



CITY OF EAGLE POINT

"Gateway to the Lakes"

OREGON

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

APRIL 24, 2012

REGULAR MEETING MINUTES

1. CALL TO ORDER.

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

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

Staff members present: Henry Lawrence, City Administrator; Joe Kellerman, City Attorney; Vern Thompson, Police Chief; Robert Miller, Public Works Director; Melissa Owens, Finance Officer and Sara Miller, Planning Aide.

Bill Miller of the Medford Mail Tribune was also present.

2. FLAG SALUTE AND INVOCATION.

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

Mayor Russell welcomed new City Recorder Cindy Hughes who was present in the audience.

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

Suzi Collins, 4th of July Parade Chairman, 148 Eagle View Dr., Eagle Point, Oregon approached the council and announced that the theme for the 2012 parade is Positively Eagle Point. She noted that Dave and Mary Hussell will be the Grand Marshals of the parade.

4. PRESENTATIONS.

4.1 Food and Friends Senior Nutrition Program, Evelyn Kinsella.

Mayor Russell announced the presentation, and Evelyn Kinsella of Food and Friends approached the council. She thanked the councilors for their support of the seniors in the community. She explained that Food and Friends is a senior foods program serving Jackson and Josephine counties. Ms. Kinsella gave a PowerPoint presentation of the Food and Friends program. She shared that the program provided over 12,000 meals to Eagle Point seniors in 2011, and shared stories of seniors served by the program. Ms. Kinsella thanked the Senior Center for use of their facility free of charge, which allows more funds to be used for food. She also thanked the volunteers who make the program possible. Councilor Sell asked the percentage of funds that remain in Eagle Point, and Ms. Kinsella explained that all money that comes from Eagle Point is used for Eagle Point residents. Council President Curriston thanked Ms. Kinsella for the presentation and noted that the Food and Friends program is important to the council.

4.2 2012/2013 Budget Jackson County Fire District 3, Dan Peterson – Fire Chief.

Mayor Russell announced the presentation. Chief Peterson approached the council and introduced the fire crew on duty, explaining that they are one of three crews at the Eagle Point Fire Station. He went on to present the Fire District 3 quarterly report, and announced that the council will receive a report packet each quarter. Chief Peterson reviewed statistics of calls within the city limits, and noted that the station has an average response time of two minutes and 58 seconds within the city limits. He explained that achieving quick response times is a very high priority for the district. He went on to discuss the strategic plan, and noted that David Hussell had been helpful with the plan. Chief Peterson also briefly reviewed the district wide report and noted that the budget had been presented to the Budget Committee in conjunction with the strategic plan. He explained that the district will be operating inside their tax base and will manage the budget with current money, while ensuring that there are three personnel on every engine that is staffed full time. He noted that another priority is to add a fire station somewhere in the Table Rock area in order to lessen response times in rural areas. The district hopes to fully fund the new station with cash while operating within the current tax base. Chief Peterson further reported that adjustments were made to fund a full time battalion chief who will be the face of the district in rural areas. The new battalion chief will be educating the public, especially in rural areas to teach preventative measures as well as emergency preparedness since there is a longer response time for engines to reach rural areas. Continuing his review of the budget, Chief Peterson explained that the student intern program was increased to 14, and noted that there was an intern on the crew present at the meeting. He explained that the district found an extreme need to maintain a strong contingency and ending fund balance to ensure that service is maintained. He reviewed other details of the budget, and noted that the entire budget is available online for review. Chief Peterson encouraged the councilors to visit the station and the office to learn more about district operations.

Council President Curriston noted that the 4th of July was approaching and asked if Chief Peterson had suggestions for fireworks activity in the city. Chief Peterson referenced the Safe and Sane Fireworks Practices in Oregon, and suggested that the council send the message that there are safe places to have fireworks and places that are not safe to have fireworks. Council President Curriston thanked Chief Peterson for the presentation. Councilor Fierke also thanked Chief Peterson for the presentation and noted that he was pleased with the conservatism in the

Fire District 3 Budget. Councilor Bilden thanked Chief Peterson for his communication with the Chamber of Commerce and Rotary Club since becoming Fire Chief.

5. PUBLIC HEARINGS.

There were no public hearings brought before the council.

6. CONSENT CALENDAR.

6.1 Presentation of regular meeting minutes of April 10, 2012.

Mayor Russell announced the Consent Calendar and asked for a motion. Councilor Bilden moved that council approve the Consent Calendar as presented. Councilor Fierke 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 asked for a motion on the bills to be paid. Councilor Jenks asked about the payment to HGC Inc. for \$55,593.05, and Robert Miller explained that the payment was for the Fargo Street reconstruction project. Mr. Miller also referenced the payment to Bob LaDuke Construction and noted that the payments were large because they included paving. Council President Curriston moved that council approved the bills, including the addendum for \$191,367.92. Councilor Bilden 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 Curriston, aye; Wayne Brown, aye. The motion passed unanimously.

9. OLD BUSINESS.

9.1 Update on 3.6 MG Reservoir.

Mayor Russell presented the item and asked for the staff report. Robert Miller reviewed the Request for Proposal (RFP) that was sent out to firms, published through the Daily Journal of Commerce and listed on the city website. He noted that he has received quite a few responses from firms asking to be on the plan holders list. Mr. Miller went on to explain that staff has been monitoring the reservoir leak, which currently measures approximately 15-16 gallons a minute. He explained that he hopes to bring a recommendation on the RFP to the City Council by the next meeting. Mayor Russell asked if the firms need to inspect the tank before submitting a proposal. Mr. Miller explained that some firms have visited, but it is not necessary to visit the reservoir before submitting a proposal. There was discussion regarding the number of responses Mr. Miller has received on the RFP. Councilor Jenks referenced Task #3 on the water system analysis and asked for clarification. Mr. Miller explained that as staff is

turning on the new components of the water system, irregularities have been noticed, and there are concerns about the system as valves are adjusted. Council President Curriston asked if there are problems with the 200,000 gallon tank. Mr. Miller explained that there are not currently problems, but there are items that should be examined because the vault is the same design as the vault that failed at the 3.6 MG reservoir. He noted that earthquake damage prevention needs to be reviewed as well.

Mayor Russell thanked Mr. Miller for the update.

10. NEW BUSINESS.

- 10.1 **Resolution 2012-26.** A Resolution authorizing a donation to the Eagle Point/Upper Rogue Chamber of Commerce to support the Community Flower Basket Program.

Mayor Russell announced **Resolution 2012-26**, a Resolution authorizing a donation to the Eagle Point/Upper Rogue Chamber of Commerce to support the Community Flower Basket Program. He noted that last year the Flower Basket Program had 44 hanging baskets, and the city contributed \$3,000 to the program. He explained that this year a minimum order of 40 baskets is required at \$300 a piece, which includes 180 days of watering and fertilization. He noted that the Chamber of Commerce has currently raised \$7,578 from 107 different donors, but the program is short \$4,000, and the Chamber of Commerce is asking the council to increase the contribution amount to cover one third of the funds needed. Councilor Jenks asked why the increase of \$1,000 was needed this year, and Mayor Russell explained that donations are down this year. Councilor Fierke asked if the donation would come out of the current budget and if there was money available. Melissa Owens explained that it would come from the current fiscal year budget, and there is money available. Councilor Sell stated that she believes that the flower baskets adds beauty and ambiance to the community during the summer.

Councilor Sell moved that the City of Eagle Point donate \$4,000 to the community flower baskets. Councilor Fierke seconded the motion. Mayor Russell announced that it was moved and seconded that council approve **Resolution 2012-26**, a Resolution authorizing a donation to the Eagle Point/Upper Rogue Chamber of Commerce to support the Community Flower Basket Program. There was no further discussion. Roll call: Wayne Brown, aye; Ruth Jenks, aye; Alan Curriston, aye; Jonathan Bilden, aye; Bob Russell, aye; Kathy Sell, aye; Bill Fierke, aye. The motion passed unanimously.

Mayor Russell thanked the council. He noted that the Chamber of Commerce contributed additional money to purchase three flower baskets specifically for Harnish Park Visitors Center.

- 10.2 Discussion regarding sale of book titled *Images of America Eagle Point* published by Arcadia Publishing.

Mayor Russell announced the agenda item. Mr. Miller explained that the city had been approached last year by Arcadia Publishing interested in publishing a book about the history of

Eagle Point, and now there is an opportunity for the city to purchase the books at a discount for resale. Mr. Miller explained that he needs direction from the council on whether to pursue purchasing and selling the books. Mayor Russell commented that it would be a great opportunity for the city to sell the books at Harnish Visitors Center and the Eagle Point Museum, and he feels that the profit could be used to purchase historic plaques for buildings throughout town. Councilor Fierke asked if the city would buy the books or if they would be sold on consignment, and Mr. Miller explained that the city would purchase the books at the discounted rate. There was discussion between the councilors and staff regarding the locations to sell the book, and whether those locations were set up to handle monetary transactions. The City Council unanimously agreed that staff should purchase books to be sold at Harnish Visitors Center and the Eagle Point Museum.

11. REPORTS FROM CITY COUNCIL AND CITY COMMITTEE REPRESENTATIVES.

Councilor Fierke announced that he had visited the new Hillside Elementary School, he feels it is a very nice facility that the community should be proud of. He announced that Councilor Sell had taken his place at the District 9 School Board Meeting.

Councilor Bilden thanked Wayne and Henry for attending the regional League of Oregon Cities (LOC) meeting. He announced that he will be in Salem on Friday for the quarterly board meeting, and will be working with candidates for the House and Senate. He also announced that the Chamber of Commerce will be hosting a candidate forum on Monday, April 30 at 7:00 p.m. featuring the county commissioner and district attorney candidates. He noted that the Eagle Point Booster Club is working on the high school turf project, which will now be funded entirely by private and grant contributions. He gave a brief overview of the project and it was noted that the project will go before the school board Wednesday night. He congratulated Commissioner Sell on becoming secretary for the Chamber of Commerce.

Councilor Jenks reported that she attended the Rogue Valley Metropolitan Planning Organization (RVMPO) meeting, and had also met with staff regarding the topic. She explained that data from the most recent census shows that the city's population qualifies Eagle Point to be an official member of the RVMPO. She continued, explaining that Eagle Point currently receives approximately \$90,000 in Surface Transportation Program (STP) funds, and effective October 1, 2012 that money will be diverted to the MPO. She noted that currently the city has \$392,000 allocated for projects, with \$200,000 set aside to fund the Fargo Street improvements, leaving nearly \$200,000 in the account to use on future street projects without seeking MPO approval. Ms. Owens and Mr. Miller will be researching to see if there is a time restriction for Eagle Point to spend the remaining \$200,000. Councilor Jenks went on to explain that the end of 2013 will be the first opportunity that Eagle Point has to submit a proposal to the MPO to receive funding, and if approved, funding would be earmarked by the MPO for projects in 2016-2017. Councilor Jenks explained that when Talent and Phoenix were brought into the MPO an agreement was made to cover the transition, staff is researching the feasibility of a similar agreement. There was discussion regarding the MPO funding large projects benefitting multiple cities, and the collaborative discussions with the MPO Policy and MPO TAC committee encouraging cities to work together. Mr. Miller noted that Eagle Point has been a volunteer member of the RVMPO, and staff will be researching to confirm that the population now qualifies official membership in the RVMPO. He noted that the STP funds

Eagle Point has received have been a major source of transportation rehabilitation. Councilor Jenks continued her report, and explained that the Federal Transportation Bill has not been approved yet, which would dictate the amount of money available and how the funds can be spent. She noted that under the Senate proposal, population criteria for an MPO would change; groups with a population less than 200,000, such as the RVMPO, would be disbanded. She explained that if the MPO were disbanded under the Senate proposal, the approval process would take place through the state for each jurisdiction to function independently. Staff and Councilor Jenks noted that several aspects of the MPO are in a state of flux currently, and more information will be presented to council as it is available. Mr. Miller added that the RVMPO is a good group looking to improve local communities. Councilor Jenks announced that she discussed with staff and all agreed that council should review the projects outlined in the Transportation Plan.

Council President Curriston noted that he will need some funds to prepare for the Eagle Point Bike Ride. Melissa Owens noted that the item would be on the next council agenda.

Councilor Brown reported attending the Rogue Valley Sewer Service (RVSS) meeting. He reviewed the topics discussed at the meeting, including an appeal as well as an action to combine two ordinances. He explained that an agreement was reached with the City of Medford for disposals coming out of Shady Cove. He also reported that the bid had been awarded to replant the wetlands at the Dunn Pump Station. He announced that a RVSS budget meeting was scheduled for May 2, 2012.

Councilor Sell thanked the council for excusing her from the last meeting. She reported that the Parks and Recreation Commission held their regular meeting. She noted that the commission will be holding a workshop to discuss parks on May 1, and she will be bringing recommendations before the council. She further reported that she had attended the Fire District 3 graduation and noted that the graduates are top notch. Councilor Sell also reported attending the School District 9 Board Meeting. She went on to give an update on Nancy Leonard, she is doing well and will be released from the hospital soon.

Mayor Russell announced that the 45 MPH signs had been installed on Highway 62. He reported attending the Medford Water Commission meeting with Mr. Lawrence, and also the Hillside Elementary School Opening. He noted that the community should be very proud of the new school. He announced that the Candidate Forum would be held Monday, April 30.

12. STAFF REPORTS

Ms. Owens referenced the financial report and noted that business license application numbers are higher than budgeted. She announced that the special meeting to review the council goals would be held on Thursday at 6 p.m. She noted that the new City Recorder Cindy Hughes would begin work on Thursday as well. Ms. Owens asked for a volunteer to write the Council Corner article for the website, and it was decided that Council President Curriston will write the article. She announced that she is in the process of scheduling Budget Committee Meetings which will take place during the weeks of May 21 or May 29.

Mr. Miller reviewed the Public Works projects that have been recently completed, including the South Shasta path, Fargo Street reconstruction, Greenhills mitigation and the booster water main with 141 homes switched over to high pressure. He announced that Overstreet Landscaping has the trees prepared at the 4.0 MG reservoir for the landscaping project. He further reported that the Chamber of Commerce held another training meeting for Harnish Visitors Center volunteers on April 17, with the volunteers set to begin May 1. Mr. Miller announced that the 45 MPH signs had been installed on Highway 62 from Nick Young Rd. to Linn Rd., and noted that the city wide cleanup would be held Friday and Saturday in conjunction with Southern Oregon Sanitation. He will bring the final figures from the surplus items that were auctioned to the council at the next meeting.

Chief Thompson announced that the new officer has started at the academy and will be there for 16 weeks. Once Officer Carranza completes the academy the department will hold a graduation, and then he will undergo further training. Chief Thompson further reported that he has received complaints about speeding vehicles on Crystal Dr., so the city will be borrowing a speed radar trailer from Jackson County to monitor the area. He explained that he is researching the feasibility of the city purchasing either a speed radar trailer or solar powered radar signs that can be moved around the city as needed.

Attorney Kellerman noted that he filled in for a colleague as attorney pro tem at another city, and he expressed his appreciation that Eagle Point staff and council work well together.

Mr. Lawrence noted that Helen Wolgamott has asked for assistance from the city regarding a plaque honoring Vietnam veterans. It was decided that funds will be put in the proposed budget to place the plaque. He announced that the May 8 council meeting will include a presentation from Ron Fox from SOREDI on enterprise zones. Continuing his report, Mr. Lawrence noted that staff has been preparing the budget, and the councilors will be receiving emails with the dates of the Budget Committee meetings. He noted that staff will be proposing to redirect existing funds to begin a comprehensive road maintenance program that will include chip sealing. Staff will also be discussing the need to send out a RFP for a baseline assessment of every road in the city. Mr. Miller explained that the assessment will be applied to a pavement condition index, which will be used to establish a rating and a cutoff point. Staff discussed the benefit of the assessment for pursuing available grants as well. Mr. Lawrence commented on the situation with the MPO, noting that Eagle Point might lose the yearly STP funds, but should eventually receive funds for a large project.

13. INFORMATION.


13.1 Thank you memo from Medford Police Department regarding Pear Blossom event.

13.2 Reminder – Goal Setting session April 26, 2012 at 6:00 p.

14. ADJOURNMENT.

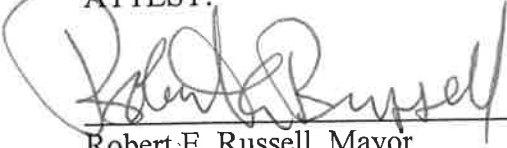
There being no further business to come before the council, Mayor Russell adjourned the meeting at 8:38 p.m.

Respectfully submitted,



Sara Miller

ATTEST:



Robert E. Russell, Mayor