



CITY OF EAGLE POINT

"Gateway to the Lakes"

OREGON

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

FEBRUARY 27, 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, Kathy Sell, and Michael Stanek.

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: Suzi Collins, Planning Commissioner; Douglas Detling, Community Development 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

4.1 Presentation of Service Award to Robert Leonard in recognition of service with the City of Eagle Point Police Department, 2001 ~ 2018.

Mayor Russell announced Item No. 4.1 on the agenda, a presentation in recognition of Robert Leonard's service with the City of Eagle Point Police Department, 2001 ~ 2018. The presentation was attended by numerous members of the Police Department as well as administrative staff, spouses, and family members. Mayor Russell and Interim Police Chief Darin May presented the service award to Robert Leonard.

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Chief May had thought a lot about what he would say about Robert Leonard and one thing that really stood out was stated by a candidate for the position of police officer. The candidate said he knew he wanted to become a police officer after having an interaction with Officer Leonard as a young child. Chief May concluded by saying that Ashland got a great officer but Eagle Point lost a great guy that will be missed by the community and citizens.

Additionally, Robert Leonard shared a few words of support about the leadership of Darin May, noting he has the foresight and integrity to lead the Department.

5. PUBLIC HEARINGS

There were no Public Hearings.

6. CONSENT CALENDAR

6.1 Presentation of Regular Meeting Minutes of February 13, 2018.

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

7. CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT CALENDAR

There were no items considered for removal from the agenda.

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 commented on the short bill list and inquired about the credit card purchases. Melissa Owens, Finance Director, reported on the credit card purchases which included two separate travel and trainings, food for a Council Workshop, and the service award. There being no further questions, Councilor Bilden moved to approve the Regular Bill List in the amount of \$19,838.11 and the Additional Bills List in the amount of \$17,260.34 (Submission No. 1). Council President Jenks seconded the motion. There was no discussion. Roll call: Michael Stanek, yes; Jonathan Bilden, yes; Bill Fierke, yes; Ruth Jenks, yes; James Mannenbach, yes; Kathy Sell, yes; and Bob Russell, yes. The motion passed unanimously.

9. OLD BUSINESS

9.1 Discussion regarding Linn Road - OR62 to Buchanan Avenue Improvements.

Jim Pex with Century West Engineering made a presentation (Submission No. 2) with current project budgets and proposed alternatives. Since the last meeting, some requirements have changed and the Army Corp of Engineers will require all water

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that touches Linn Road to be treated prior to going into the Buchanan Ditch which necessitates a change of layout in the storm water design.

The final item needed by the Council was the selection of a culvert and nearly everything else is ready to go forward. Mr. Pex reiterated that undergrounding power would change the construction dynamic of the road and create a time lapse but other things could be done during that time.

With regard to power poles, Mike Bull with Century West discussed the schematics and hybrid underground model. In the hybrid model, it removes all crossing lines from Buchanan to the dental office driveway and all service poles on the south side of Linn Road. However, the higher, electrical transmission lines will be taken down from the dental office driveway to across from Lorraine. Councilor Sell inquired about connections to homes and Mr. Bull reported that the bid includes underground conduit to each home from the roof to underground meters.

Mr. Pex then presented the current project budgets and proposed alternatives with typical designs. The three designs included the least expensive option on the upper left, bottom left is middle ground, and the right is the most expensive. The least expensive option received favorable comments from the Council, is metal fabricated and can be installed quicker. The next option on the lower left installs in sections. Discussion followed and there were no measurable functional differences including weight bearing and water capacity. Additionally, they all meet the Oregon Department of Transportation (ODOT) standard, and outside of inspections direct maintenance is not anticipated.

Next, Mr. Pex reviewed the project cost with a preliminary construction cost estimate of \$546,700 for the partial electrical undergrounding with a total construction cost of approximately \$2.8M. Henry Lawrence, City Administrator, clarified that the amounts were for construction cost, not engineering. He further noted the project cost was on a trajectory to require \$1M extra out of reserve funds for the project if it doesn't use the \$450,000 contingency, and does not include the entrance arch.

Mayor Russell clarified that the underground line work should be completed before or after July 4th. Mr. Pex noted that a lot of the scheduling falls onto the permitting process. Council President Jenks inquired about whether or not there could be an overlap of projects which is possible but would cause issues to close roads at the same time. Mayor Russell concluded by speaking on behalf of the Council in support of the hybrid option. No objection was stated.

9.2 Discussion regarding Pavement Management Program and Budget Options Report.

Robert Miller, Public Works Director, reviewed the Pavement Management Program System 2018 Update (Submission No. 3). During the 2012 Pavement Condition Survey, 74.5% of roads were graded as being in good condition but there were some poor and very poor road conditions. However, since that time, the 2017 Pavement

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Condition Survey rated the roads with an overall rating of 82 which ranks the City near the 90th percentile for all cities in Oregon. Mr. Miller reported that approximately \$2.1M had been spent on road improvements in the last five years.

Additionally, Mr. Miller reported on House Bill 2017 – Keep Oregon Moving which will provide approximately \$150,000 per year to Eagle Point but has limitations on how it can be used. The total scenario for the five year budget is approximately \$350,000 per year, including the funds from HB 2017, which should increase the pavement condition to 83 and eliminate roads in poor condition.

10. NEW BUSINESS

10.1 Resolution No. 2018-07. A Resolution appointing Citizen Members to the Eagle Point Budget Committee.

Cindy Hughes, City Recorder, announced three vacancies and four applications for Citizen Members on the Eagle Point Budget Committee. There were two current vacancies with unexpired terms ending on March 28, 2018 and April 24, 2020. An additional position was seated by Lorin Myers and set to expire on March 28, 2018.

Applications were submitted by: Alan Curriston, Douglas Detling, Eric Gunn, and Lorin Myers. Advertisement was made in the Upper Rogue Independent, on the City's website, and bulletin board at City Hall. In accordance with Oregon Revised Statute 294.414, the governing body shall appoint the Budget Committee Members. Staff's recommendation is for the Council to consider offering a motion to fill the vacancies.

Council made favorable comments regarding the applicants, and expressed appreciation for interest and attendance at meetings.

Mayor Russell asked for a motion to approve Resolution No. 2018-07. Council President Jenks made a motion to approve Resolution No. 2018-07, a Resolution appointing Lorin Myers to serve the remainder of the term ending on March 28, 2018 and an additional three year term ending March 30, 2021; appointing Douglas Detling to serve the remainder of the term ending on April 24, 2020; and appointing Eric Gunn to serve a term effective March 29, 2018 through March 30, 2021. Councilor Stanek seconded the motion. There was no discussion. Roll call: Jonathan Bilden, yes; Bill Fierke, yes; Ruth Jenks, yes; James Mannenbach, yes; Kathy Sell, yes; Michael Stanek, yes; and Bob Russell, yes. The motion passed unanimously.

10.2 Resolution No. 2018-08. 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, introduced this item. Councilor Bilden and Mayor Russell declared their service on the Chamber Board; however, Attorney

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Kellerman did not declare an actual conflict and stated they were both qualified to vote on this item. Bob Pinnell, President of the Eagle Point and Upper Rogue Chamber of Commerce expressed appreciation for one of the best 4th of July events. This year's celebration is anticipated to be even bigger and better with guests from Eagle Point's sister city, Showa, Japan, and close to six or seven thousand people. However, it was noted there will not be a bounce house or beer garden.

The requested amount of \$15,000 will help with the cost and the Chamber will raise the remainder of needed funds. Additional details were presented in the Financial Budget Proposal (Submission No. 4) which Mr. Pinnell submitted. Mayor Russell expressed appreciation to Mr. Pinnell for his service as the Chamber's President.

Mayor Russell asked for a motion to approve Resolution No. 2018-08. Councilor Mannenbach made a motion to approve Resolution No. 2018-08, 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. Councilor Sell seconded the motion. There was no discussion. Bill Fierke, yes; Ruth Jenks, yes; James Mannenbach, yes; Kathy Sell, yes; Michael Stanek, yes; Jonathan Bilden, yes; and Bob Russell, yes. The motion passed unanimously.

11. REPORTS FROM CITY COUNCIL AND CITY COMMITTEE REPRESENTATIVES

Council President Jenks reported attending a Rogue Valley Metropolitan Planning Organization (MPO) Policy Committee meeting with an interesting presentation from Central Point about expanding its Urban Growth Boundary.

Councilor Sell reported attending the first Planning Commission meeting of the year. At the meeting, Suzi Collins was elected as Chair and Dianne Mihocko as Vice-Chair. Additionally, a Public Hearing was held for a conditional use permit for a small animal veterinarian office in Poppy Village.

Mayor Russell attended a Medford Water Commission meeting with a discussion about water use for marijuana wherein some cities expressed that they do not want to sell water for growing marijuana. Mayor Russell also recognized Eagle Point Troup 48 Scouts in attendance at the meeting. Mayor Russell expressed appreciation for their work including Nick Erno's scouting project of replacing fencing at Mattie Brown Park.

12. STAFF REPORTS

Mike Upston, Planning Director, discussed Central Point's conceptual planning process and explained that Eagle Point will go through a similar process at some point in the future. Eagle Point's buildable lands inventory was just completed and it appears there is enough land to last another three to five years. Mr. Upston added to Councilor Sell's report about the veterinary clinic which will occupy 2/3 of the building it is located in. However, there is still a lot of residential and commercial development. Other upcoming items include Planning Commission meetings and a Branding Committee meeting as well as a Community Development Commission meeting.

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Melissa Owens, Finance Director, reported the Financial Report was in the packet and there were no surprises. Ms. Owens noted that building keeps moving along so Building and SDC revenues are doing well. Focus has been on the first draft of the budget, system enhancement for financial software, system development charges with a public hearing tentatively scheduled on June 12. The methodology for the system development charges will be available by April 9. Ms. Owens noted that in addition to the public, developers and builders will be invited to the public hearing. Last, Mayor Russell inquired about the number of citations written but only one person opting for traffic school. Ms. Owens responded that a lot of people have already taken traffic school or they cannot pay for it up front but can make payments on tickets. Further, the failure to appear rate is fairly standard; however, a reminder letter is sent if someone fails to appear the first time and from there the amount of trouble increases.

Robert Miller, Public Works Director, reported on continuing construction that has kept up other than a couple of snow and rain days. However, one subdivision has been delayed by the U.S. Army Corp of Engineers. Mr. Miller also reported on upcoming projects including the Laurel and Tracy Storm Project and Public Works Roof Project.

Darin May, Interim Police Chief, reported on recruitment and narrowing candidates to six individuals. Currently, other staff has taken advantage of free training offered in Medford. With regard to a nuisance property, an abatement letter was sent to the owner with a deadline for remediation and was also copied to HUD and the Jackson County Housing Authority. Chief May noted that the property had past problems but he had not been aware of the recent problem until earlier in the day.

Attorney Kellerman reported filing a suit for the City and will provide a copy of the complaint at the next meeting.

Henry Lawrence, City Administrator, reported the State legislature is in a short session but working on a lot of new things including House Bill 4086 A. HB 4086 A, passed and will go to the Senate next. HB 4086 A, prohibits local communities from contracting out their Building Official but still allows contracting building inspection services. Options were discussed about providing front line service to Eagle Point's customers and developing a Plan B. A brief discussion followed.

Cindy Hughes, City Recorder, reminded the Council to confirm their availability for the June 12th City Council meeting.

13. INFORMATION

There were no information items.

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14. ADJOURN

There being no further business, Mayor Russell closed the meeting at 7:20 p.m.

Respectfully submitted,


Cindy Hughes, City Recorder

ATTEST:


Robert E. Russell, Mayor