



City of Eagle Point

City Council

REGULAR MEETING MINUTES
APRIL 28, 2020

1. CALL TO ORDER – 6:00 P.M.

Mayor Jenks called to order the regular meeting of the Eagle Point City Council via teleconference on April 28, 2020 at 6:03 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; Joe Kellerman, City Attorney; Darin May, Police Chief; Robert Miller, Public Works Director; Melissa Owens, Finance Director; Mike Upston, Planning Director; and Cindy Hughes, City Recorder.

Guests: Members of the public and press.

Mayor Jenks welcomed everyone and discussed the designated period for audience questions or comments. Members of the audience were asked to refrain from commenting during the meeting. General questions or additional comment could be made by contacting City Hall during regular business hours.

2. AUDIENCE QUESTIONS/COMMENTS CONCERNING ITEMS NOT ON AGENDA

Mayor Jenks requested audience questions or comments to be brief and limited to items of an urgent nature due to the current state of affairs. There were no audience questions or comments.

3. CONSENT CALENDAR

3.1 Presentation of Regular Meeting Minutes of April 14, 2020.

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

4. PRESENTATION OF BILLS TO BE PAID

Mayor Jenks asked if there were questions about the bills to be paid including the Additional Bill List. There were no questions. Council President Stanek moved to approve the Bills to be Paid in the amount of \$51,918.78 and the Additional Bill List of \$7,441.19 (Submission No. 1) for a Grand Total of \$59,359.97. Councilor Lacombe 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.

5. NEW BUSINESS

There was no New Business.

6. REPORTS FROM CITY COUNCIL AND CITY COMMITTEE REPRESENTATIVES

City Council President Stanek reminded everyone about the League of Oregon Cities conference call for city leaders about COVID-19. He also expressed looking forward to the lakes opening soon.

Councilor Walruff reported on the recent Planning Commission teleconference meeting wherein two grant applications had been approved. Awards were made for the Jackson County Physical Therapy building and the historic State Bank building. The latter of which requires a design for the overhang on the windows to be presented to the Planning Commission.

Councilor Mannenbach announced Southern Oregon Regional Economic Development Inc. will hold its next meeting via teleconference on the day of the next Council meeting.

Mayor Jenks reported on the Rogue Valley Metropolitan Planning Commission Organization Policy Committee holding its first teleconference. During that meeting, the Committee elected Jim Lewis as its Chair and Michael Quilty as Vice Chair, and also addressed general housekeeping matters. In addition, Mayor Jenks reported on the League of Oregon Cities COVID-19 conference calls being available as recorded meetings with a link on their website and Facebook page.

There were no other reports.

7. STAFF REPORTS

Mike Upston, Planning Director, reported on self-isolating but noted projects and construction still going forward. Mr. Upston noted residential building activity in Eagle Point has not slowed but has in other parts of the Valley. Staff is currently active with paperwork items such as new applications and plan reviews. Commercial development continues with the Parianni Building and historic State Bank building. With regard to the Planning Commission meeting, Mr. Upston reported on the façade grant recipients being appreciative and noted another grant application will be reviewed at the next meeting. As announced in the Friday Letter, Mr. Upston reported on the Rogue Valley Transit District's pause in service related to COVID-19. Further, Community Night Out was canceled but a decision has not been made about hosting the Music on Main Street event.

Melissa Owens, Finance Director, announced the Finance Report is in the Council packet and everything is as expected for this time of year. Staff is continuing to work on the budget and projections. The Budget Committee meeting date will be set for sometime near the end of May or early part of June. In conclusion, Ms. Owens noted most everything being worked on is in the Friday Letter and Staff Report. Mayor Jenks commended the IT Department with its high workload during this time.

Robert Miller, Public Works Director, reported on work items being detailed in the Friday Letter including Stevens Road and Linn Road. Additionally, the Safe Routes to School Plan was finalized and placed on the City's website for review. Grants for the Safe Routes to School Program are now available for consideration in the City moving forward with the projects. Last, Mr. Miller reported working on a lot of development and noted that if anything, development in Eagle Point has accelerated.

Police Chief May reported the Community Night Out event had been cancelled due to coordination with other agencies that could not commit to the event. Regarding call volumes, Chief May reported they are down by approximately 20%. The Police Department continues to practice safe social distancing. Additionally, Mayor Jenks commended the article in the Friday Letter about the complexity of joint and shared custody during the pandemic.

Henry Lawrence, City Administrator, reported anxiously awaiting the Governor's guidelines for reopening and entering Phase 1. Along the lines of change, Aaron Prunty, the future City Administrator will arrive on May 11th.

Cindy Hughes, City Recorder, reported on recruitment efforts for the Budget Committee.

There were no other reports.

8. INFORMATION

There were no information items.

Mayor Jenks recessed the meeting at 6:20 p.m.


9. 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 6:29 p.m., Mayor Jenks opened the Executive Session pursuant to ORS 192.660(2)(h) and closed the Executive Session at 7:34 p.m.

10. ADJOURN

There being no further business, Mayor Jenks closed the meeting at 7:34 p.m.

Respectfully submitted,


Cindy Hughes, City Recorder

ATTEST


Ruth Jenks, Mayor

City Council - April 28, 2020
Submission No. 1 - Melissa Owens, Finance Dir.

4/28/2020

ADDITIONAL BILLS



4-28-2020

<u>CHECK #</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
43170	COLBY KIELMAN	ASHPOLE REFUND	\$ 200.00
43171	DARCY LARSON	ASHPOLE REFUND	\$ 100.00
43172	VICTORIA GERBER	REIMBURSE PLUMBER	\$ 75.00
43173	AVISTA 1178540000	UTILITIES	\$ 709.40
43174	BUDGE-MCHUGH SUPPLY CO	WATER SYSTEM MAINT/REPAIR	\$ 3,512.82
43175	HILTON FUEL AND SUPPLY	SMALL TOOLS/EQUIPMENT	\$ 210.00
43176	KNIFE RIVER MATERIALS-154550	SMALL TOOLS/EQUIPMENT	\$ 1,080.00
43177	LITHIA DODGE CHRYSLER JEEP	VEHICLE MAINT/REPAIR	\$ 1,451.45
43178	PACIFIC POWER-0012	UTILITIES	\$ 102.52
SUBTOTAL			\$ 7,441.19
Regular Bill list			\$ 51,918.78
GRAND TOTAL			\$ 59,359.97