

# CITY OF EAGLE POINT

*"Gateway to the Lakes"*

OREGON

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

JANUARY 23, 2018

REGULAR MEETING MINUTES

1. CALL TO ORDER – 6:00 P.M.

Mayor Russell called the meeting to order at 6:00 p.m.

Council Members Present: Bob Russell, Jonathan Bilden, Bill Fierke (via Skype), Ruth Jenks, James Mannenbach, and Michael Stanek.

Council Members Absent: Kathy Sell.

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

Guests: Bob Strosser, Jackson County Commissioner; Bob Horton, Jackson County Fire Chief District 3; Michael Bull, Century West Engineering; John Galbraith, Galbraith & Associates; Suzi Collins, Planning Commissioner; Millie Wewerka, Planning Commissioner and Budget Committee Member; 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.

5. PUBLIC HEARINGS

There were no Public Hearings.

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### 6. CONSENT CALENDAR

#### 6.1 Presentation of Regular Meeting Minutes of January 9, 2018.

Mayor Russell announced the Consent Calendar. There were no questions or comments. Councilor Bilden moved to approve the Consent Calendar as presented and Council President Jenks seconded the motion. There was no discussion. Roll call: Ruth Jenks, yes; James Mannenbach, yes; Jonathan Bilden, yes; Bob Russell, yes; Bill Fierke, abstained; Michael Stanek, abstained; and Kathy Sell, absent. The motion passed with four yes votes.

### 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. Councilor Jenks asked about the US Bank credit card bill. Melissa Owens, Finance Director, reported most of it was for travel, training, equipment maintenance, and a sign for Lucas Park. Robert Miller, Public Works Director, clarified the sign was at the South Shasta side entrance. At Council President Jenks' request, Ms. Owens clarified training was for law enforcement as well as some administrative staff. Councilor Bilden motioned to approve the Regular Bills to be Paid in the amount of \$91,484.35 and the Additional Bills List in the amount of \$13,037.61 (Submission No. 1). Councilor Mannenbach seconded the motion. There was no additional discussion. Roll call: James Mannenbach, yes; Michael Stanek, yes; Jonathan Bilden, yes; Bill Fierke, yes; Ruth Jenks, yes; Bob Russell, yes; and Kathy Sell, absent. The motion passed unanimously by those present.

### 9. OLD BUSINESS

#### 9.1 Discussion concerning the Linn Road - OR62 to Buchanan Avenue Improvements.

Mike Bull with Century West Engineering followed up with a presentation of the hybrid option for Linn Road (Submission No. 2). The hybrid option includes underground placement of: crossing wires, parallel wires on the South side of the street, Hunter Communication lines on the North side of Linn Road, as well as Pacific Power transmission lines in a short section between DeAnjou and the dental office. This option would give the ability to add a monument type sign without aerial interference.

Following the presentation, Mr. Bull opened for questions. Mayor Russell commented that it looked like a good compromise with an overall pleasant effect. Councilor Fierke added that it looks a lot better. Cost was discussed which Mr. Bull estimated at about \$500,000 instead of \$1,000,000. In addition, Hunter Communications provided an estimate of \$18,000 to underground its lines but the estimate does not include a trench or vault. Further, Precision Electric provided a bid of approximately \$22,000 to reroute individual lines to homes. An estimate from Pacific Power is anticipated during the first week of February.

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Council President Jenks discussed the aesthetics of the project. While she originally thought the crossing lines were a distraction, as it turns out, it was actually the poles. Electrical poles were noted in the downtown area and Council President Jenks responded that she would look at that area again.

With regard to completing the project this summer, Mr. Bull noted potential construction easements which could impact the timeframe. Robert Miller, Public Works Director, added that the Agenda Packet has information about a swale which will be brought forward at a later time for direction. In addition, Mr. Miller reported a permit is required from the Department of State Lands and the U.S. Army Corp of Engineers.

### 10. NEW BUSINESS

- 10.1 Resolution No. 2018-03. A Resolution declaring certain property as Surplus and authorizing its disposition.

Robert Miller, Public Works Director, reviewed the related Agenda Statement, noting the request to declare items as surplus including a collection of vehicles, equipment, and other property that no longer serves the needs of the City. All of the items were listed in Exhibit "A" to the Resolution, including an additional piece of office equipment listed as HP Officejet Pro L7680 All-in-One. Councilor Bilden asked about the item labeled as a gizmo (pictured in the Resolution); however, Mr. Miller reported it was not known.

Mayor Russell asked for a motion to approve Resolution No. 2018-03. Councilor Stanek made a motion to approve Resolution No. 2018-03, a Resolution declaring certain property as Surplus and authorizing its disposition; and Councilor Bilden seconded the motion. There was no discussion. Roll call: Michael Stanek, yes; Jonathan Bilden, yes; Bill Fierke, yes; Ruth Jenks, yes; James Mannenbach, yes; Bob Russell, yes; and Kathy Sell, absent. The motion passed unanimously by those present.

- 10.2 Introduction and discussion regarding Utility Right-of-Way Ordinance.

Henry Lawrence, City Administrator, deferred this item to City Attorney, Joe Kellerman. Attorney Kellerman explained that the City's negotiating process brings utility franchises into alignment with current rates. Nonetheless, the last negotiation with Charter Communications took about one and a half years to complete, while the old rates stayed in place during negotiations.

Attorney Kellerman went on to report that a partner in his firm represents the City of Grants Pass, and developed an Ordinance for all franchises and established rates for using that City's right-of-way unless under a separate agreement. The law firm made adjustments to the Ordinance for Eagle Point's use as shown in the Agenda Packet. Attorney Kellerman recommended using the Ordinance, noting the existing agreements would remain in place until expired. The Franchise Agreement with Pacific Power and Light (PPL) expires in June 2018.

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The proposed rates on Page 16 of the Ordinance includes a change for PPL from 5% to 7% beginning July 1<sup>st</sup>, when the Franchise Agreement expires. Attorney Kellerman clarified that the increase is added to residential billing and is why we try to keep it aligned with what other communities are doing. Mr. Lawrence added that 4% of the 7% is usually covered by the company and the rest is passed on to customers. The increase of 5% to 7% is approximately \$115,000 annual revenue to the City which will be needed based on the increased cost of Public Employees Retirement System (PERS) for the Police Department in addition to salary adjustments and Cost-of-Living Adjustment (COLA) increases. Mr. Lawrence further reported a projected deficit of \$100,000 for the next budget year even with the increase from 5% to 7%.

Attorney Kellerman mentioned adding the Charter Franchise - Public Education and Governmental (PEG) fees to the Ordinance. Mr. Lawrence noted that the cable fee could not increase more than 5% by Federal law. An increase is not being proposed for water rates, mainly because the internal loan for building the new water tank is being paid back. Mr. Lawrence noted that water rates could be increased to 7% after an internal loan is paid off in four to five years which would generate another \$40,000 from the Water Fund to the General Fund. Sanitary sewer and telecommunications were reported to already be at 7%. Natural gas is at 5% although the Franchise Agreement expires in 2021 or 2022 and an increase is anticipated in the future. Solid Waste through Southern Oregon Sanitation (SOS) will be maintained as normal. When asked, Mr. Lawrence responded that he liked the proposed Ordinance as it would be much easier administratively and probably save legal fees over the long run. In conclusion, Mr. Lawrence reported the item could be brought back in another month or so, after public notice is made. There were no further comments.

### 11. REPORTS FROM CITY COUNCIL AND CITY COMMITTEE REPRESENTATIVES

Councilor Fierke announced the upcoming special session of the School District 9 Board regarding the evaluation of the Superintendent.

Councilor Stanek announced an opening on the Rogue Valley Metropolitan Planning Organization's Public Advisory Committee for the White City area. Councilor Stanek offered applications or applications could be downloaded from [RVMPO.org](http://RVMPO.org). Next, Councilor Stanek reported on the Eagle Point Branding Committee's recent review of core values and commended Paradux Media Group. The Branding Committee's next meeting is scheduled on February 8<sup>th</sup>.

Mayor Russell reported attending the Oregon Mayor Association's Board meeting with work on their next conference, and future presentations to Eagle Point classrooms for the "If I Were Mayor" contest. Upcoming meetings scheduled later in the week included a meeting of Southern Oregon Regional Economic Development Inc. (SOREDI) and Rogue Valley Council of Governments (RVCOG).

There were no other reports.

12. STAFF REPORTS

Mike Upston, Planning Director, reported on current development with approximately five subdivisions, one multi-family housing development, and three commercial properties. Mr. Upston also reported on an alley way vacation in the Golf Course and an agreement between the Holt Group and another developer coming forward. Additionally, Mr. Upston reported on the Community Development Commission (CDC) sharing goals with the Council, the Lang Duplex Project, Eagle Mobile Park expansion, and Richardson Veterinary Services.

Melissa Owens, Finance Director, reported the Financial Report was included in the Agenda Packet. Ms. Owens further reported being half way through the year with no surprises and building being strong with increased System Development Charges (SDCs) and building permit revenues. However, there are associated costs such as Building Official services. Additionally, Ms. Owens reported work on budget projections, as well as time consuming information technology upgrades.

Robert Miller, Public Works Director, reported receiving nine bids on the South Shasta Pedestrian Bridge Project. Other upcoming projects include the Laurel Street Storm Improvements, Public Works Heated Storage, and the Main Street Lights. Mayor Russell asked about the grant award for Royal Avenue; however, Mr. Miller reported the funds will be available in 2020 and staff is working on current projects.

Interim Police Chief May reported on the Department's current recruiting efforts and the possibility of other open positions. Chief May also announced Officer Robert Leonard's last day and wished him the best. Councilor Stanek inquired about a car fire and Chief May responded that nothing suspicious was discovered.

Joe Kellerman, City Attorney, made positive comments about the traffic speed lights in the community. Additionally, Attorney Kellerman announced an upcoming Executive Session regarding a draft lawsuit against the City's former engineers.

Henry Lawrence, City Administrator, reminded the Council about the Incident Command System (ICS) and National Incident Management System (NIMS) Training Materials that were provided in the Fall and going online to complete. Although Mr. Lawrence did not ask the Council if they had completed the training, but said he would ask at some point in the future as this is something the insurance company likes although it is not required.

13. INFORMATION

There were no information items for discussion.

Prior to adjourning, Mayor Russell announced rescheduling the Special Study Session on System Development Charges (SDCs) and Council Goals to February 6<sup>th</sup>.

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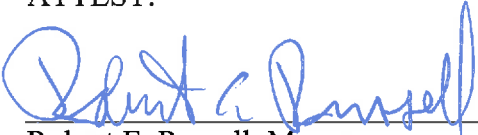
14. ADJOURN

There being no further business, Mayor Russell closed the meeting at 6:38 p.m.

Respectfully submitted,

  
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Cindy Hughes, City Recorder

ATTEST:

  
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Robert E. Russell, Mayor