



City of Eagle Point

City Council

MAY 14, 2019

REGULAR MEETING MINUTES

1. CALL TO ORDER – 6:00 P.M.

Mayor Jenks called the meeting to order at 5:59 p.m.

Council Members Present: Ruth Jenks, Bill Fierke, Bernie Grossman, David Lacombe, James Mannenbach, Michael Stanek, and Kevin Walruff.

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

Guests: Jackson County Commissioner Strosser (left at 6:49 p.m.); Suzi Collins, Planning Commissioner; Planning Commissioner; Eric Gunn, Budget Committee Member; Mike Smail, Planning Commissioner (left at 6:35 p.m.); Millie Wewerka, Budget Committee Member and Planning Commissioner; and members of the public and press.

2. FLAG SALUTE AND INVOCATION

Councilor Walruff led the Pledge of Allegiance and Councilor Mannenbach offered the invocation. Following the invocation, Mayor Jenks reminded everyone about quieting cell phones until after the meeting.

3. OATHS OF OFFICE

3.1 Christopher Stover, Police Officer

Cindy Hughes, City Recorder, administered the Oath of Office to Christopher Stover as Police Officer, which was well attended by family and the Police Department.

Councilor Walruff recognized Police Officers Memorial Day and National Police Week, expressing appreciation to all who serve.

3.2 Donald Jordan, Police Officer

Oath not administered as Officer Jordan was not available.

4. AUDIENCE QUESTIONS/COMMENTS CONCERNING ITEMS NOT ON AGENDA

There were no audience questions or comments.

5. PRESENTATIONS

There were no presentations.

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6. PUBLIC HEARINGS

There were no Public Hearings.

7. CONSENT CALENDAR

7.1 Presentation of Regular Meeting Minutes of April 23, 2019.

Mayor Jenks announced the Consent Calendar. There were no questions or comments. Councilor Walruff moved to approve the Consent Calendar and Councilor Fierke seconded the motion. There was no discussion. Roll call: Kevin Walruff, yes; Bill Fierke, yes; Bernie Grossman, yes; David Lacombe, yes; James Mannenbach, yes; Michael Stanek, yes; and Ruth Jenks, yes. The motion passed unanimously.

8. CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT CALENDAR

There were no items considered for removal from the Consent Calendar.

9. PRESENTATION OF BILLS TO BE PAID

Mayor Jenks asked if there were questions about the bills to be paid including the additional bills list. Mayor Jenks inquired about the reimbursement to a homeowners association for approximately \$2,000. Melissa Owens, Finance Director, responded that it was related to water services the City determined it was responsible for and reimbursement was appropriate. There being no further questions, Councilor Mannenbach moved to approve the Bills to be Paid in the amount of \$88,778.44 and the Additional Bill List in the amount of \$123,680.75 for a grand total amount of \$212,459.19 (Submission No. 1). Councilor Grossman seconded the motion. There was no discussion. Roll call: Bill Fierke, yes; Bernie Grossman, yes; David Lacombe, yes; James Mannenbach, yes; Michael Stanek, yes; Kevin Walruff, yes; and Ruth Jenks, yes. The motion passed unanimously.

10. OLD BUSINESS

10.1 Discussion regarding the Robert Trent Jones Boulevard Safety Analysis.

Robert Miller, Public Works Director, reviewed the related agenda statement in its entirety. Mr. Miller noted the estimate of \$8,500 for the streetlight is actually \$9,200 and later clarified that there would be an additional estimated cost of \$5,500 for conduit and construction preparation. While stop signs were not recommended, other traffic calming measures such as striping were recommended. Removal of a bush near the NE corner of Pumpkin Ridge and RTJ was also recommended.

A lengthy Council discussion followed regarding:

- Clarification that the recommended bush for removal is one bush and while a second bush had been talked about, it was not recommended for removal at this time.
- Retaining street parking.
- 25 mph speed limit signs in place.

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- Options for crosswalks; however, only one crosswalk recommended in the study.
- Pedestrian counts included in the traffic analysis with a total of 33 pedestrians, but bicyclists not included.
- Stop signs not recommended in the study although they may be warranted at some time in the future with additional housing and development.
- Cue lengths as one of the determining factors for stop signs but the criteria not met in the study.
- Police enforcement to educate the public.
- Consideration of bike lanes alongside street parking.
- Cost of speed radar reader boards approximately \$3,500. Challenges noted with older software in downloading data but newer signs are Blue Tooth and the next generation is Wi-Fi based which will save a lot of time.
- Striping useful as a calming measure as there is a tendency to go faster on wider streets.
- High expense of traffic studies due to someone being on site for a given number of hours to complete a study.

Mayors Jenks welcomed comments from the audience. The following individuals offered comment: Chris Buchanan of Eagle Point, Eric Gunn as the Manager of the Idlewood Mobile Home Park in Eagle Point, and Eagle Point resident Bonnie Scriba.

Mr. Buchanan spoke at length, noting the amount of traffic has increased due to road construction in other areas, and referenced the traffic study with consistent speeds over the posted limit. Mr. Buchanan further discussed the study, noting accidents and potential risks, and implored the Council to grant a six-month trial basis for stop signs. Councilor Grossman inquired about the number of individuals not living on Robert Trent Jones Boulevard (RTJ) that signed the petition and would support the requested stop signs. Mr. Buchanan followed with an explanation of how the petition was circulated and reported people were concerned about the speeding.

At 6:35 p.m., Mike Smail left the meeting.

While Mayor Jenks noted that everyone was in agreement that something needed to be done and it was fair to say that individuals on RTJ were the most impacted. It was further noted that the Council and staff take this issue very seriously, hence the traffic study and continued discussions to identify appropriate solutions. Henry Lawrence, City Administrator, pointed out the litigious society we live in and the importance of following the Manual on Uniform Traffic Control Devices (MUTCD) as it could be used against the City if it doesn't follow those guidelines and something goes wrong.

Eric Gunn, Manager of the Idlewood Mobile Home Park, discussed putting in a temporary construction zone coming off of RTJ as a temporary fix to possibly teach people to slow down in that area.

Bonnie Scriba of Eagle Point discussed witnessing a traffic situation near Coral Ridge and RTJ wherein a driver came towards her and into the other lane instead of stopping. Ms. Scriba suggested crosswalks at every intersection.

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Councilor Walruff explained about the procedure for a citizen to file a traffic complaint, starting with getting a license plate number and photo of the vehicle if practical. This information could then be turned into the Police Department.

At approximately 6:49 p.m., Commissioner Strosser left the meeting.

Additional Council discussion addressed:

- Evaluating the legality of the proposed construction zone.
- Striping options.
- Crosswalks in general and possibly increasing the number of crosswalks; however, it was noted that the study recommended only one crosswalk.
- Pedestrian activated signs.
- Impact to analysis had the study been completed in June or July vs. January.
- Potential of adding more 25 mph signs.
- The location of mailboxes and audience member, Chris Buchanan, stating safety concerns.

Mayor Jenks clarified direction for Mr. Miller to review striping options, obtain cost estimates, and bring back a cost estimate for the recommended crosswalk at Pumpkin Ridge and RTJ. However, it was noted that the street light has to be approved in the budget. It was further noted that new crosswalks would have to be warranted in accordance with the MUTCD, and that they sometimes provide a false sense of safety. Further, Mr. Miller agreed to look into additional signage for pedestrian areas.

In conclusion, Mayor Jenks expressed appreciation to audience members for helping to make a difference on RTJ.

10.2 Linn Road Improvements Update.

Robert Miller, Public Works Director, reviewed the related agenda statement in its entirety. While the project is working on an accelerated schedule, it is possible that the culvert may not be completed by the 4th of July but most of the paving could be completed. However, the road will be open by the 4th of July.

11. NEW BUSINESS

11.1 Resolution No. 2019-18. A Resolution authorizing a Purchase Agreement with Cartegraph Systems, Inc. for a Work Order and Asset Management System.

Robert Miller, Public Works Director, reviewed the related agenda statement in its entirety.

Council discussion followed about how the program will be used. Mr. Miller explained about how staff could use the program to identify assets with the entire system being imported and available for Public Works and front office staff. The proposed program is anticipated to increase efficiency equivalent to a half-time position (.50 FTE) in one year. The program is beneficial in locating utilities as well

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as its work order program that will save staff time. Examples of cost savings and efficiency ranged from locating utilities to building and scheduling maintenance as well as retaining historical data.

Staff reported visiting Central Point and Medford to observe how the system worked and they were very satisfied with the program and its impact of greater efficiency. A startup period was noted but Central Point and Medford are willing to share examples that can be moved directly to Eagle Point's program. Temporary personnel may be used to enter data that will help to get historical and institutional knowledge into the system. There were positive Council comments including one comment about a similar program in the private sector costing four times as much, as well as the benefit of Public Works' being able to concentrate on services and deferred maintenance.

Mayor Jenks asked for a motion to approve Resolution No. 2019-18, a Resolution authorizing a Purchase Agreement with Cartegraph Systems, Inc. for a Work Order and Asset Management System. Council President Stanek made a motion to approve Resolution No. 2019-18 and Councilor Mannenbach seconded the motion. There was no discussion. Roll call: Bernie Grossman, yes; David Lacombe, yes; James Mannenbach, yes; Michael Stanek, yes; Kevin Walruff, yes; Bill Fierke, yes; and Ruth Jenks, yes. The motion passed unanimously.

12. REPORTS FROM CITY COUNCIL AND CITY COMMITTEE REPRESENTATIVES

Councilor Fierke briefly reported on recent personal travels, and announced the School District would be holding a second meeting on the following night for its budget approval.

Council President Stanek reported on the Showa Homestay Program going exceptionally well with a great group of students and parents. The Applebee's fundraiser was great fun in that they literally ran the restaurant, serving food, washing dishes and pitching in wherever needed. Fundraising efforts are still in progress for the trip to Japan on June 20. Council President Stanek further reported plans to attend a meeting of the Rogue Valley Metropolitan Planning Organization, Public Advisory Committee.

Councilor Mannenbach reported attending the Southern Oregon Regional Economic Development Inc. (SOREDI) meeting wherein they discussed plans for their annual meeting on June 27th, with an Indiana Jones theme. Additionally, Councilor Mannenbach reported on SOREDI working with a large scale business to help them decide about relocating to White City.

Mayor Jenks reported attending a meeting with the School District, Discovery Ed, and the YMCA with a discussion about how their efforts complement each other. Mayor Jenks reported sharing the results of an analysis about the YMCA programs. Mayor Jenks further reported attending a Rogue Valley Area Commission on Transportation (RVACT) meeting earlier in the day and planned to share a report with the Council on the I-5 Medford corridor viaduct. Additionally, Mayor Jenks commended the Showa Group and reported on progress with the 4th of July preparations.

13. STAFF REPORTS

Melissa Owens, Finance Director, clarified that the refund on the bill list was for a water leak. While the City usually credits an account, it would take a very long time to use the credit so they issued a check. Insurance renewals are in progress as well as recruitment for

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openings, preparations for Union contract negotiations, and the Budget. Ms. Owens expressed appreciation for the Council approving the Cartegraph contract and thought it would be a great program.

Robert Miller, Public Works Director, expressed appreciation for approval of the Cartegraph contract, and reported on several employees passing the test for Water Operator I.

Police Chief May reported working with Fire Chief Horton to schedule a wildfire table top training with the Council before mid-June. In addition to a public training from an anti-opioid group, the Police Department will receive training from the same group.

There were no other reports.

14. INFORMATION

There were no information items for discussion.

At 7:55 p.m., Mayor Jenks recessed the meeting after announcing there was no other regular business scheduled after the Executive Sessions and that representatives of the news media were allowed to attend the Executive Sessions. All other members of the audience were asked to leave the room until the Executive Sessions were closed.

15. EXECUTIVE SESSION PURSUANT TO ORS 192.660(2)(d), To conduct deliberations with persons designated by the governing body to carry on labor negotiations.

At 8:04 p.m., Mayor Jenks opened the Executive Session pursuant to ORS 192.660(2)(d) and closed the Executive Session at 8:28 p.m.

16. 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 8:29 p.m., Mayor Jenks opened the Executive Session pursuant to ORS 192.660(2)(h) and closed the Executive Session at 9:05 p.m.

17. ADJOURN

There being no further business, Mayor Jenks opened and closed the regular meeting at 9:06 p.m.

Respectfully submitted,


Cindy Hughes, City Recorder

ATTEST:


Ruth Jenks, Mayor