

**OAK GROVE COUNCIL  
Regular Meeting Minutes  
Monday, December 12, 2022**

The Regular Meeting of the Oak Grove City Council was called to order by Mayor Denno at 7:00 p.m. on Monday, December 12, 2022. Pledge of Allegiance was said, and roll call taken.

Present: Dan Denno, Mayor  
Weston Rolf, Council Member  
Paul Tradewell, Council Member  
Mike Wylie, Council Member  
John West, Council Member

Also Present: Loren Wickham, City Administrator  
Jessica Rieland, City Clerk  
Rob Engler, Fire Chief  
Julie McMackins, Abdo

Via Zoom: Michael Mooney, Abdo

**1. PUBLIC FORUM**

Dan Denno Jr. 20531 Sleepy Hollow Dr NW congratulated the newly elected officials and recognized Mayor Denno, his father, on his years of service.

**2. ANNOUNCEMENTS**

**3. SETTING OF REGULAR AGENDA**

**MOTION MADE BY COUNCIL MEMBER TRADEWELL, SECOND BY COUNCIL MEMBER WEST TO APPROVE THE REGULAR AGENDA. All in favor.**

**4. APPROVAL OF COUNCIL MINUTES FOR NOVEMBER 14, 2022**

**MOTION MADE BY COUNCIL MEMBER ROLF, SECOND BY COUNCIL MEMBER WEST TO APPROVE THE REGULAR MEETING MINUTES. All in favor.**

**5. SHERIFF'S REPORT FOR NOVEMBER 2022**

Commander Knotz reported that in November there were 236 calls for service, including 2 thefts, 2 assaults, 1 personal injury accident, 24 property damage accidents, 31 medicals, 7 animal complaints, 12 alarms, 2 misdemeanor arrests, 2 domestic assault arrests, 135 traffic stops and 34 traffic arrests.

Commander Knotz congratulated the newly elected officials and thanked Mayor Denno for his years of service. He wished everyone happy holidays and happy new year.

**6. 2023 FINAL BUDGET & LEVY – TRUTH IN TAXATION HEARING**

**A. Budget & Levy presentation**

Julie McMackins presented the final 2023 budget and levy.

**B. Public Hearing – Truth in Taxation**

Mayor Denno opened the public hearing.

Mark Korin 1600 Sims Rd NW asked if the budget included the extra revenue from increased property values and if new construction values were also included. He suggested separating the commercial and residential tax revenue amounts next year.

Ms. McMackins replied that the tax capacity did go up significantly due to the increased property values. She noted that new construction values take two years to be factored in.

Lorraine Denno 20531 Sleepy Hollow Dr NW asked what will happen to taxes when property values decrease.

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Administrator Wickham replied that if property values go down it will take a couple of budget cycles before it is reflected on the tax statement.

Mayor Denno added that the city's budget is based on the operating costs of the city so if that doesn't go down, the property taxes would not decrease.

Curt Hallerman 20350 Eidelweiss St NW voiced opposition to reducing the contribution to the fire pension and explained the time commitment it takes to be on the fire department.

Brad Johnson 3865 193<sup>rd</sup> Ln NW thanked the council for carefully deliberating the city's budget and how increases affect residents.

Council Member Tradewell inquired about the balance of the road maintenance fund.

Ms. McMackins replied that she would verify the budget transfers and send the balance to the City Administrator tomorrow.

Lorraine Denno 20531 Sleepy Hollow Dr NW noted that there is a mold issue in City Hall and suggested that it be remediated.

Administrator Wickham replied that the mold issue is isolated to a small area and that there have been a few companies here to test for it and it does not appear to be widespread.

Council Member Rolf suggested increasing the Cost-of-Living (COLA) adjustment to 3.5% from 3.0%.

Ms. McMackins noted that the 0.5% increase is approximately \$5,300 including the increase in benefits.

**MOTION MADE BY COUNCIL MEMBER ROLF, SECOND BY COUNCIL MEMBER WYLIE TO INCREASE THE COLA TO 3.5%. All in favor.**

- C. Consider Resolution 22-187 adopting the final 2023 budget & levy

**MOTION MADE BY COUNCIL MEMBER WEST, SECOND BY COUNCIL MEMBER ROLF TO ADOPT RESOLUTION 22-187 ADOPTING THE FINAL 2023 BUDGET AND LEVY. All in favor.**

Mayor Denno closed the public hearing.

- D. Consider Resolution 22-188 adopting the final Economic Development Authority 2023 budget & levy

**MOTION MADE BY COUNCIL MEMBER WEST, SECOND BY COUNCIL MEMBER WYLIE TO ADOPT RESOLUTION 22-187 ADOPTING THE FINAL ECONOMIC DEVELOPMENT AUTHORITY 2023 BUDGET AND LEVY. All in favor.**

- E. Consider Resolution 22-189 approving 2023 Utility Fund budget and rates

**MOTION MADE BY COUNCIL MEMBER ROLF, SECOND BY COUNCIL MEMBER TRADEWELL TO ADOPT RESOLUTION 22-189 APPROVING 2023 UTILITY FUND BUDGET AND RATES. All in favor.**

- F. Consider Ordinance 22-11 adopting the 2023 Fee Schedule

**MOTION MADE BY COUNCIL MEMBER WYLIE, SECOND BY COUNCIL MEMBER TRADEWELL TO ADOPT ORDINANCE 22-11 ADOPTING THE 2023 FEE SCHEDULE. All in favor.**

## **7. PETITIONS, INDIVIDUALS, PRESENTATIONS, AND INQUIRIES**

- A. Recognition of Mayor Denno's Years of Service
- B. 3<sup>rd</sup> Quarter Financial Report – Abdo Financial Solutions

Ms. McMackins presented the 3<sup>rd</sup> quarter financial report.

- C. Compensation Study – Abdo Financial Solutions  
Resolution 22-190 Approving a Compensation Study by Abdo Financial Solutions

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Michael Mooney presented the compensation study proposal.

Dan Denno Jr. 20531 Sleepy Hollow Dr NW asked how much the study would cost.

Administrator Wickham replied that the proposal is up to \$14,600.

Lorraine Denno 20531 Sleepy Hollow Dr NW asked if the study would consider private sector wages, for example Target and/or Walmart.

Mr. Mooney replied that they would not look at data from specific organizations but would look at a national database if that is what the council directs them to do.

Dan Denno Jr. 20531 Sleepy Hollow Dr NW asked what the end goal of the study is.

Council Member Rolf replied that it is uncommon for the public sector to use a merit system because wages are public information. He believes that pay increases would be better managed by a step system. The proposed study would help the city convert back to a step system and Abdo would make recommendations for what the wages and step increases should be for the city to remain competitive.

**MOTION MADE BY COUNCIL MEMBER ROLF, SECOND BY COUNCIL MEMBER TRADEWELL TO ADOPT RESOLUTION 22-190 APPROVING A COMPENSATION STUDY BY ABDO FINANCIAL SOLUTIONS. All in favor.**

#### **8. CONSENT AGENDA**

*The Consent Agenda contains several items, which are acted upon by the Council in one motion. Upon request by any one Councilmember, City staff, or the public a consent agenda item may be removed and put on the regular agenda for discussion and consideration.*

- A. Claims and Accounts
- B. Resolution 22-191 approving Garbage Hauler license renewals
- C. Resolution 22-192 2023 Cost of Living Adjustment
- D. Resolution 22-193 accepting donation for Tree Lighting event
- E. Resolution 22-194 approving Master Services Agreement with gWorks
- F. Resolution 22-195 Minor Subdivision Extension-Korin
- G. Resolution 22-196 Minor Subdivision Extension-Buhn
- H. Resolution 22-197 designating polling places

Council Member West requested to remove D.

Administrator Wickham requested to remove C.

Council Member West recognized the people and businesses that donated their time and labor to help with the lighting event.

**MOTION MADE BY COUNCIL MEMBER WEST, SECOND BY COUNCIL MEMBER WYLIE TO APPROVE D. All in favor.**

Administrator Wickham edited Resolution 22-192 to increase the COLA to 3.5%.

**MOTION MADE BY COUNCIL MEMBER ROLF, SECOND BY COUNCIL MEMBER TRADEWELL TO APPROVE C. All in favor.**

**MOTION MADE BY COUNCIL MEMBER ROLF, SECOND BY COUNCIL MEMBER TRADEWELL TO APPROVE A, B, E, F, G, H. All in favor.**

#### **9. CONSULTING ENGINEER**

- A. Resolution 22-198 Final Pay Request for 2022 Street Improvements – North Valley

Engineer Schwartz explained the pay requests.

**MOTION MADE BY COUNCIL MEMBER WEST, SECOND BY COUNCIL MEMBER TRADEWELL TO ADOPT 22-098 FINAL PAY REQUEST FOR 2022 STREET IMPROVEMENTS. All in favor.**

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B. Resolution 22-199 Final Pay Request for 207<sup>th</sup> Ave NW and 217<sup>th</sup> Ave NW State Aid Project

**MOTION MADE BY COUNCIL MEMBER WEST, SECOND BY COUNCIL MEMBER TRADEWELL TO ADOPT 22-199 FINAL PAY REQUEST FOR 207<sup>TH</sup> AVE NW AND 217<sup>TH</sup> AVE NW STATE AID PROJECT. All in favor.**

C. Project Scope and Schedule for 2023 Street Improvements

Engineer Schwartz explained the project scope and schedule for the 2023 street improvements.

Council Member Wylie inquired about the trails in The Refuge being owned by the development.

Administrator Wickham replied that he has reviewed the Development Agreement and Parks Commission minutes and there was a lot of discussion about the trails not functioning as public trails and therefore the decision was made to keep them private in exchange for letting the public use the golf course for cross country skiing in the winter. He added that most of the trails are not in the right-of-way, they are on private property.

Council Member West suggested contacting The Refuge about improving the trail system at the same time the city improves the roads.

Engineer Schwartz agreed to contact The Refuge to discuss the road and trail maintenance projects.

**MOTION MADE BY COUNCIL MEMBER ROLF, SECOND BY COUNCIL MEMBER WEST TO APPROVE PROJECT SCOPE AND SCHEDULE FOR 2023 STREET IMPROVEMENTS. All in favor.**

D. Engineer Updates

## **10. FIRE DEPARTMENT**

A. Resolution 22-200 approving a voluntary contribution to Oak Grove Firefighter Retirement Plan

**MOTION MADE BY COUNCIL MEMBER WEST, SECOND BY COUNCIL MEMBER ROLF TO ADOPT RESOLUTION 22-200 APPROVING A VOLUNTARY CONTRIBUTION OF \$10,000 TO OAK GROVE FIREFIGHTER RETIREMENT PLAN. All in favor.**

B. Resolution 22-201 approving Hydrant Construction and Access Agreement

**MOTION MADE BY COUNCIL MEMBER WEST, SECOND BY COUNCIL MEMBER TRADEWELL TO ADOPT 22-201 APPROVING HYDRANT CONSTRUCTION AND ACCESS AGREEMENT. All in favor.**

## **11. PUBLIC WORKS DEPARTMENT**

## **12. PLANNING DEPARTMENT**

A. Planning Commission Applications

## **13. CITY ADMINISTRATOR UPDATES & DISCUSSION ITEMS**

A. Administrator Updates

## **14. MAYOR/COUNCIL REQUESTS/UPDATES**

Council Member Rolf requested an additional flag be placed in front of them in the council chambers so that they do not have to turn their back to the public to say the pledge of allegiance at the beginning of the meeting.

Council Member West replied that he would check with the American Legion about getting a new flag.

**MOTION MADE BY MAYOR DENNO, SECOND BY COUNCIL MEMBER TRADEWELL TO AUTHORIZE THE PURCHASE OF AN AMERICAN FLAG FOR THE COUNCIL CHAMBERS. All in favor.**

Mark Korin 1600 Sims Rd NW, read a letter of appreciation for Mayor Denno and thanked him for his years of service.

The council thanked Mayor Denno for doing a great job as Mayor and wished him well.

***The next Regular Meeting is scheduled for Monday, January 9, 2023, at 7:00 p.m.***

#### **14. ADJOURNMENT**

**MOTION MADE BY COUNCIL MEMBER WEST, SECOND BY COUNCIL MEMBER TRADEWELL TO ADJOURN. Motion carried 5-0. The meeting was adjourned at 9:33 p.m.**

Respectfully Submitted,

Jessica Rieland  
City Clerk