



CITY OF EAGLE POINT

"Gateway to the Lakes"

OREGON

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

FEBRUARY 14, 2012

REGULAR MEETING MINUTES

1. CALL TO ORDER.

Mayor Russell called the regular meeting to order at 7:10 p.m.

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

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 Sara Miller, Planning Aide.

Nancy Leonard of the Upper Rogue Independent and Bill Miller of the Medford Mail Tribune were also present.

2. FLAG SALUTE AND INVOCATION.

Councilor Fierke led the flag salute and Council President Curriston led the invocation.

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

Aaron Prunty, 416 Westminster Dr., Eagle Point addressed the Council. He referenced the discussion that took place at the last meeting regarding Council packets being available online for public review. He noted that many other local cities have Council packets available online, and emphasized that as a concerned citizen the packets would offer information that cannot be garnered from just the agenda. Mr. Prunty feels that it is important for citizens to have the opportunity to participate in local government fully understanding the issues. He explained that the majority of cities use Laserfiche which allows them to control privacy options to shield information that may not be approved for public record yet.

Mayor Russell thanked Mr. Prunty and noted the item would be put on a future agenda for discussion.

4. PRESENTATIONS.

There were no presentations brought before the Council.

5. PUBLIC HEARINGS.

There were no public hearings brought before the Council.

6. CONSENT CALENDAR.

6.1 Presentation of regular meeting minutes of January 24, 2012.

Mayor Russell announced the Consent Calendar and asked for a motion. Councilor Bilden moved that Council approve the Consent Calendar as presented. Councilor Brown seconded the motion. There was no further discussion. Roll call: Alan Curriston, aye; Bob Russell, aye; Bill Fierke, aye; Ruth Jenks, aye; Jonathan Bilden, aye; Wayne Brown, aye; Kathy Sell, aye. The motion passed unanimously.

7. CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT CALENDAR.

There were no 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 Jenks asked about the payment to Tyler Technologies. Melissa Owens explained that the payment was for software program maintenance. Councilor Jenks asked about the payment to Bob Laduke Construction. Robert Miller explained that the payment was to the contractor for the South Shasta multi-use path, and noted that there would be two more payments in the future. Councilor Bilden moved that the bills be approved as presented in addition to the supplemental bill list. Councilor Jenks seconded the motion. There was no further discussion. Roll call: Jonathan Bilden, aye; Kathy Sell, aye; Alan Curriston, aye; Wayne Brown, aye; Bill Fierke, aye; Bob Russell, aye; Ruth Jenks, aye. The motion passed unanimously.

9. OLD BUSINESS.

There was no old business brought before the Council.

10. NEW BUSINESS.

10.1 **Resolution 2012-08.** A Resolution authorizing the Mayor of Eagle Point to approve a liquor license for The Trough, LLC.

Mayor Russell announced **Resolution 2012-08** and asked for the staff report. Chief Thompson explained that The Trough opened in the former Tony's Restaurant location, and Staff recommends approval of the license. Councilor Sell asked if they would be providing a full bar or only serving beer and wine. Chief Thompson replied that he believes they are seeking approval for beer and wine only. Councilor Fierke asked if The Trough was operated by new owners, and Chief Thompson replied that it was under new ownership. Chief Thompson noted that he had invited the owners to attend the meeting but they weren't in attendance.

Councilor Sell moved that Council approve **Resolution 2012-08**, a Resolution authorizing the Mayor of Eagle Point to approve a liquor license for The Trough, LLC. Councilor Fierke seconded the motion. There was no further discussion. Roll call: Kathy Sell, aye; Jonathan Bilden, aye; Bill Fierke, aye; Bob Russell, aye; Ruth Jenks, aye; Alan Currison, aye; Wayne Brown, aye. The motion passed unanimously.

- 10.2 **Resolution 2012-09.** A Resolution authorizing an offer of employment to the chosen candidate for City Administrator following a successful background investigation.

The Council did not hear or take any action on Resolution 2012-09.

- 10.3 **Resolution 2012-10.** A Resolution authorizing J&C Auctions to auction surplus property in the City of Eagle Point.

Mayor Russell announced **Resolution 2012-10** and asked for the staff report. Robert Miller explained that the city has trucks, miscellaneous equipment and other surplus property that needs to be sold. He added that J&C Auctions approached staff, because they auction surplus items for Central Point and wanted to provide the same service for Eagle Point. Mr. Miller further explained that Staff was interested to try auctioning the surplus, especially since the company would pick up and transport the items, and then cut a check when the sales are completed. Councilor Jenks asked if staff had an estimated amount they expected to get for the items. Mr. Miller explained that there was no estimate at this time. Councilor Sell noted that the letter from J&C Auctions states that the city would be charged even if an item doesn't sell. She asked why Staff didn't take out an advertisement in the paper to sell the surplus items. Mayor Russell explained that auctions can garner a higher price for items. David Hussell noted that typically Staff has run advertisements in the paper to sell surplus items, however it does not usually result in a good return on the items. Councilor Sell asked what happens to items if they do not sell, and Mr. Miller explained that the company would dispose of the items. Mayor Russell noted that he has attended auctions put on by the company before and they are very good, he anticipates that they will find buyers for the items.

Councilor Bilden moved that Council approve **Resolution 2012-10**, a Resolution authorizing J&C Auctions to auction surplus property in the City of Eagle Point. Councilor Jenks seconded the motion. There was no further discussion. Roll call: Bob Russell, aye; Bill Fierke, aye; Jonathan Bilden, aye; Kathy Sell, aye; Wayne Brown, aye; Ruth Jenks, aye; Alan Currison, aye. The motion passed unanimously.

- 10.4 **Resolution 2012-11.** A Resolution authorizing staff to enter into a contract with Overstreet Landscape & Hydroseeding, Inc. for the 4.0 MG reservoir screening project in the amount of not to exceed \$15,756.

Mayor Russell announced **Resolution 2012-11** and asked for the staff report. Robert Miller explained that staff has been pursuing a concept plan that will work for both the City and the Eagle Point National Cemetery, and the proposals came back with Overstreet Landscape & Hydroseeding as the low bid. He asked Council for direction on the next steps for the project, explaining that there were essentially three options: Complete the project as proposed, with work beginning immediately; Complete part of the project now and the remainder starting in October which would come out of the next budget; or delay the entire project until next October since it was not a budgeted project for this fiscal year. Mayor Russell asked if there is money available this year for the project. David Hussell explained that since the project was not budgeted this year, the funds would have to come from the general fund. He noted that there were several staff positions vacant that have not yet been replaced, so there is some money available since budgeted salaries weren't used completely. Mr. Hussell emphasized that the landscaping would not entirely screen the reservoir dome, as the trees will not grow tall enough to completely block it, rather, the project is meant to soften the look and blend the area with surrounding landscaping. Mr. Miller explained that large trees such as Sycamores and Redwoods would be planted but it would take some time for the trees to reach maturity. Councilor Jenks asked what impact the project would have on staff who are already stretched thin. Mr. Miller explained that the project should not require a lot of staff time, and could be managed with existing duties. Mayor Russell explained that he believes Council owes it to the Golf Course Community to move forward with the project since it was promised that action would be taken on landscaping. Councilor Sell asked if there was a guarantee on the trees. Mr. Miller explained that the trees have a one year guarantee. Attorney Kellerman noted that Sycamore trees would lose their leaves in the winter. Mayor Russell stated that Council does not want to micromanage project details. Councilor Jenks asked if there were other trees that would keep their leaves that could be used. Mr. Miller noted that he could ask the project designer to research other options for trees. Councilor Sell agreed that evergreens would be a better choice. Mr. Hussell explained that the design is not intended to be merely a screen of trees, the design is intended to be aesthetically pleasing as well as blend in with surrounding landscaping making the entire area less obvious. Councilor Fierke commented that the landscaping should create a screen as well as blend into the natural environment. Councilor Jenks stated that she would like additional options in trees explored. Mayor Russell stated that it would be left to Mr. Miller to explore the best scenario with the Landscape Architect to not exceed the approved amount for the project.

Councilor Fierke moved that Council approve **Resolution 2012-11**, a Resolution authorizing staff to enter into a contract with Overstreet Landscape & Hydroseeding, Inc. for the 4.0 MG reservoir screening project in the amount of not to exceed \$15,756. Councilor Brown seconded the motion. There was no further discussion. Roll call: Ruth Jenks, aye; Wayne Brown, aye; Kathy Sell, aye; Bob Russell, aye; Alan Curriston, aye; Bill Fierke, aye; Jonathan Bilden, aye. The motion passed unanimously.

11. REPORTS FROM CITY COUNCIL AND CITY COMMITTEE REPRESENTATIVES.

Councilor Fierke reported that he attended the School District 9 board meeting. He noted that several teachers spoke regarding contract negotiations, as well as the employee representative. He explained that the meeting also included discussion of potential budget shortfalls as well as state forecasts. He added that presentations were made for foodservice and data projects. Lastly he reported that the Superintendent's Evaluation came out very well.

Councilor Bilden reported that he had attended the SOREDI board meeting. He also attended the Eagle Cove rededication which he reported was very nice. He noted that he would be attending the League of Oregon Cities meeting next week.

Councilor Jenks reported that she visited the School District 9 school bus yard last week, specifically because the district had received a grant of CMAQ funds to retrofit four diesel busses with devices to remove particulate matter from the exhaust systems. She noted that the company had also included the scrubber for free since it is a pilot project in Oregon. Councilor Jenks added that the company is located in Minnesota, with the products manufactured in Alabama, so it is an American company. She commented that she enjoyed her time at the bus yard and was able to meet some great people who work there.

Council President Curriston did not present a report.

Councilor Brown did not present a report.

Councilor Sell reported that the Parks and Recreation meeting had been postponed due to City Administrator interviews. She noted that the Parks and Recreation Commissioners had been tasked with visiting the potential park property in lieu of the February meeting. She noted that she had also visited the Eagle Cove rededication and it was very nice. Lastly she thanked Melissa Owens for meeting with her to discuss budget process and answer questions.

Mayor Russell reported that he had attended the Eagle Cove rededication, and added that the remodeled center is a very nice asset to the community. He reported that the time capsule ceremony went very well on Saturday, with a great crowd turnout. He noted that he had attended a RVCOG meeting a few weeks ago which had gone well. He went on to thank staff for all of the extra help they have given with staff shortages and changes.

12. STAFF REPORTS

Melissa Owens addressed the comments that Mr. Prunty presented, and noted that the city does use Laserfiche to scan documents onto the server. She noted that a temporary staff person has been working to scan documents, as well as staff working with a company who is compiling all of the scanned ordinances into one document. She went on to report about the article on the front page of the Medford Mail Tribune regarding check fraud. She explained that staff sends reports to the bank of all checks written to prevent the fraud discussed in the article. Ms. Owens thanked Councilor Sell for writing the Council Corner article for the website, and noted that she would be asking another Councilor for a new article in a couple of weeks. She explained that she had dedicated time to assist Dena Roberts in closing out projects before she left and also preparing the time capsule for burial. She further reported that a group of students from the elementary school had visited City Hall on a field trip to learn about local

government. She noted that Mr. Hussell, Mr. Miller, SRO Anselmi and herself had talked to the classes and answered many good questions from the students. It was noted that the students and teachers were very appreciative.

Robert Miller showed the Councilors examples of water pipes that had blown out from water leaks. He explained that the only way many leaks are detected is when the water makes its way to the street and running water is reported. He noted that he and Gary Shipley had met with Steve Vincent at Avista to discuss cathodic protection, and they learned that unless the whole system is done it isn't effective. He noted that after much research they have decided that polyethylene pipe will be an appropriate choice to replace existing pipe. Councilor Jenks asked why pipes that are only 10 years old are failing. Mr. Miller explained that they have found that the failing pipes were placed directly on sandstone by contractors, not bedded correctly in sand. He further reported that he has had several experts examine the 3.6 MG reservoir, and they recommended injection grouting in several areas to resolve the leak. He noted that he was given the name of an experienced contractor in that field and will be seeking bids from several other qualified contractors as well. Mr. Miller reported that he has been working on an energy grant administered by RVCOG to replace the lights at City Hall with LED lights, which are more energy efficient and cost-effective. He also noted that Eagle Point, in conjunction with several other local cities, have made the first round selection for a water conservation grant from Water Resources Commission.

Chief Thompson reported that the department had tested for the open police position and was reviewing the 12 applicants who scored above 85 percent. He noted that interviews would take place in March. He commended Sergeants May and Frantz for their assistance during the testing. He went on to report on the proposed Emergency Communications for Southern Oregon (ECSO) budget. He explained that there is a 45 percent increase in costs proposed based on a study that shows an increased need for additional personnel. He noted that he doesn't believe their request is feasible, and feels that ECSO should be held to the same standard that most cities are facing, providing more service with less officers. He explained that he would be drafting a letter giving Eagle Point's position, if we have to pay increased fees to ECSO, it will result in less officers, less vehicles and less service to our citizens. He added that if costs continue to rise the city may need to consider implementing a public safety fee in the future. Chief Thompson explained that he believes a change should be made to the ECSO board structure, to include City Administrators. Councilor Jenks asked what the process would be to change the board structure. David Hussell explained that the biggest problem was at the Council and Administrator level, because other cities haven't paid much attention to the increases. He explained that he has now pursued discussions with other city managers regarding the increase, and they are beginning to take note. He added that he will be talking to other city managers as well as the county administrator. He noted that the executive board for ECSO was made up of police and fire personnel, positions that are not responsible for general funds, who have historically just approved the presented budget. Chief Thompson and Mr. Hussell both stated that the staff at ECSO are good people who care and are talented at what they do, however, the board may not understand the dynamic of budgets and the impact the increases have on city budgets. They both reiterated the need to restructure how decisions are made by individual cities. Councilor Fierke thanked Mr. Hussell and Chief Thompson for looking into the increase. Mayor Russell stated that staff had Council's support to pursue the matter.

Attorney Kellerman reported that the trademark for "Positively Eagle Point" is proceeding, and by the next council will be filed with the United States Trademark and Patent Office. He explained that the ECSO discussion was not meant to criticize police or fire personnel, mainly there was a history of concern over the ECSO board being stacked with Medford making decisions for the entire region. He explained that in light of Mr. Hussell's retirement, he would like Council to consider asking Mr. Hussell to outline what he thinks are the biggest problems facing the city, and also what changes would be in the best interest of the city. As an example, Attorney Kellerman stated that he feels the City's biggest concern is budget because staff cannot be scaled back anymore. He noted that Council always wants to give everyone who comes before them with worthy projects a go ahead, but it all cannot be done, especially with current staffing levels. He explained that every dollar that is spent is less money available to hire needed staff. He noted that he would be absent at the next Council meeting.

Dave Hussell did not present a report.

Sara Miller did not present a report.

13. INFORMATION.

- 13.1 Letter from City Administrator formally resigning his position.
- 13.2 Draft of Jackson County Fire District 3 3-5 Year Strategic Plan.
- 13.3 Emergency Communications of Southern Oregon (ECSO) Proposed User Rates for Fiscal Year 2012-13.
- 13.4 ECSO 2012-2013 Proposed Budget Overview.

14. ADJOURNMENT.


There being no further business to come before the Council, Mayor Russell adjourned the meeting at 8:10 p.m.

Respectfully submitted,



Sara Miller

ATTEST:


Robert E. Russell, Mayor