



CITY OF EAGLE POINT

"Gateway to the Lakes"

OREGON

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

OCTOBER 11, 2011

REGULAR MEETING MINUTES

1. CALL TO ORDER – 7:00 P.M.

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

Council members present: Bob Russell, Alan Curriston, Wayne Brown, Kathy Sell, Ruth Jenks, Jonathan Bilden, and Bill Fierke.

Staff members present: David Hussell, City Administrator; Joe Kellerman, City Attorney; Melissa Owens, Finance Officer; Robert Miller, Public Works Director; Vern Thompson, Chief of Police; and Dena Roberts, City Recorder.

2. FLAG SALUTE AND INVOCATION.

Mayor Russell led the flag salute and Council President Curriston led the invocation.

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

Don Skundrick, Jackson County Commissioner, thanked the City of Eagle Point and particularly Dave Hussell for his work on the Regional Problem Solving Plan. He stated he expects the RPS Plan process to be completed by the end of the year. Commissioner Skundrick advised other counties in the state have tried to do an RPS Plan but have not succeeded; Jackson County is the only county to have gotten this far. Commissioner Skundrick explained everyone involved put aside their personal wants and worked for the good of the community of Jackson County. He commended Mayor Russell and Dave Hussell on their presentation to the Jackson County Commissioners, noting public hearings begin tomorrow and deliberations will follow. He then thanked the Eagle Point City Council for supporting RPS. In addition, he thanked Councilor Bilden for attending the courthouse meetings, noting it means a lot to the commissioners to have people show interest. He then invited councilors as well as citizens to attend these meetings. Mayor Russell stated the Eagle Point councilors who attended Eagle Point's presentation to the commission had very good comments regarding how well informed the commissioners were and thanked the commission for learning about the RPS process.

Jared Hill, the Bishop of the Eagle Point LDS Church ward advised members of his congregation would be completing their community service project this upcoming Saturday. He thanked the council for giving them the opportunity. He also thanked Dave Hussell for all the time he spent in working out the logistics of the project. Bishop Hill advised the brush cleaning project will be from 8:00 a.m. until 12:00 p.m. and will occur between the old and new bridges. He further advised the second community service project will be painting the city's fire hydrants. Bishop Hill advised he has 100 people committed to the two projects, but will likely have more. He invited everyone in attendance at the meeting to be a part of the project. He further advised there will be a small pot luck lunch afterwards. Bishop Hill stated he hoped the project would be the beginning of an annual project, with it possibly turning into an interfaith effort. He then invited questions. Nancy Leonard asked where the painting would occur. Bishop Hill advised they would start in the core of the city and work their way outwards, hoping to paint approximately 60 fire hydrants. Council thanked Bishop Hill.

4. PRESENTATIONS.

5. PUBLIC HEARINGS.

6. CONSENT CALENDAR.

6.1 Presentation of regular meeting minutes of September 13, 2011.

Mayor Russell announced the consent calendar and asked for a motion. Councilor Sell noted a change to the minutes. The reference to Aaron Prunty being a member of the Planning Commission should be changed to Parks & Recreation Commission. Dena Roberts responded she would make the change to the official minutes. Council President Curriston moved council approve the Consent Calendar as presented with the change noted. Councilor Jenks seconded the motion. There was no further discussion. Roll call: Alan Curriston, yes; Bob Russell, yes; Bill Fierke, yes; Ruth Jenks, yes; Jonathan Bilden, yes; Wayne Brown, yes; and Kathy Sell, yes. The motion passed unanimously.

7. CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT CALENDAR.

8. PRESENTATION OF BILLS TO BE PAID.

Mayor Russell announced the bills to be paid and asked for a motion to approve the bills. Councilor Bilden moved council approve the Bills to be Presented in addition to the supplemental bill list. Councilor Jenks seconded the motion. There was no discussion. Roll call: Kathy Sell, yes; Jonathan Bilden, yes; Bill Fierke, yes; Bob Russell, yes; Ruth Jenks, yes; Alan Curriston, yes; and Wayne Brown, yes. The motion passed unanimously.

9. OLD BUSINESS.

10. NEW BUSINESS.

10.1 **Resolution 2011-68.** A Resolution approving a new five-year agreement with the Medford Water Commission for water supply services.

Mayor Russell announced **Resolution 2011-68** and asked for the staff report. Dave Hussell reported after months of discussions with the Medford Water Commission regarding a new agreement he, Rob Miller, Mayor Russell and Alan Curriston were able to meet with two of the commissioners and their manager to discuss Eagle Point's concerns relating to the proposed agreement. Mr. Hussell advised all issues have been reconciled. He further advised they discussed the issue of the Medford Water Commission supplying "surplus" water during the winter and no water during the summer. Eagle Point has water rights to cover its needs during the summer, but if there is no "surplus" there is the potential for Eagle Point to be without water. The commissioners didn't realize there was a problem until it was brought to their attention. They agree it is an issue that needs to be resolved so they are bringing the matter to the rest of the commission to develop a memorandum of understanding to cover the situation should it arise. Mr. Hussell advised the water commissioners seemed interested in helping Eagle Point. He further advised the agreement will be in effect for five years and allows for three additional five year agreements.

Mayor Russell stated Dave Hussell and Joe Kellerman, with their vast knowledge of water issues, led the way for all of the cities. He commended and thanked them. Councilor Fierke asked when the agreement would begin. Dave Hussell responded the five years would begin the date it is signed. Council President Curriston stated the successful conclusion of the agreement and its relating issues is one of the most satisfying experiences he has had while serving on city council. He further stated it was a rancorous difference between the cities and the Medford Water Commission. Dave Hussell and Rob Miller conducted themselves calmly and in a matter of fact manner and clearly presented Eagle Point's case. He further advised Tom Hall, the chairman of the Medford Water Commission, stated he had not looked at it from any other position other than the water commission's but when it was brought to his attention, he understood and agreed it should be addressed. The important difference in this agreement is that during the summer Eagle Point will have to provide for its own water. The Medford Water Commission will treat and transport Eagle Point's water but the city has to purchase the water. Council President Curriston stated one of Eagle Point's concerns has been the schedule of its five water rights and when they can be perfected. It was the city's understanding they had to be perfected to make use of the water. The Medford Water Commission called their water attorney during the meeting and he determined Eagle Point can go ahead and use its water rights before perfecting them; this puts Eagle Point in a good position. Council President Curriston commended the Medford Water Commission and the Eagle Point team to resolving the issues.

Council President Curriston moved council approve **Resolution 2011-68**. Councilor Sell seconded the motion. There was no further discussion. Roll call: Wayne Brown, yes; Ruth Jenks, yes; Alan Curriston, yes; Jonathan Bilden, yes; Bob Russell, yes; Kathy Sell, yes; and Bill Fierke, yes. The motion passed unanimously.

- 10.2 **Resolution 2011-69.** A Resolution authorizing a Settlement Agreement with Develop-Co, Inc. and Eagle Point Mini Storage, LLC for a Writ of Mandamus action relating to locating a Carl's Junior restaurant in Eagle Point.

Mayor Russell announced **Resolution 2011-69** and asked for the staff report. Attorney Kellerman reported the case had been settled consistent with council's direction. He then brought council's attention to photos of the proposed restaurant. Council responded they were pleased with the design. Attorney Kellerman asked that council approve the resolution with the condition that the application fees in 3.2 (b) are separate from their obligation to pay the city the \$7,495 owed. He further stated he wanted the approval of the resolution conditioned upon the transmission of the agreement verifying the condition that the release of payment of fees does not apply to future fees that will accrue with the inspection and construction process.

Attorney Kellerman asked if there was a motion to approve the settlement under Resolution 2011-69 with the condition that it be verified in transmission of the settlement agreement that it does not apply to fees and costs that will be hereafter charged by the city in the normal course. Councilor Fierke moved that council approve **Resolution 2011-69** with the conditions Attorney Kellerman had stated. Councilor Bilden seconded the motion. There was no further discussion. Roll call: Bob Russell, yes; Bill Fierke, yes; Jonathan Bilden, yes; Kathy Sell, yes; Wayne Brown, yes; Ruth Jenks, yes; and Alan Curriston, yes. The motion passed unanimously.

- 10.3 **Resolution 2011-70.** A Resolution authorizing payment to Jackson County School District #9 for oversizing of the Main Street storm water line from the Hillside Elementary School to South Shasta in the amount of \$38,734 to be funded from the Storm Water SDC Fund.

Mayor Russell announced **Resolution 2011-70** and asked for the staff report. Rob Miller reported with regard to the building of Hillside Elementary, the school is required to install a new storm drain. In order to accommodate future expansion and to tie into Stevens and Main Street the city is asking the school to upsize the system. Mr. Miller advised the school had reviewed and agreed to the rates for reimbursement.

Councilor Fierke moved council approve **Resolution 2011-70**. Councilor Bilden seconded the motion. There was no discussion. Roll call: Ruth Jenks, yes; Wayne Brown, yes; Kathy Sell, yes; Bob Russell, yes; Alan Curriston, yes; Bill Fierke, yes; and Jonathan Bilden, yes. The motion passed unanimously.

- 10.4 **Resolution 2011-71.** A Resolution authorizing Harnish Wayside Park and Visitors Center hours to change in the winter to 10:00 AM to 4:00 PM.

Mayor Russell announced **Resolution 2011-71** and asked for the staff report. Rob Miller reported the current hours for Harnish Park during the winter (Labor Day to Memorial Day) are 11:00 a.m. to 5:00 p.m. Friday, Saturday and Sunday. He stated in order to increase safety and travel time for temporary staff it is being proposed that the hours change to 10:00 a.m. to 4:00 p.m. This should also better accommodate visitors to the park. In addition, the resolution would

allow more flexibility with closing the park when there is snow. Mayor Russell noted the incoming president of the chamber of commerce, Richard Gyro, is interested in coordinating volunteers to increase the hours of Harnish Park. He asked if the change in hours would affect what he is working on. Rob Miller responded he didn't see a problem. He stated council can revise the park hours when Mr. Gyro has volunteers ready. Dave Hussell interjected he and Mr. Gyro have discussed his efforts and Mr. Gyro is focusing on having volunteers ready in the spring. Nancy Leonard asked if the Eagle Point Museum hours would be changing. Mr. Miller stated he was not proposing they change as they are currently 12:00 p.m. until 4:00 p.m. so don't pose the same risk. Council President Currison asked if Mr. Miller would give council a report on the number of visitors to the park. Mr. Miller responded he would have it at the next meeting. Councilor Sell asked when the new hours would take effect. Mr. Miller responded this weekend.

Councilor Jenks moved council approve **Resolution 2011-71**. Councilor Brown seconded the motion. There was no further discussion. Roll call: Jonathan Bilden, yes; Kathy Sell, yes; Alan Currison, yes; Wayne Brown, yes; Bill Fierke, yes; Bob Russell, yes; and Ruth Jenks, yes. The motion passed unanimously.

11. REPORTS FROM CITY COUNCIL AND CITY COMMITTEE REPRESENTATIVES.

Councilor Fierke stated he would give a brief report on the Showa, Japan visit and advised that Dena Roberts suggested, since there would not be enough time at a the council meeting, a workshop be scheduled to view photos and learn more about the trip. Councilor Fierke stated that he and seven other people visited Eagle Point's sister city Showa, Japan. Of the contingent three were from the city (Councilors Fierke and Sell and Mayor Russell). He stated they were kept busy 100% of the time from approximately 7:30 a.m. until 9:00 or 10:00 p.m. They learned a great deal about Showa; there are similarities and also differences between the cities. The schools and the city are one entity and, therefore, the school works under the guise of the city. Their city has additional functions such as immigration, agriculture, forestry, and welfare. Mayor Russell interjected there are 80 employees of city hall and their population is 7,700. Councilor Brown asked if the city handles health care. Councilor Fierke responded they do not other than they have a senior day care facility they manage. Councilor Fierke advised the elementary and junior high school students clean their schools, which are immaculate. He stated they toured the Cannon factory and other facilities that have to do with their major industry, agriculture (farms, dairy, food processing, etc.) Attorney Kellerman asked for information on their housing accommodations. Councilor Fierke responded they rode the bullet train and for over an hour the houses were side by side. It is extremely dense. The terrain is very mountainous with many tunnels 2 ½ miles long and longer.

Councilor Fierke stated the Showa people were extremely happy to have Eagle Point visitors. He explained they included the group in everything they did, and all members of the party gave speeches. Councilor Sell interjected there are no women in their assembly, but that several assembly men are currently promoting one woman to run for assembly. Councilor Fierke advised there was someone filming the Eagle Point group every day and either the deputy mayor and/or the school superintendent or chairman of city hall were with the group much of the time. When they weren't present there was always a Showa representative. He further advised there was a good

interpreter with the Eagle Point group the entire time. Councilor Fierke advised there were many, many photos taken. Councilor Brown suggested putting them in a PowerPoint presentation.

Councilor Fierke next advised they attended a Showa festival which is much like a county fair. He advised the opening ceremony was held at night at a temple. The fair continued into the next day. Approximately 26,000 people attended. Within one half an hour after the conclusion of the event everything was completely cleaned up; it looked as if nothing had happened. Showa is extremely clean with virtually no trash lying around. Mayor Russell noted the children break down their milk cartons when they eat lunch and neatly stack them up to be recycled. Councilor Fierke advised their vending machines have tea, power drinks, and beer. They have complete confidence that their kids will not buy beer through the vending machines. The legal age to drink alcohol is 20.

Councilor Fierke next distributed a flyer for the principle planner position. He explained he was distributing it as an example of what would be prepared for the city administrator position; although the city administrator position will be longer and in brochure form. He explained the advertising deadlines are still the same. Councilor Fierke stated the primary advertising vehicle for the city administrator position will be through the League of Oregon Cities. Advertising for the planner position will be more locally focused. Councilor Fierke explained the brochure and flyer will be sent to cities of comparable size on the coast, in eastern Oregon and no further north than Roseburg. He explained he, Council President Curriston and Dave Hussell would first review the resumes and cull them down to a more manageable number at which time the rest of the council would be involved in reviewing the applicants. Both positions will be advertised through the League for two months. Dave Hussell interjected the city administrator position will also be published in the international city managers association as well as on the city's website. He further advised they are focusing outside of the Willamette Valley because people from that area rarely want to move south. Councilor Fierke stated the hope is to review resumes the first and second weeks of December.

Councilor Bilden asked whether others from the community, such as key stakeholders, would be involved in the screening process. The council discussed whether to include others. Councilor Jenks stated she wanted to review all resumes and be part of the initial discussion. Mayor Russell stated if any of the key stakeholders express an interest they could possibly be involved. Councilor Jenks asked Commissioner Skundrick if he had any suggestions with regard to inviting those in the community to be a part of the process. Commissioner Skundrick responded each city handles the process differently but that ultimately the city council is the group who will need to work with the individual.

Councilor Bilden reported he recently attended the League of Oregon Cities annual conference. He stated it was a good conference and was interesting talking with other city representatives. He further reported there will be a home match for the high school volleyball team on Thursday and their game next week will be for cancer awareness with all proceeds going towards cancer awareness. In addition, everyone is encouraged to wear pink.

Councilor Jenks noted School Board Representative Mary Ann Olsen was in attendance. She stated she wanted to acknowledge the wonderful report publicized in the *Medford Mail Tribune* regarding student test scores. She congratulated the school administration, school board and students for outstanding achievement. Councilor Jenks next reported she attended the League of

Oregon Cities annual conference at which she toured Redmond. There was an overview with their community development manager regarding the process and achievements in revitalizing their downtown. They used a combination of urban renewal funds and city and business partnerships to accomplish the revitalization. She further advised the element that draws more people to their downtown area is a small urban water park. It is similar to what is at the Ginger Rogers Craterian Theatre, but on a larger scale. They also have a community art program which incorporates art from school children into city projects. She stated she hoped more councilors would attend the League conference next year.

Council President Curriston advised the Economic Development Commission discussed increasing volunteerism and better organizing it at their last meeting. He stated Sharon Coupe brought forth a proposal which involves her forming a volunteer agency. It will be external to the city. The reason she wants to have it separate from the city is that she wants to also recruit volunteers for other events that are not city related. Council President Curriston stated he thought the city's website could be used to advertise it. He noted it has a lot of potential and she is doing a great job in thinking it through.

Councilor Brown reported the Rogue Valley Sewer meeting is on Friday. He further advised he would be happy to volunteer where needed.

Councilor Sell reported the Parks & Recreation Commission meets on Thursday. She stated one of the differences she noted in Showa is that they do not have any downtown shops. She stated she saw only a grocery store across from city hall but it is a thriving community.

Mayor Russell reported 156 Showa students have visited Eagle Point and that one could probably another 100 adults to that figure. He further stated the Showa people were gracious hosts and that he learned a great deal and much can be applied to Eagle Point. Mayor Russell advised they held a banquet in their honor the last evening. There were 100 people in attendance, all in suits and ties. He stated it was a great trip and he appreciated being able to go. Mayor Russell then distributed a Showa newspaper. He also read a proclamation from Showa regarding the friendship relationship between Eagle Point and Showa. He concluded by stating he would like to get a tree from Showa to plant in Eagle Point.

Councilor Bilden reported he interviewed for and was selected to be a board member of the League of Oregon Cities.

12. STAFF REPORTS

Melissa Owens reported two new employees have been hired. Devon Linebaugh has been hired as the temporary employee and she is working on miscellaneous projects. The other employee, Kari Milholland, is training with Judy Burkardt who will be retiring in a few months. She stated they are both working out very well thus far. Ms. Owens next reported she has been working on state reports such as state gas tax, fine assessments, and state reporting regarding JACO housing authority grant funds for low income housing repairs. These are due within the next month. She further stated her department has been working on the city's online payment system; the third party company who hosts the system has made some changes which are affecting the city's system. The changes are going well.

Rob Miller reported the South Shasta project is in full operation and going well. He further reported he attended a storm water advisory team meeting today. While Eagle is not required to attend because it is not a phase 2 community, it is good Eagle Point be informed. He explained next year Eagle Point will be working on storm water issues. Mr. Miller advised the Junior Eagles program begins October 20. Councilor Jenks stated she learned at the League conference that some cities are outsourcing some of their services. She stated Shady Cove is considering outsourcing their entire public works and LaGrande is considering outsourcing grounds keeping. Rob Miller advised Eagle Point tried to outsource mowing of the parks last year but it was difficult to find contractors who are licensed and insured. Councilor Sell asked the status of the Mattie Brown parking lot project. Mr. Miller responded the design team is currently working on right-of-way issues. He explained because of federal regulations it isn't possible to get the project completed before winter so it will be held until the spring. Council President Curriston asked the status of the 4MG reservoir. Rob Miller reported it had been filled and testing had been completed. He stated the final step is to coordinate a visit of the three consultants to Eagle Point to work on the systems involved to get it online. He explained they cannot all be together before the first week of November so that is when it being scheduled. Mr. Miller advised he would give council the exact date when he had it.

Chief Thompson reported the new police vehicle is now on the streets. He commended Steve Franz for his work on coordinating the instruments. He then thanked council for the approval of the purchase of the vehicle. Chief Thompson advised Bill Fisher has a new daughter. Mayor Russell asked if he was taking leave. Chief Thompson stated he took a few days off after the birth but will not be taking leave until later.

Dave Hussell reported the Parks & Recreation Commission will be discussing a new parks survey at their next meeting. He stated the last survey was a while back and much has changed since that time. He advised it will be available on the city's website and also at city hall. He then reported Fire District #3 has requested that a couple of members of city council participate in a strategic planning process they have set up for the afternoon of November 7 and the morning of November 8. They will also be hosting an attendee's dinner on November 7. He stated if any council member was interested in being involved, to get in touch with him.

13. INFORMATION.

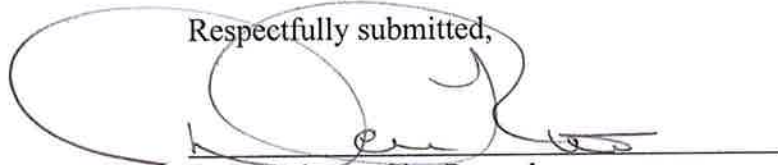
14. EXECUTIVE SESSION PURSUANT TO ORS 192.660(2)(e) REAL PROPERTY.

There was no executive session.

15. ADJOURNMENT.

There being no further business to come before the council, Mayor Russell adjourned the meeting at 8:25 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Dena Roberts', written over a horizontal line.

Dena Roberts, City Recorder

ATTEST:

A handwritten signature in blue ink, appearing to read 'Robert E. Russell', written over a horizontal line.

Robert E. Russell, Mayor