutenants to the station, along with two probationary firefighters. He explained more about the apprentice and volunteer programs.

REGULAR AGENDA

8. APPOINTMENT TO VACANT CITY COUNCIL POSITION #4:

Ms. Betz went over the process they followed. They received three applications. The City Council held interviews on February 9th (available on the City's website). No deliberation occurred after the interviews. Tonight the Council can discuss the next step in the process. They could appoint a City Councilor to an interim term that will expire 12/31/23. They don't have to appoint a City Councilor and they could continue to advertise for the vacant position. At the end of the interview process Mark Alan Kilman-Burnham withdrew his application, which leaves Maria Mitchell and Trevor Taylor.

Mr. Jacobs explained that if the Council appoints someone they will have to hold a special election at the next November election. Whoever wins the election will take over the position at the first Council meeting in 2024. The Charter requires them to appoint someone in this interim period, but they can continue to go through the process of vetting people if they aren't satisfied with the two applicants they have tonight.

Councilor Huckaby made a motion to continue to advertise for the vacant Council position. Motion was seconded by Councilor Alexander. Discussion: Councilor Garlington said she was ready to make a motion that they vote because they gave people ample opportunity to put in their applications and she believes it would be in the best interest of the Council to vote on someone to sit on the Council. Ms. Kratz took a roll call vote: Councilor Huckaby – yes. Councilor Alexander – yes. Councilor Reichle – yes. Councilor Roberts – yes. Councilor Garlington – no. Mayor Milch – no. Motion passed (4 – 2).

Ms. Betz asked if they would like this process to be ready for consideration at the regular meeting in March – she will need to look into the timeline involved. Mayor Milch asked the Councilor if they would like to hold interviews for any new applicants – the consensus was to have interviews.

9. APPROVAL OF THE CITY AUDIT FOR FISCAL YEAR ENDING 2022:

Ms. Betz introduced Ms. Brucker and Tonya Moffitt (from Merina & Company) – they gave an overview of the City’s fiscal year ending 2022 financial documents. They met with the Audit Committee on February 2nd – they accepted the audit for the year. The filing with the State of Oregon has been completed.

Ms. Moffitt gave a presentation regarding the financial statement audit. It is a clean opinion/unmodified opinion, which is the highest level opinion they are allowed to give. There were no restrictions placed on their audit. There were no new significant accounting policies that would make it difficult to compare statements. There is one reoccurring timing difference that is noted in the letter and that is due to utilities that are received in June, but they aren’t billed/collected until July.

Ms. Betz noted that the City does have an audit committee that met on February 2nd and reviewed these documents in detail, so when it comes before the Council for approval they know that it has been vetted.

Councilor Huckaby made a motion to approve the City of Gladstone Annual Financial Report for the fiscal year ending June 30, 2022. Motion was seconded by Councilor Roberts. Ms. Kratz took a roll call vote: Councilor Huckaby – yes. Councilor Alexander – yes. Councilor Reichle – yes. Councilor Roberts – yes. Councilor Garlington – yes. Mayor Milch – yes. Motion passed with a unanimous vote.

ADJOURN TO URBAN RENEWAL AGENCY MEETING

Councilor Roberts made a motion to adjourn to the Urban Renewal Agency meeting. Motion was seconded by Councilor Alexander. Ms. Kratz took a roll call vote: Councilor Huckaby – yes. Councilor Alexander – yes. Councilor Reichle – yes. Councilor Roberts – yes. Councilor Garlington – yes. Mayor Milch – yes. Motion passed with a unanimous vote.

Meeting was adjourned at approximately 6:38.

RECONVENE TO REGULAR CITY COUNCIL MEETING

Meeting was reconvened at approximately 6:43 P.M.

12. APPROVAL OF THE GUARANTEED MAXIMUM PRICE CONTRACT FOR PUBLIC WORKS FACILITY PROJECT:

Mayor Milch said the City Council had a work session regarding this matter last month to bring them up to date on the project.

Ms. Betz introduced the Project Manager, Kim Knox, as well as two employees from P&C Construction, and Brandon with SCA Architects.

Ms. Knox said they have been working with staff since May of 2022. It will be the same team who built the Civic Center building. They will be using a progressive design build contract. The team has been doing due diligence – finding out more about the site, the geo-technical, talking to trade partners, conducting a hazardous materials review of the building, etc. They have a building to propose that will cost approximately \$4,399,445. They have a preliminary design based on those numbers. The Council will be approving the guaranteed maximum price, the contract time, scope of the project (includes the building and the site around it), and the personnel being assigned to the project.

Ms. Betz added that P&C Construction will also be building the new Library building.

Councilor Alexander made a motion to authorize the City Administrator to approve Exhibit "A" and Exhibit "B" to the American Institute of Architects (AIA) A141 – 2014 document for the Gladstone Public Works facility in the amount of \$4,399,445. Motion was seconded by Councilor Roberts. Ms. Kratz took a roll call vote: Councilor Huckaby – yes. Councilor Alexander – yes. Councilor Reichle – yes. Councilor Roberts – yes. Councilor Garlington – yes. Mayor Milch – yes. Motion passed with a unanimous vote.

13. ADOPTION OF THE GLADSTONE CITY COUNCIL GOALS FOR 2023 AND 2024:

Ms. Betz said the City engaged the services of Sarah from SSW Consulting to facilitate a goal setting process – the Department Heads and the new City Council spent time together during a retreat to come up with the goals. Sarah went over the report and the process they went through. Councilor Garlington asked Chief Schmerber about the status of the Police Department Community Academy – he confirmed that they plan to move forward with this in Fall of 2023. She asked if the paved trail at the Nature Park has to be grant dependent – Mr. Caniparoli confirmed that yes, it has to be (the grant is \$106,000 with a 50% City match).

Councilor Huckaby made a motion that the City formally adopt the City Council goals as presented for calendar years 2023 and 2024. Motion was seconded by Councilor Reichle. Ms. Kratz took a roll call vote: Councilor Huckaby – yes. Councilor Alexander – yes. Councilor Reichle – yes. Councilor Roberts – yes. Councilor Garlington – yes. Mayor Milch – yes. Motion passed with a unanimous vote.

14. APPOINTMENTS TO BOARDS, COMMISSIONS, AND COMMITTEES:

Ms. Betz said that they will vote on each vacancy.

- a) Audit Committee: (one application {Nina Harrington} received for one vacant position – term expires 12/31/24) . There was discussion regarding serving on multiple committees. Ms. Harrington preferred to serve on the Budget Committee, so there was no appointment made.
- b) Budget Committee: (seven applications received for five vacant positions)

Ms. Kratz asked each Councilor to select five applicants.

Councilor Huckaby: Blaug, Harrington, O'Brien, Ruggiero, Smith.

Councilor Alexander: Blaug, Harrington, O'Brien, Smith, Eichsteadt.

Councilor Reichle: Blaug, Harrington, O'Brien, Ruggiero, Smith.

Councilor Roberts: Blaug, O'Brien, Ruggiero, Smith, Eichsteadt.

Councilor Garlington: Blaug, O'Brien, Ruggiero, Smith, Eichsteadt.

Mayor Milch: Blaug, Harrington, O'Brien, Ruggiero, Smith.

Ms. Betz said they will need to choose which applicant's terms will expire in 2026, 2025, and 2024. The Council agreed to choose terms according to the applicant's longevity in the City. O'Brien's term will expire in 2026. Smith's term will expire in 2025. Ruggiero's term will expire in 2024. Harrington's and Blaug's terms will expire in 2023.

- c) Parks & Recreation Advisory Board: (two applications received for three vacant positions)
Ms. Betz said one term expires 12/31/2026 and the other expires 12/31/2024.

Ms. Kratz took a roll call vote: Councilor Huckaby – yes to both. Councilor Alexander – yes to both. Councilor Reichle – yes to both. Councilor Roberts – yes to both. Councilor Garlington – yes to both. Mayor Milch – yes to both. Agrimson and Cornelius were selected with a unanimous vote.

The Council agreed to choose terms according to the applicant's longevity in the City.

Ms. Kratz took a roll call vote: Councilor Huckaby – yes to both. Councilor Alexander – yes to both. Councilor Reichle – yes to both. Councilor Roberts – yes to both. Councilor Garlington – yes to both. Mayor Milch – yes to both.

Kim Agrimson's term will expire 12/31/26 and Kate Cornelius's term will expire 12/31/2024.

- d) Traffic Safety Advisory Board: (one application {Karlene Cox} received for two vacant positions). The term expires 12/31/2024.

Ms. Kratz took a roll call vote: Councilor Huckaby – yes. Councilor Alexander – yes. Councilor Reichle – yes. Councilor Roberts – yes. Councilor Garlington – yes. Mayor Milch – yes. Karlene Cox was selected with a unanimous vote.

15. APPOINTMENTS TO CITY COUNCIL LIAISON POSITIONS:

Mayor Milch said they discussed this matter in January – the preferences that Councilors had for serving as liaisons.

C4 Committee – Mayor Milch as primary and Councilor Garlington as reserve.

Senior Center Advisory Board – Councilor Huckaby.

Parks and Recreation Board – Councilor Reichle.

Traffic Safety Committee – Councilor Huckaby.

Clackamas County Library Board – Councilor Garlington as primary and Councilor Alexander as reserve.

North Clackamas County Water Commission – Councilor Roberts.

Planning Commission – Mayor Milch (he won't attend meetings that involve land use matters).

Clackamas County Research Justice Study – Councilor Huckaby.

School District Board – Mayor Milch as primary and Councilor Roberts as reserve.

Police Department – there will not be a direct liaison.

Joint Fire Services Oversight Committee – Councilors Alexander and Garlington.

16. CONSIDER AUTHORIZING THE CITY TO REJOIN THE METROPOLITAN MAYORS' CONSORTIUM:

Ms. Betz said the consortium is made up of all the mayors in the metro area. It is a lobbyist group. The City of Gladstone doesn't have the resources necessary to hire their own lobbyist, so this is a

way for the metro area consortium to have a lobbyist. There is money in the budget if they want to allow Gladstone's Mayor to rejoin the consortium. Mayor Milch said that when the mayors can speak as a body it can have a powerful influence on the State Legislature, so he would like them to support this.

Councilor Alexander made a motion to support having the City of Gladstone and its Mayor rejoin the Metropolitan Mayors' Consortium. Motion was seconded by Councilor Huckaby. Ms. Kratz took a roll call vote: Councilor Huckaby – yes. Councilor Alexander – yes. Councilor Reichle – yes. Councilor Roberts – yes. Councilor Garlington – yes. Mayor Milch – yes. Motion passed with a unanimous vote.

BUSINESS CARRIED FORWARD:

None.

BUSINESS FROM THE AUDIENCE:

Bob Everett was not in attendance so Mayor Milch made the announcement – the Community Bingo Night will be held this coming Friday night at the Senior Center. This is a fund-raising event.

BUSINESS FROM THE COUNCIL:

Councilor Huckaby:

She thanked staff for the packets.

Councilor Alexander:

He also thanked staff for the packets.

Councilor Reichle:

She also thanked staff for the packets.

Councilor Roberts:

He thanked the Public Works Department for the pictures included in the monthly report.

He congratulated Gladstone High School cheer team on taking home both the State Championship and the National Championship – they traveled to Las Vegas and beat out a lot of other teams for the second year in a row.

He attended the School Board meeting this month. They had some long-time staff members retire. They are preparing for the special election coming up on May 16th.

Councilor Garlington:

She said happy birthday to Oregon. She said Gladstone was incorporated on January 10th, 1911. On Friday, February 3rd, the Clackamas County Board of Commissioners had their groundbreaking ceremony for the new courthouse.

She attended the January Joint Council meeting with Oregon City and West Linn City Councils – there was a lot of discussion about tolling, what may be the next steps, and what they felt had not been discussed enough.

She was elected to the LOC Women's Caucus Executive Board in January. The purpose of the caucus is to promote, teach, uplift, and help women elected in the State of Oregon.

There are three open positions with three-year terms on the Clackamas County Library District Budget Committee – they participate with the County Board of Commissioners in the spring to receive/review the Library District’s Budget and approve the budget and Library District tax rate. She feels it is important that we stay invested in our investments.

There is a County Library meeting on February 16th at 5:30 P.M. via Zoom. There is a lot of discussion regarding the second library building.

The Community Emergency Response Team (CERT) – there are still spots open for the CPR class at the Senior Center being held on Wednesday, March 22nd.

The Friends of the Gladstone Nature Park will be co-hosts with the Rotary Club for Bingo Night on Friday, April 22nd will be the annual plant sale from 9 – 2.

She thanked everyone who helped with the spaghetti dinner last night at Tukwila Springs – it was a great event and they served over 30 people. She thanked Ryan from Tukwila and the folks from the Gladstone Food Bank for their hard work. They also handed out Valentine’s cards/gifts to attendees. There were also cards made by students from John Wetten. She feels called to commit and continue activities to bring the Tukwila community and the community of Gladstone closer together – if you want to help, contact her.

Mayor Milch asked for a motion to adjourn the meeting.

ADJOURN:

Councilor Roberts made a motion to adjourn the meeting. Motion was seconded by Councilor Alexander. Ms. Kratz took a roll call vote: Councilor Huckaby – yes. Councilor Alexander – yes. Councilor Reichle – yes. Councilor Roberts – yes. Councilor Garlington – yes. Mayor Milch – yes. Motion passed unanimously.

Meeting was adjourned at 8:17 P.M.

Approved by the Mayor this 14th day of March, 2023.

ATTEST:



Michael Milch, Mayor



Tami Bannick, City Recorder

