



CITY OF EAGLE POINT

"Gateway to the Lakes"

OREGON

EAGLE POINT CITY COUNCIL
17 BUCHANAN AVE. SOUTH, EAGLE POINT, OREGON

SEPTEMBER 22, 2015

REGULAR MEETING MINUTES

1. CALL TO ORDER – 7:00 P.M.

Mayor Russell called the meeting to order at 7:00 p.m.

Council Members Present: Bob Russell, Wayne Brown, Bill Fierke (via Skype), Ruth Jenks, Aaron Prunty, and Kathy Sell.

Council Members Absent: Jonathan Bilden.

Staff Members Present: Henry Lawrence, City Administrator; Joe Kellerman, City Attorney; Robert Miller, Public Works Director; Melissa Owens, Finance Officer; Vern Thompson, Police Chief; Mike Upston, Planning Director; and Cindy Hughes, City Recorder.

Guests: Bunny Lincoln, President of the Eagle Point Community Association; James Parmenter, Civil West Engineering, LLC; Christopher Young, EIT, Regional Manager, DN Tanks; Troy Cairns, Regional Manager, Engineering America; Suzi Collins, Planning Commissioner; Millie Wewerka, Budget Committee Member and Planning Commissioner; Jerry Zieman, Budget Committee Member; and members of the public and press.

2. FLAG SALUTE AND INVOCATION

Mayor Russell led the Pledge of Allegiance and Jerry Zieman offered an invocation.

3. AUDIENCE QUESTIONS OR COMMENTS CONCERNING ITEMS NOT ON THE AGENDA

There were no audience questions or comments concerning items not on the agenda.

4. PRESENTATIONS

4.1 Community Association update by Bunny Lincoln, President.

Bunny Lincoln, President of the Community Association, offered condolences to the Russell Family, and commended Jerry Zieman as the recipient of the Chamber's

City of Eagle Point Council Meeting Minutes

September 22, 2015

Page 2 of 7

Volunteer of the Year Award. Next, Ms. Lincoln presented the Council with a letter regarding the Community Association's decision to end its sponsorship of the Exotic Dessert Auction and the 4th of July and Fireworks Show (Submission No. 1). Ms. Lincoln reported the decision was based on the Association's limited manpower and financial resources to continue the events. The announcement at the City Council meeting was made in hopes that other organizations or civic minded groups would be interested in taking over one or both of the events. Further, the Association will share its knowledge and computerized materials about how to run the events to help keep those traditions alive.

The Community Association is committed to continuing "Christmas Around Town", holiday decorating program, Coats 4 Kids, support for Skills USA, and the Easter Egg Hunt. The Association will also be looking for other volunteer opportunities such as the City's Street Dance, Bike Race, and other areas where a difference can be made in the lives of Eagle Point's residents.

Mayor Russell commended the Community Association for their work. Ms. Lincoln offered to answer questions; however, there were no questions.

5. PUBLIC HEARINGS

There were no Public Hearings.

6. CONSENT CALENDAR

6.1 Presentation of Regular Meeting Minutes of September 8, 2015.

Mayor Russell announced the Consent Calendar and asked for a motion. **Councilor Sell** ~~Council President Bilden~~ moved to approve the Consent Calendar as presented and **Councilor Brown** ~~Councilor Sell~~ seconded the motion (*Revised during the City Council Meeting of October 13, 2015*). There was no discussion. Roll call: Bill Fierke, aye; Ruth Jenks, aye; Aaron Prunty, aye; Kathy Sell, aye; Wayne Brown, aye; Bob Russell, aye; and Jonathan Bilden, absent. The motion passed unanimously by those present.

7. CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT CALENDAR

There were no items considered for removal from the Consent Calendar.

8. PRESENTATION OF BILLS TO BE PAID

Mayor Russell asked if there were questions about the bills to be paid, and there were no questions. Next, Councilor Brown moved to approve the Bills to be Paid (Additional Bill List presented to the Council at the dais prior to the opening of the meeting – Submission No. 2) and Councilor Prunty seconded the motion. There was no discussion. Roll call: Ruth Jenks, aye; Aaron Prunty, aye; Kathy Sell, aye; Wayne Brown, aye; Bill Fierke, aye; Bob Russell, aye; and Jonathan Bilden, absent. The motion passed unanimously by those present.

City of Eagle Point Council Meeting Minutes

September 22, 2015

Page 3 of 7

9. OLD BUSINESS

There was no old business.

10. NEW BUSINESS

- 10.1 Resolution No. 2015-50. A Resolution proclaiming the month of October 2015 as Community Planning Month in the City of Eagle Point.

Mike Upston, Planning Director, explained that the American Planning Association and its professional institute, the American Institute of Certified Planners, endorse National Community Planning Month as an opportunity to highlight the contributions sound planning and plan implementation make to the quality of our City and the environment.

Resolution No. 2015-50 proclaims the month of October 2015 as Community Planning Month in the City of Eagle Point in conjunction with the celebration of National Community Planning Month.

Mayor Russell asked for a motion to approve Resolution No. 2015-50. Councilor Prunty made a motion to approve Resolution No. 2015-50 and Councilor Sell seconded the motion. There was no discussion. Roll call: Aaron Prunty, aye; Kathy Sell, aye; Wayne Brown, aye; Bill Fierke, aye; Ruth Jenks, aye; Bob Russell, aye; and Jonathan Bilden, absent. The motion passed unanimously by those present.

- 10.2 Resolution No. 2015-51. A Resolution authorizing Local Agency Agreement No. 30925 Multimodal Transportation Enhance Program (MTEP) Linn Road: OR 62 to Buchanan (Eagle Point) with the State of Oregon, Department of Transportation.

Robert Miller, Public Works Director, reported the City was successful in obtaining a grant through the Oregon Department of Transportation (ODOT) for the Linn Road project from Highway 62 to South Buchanan Avenue.

The project proposes to provide 6-foot wide bikes lanes, 6-foot wide sidewalks, curbs, and gutters from just west of De Anjou Avenue to the Linn/Loto intersection. The pavement will be rehabilitated, a new storm system constructed, and the box culvert over Linn Road widened or replaced in order to facilitate full bicycle and pedestrian traffic. Pedestrian scale lighting will be placed from Highway 62 to South Buchanan Avenue, and a planted median will provide landscaping and color to that major entrance into Eagle Point.

The total project cost is estimated at \$2,098,000, with State and Federal Funding from the Multimodal Transportation Enhance Program (MTEP) up to \$1,882,000. The City is required to provide a 10.30 percent match to the project, estimated at \$216,000, and any costs that exceed the available programmed funds to complete the project. Funding is estimated in the 2015/16 budget at \$40,000 for design and right of way costs from the Street and Storm SDC Funds.

City of Eagle Point Council Meeting Minutes

September 22, 2015

Page 4 of 7

Approval of Local Agency Agreement No. 30925 would allow the project to move forward and selection of a consultant to begin design. The preliminary schedule allows the project to begin design at the end of October 2015, and begin construction in January 2018. Mr. Miller further noted that the box culvert portion of the project is estimated to begin in the summer of 2018.

A brief discussion followed about the length of time required on projects with federal funding.

Mayor Russell asked for a motion to approve Resolution No. 2015-51. Councilor Jenks made a motion to approve Resolution No. 2015-51 and Councilor Fierke seconded the motion. There was no discussion. Roll call: Kathy Sell, aye; Wayne Brown, aye; Bill Fierke, aye; Ruth Jenks, aye; Bob Russell, aye; Aaron Prunty, aye; and Jonathan Bilden, absent. The motion passed unanimously by those present.

10.3 Examination of USDA Water Reservoir Alternatives – (Civil West Engineering).

Robert Miller, Public Works Director, discussed options for the new 1.6 MG tank planned for Radar Ridge, next to the existing 200,000 gallon tank. Based upon the size and life cycle costs, Civil West Engineering Services recommended a steel bolted glass-fused tank; however, representatives were present for each type of tank.

Next, James Parmenter of Civil West Engineering Services, Inc., explained that Reed Kelly is no longer with Civil West and in his absence, Mr. Parmenter was given the task of assisting on this project. Mr. Parmenter noted he is experienced and the design team on the project is the same. Next, Mr. Parmenter made a Power Point presentation (Submission No. 3) on reservoir alternatives including:

- A review of dome types (Steel Bolted-Glass Fused, Concrete Tanks).
- A review of finishes (Mill Finish, Matte Finish, Painted Finish), with standard and low profiles shown in a fly-by video (Submission No. 4).
- A review of dome cost analysis estimates with four scenarios developed and evaluated based on cost.

<u>Profile and Finish Type</u>	<u>Final Cost</u>
▪ 1 – <u>Standard profile and mill finish.</u> Total cost: \$832,000	\$832,000
▪ 2 – <u>Standard profile with painted finish.</u> Additional cost: \$95,400	\$927,400
▪ 3 – <u>Low profile, column supported dome with a mill finish.</u> Additional cost: \$245,000	\$1,077,000
▪ 4 – <u>Low profile, column supported dome with a mill finish.</u> Additional cost: \$313,500	\$1,145,500

City of Eagle Point Council Meeting Minutes

September 22, 2015

Page 5 of 7

Mr. Parmenter explained that the PER (preliminary engineering report) dictates the cost of the project. The PER came in at \$2,157,673 and as long as the project comes in below that amount it is fundable. All scenarios were under that amount. Going with a smaller project would allow decreasing the loan or adding other improvements with those funds.

Council discussion ensued with Troy Cairns, Regional Manager, Engineering America, and Christopher Young, EIT, Regional Manager, DN Tanks. Points noted in the discussion included:

- Kynar 500 painted finishes (2-3 stages) with the majority of finishes being tan, cobalt blue and forest green, although sky blue and white are also available. Decals are optional; however, repainting is not an option. Consideration to the existing tan tank was noted as a factor for selecting a paint color.
- Location and visibility with consideration to a planned subdivision nearby, and potential development in the golf course community and Urban Growth Boundaries.
- Visiting the planned site, renditions, and snap shots from on the ground near Robert Trent Jones and other viewpoints.

Mr. Young discussed his understanding of the purpose of the meeting being to determine whether to use concrete or steel; however, it was noted that a decision was not planned at that time. Mr. Young further discussed flat slab roofing, expense of concrete tanks, and seismic resiliency of concrete which he thought was greater than steel.

Council discussed the existing concrete tank. Although the tank had experienced leakage, it was thought to be unusual and Mr. Young worked with Civil West to resolve the leakage. The metal tank had also required replacement of some rusted parts.

Mayor Russell suggested tabling the discussion until the next meeting. Attorney Kellerman inquired about the timeline for Council making a decision. Determining concrete vs. steel would need to be decided as soon as possible while the dome and finish is less urgent.

11. REPORTS FROM CITY COUNCIL AND CITY COMMITTEE REPRESENTATIVES

Councilor Fierke reported the District 9 School Board held a meeting; however, he was not able to attend. Next, Councilor Fierke commended the City on the LOC Safety Award, and reminded the Council about completing City Administrator evaluations, and holding an Executive Session at the next meeting.

Council President Bilden was not present but submitted a written report for the Council (Submission No. 5).

City of Eagle Point Council Meeting Minutes

September 22, 2015

Page 6 of 7

Councilor Jenks reported attending a Rogue Valley Metropolitan Planning Organization (RVMPO) Policy Committee meeting with an interesting discussion about Hoover.

Councilor Brown reported Rogue Valley Sewer Services (RVSS) is running well as a whole. One item noted was weed control residue in the runoff into streams being partially agricultural but within cities as well.

Mayor Russell discussed a recent Medford Water Commission Rate Study Meeting, and reported the next meeting is scheduled in October. Mayor Russell was optimistic although a price increase is anticipated.

12. STAFF REPORTS

Mike Upston, Planning Director, reported on the upcoming Economic Development Commission, and Planning Commission meetings. The Planning Commission items included development in the Idlewood Subdivision, and Public Hearings regarding administrative approval of planning approvals, and electronic message boards. Those items are expected to be presented to the Council at the November 10th meeting. Marijuana growing regulations will also be discussed during the Planning Commission meeting. In the field, a building permit is close to being issued for a coffee stand at the HanSen development, and Sienna Hills Phase 4 is in construction with Phase 2 in the civil engineering stage.

Melissa Owens, Finance Officer, reported the financial report with all expenditures and revenues through August 31st was in packet and there wasn't anything unexpected. On a very positive note, Ms. Owens announced the City would be presented a League of Oregon Cities' Annual Safety Award at the LOC Conference. All departments must remain injury free including the Police Department and Public Works Department in order for the City to receive the award. Regarding City Hall, recruitment efforts are in progress to fill staff vacancies. Additionally, a new server install is upcoming, and staff is gathering information for the auditors' review. The auditors will make a presentation at the next Council meeting and an exit interview will be held on the following day.

Robert Miller, Public Works Director, reported receiving many positive comments about the paving projects. Mr. Miller shared a sample of Petromat (Submission No. 6), used on roads being repaired as it serves in resisting reflective cracking coming up from the existing pavement. This allows a reduction of grinding out roads except for the edges of the roadway. Petromat is comparable to 1" of paving, saves on asphalt grinding, requires less asphalt than standard applications, and adds to the longevity of pavement. It is anticipated that there will be enough of a savings to add additional portions of road pavement. Mr. Miller concluded by reporting a steady rise in single family homes and other development as a good sign for the economy.

Chief Thompson reported the Police Department had been actively working on car thefts.

Joe Kellerman, City Attorney, reported plans to have marijuana related ballot initiatives ready for the next meeting, and is looking forward to reports on the League of Oregon Cities Annual Conference.

City of Eagle Point Council Meeting Minutes

September 22, 2015

Page 7 of 7

Henry Lawrence, City Administrator, reported the Friday Letter had been released and did not have anything to add.

Cindy Hughes, City Recorder, reported ongoing recruitment efforts for the Economic Development Commission.

Mayor Russell also presented the Council with a letter from Showa Mura expressing appreciation for their recent visit to Eagle Point. (Submission No. 7)


13. INFORMATION

There were no information items to discuss.

14. ADJOURN

There being no further business, Mayor Russell closed the meeting at 8:09 p.m.

Respectfully submitted,



Cindy Hughes, City Recorder

ATTEST:



Robert E. Russell, Mayor