



CITY OF EAGLE POINT

"Gateway to the Lakes"

OREGON

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

JANUARY 12, 2016

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, Jonathan Bilden, Wayne Brown, Ruth Jenks, Bill Fierke (via Skype and teleconference), Aaron Prunty, and Kathy Sell.

Staff Members Present: Henry Lawrence, City Administrator; Melissa Owens, Finance Officer; Vern Thompson, Police Chief; Mike Upston, Planning Director; and Cindy Hughes, City Recorder.

Guests: Colleen Roberts, Jackson County Commissioner; Bob Pinnell, President - Eagle Point & the Upper Rogue Chamber of Commerce; Suzi Collins, Planning Commissioner; Millie Wewerka, Budget Committee Member and Planning Commissioner; Jerry Ziemann, Budget Committee Member; and members of the public and press.

2. FLAG SALUTE AND INVOCATION

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

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

Margy Nickelson of Eagle Point expressed support of the proposed I-5 signage and offered a donation of \$3,000 toward signage if the related Resolution passed.

Bob Pinnell, President of the Upper Rogue & the Eagle Point Chamber of Commerce, announced the Chamber is moving ahead with the Vintage Faire and 4th of July events. Inquiries may be directed to Mr. Pinnell.

Suzi Collins of Eagle Point reported the Saturday Market will continue on every Saturday beginning in May. Ms. Collins welcomed vendor and customer support of the Saturday Market.

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4. PRESENTATIONS

- 4.1 Overview of services by City County Insurance Services (CIS) and City Performance - Kristin Wick, CIC, Hart Insurance.

Presentation rescheduled to the next Council meeting.

5. PUBLIC HEARINGS

There were no public hearings.

6. CONSENT CALENDAR

- 6.1 Presentation of Regular Meeting Minutes of December 8, 2015.

Mayor Russell announced the Consent Calendar. Councilor Sell discussed revisions to the roll call section of the Minutes; and Cindy Hughes, City Recorder, reported revising the Minutes to accurately reflect the voting record. Council President Bilden moved to approve the Consent Calendar as presented and Councilor Brown seconded the motion. There was no additional discussion. Roll call: Aaron Prunty, aye; Jonathan Bilden, aye; Wayne Brown, aye; Bill Fierke, aye; Ruth Jenks, aye; Kathy Sell, aye; and Bob Russell, aye. The motion passed unanimously.

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. There were no questions. Council President Bilden moved to approve the Bills to be Paid including the Additional Bill List (Submission No. 1) in the amount of \$24,585.93 and Councilor Sell seconded the motion. There was no discussion. Roll call: Kathy Sell, aye; Jonathan Bilden, aye; Wayne Brown, aye; Bill Fierke, aye; Ruth Jenks, aye; Aaron Prunty, aye; and Bob Russell, aye. The motion passed unanimously.

9. OLD BUSINESS

There was no Old Business.

10. NEW BUSINESS

- 10.1 Resolution No. 2016-01. A Resolution appointing Council Liaisons for Calendar Year 2016.

In accordance with the Eagle Point City Charter, Mayor Russell announced the selection of the following Council Liaisons:

Eagle Point Economic Development Commission – Council President Bilden

Eagle Point Parks and Recreation Commission – Councilor Prunty

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Eagle Point Planning Commission – Councilor Sell

Jackson County School District No. 9 – Councilor Fierke

Medford Water Commission – Mayor Russell

Rogue Valley Area Commission on Transportation (RVACT) – Councilor Jenks

Rogue Valley Council of Governments (RVCOG) Board of Directors - Mayor Russell

Rogue Valley Metropolitan Planning Organization (MPO) – Councilor Jenks

Rogue Valley Sewer Services (RVSS) – Councilor Brown

Southern Oregon Regional Economic Development Inc. (SOREDI) – Councilor Bilden.

Mayor Russell asked for a motion to approve Resolution No. 2016-01. Council President Bilden motioned to approve Resolution No. 2016-01, appointing Council Liaisons for Calendar Year 2016. Councilor Prunty seconded the motion. There was no discussion. Roll call: Jonathan Bilden, aye; Wayne Brown, aye; Bill Fierke, aye; Ruth Jenks, aye; Kathy Sell, aye; Aaron Prunty, aye; and Bob Russell, aye. The motion passed unanimously.

- 10.2 Resolution No. 2016-02. A Resolution reappointing Ana Mannenbach to the Eagle Point Parks and Recreation Commission.

Mayor Russell reported advertisement of the vacancies on the Eagle Point Parks and Recreation Commission in the Upper Rogue Independent, the City's utility billing newsletter, and on the City's website and bulletin board in City Hall. In accordance with the Eagle Point City Charter, Mayor Russell announced the selection of Ana Mannenbach for reappointment to the Parks and Recreation Commission beginning immediately through December 31, 2018. Recruitment for the remaining vacancy is in progress.

Mayor Russell asked for a motion to approve Resolution No. 2016-02. Councilor Jenks motioned to approve Resolution No. 2016-02, reappointing Ana Mannenbach to the Eagle Point Parks and Recreation Commission. Councilor Sell seconded the motion. There was no discussion. Roll call: Wayne Brown, aye; Bill Fierke, aye; Ruth Jenks, aye; Kathy Sell, aye; Aaron Prunty, aye; Jonathan Bilden, aye; and Bob Russell, aye. The motion passed unanimously.

- 10.3 Resolution No. 2016-03. A Resolution reappointing Matt York as the School District No. 9 Representative to the Parks and Recreation Commission.

Mayor Russell announced the School District's selection of Matt York for reappointment to the School District No. 9 Representative position on the Parks and Recreation Commission. Reappointment begins immediately through the end of the term on December 31, 2018.

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Mayor Russell asked for a motion to approve Resolution No. 2016-03. Councilor Sell motioned to approve Resolution No. 2016-03, reappointing Matt York as the School District No. 9 Representative to the Parks and Recreation Commission. Councilor Jenks seconded the motion. There was no discussion. Roll call: Bill Fierke, aye; Ruth Jenks, aye; Kathy Sell, aye; Aaron Prunty, aye; Jonathan Bilden, aye; Wayne Brown, aye; and Bob Russell, aye. The motion passed unanimously.

- 10.4 Resolution No. 2016-04. A Resolution authorizing the installation of Eagle Point directional signs on Interstate 5.

Henry Lawrence, City Administrator, explained that signage had been discussed for a number of years, and most recently at a Council meeting in October. In working with the Oregon Department of Transportation (ODOT) to refine options, a major consideration is the guidelines in the Manual on Uniform Traffic Control Devices (MUTCD) which sets standards for the number of signs and their placement. Exit 30 would have been the City's preferred location but it was prohibited due to the MUTCD standards.

Additionally, Mr. Lawrence noted the budgeted amount of \$45,000 would cover any of the three options: 1) Option 1 (Exit 33-Central Point/Advanced Direction and Exit Direction Signs); 2) Option 2 (Exit 35-N. Central Point/Blackwell Road/Supplemental Direction Signs); or Option 3 (Exit 43 Southbound; Exit 33 Northbound).

Council engaged in a discussion of the pros and cons of each option. Option 1 – Exit 33, while being the most expensive option is a populated area with the most lighting. Option 2 - Exit 35, has minimal congestion but would be dark for night time driving. Option 3 - Exit 43, is a scenic route that would be beautiful during nice weather but not favorable for night time driving. Mr. Lawrence reported the City would be able to purchase additional signage if needed. Consideration of mapping technology such as Google maps and Garmin was also discussed.

Mayor Russell welcomed audience input and the following individuals offered comment:

- Mike Frey of Eagle Point supported Exit 33 and noted the City's responsibility of putting Eagle Point on the map as well as the benefits of long term signage on the Interstate.
- Vickie Brown spoke on behalf of the Friends of the Library, expressing support of signage as anything that benefits part of the community, benefits all of the community.
- Millie Wewerka spoke in support of Exit 33, noting it is an easier route for people less familiar with the area.

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- Bob Pinnell expressed agreement with Mike Frey, noting that if the City had put the signage up in the 1960's we would look back and think it wasn't that expensive. Mr. Pinnell discussed the City's promotional literature and the need for highway signage to show people how to get to Eagle Point. Mr. Pinnell concluded with stating his support of Exit 33.
- Mike Bull encouraged consideration of long range improvements to the area such as the future Highway 62 By-Pass Corridor. Mr. Bull's choice was the Blackwell Road Exit (Exit 35), identified as the freight corridor to Klamath Falls. Further, Mr. Bull encouraged the City to look into the opportunity of new signage at the North Medford Interchange when it is built.
- Margy Nickelson discussed the benefits of the activity and development at Exit 33 and supported its selection.

After a brief discussion by the Council, Council President Bilden motioned to approve Resolution No. 2016-04, a Resolution authorizing the installation of Eagle Point directional signs on Interstate 5 for Exit 33. Councilor Jenks seconded the motion. There was no discussion. Roll call: Ruth Jenks, aye; Aaron Prunty, aye; Kathy Sell, aye; Jonathan Bilden, aye; Wayne Brown, aye; Bill Fierke, aye; and Bob Russell, aye. The motion passed unanimously.

Mike Bull requested the City to contact ODOT about adding new signage at the North Medford interchange. Mayor Russell responded that Mike Upston would look into that.

11. REPORTS FROM CITY COUNCIL AND CITY COMMITTEE REPRESENTATIVES

Councilor Fierke reported the agenda for the next School District 9 Board meeting included the Superintendent's evaluation process, and policies. On a positive note, 85% of parents had attended parent/teacher conferences, an improvement over past percentages. Councilor Fierke also commended City Administrator Henry Lawrence and staff on the recent Friday Letter.

Council President Bilden reported Southern Oregon Regional Economic Development Inc. (SOREDI) did not hold a Board Meeting.

Councilor Jenks reported the Rogue Valley Metropolitan Planning Organization (RVMPO) was scheduled to meet later in the month, and she planned to continue work with the 4th of July committee.

Councilor Brown reported Rogue Valley Sewer Services had provided financial reports at its last meeting and discussed disposal of old equipment.

Councilor Sell expressed appreciation for the use of the Ashpole Center for the Santa Shop. Mayor Russell reported attending the Medford Water Commission Meeting, and planned to attend an upcoming meeting with Jackson County School District 9. On a personal note, Mayor Russell expressed appreciation to the City, Fire District and all of the people for their recent help at the Mill.

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12. STAFF REPORTS

Mike Upston, Planning Director, announced the Planning Commission would be holding a Public Hearing on the proposed expansion of the Eagle Point Community Bible Church. Sienna Hills Phase 2 is in the civil engineering stage, and development of Phase 4 will progress as soon as the market allows for it. The Eagle Crest Overlook Subdivision will seek approval from the Planning Commission for a PUD (Planned Unit Development). Future items include: discussion and presentation of a draft sign code amendment, continuation of discussion regarding homegrown marijuana regulations, and a vacation or exchange of a drainage easement. Additionally, Mr. Upston announced the final draft of the Strategic Assessment which will be reviewed at the upcoming Rogue Valley Metropolitan Planning Organization's Technical Advisory Committee meeting. Further, Mr. Upston reported on staffing changes and a new Permit Technician in training.

Melissa Owens, Finance Officer, referenced the Friday Letter for items in progress which mostly dealt with Finance and Human Resources. Information Technology will be covered in the next issue. Ms. Owens went on to discuss the Friday Letter report on pink notice fees and hang tag fees. The City continues to provide multiple options for utility bill payments and expects a reduction in both categories.

Vern Thompson, Chief of Police, reported on the recruitment process, and Sara Miller training to cover office duties as a volunteer while the Clerk is temporary on leave.

Henry Lawrence, City Administrator, discussed rescheduling a Study Session to February 17th. Councilor Fierke expressed hesitation about his availability but would check into it. The purpose of the meeting is to review the revised SDCS (System Development Charges) project list to update the SDCS. If time permits, there may be a discussion of the pavement management program and funding. Council Goals will likely be discussed in combination with a regular meeting. Further, Mr. Lawrence reported working on drafting a small downtown building facade grant program for the Economic Development Commission to refine and take forward to the Council if they so choose.

Cindy Hughes, City Recorder, reported on recruitment efforts for the Budget Committee, Economic Development Commission, and Parks and Recreation Commission.

Councilor Jenks asked about the Stevens Road Project; however, Henry Lawrence, City Administrator, explained it could not be discussed until all of the Oregon Department of Transportation (ODOT) selection requirements had been met.

At 8:00 p.m., Mayor Russell recessed the meeting for a short break and announced that representatives of the news media and designated staff would be allowed to attend the Executive Session. All other members of the audience would be asked to leave the room and welcomed back afterwards although there would be no additional business after the Executive Session.

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13. INFORMATION


14. EXECUTIVE SESSION PURSUANT TO ORS 192.660(2)(h) To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

At 8:06 p.m., Mayor Russell opened the Executive Session pursuant to 192.660(2)(h). Following discussion, Mayor Russell closed the Executive Session at 8:45 p.m.

15. ADJOURN

There being no further business, Mayor Russell closed the meeting at 8:46 p.m.

Respectfully submitted,


Cindy Hughes, City Recorder

ATTEST:


Robert E. Russell, Mayor