



CITY OF EAGLE POINT

"Gateway to the Lakes"

OREGON

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

APRIL 25, 2017

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, Ruth Jenks, James Mannenbach, Kathy Sell, and Michael Stanek.

Council Members Absent: Bill Fierke.

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

Guests: Robert Pinnell, Eagle Point and Upper Rogue Chamber of Commerce President; Nick Fahey, Operations Manager of Southern Oregon Sanitation; Suzi Collins, Planning Commissioner; Douglas Detling, Parks and Recreation Commissioner; Leon Sherman, Budget Committee Member; 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 the invocation.

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

There were no audience questions or comments.

4. PRESENTATIONS

There were no presentations.

City of Eagle Point Council Meeting Minutes

April 25, 2017

Page 2 of 8

5. PUBLIC HEARINGS

There were no public hearings.

6. CONSENT CALENDAR

6.1 Presentation of Regular Meeting Minutes of April 11, 2017.

Mayor Russell announced the Consent Calendar. There were no questions or comments. Councilor Bilden moved to approve the Consent Calendar as presented and Councilor Sell seconded the motion. There was no discussion. Roll call: Ruth Jenks, yes; James Mannenbach, yes; Kathy Sell, yes; Michael Stanek, yes; Jonathan Bilden, yes; Bob Russell, yes; and Bill Fierke, 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 including the additional bills list. Council President Jenks inquired about a payment for the Covered Bridge Repairs. Mr. Miller reported there had been a leak in the Covered Bridge's fire protection system that required repairs. There being no further questions, Councilor Bilden moved to approve the Bills to be Paid in the amount of \$178,277.02 and the additional bills list (Submission No. 1) in the amount of \$13,709.09. Council President Jenks seconded the motion. There was no discussion. Roll call: Ruth Jenks, yes; James Mannenbach, yes; Kathy Sell, yes; Michael Stanek, yes; Jonathan Bilden, yes; Bob Russell, yes; and Bill Fierke, absent. The motion passed unanimously by those present.

9. OLD BUSINESS

10. NEW BUSINESS

10.1 Resolution No. 2017-11. A Resolution proclaiming May 1st as Olive Beaham Lansburgh Day in the City of Eagle Point.

Mayor Russell announced the City of Eagle Point honoring Mrs. Lansburgh's life and her many contributions to the community. She served on the Eagle Point School District 9 School Board for 12 years, served and supported the D-9 Foundation to benefit students in the school district, and founded the Eagle Point School District 9 Scholarship Dessert. She also supported 4-H and FFA activities.

Additionally, Mrs. Lansburgh served on the Asante Board, helped with fundraising for the White City Community Health Center, and filled in for a time as the Editor at the Upper Rogue Independent.

Mayor Russell, Councilor Sell and Council President Jenks made positive comments about Mrs. Lansburgh as a leader and supporter of this community. The Resolution

City of Eagle Point Council Meeting Minutes

April 25, 2017

Page 3 of 8

recognizes her contributions and proclaims May 1st, her birthday, as Olive Beaham Lansburgh Day.

Council President Jenks offered a motion to approve Resolution No. 2017-11, a Resolution proclaiming May 1st as Olive Beaham Lansburgh Day in the City of Eagle Point. Councilor Sell seconded the motion. There was no discussion. Roll call: James Mannenbach, yes; Kathy Sell, yes; Michael Stanek, yes; Jonathan Bilden, yes; Ruth Jenks, yes; Bob Russell, yes; and Bill Fierke, absent. The motion passed unanimously by those present.

Mayor Russell welcomed everyone to attend the celebration in the Ashpole Community Center on May 1st.

- 10.2 Resolution No. 2017-12. A Resolution proclaiming May 15, 2017 as “National Peace Officers Memorial Day” and May 14-20, 2017 as “National Police Week” in the City of Eagle Point.

Vern Thompson, Police Chief, reported that National Peace Officers Memorial Day had been celebrated since 1961 when President Kennedy first introduced it. National Peace Officers Memorial Day is held at the National Monument. National Police Week honors all of the dedicated men and women in law enforcement.

Mayor Russell extended his appreciation and asked for a motion to approve Resolution No. 2017-12. Councilor Sell made a motion to approve Resolution No. 2017-12, a Resolution proclaiming May 15, 2017 as “National Peace Officers Memorial Day” and May 14-20, 2017 as “National Police Week” in the City of Eagle Point. Council President Jenks seconded the motion. There was no discussion. Roll call: Kathy Sell, yes; Michael Stanek, yes; Jonathan Bilden, yes; Ruth Jenks, yes; James Mannenbach, yes; Bob Russell, yes; and Bill Fierke, absent. The motion passed unanimously by those present.

- 10.3 Resolution No. 2017-13. A Resolution appointing Citizen Members to the Eagle Point Budget Committee.

Cindy Hughes, City Recorder, announced four vacancies and four applications for Citizen Members on the Eagle Point Budget Committee. Three of the vacancies resulted from the completion of terms by Brad Rundle, Leon Sherman, and Millie Wewerka. The other vacancy was for the remainder of an appointment that will end on March 7, 2019.

Applications were submitted by: Aaron Prunty, Brad Rundle, Leon Sherman, and Millie Wewerka. Ms. Hughes recommended the Council consider offering a motion to fill the remainder of the term ending on March 7, 2019, and the three full terms.

Mayor Russell asked for a motion to approve Resolution No. 2017-13. Councilor Bilden made a motion to approve Resolution No. 2017-13, a Resolution appointing Brad Rundle, Leon Sherman, and Millie Wewerka for full three year terms beginning on April 25, 2017 through April 24, 2020; and Aaron Prunty to fill the remainder of the term ending on March 7, 2019. Councilor Stanek seconded the

City of Eagle Point Council Meeting Minutes

April 25, 2017

Page 4 of 8

motion. There was no discussion. Roll call: Michael Stanek, yes; Jonathan Bilden, yes; Ruth Jenks, yes; James Mannenbach, yes; Kathy Sell, yes; Bob Russell, yes; and Bill Fierke, absent. The motion passed unanimously by those present.

- 10.4 Resolution No. 2017-14. A Resolution authorizing a donation of General Funds in the amount of \$15,000 to the Eagle Point and Upper Rogue Chamber of Commerce for the July 4th community events and fireworks display.

Henry Lawrence, City Administrator, reported the City had provided funding to the Chamber of Commerce last year for the 4th of July fireworks display. A review of previous Minutes noted a requirement for the Chamber to provide a presentation of its 4th of July budget before the Council's authorization of additional funds. Mr. Lawrence noted a line item of \$15,000 in the approved Budget.

Chamber President Robert Pinnell of Eagle Point presented a revised accounting of the Chamber's Budget (Submission No. 2). Mr. Pinnell discussed the cost of various events for the 4th of July and the free volunteer manpower provided to run the entire celebration. The approximate total cost is \$25,000. Mr. Pinnell respectfully requested and emphasized the necessity of receiving the budgeted amount of \$15,000, as the Chamber is self funded.

In addition to the 4th of July, Mr. Pinnell reported on the Vintage Faire, Circus, and other activities of the Chamber promoting the City. Next, he presented the Chamber's new website with its engaging and professional appearance. He further noted discussing the other events to show how the Chamber is in alignment with the City's efforts to promote shopping locally and creating a livable community.

Discussion returned to the 4th of July. Mr. Pinnell proudly noted his daughter, this year's Pro Rogue Rodeo Queen, would be in attendance. Councilors Sell and Jenks also inquired about the purpose of the requested funds. Mr. Pinnell responded that the funds are in a separate account and used exclusively for the 4th of July. Again, Mr. Pinnell noted the Chamber is truly a non-profit organization.

Mayor Russell asked for a motion to approve Resolution No. 2017-14. Council President Jenks, after disclosing she is on the Chamber's 4th of July Committee, made a motion to approve Resolution No. 2017-14, authorizing a donation of General Funds in the amount of \$15,000 to the Eagle Point and Upper Rogue Chamber of Commerce for the July 4th community events and fireworks display. Councilor Sell seconded the motion. There was no discussion. Roll call: Jonathan Bilden, yes; Ruth Jenks, yes; James Mannenbach, yes; Kathy Sell, yes; Michael Stanek, yes; Bob Russell, yes; and Bill Fierke, absent. The motion passed unanimously by those present.

- 10.5 Resolution No. 2017-15. A Resolution authorizing a City of Eagle Point Personal/Professional Services Contract with Northwest Code Professionals LLC (NWCP) as the designated Building Official for the City of Eagle Point.

Henry Lawrence, City Administrator, reported on the City's Building Department

City of Eagle Point Council Meeting Minutes

April 25, 2017

Page 5 of 8

Services and contracting with Northwest Code Professionals LLC (NWCP), after Dale Bohannon's retirement (BDS). The proposed two year contract included the same terms and provisions as the existing contract.

Mr. Lawrence further reported NWCP has been able to keep up with the pace and provides a good service to the City, and is considering employing an electrical inspector. Discussion ensued wherein it was reported that Robert Rice and other NWCP staff members are working to relocate to Eagle Point.

Mayor Russell asked for a motion to approve Resolution No. 2017-15. Councilor Stanek made a motion to approve Resolution No. 2017-15, a Resolution authorizing a City of Eagle Point Personal/Professional Services Contract with Northwest Code Professionals LLC (NWCP) as the designated Building Official for the City of Eagle Point. Councilor Mannenbach seconded the motion. There was no discussion. Roll call: Ruth Jenks, yes; James Mannenbach, yes; Kathy Sell, yes; Michael Stanek, yes; Jonathan Bilden, yes; Bob Russell, yes; and Bill Fierke, absent. The motion passed unanimously by those present.

- 10.6 Resolution No. 2017-16. A Resolution amending the rate structure for solid waste collection and setting a new franchise collection rate for Southern Oregon Sanitation.

Henry Lawrence, City Administrator, reported that Southern Oregon Sanitation had provided services for several generations. Nick Fahey, Operations Manager for the Eagle Point Division of the family-owned business was present in the audience. Mr. Lawrence reported there had not been a rate increase request since the 2009 Franchise Agreement. The amendment included a 12.18% increase that is less than the Consumer Price Index during that time. It will cost consumers about \$1.83 per month on a 35 gallon container. Mr. Lawrence concluded that the rate is still one of the lowest in the area.

Mr. Fahey discussed the proposal with the Council. While the rates are not official, Eagle Point will likely be one of the lowest rates. Mayor Russell and Councilor Sell commended SOS's support for non-profit groups and youth.

Mayor Russell asked for a motion to approve Resolution No. 2017-16. Councilor Sell made a motion to approve Resolution No. 2017-16, a Resolution amending the rate structure for solid waste collection and setting a new franchise collection rate for Southern Oregon Sanitation. Council President Jenks seconded the motion. There was no discussion. Roll call: Ruth Jenks, yes; James Mannenbach, yes; Kathy Sell, yes; Michael Stanek, yes; Jonathan Bilden, yes; Bob Russell, yes; and Bill Fierke, absent. The motion passed unanimously by those present.

- 10.7 Resolution No. 2017-17. A Resolution authorizing a City of Eagle Point Personal/Professional Services Contract with Ashland Medford Plumbing Inc. for the Napa Street Improvements.

Robert Miller, Public Works Director, reported on the Napa Street Improvements

City of Eagle Point Council Meeting Minutes

April 25, 2017

Page 6 of 8

project to include curb, gutter, sidewalk, minor street widening and drainage improvements next to the Splash Park. It was later realized the project should be extended to include the curb and gutter in front of 225 Napa Street to alleviate flooding. The project was advertised and five bids were submitted. It was recommended to award the project to Ashland Medford Plumbing Inc.

Discussion followed about the completion date. Mr. Miller clarified the completion date should be June 2, 2017, with liquidated damages included in the contract. Delays are not anticipated.

Mayor Russell asked for a motion to approve Resolution No. 2017-17. Councilor Stanek made a motion to approve Resolution No. 2017-17, a Resolution authorizing a City of Eagle Point Personal/Professional Services Contract with Ashland Medford Plumbing Inc. for the Napa Street Improvements. Council President Jenks seconded the motion. There was no discussion. Roll call: James Mannenbach, yes; Kathy Sell, yes; Michael Stanek, yes; Jonathan Bilden, yes; Ruth Jenks, yes; Bob Russell, yes; and Bill Fierke, absent. The motion passed unanimously by those present.

- 10.8 Resolution No. 2017-18. A Resolution authorizing a City of Eagle Point Personal/Professional Services Contract with Siskiyou Cascade Construction, Inc. for the Splash Park.

Robert Miller, Public Works Director, referenced an updated Resolution that was provided during meeting. Mr. Miller reported working with Galbraith and Associates, and receiving the consensus of the Council to move forward on the design of the Splash Park. The project was advertised and two bids were received, both in amounts higher than anticipated although prices have been increasing.

Mr. Miller reported the project was originally budgeted in April 2016. However, at that time it was only budgeted for plants and a few benches. After receiving the bids, staff determined to remove or postpone the decorative fence, a minor block wall/drainage, and other aspects that brought down the cost by \$32,500. Mr. Miller also noted the Upper Rogue Rotary Club's donation of \$5,000 and matching labor for trees and shrubs. Mr. Miller concluded with a proposed amount of \$78,400 to fund the project, and recommended awarding the contract to Siskiyou Cascade Construction, Inc.

Mayor Russell was impressed with the solution. Discussion continued about the expense but the project was noted as being a magnet to the Downtown Area. The liquidated damage clause was also explained and unless a delay is caused by the City, the contractor will be penalized if it does not complete the project on time.

Mayor Russell asked for a motion to approve Resolution No. 2017-18. Council President Jenks made a motion to approve Resolution No. 2017-18, a Resolution authorizing a City of Eagle Point Personal/Professional Services Contract with Siskiyou Cascade Construction, Inc. for the Splash Park. Councilor Stanek seconded the motion. There was no discussion. Roll call: Kathy Sell, yes; Michael Stanek, yes; Jonathan Bilden, yes; Ruth Jenks, yes; James Mannenbach, yes; Bob Russell,

City of Eagle Point Council Meeting Minutes

April 25, 2017

Page 7 of 8

yes; and Bill Fierke, absent. The motion passed unanimously by those present.

11. REPORTS FROM CITY COUNCIL AND CITY COMMITTEE REPRESENTATIVES

Councilor Bilden reported attending a quarterly meeting with the City and School District, and a School District Facilities meeting.

Council President Jenks reported attending a Rogue Valley Metropolitan Planning Organization (RVMPO) Policy Committee Meeting, wherein there was discussion about funding granted to Rogue Valley Transit District (RVTD). There was also an update on Federal Funding with changes in status to the Portland, Eugene, and Salem areas.

Councilor Sell reported on the recent Planning Commission meeting and approving an application for the Storage Emporium on Hannon Road. Councilor Sell reported positively on the meeting and on the types and variety of storage to be offered.

Mayor Russell reported the honor of greeting Governor Brown at the Eagle Point High School during an event to recognize the school for its good programs, particularly the attendance program. Mayor Russell also announced plans to attend an upcoming meeting with the Medford Water Commission and the Rogue River Watershed Council; as well as an additional meeting with the YMCA.

12. STAFF REPORTS

Mike Upston, Planning Director, announced there is still a lot of development going on with more to come. Mr. Upston followed up on the approval of the Storage Emporium, and the Planning Commission's review in May of the Barton Road Subdivision. A number of longer range planning items include the Jackson County Enterprise Zone, regional housing, Urban Growth Analysis, transportation planning, and an updated Flood Map from Federal Emergency Management Agency (FEMA). Mr. Upston noted details are in the Friday Letter.

Melissa Owens, Finance Director, reported the Financial Report through March 31st is included in the Council Packet. It was noted that everything is on track, and continues to be strong as related to revenues for development. Ms. Owens announced the Budget Committee Meeting date of June 5th, and if needed, a second meeting on June 8th. In addition, the auditors are scheduled to visit and they submitted an initial list for their review. Other projects are included in the Friday Letter.

Robert Miller, Public Works Director, introduced Matt Hall, the new Public Works Customer Service Representative, and welcomed him and his family from Klamath Falls. Mr. Miller reported on the Parks and Recreation Commission Meeting wherein they discussed a potential dog park, and the new Community Development Commission. Updates on Public Works Projects included a chlorine analyzer, Linn Road, and on-call parks maintenance and other upcoming projects. The Main Street Lighting project is likely to be completed after the 4th of July. Mr. Miller also reported attending a professional conference.

City of Eagle Point Council Meeting Minutes

April 25, 2017

Page 8 of 8

Vern Thompson, Police Chief, announced the new recruit, Cody Mabee had been hired as a new officer.

Henry Lawrence, City Administrator, reported attending a recent Medford Water Commission meeting and its adoption of a new policy to outside customers, impacting our wholesale water rate. While the rate may increase for a while, it may go back down. It is based on a fluctuating 20 year treasury rate. However, a maximum increase or decrease is set at 5.2%.

Cindy Hughes, City Recorder, reported on recruitment efforts for the new Community Development Commission.

There were no other staff reports.

13. INFORMATION

There were no information items for discussion.

At 8:04 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.

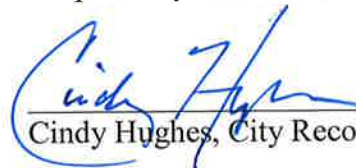
14. EXECUTIVE SESSION PURSUANT TO ORS 192.660(2)(h), To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

At 8:12 p.m., Mayor Russell opened the Executive Session pursuant to ORS 192.660(2)(h). Following discussion, Mayor Russell closed the Executive Session at 8:40 p.m.

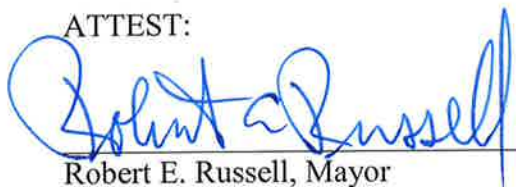
15. ADJOURN

There being no further business, Mayor Russell reconvened and closed the meeting at 8:41 p.m.

Respectfully submitted,


Cindy Hughes, City Recorder

ATTEST:


Robert E. Russell, Mayor