

CITY OF EAGLE POINT

"Gateway to the Lakes"

OREGON



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

SEPTEMBER 25, 2012

REGULAR MEETING MINUTES

1. CALL TO ORDER – 7:00 P.M.

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

Council Members Present: Bob Russell, Wayne Brown, Alan Curriston, *Bill Fierke, Ruth Jenks, and Kathy Sell.

Council Members Absent: Jonathan Bilden.

Staff Members Present: Henry Lawrence, City Administrator; Joe Kellerman, City Attorney; Melissa Owens, Finance Officer; Robert Miller, Public Works Director; Vern Thompson, Police Chief; Mike Upston, Principal Planner; and Cindy Hughes, City Recorder.

Guests: Tim Weaver of the Little Butte Creek Watershed Council; Suzi Collins, Eagle Point Planning Commissioner; and members of the public and press.

2. FLAG SALUTE AND INVOCATION.

Mayor Russell asked Mike Frey to lead the Pledge of Allegiance. Council President Curriston led the invocation.

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

Suzi Collins, Eagle Point Planning Commissioner, expressed her appreciation to the local Boy Scouts (Troop 48) for sending care packages to soldiers stationed overseas. More specifically, she acknowledged Bryce Thornton, for his leadership in this endeavor.

Tim Weaver, Watershed Coordinator for the Little Butte Creek Watershed Council, expressed his appreciation to the City for its participation and support of the recent Watershed Festival at the Harnish Wayside Park. The event was well attended and will be held annually.

Jerry Zieman, President of the Eagle Point Senior Center, reported on a recent burglary at the Senior Center and expressed appreciation to the Police Department for their assistance. Additionally, he reported contacting the Eagle Point and Upper Rogue Chamber of Commerce regarding using the VFW (Veterans of Foreign Wars) Coffee Trailer at the Harnish Wayside Park. Mr. Zieman requested the Council's permission in this matter. The Council discussed and requested Mr. Zieman to bring back a plan with more details for the Council to consider.

Helen Wolgamott of Eagle Point made a reminder about celebrations for Veterans Day on November 11th. The celebration includes a free breakfast for Veterans at the Senior Center, citizens gathering at City Hall to walk together to the bridge to honor Veterans where Hank Rademacher will be the Master of Ceremonies. The flags will also be put up for this holiday.

4. PRESENTATIONS.

4.1 Presentation and discussion regarding Pavement Condition Study by Capitol Asset & Pavement Services, Inc.

Robert Miller, Public Works Director, announced that the representative from Capitol Asset & Pavement Services, Inc. (Capitol) was ill and not able to make the presentation about the Pavement Condition Study. Mr. Miller explained that the City had hired Capitol as a consultant to evaluate the City's pavement condition and identify needed repairs. Mr. Miller reviewed portions of the Pavement Management Program Budget Options Report by Capitol on the projection screen (Submission No. 1).

It is estimated that it will cost \$1.5 million over the next five years to maintain the current Pavement Condition Index (PCI). The City's pavement maintenance cost has been approximately \$40,000 per year in addition to STP (Surface Transportation

Program) funds which are approximately \$90,000 per year. An additional \$300,000 is currently budgeted for chip sealing (a type of pavement surface treatment that combines asphalt with aggregate) but the majority of that work will be done in the next fiscal year due to weather constraints. Sealing applications should also be applied before cold weather starts.

A draft of the Pavement Management Program Budget Options Report by Capitol (Report) will be placed on the City's website for public access. The Report is comprehensive and includes an Executive Summary with the existing PCI for each road. Additionally, each road within the City is included in the Report by location, length, width, area, functional class, surface type, current PCI, remaining life, and treatment recommendations. Extensive budgeting information and road repair options are also included in the Report.

Mayor Russell, several Councilors, and Mr. Lawrence agreed the Report was well done. Additionally, the Council and staff discussed:

- Barton Road and Sienna Hills Drive not having the final overlay and working with the developer;
- Long term planning of 7-10 years and rotation to keep all roads in good repair;
- Reevaluation every 3-4 years;
- Self-funding and other funding options;
- Comparison of ratings to other cities; and
- Self-evaluation of road conditions.

Mr. Lawrence added that several workshops will be held regarding budgeting and goals for road maintenance. Capitol is expected to make a presentation to the Council in mid-October.

5. PUBLIC HEARINGS.

There were no public hearings.

6. CONSENT CALENDAR.

6.1 Presentation of Regular Meeting Minutes of September 11, 2012.

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

7. CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT CALENDAR.

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

8. PRESENTATION OF BILLS TO BE PAID.

Mayor Russell asked if there were any questions about the bills to be paid including the Additional Bills List (Submission No. 2). Council President Curriston asked about the US Bank – Credit Card Purchases. Melissa Owens, Finance Officer, explained that a large portion of those charges were related to mailboxes on Shasta Avenue, and training and conference costs.

There being no further questions or comments, Mayor Russell asked for a motion. Councilor Jenks moved that Council approve the bills as presented including the Additional Bills list. Councilor Sell seconded the motion. There was no further discussion. Roll call: Kathy Sell, aye; Wayne Brown, aye; Alan Curriston, aye; Ruth Jenks, aye; Bill Fierke, aye; Bob Russell, aye; and Jonathan Bilden, absent. The motion passed unanimously by those present.

9. OLD BUSINESS.

There was no old business to discuss.

10. NEW BUSINESS.

10.1 A discussion regarding a Letter of Support to the Little Butte Creek Watershed Council for the Meyer Memorial Trust Grassroots Grant Application – Native Plant Nursery.

Mayor Russell invited Robert Miller, Public Works Director, to speak about the letter of support. Mr. Miller provided background information about the formation of the Little Butte Creek Watershed Council (LBCWC) which was formed in 1994. LBCWC has been an important part of the City's water quality implementation plan. The request for a letter of support is for the LBCWC to obtain a greenhouse that would be placed at the City's Public Works Shop. The City would be required to provide water and electricity, and the greenhouse would be jointly used by the City and LBCWC.

Tim Weaver of LBCWC spoke in favor of the grant application and partnering with the City. Mr. Miller added that the City had previously researched greenhouses, which would have been beneficial to many City projects, but there had not been practical options in the past. Partnering with LBCWC will help both agencies with native plant and tree species which could be grown in a good greenhouse.

Mr. Lawrence explained that with the Council's agreement, the City would prepare a letter of support. The Mayor and Councilors nodded in agreement for the City to provide a letter of support.

11. REPORTS FROM CITY COUNCIL AND CITY COMMITTEE REPRESENTATIVES.

Councilor Fierke reported on the most recent School Board Meeting which included a lengthy discussion about whether or not students could access healthcare within the school system without parental signature. It was decided that students would be required to have parental signature for healthcare. Councilor Fierke also reported speaking with two principals and other individuals who were supportive of including Eagle Point students in the Showa Sister City relationship.

Councilor Jenks reported attending the Rogue Valley Metropolitan Planning Organization (RVMPO) Policy Committee Meeting with Mr. Miller. One of the topics of discussion during that meeting was whether or not Eagle Point would receive Surface Transportation Program (STP) funding for 2012-2015 as a replacement for the money it would not receive from the State because of its membership in the RVMPO. At the meeting, it was decided to establish a sub-committee to determine whether or not to provide funding to Eagle Point as it had in the past to other cities. Mr. Lawrence noted RVTD had not previously been opposed to Eagle Point receiving funding. Mr. Miller and Councilor Jenks each expressed they believed the RVMPO wanted to work with Eagle Point on this issue.

Councilor Curriston did not provide a report.

*At approximately 8:06 p.m., Councilor Fierke left the meeting and returned at approximately 8:09 p.m.

Councilor Brown reported on the Rogue Valley Sewer Services (RVSS) Board Meeting. The RVSS Quarterly Financial Report was good; and they discussed franchise fees, building code investigations, septic wastewater hauling, utilizing the Shady Cove water processing plant, and early retirement procedures for employees.

Councilor Sell reported the Parks and Recreation Commission had met, with a quorum, and also held a workshop. The Commission is close to sending some new ideas to the Council; however, there is still a vacancy on the Commission. Councilor Sell also attended City Hall Week (September 19th), which was well attended and hosted by the City of Rogue River. Additionally, she spoke about the League of Oregon Cities' (LOC) legislative efforts.

Mayor Russell announced that on behalf of the City, he had presented a check to the Eagle Point High School, Athletic Director, for the artificial turf project. Mayor Russell believed

**City of Eagle Point
City Council Meeting Minutes
September 25, 2012
Page 6 of 8**

the check was well received by the School District. Additionally, he attended the Watershed Festival at the Harnish Wayside Park, and will also be attending the LOC Conference along with Councilors Bilden, Jenks and Sell. Mayor Russell reported the "Mayors United" event with ACCESS (the Community Action Agency of Jackson County and private non-profit 501(c) (3) organization), was attended by all 11 mayors of Jackson County and raised money to benefit ACCESS. Mayor Russell ended by reminding and inviting everyone to attend the Chamber of Commerce dinner at the Grange on October 10th at 6:00 p.m.

12. STAFF REPORTS.

- 12.1 Police Department Report.
- 12.2 Financial Report.
- 12.3 Public Works Department Report.

Mike Upston, Principal Planner, reported the State Advisory Committee on Historic Preservation is meeting on October 11th in Oregon City, and will consider Eagle Point's covered bridge to be included in the list of historic places. With regard to enterprise zones, Mr. Upston explained there was a process but the first step would be to have internal discussions about what areas should be in the enterprise zone. At this point, enterprise zones are only in the discussion phase but if it progresses the City would work with Jackson County. Mr. Upston concluded by speaking about the Transit Study (Rogue Valley Transit District (RVTD)/Eagle Point Transit Study) and will report back in the upcoming months. Councilor Fierke added that he would like enterprise zones to be brought back up sooner rather than later. Mr. Upston suggested that staff discuss and consider areas for enterprise zones and bring back to the Council for its direction.

Ms. Owens noted the Financial Report in the agenda packet indicates the City is currently on track although only a couple of months into the fiscal year. Public Employee Retirement System (PERS) rates and property tax revenue will be received soon which will help to determine the City's finances. Future Financial Reports will include more analysis on trends and projections. In addition, Ms. Owens announced the auditors are scheduled during the week of October 1, with the final report scheduled to be completed in November. Ms. Owens concluded by providing an update on fraud classes and the City's recent network security analysis. Overall, the City scored well on that analysis.

Mr. Miller discussed surveying services on Loto Street and the initial work on the Water Master Plan. He also spoke about lighting upgrades and energy savings, and the City's strategy for dealing with the recent power outage.

Chief Thompson reported meeting with a citizen who had concerns about marijuana grow sites within the City. Chief Thompson followed with informative statistics and facts about marijuana including ordinances to address grow sites through zoning, land use regulations,

**City of Eagle Point
City Council Meeting Minutes
September 25, 2012
Page 7 of 8**

or nuisance issues. A lengthy discussion followed and Attorney Kellerman suggested those attending the upcoming LOC Conference bring this up at a conference workshop.

Attorney Kellerman did not make a report.

Mr. Lawrence did not make a report.

Ms. Hughes reported attending the Oregon Association of Municipal Recorders' Annual Conference in Ontario, Oregon. Credits for becoming a Certified Municipal Recorder will be awarded for attendance and related coursework from the conference.

13. INFORMATION.

There were no information items to discuss.

At 9:30 p.m., Mayor Russell recessed the meeting for a short break and announced that representatives of the news media and designated staff would be allowed to attend the Executive Session. All other members of the audience would be asked to leave the room and welcomed back afterwards, but no regular business was scheduled after the Executive Session. Mr. Lawrence noted that the Executive Session scheduled under ORS 192.660(2)(e) would not be held.

14. EXECUTIVE SESSION PURSUANT TO ORS 192.660(2)(e), To conduct deliberations with persons designated by the governing body to negotiate real property transactions.

Item 14 on the agenda was not held.

15. EXECUTIVE SESSION PURSUANT TO ORS 192.660(2)(f), To consider information or records that are exempt by law from public inspection.

At 8:42 p.m., Mayor Russell opened the Eagle Point City Council Executive Session pursuant to ORS 192.660(2)(f). Following discussion, Mayor Russell closed the Executive Session at 9:03 p.m.

16. EXECUTIVE SESSION PURSUANT TO ORS 192.660(2)(i), To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.

At 9:05 p.m., Mayor Russell opened the Eagle Point City Council Executive Session pursuant to ORS 192.660(2)(i). Following discussion, Mayor Russell closed the Executive Session at 9:28 p.m.

**City of Eagle Point
City Council Meeting Minutes
September 25, 2012
Page 8 of 8**

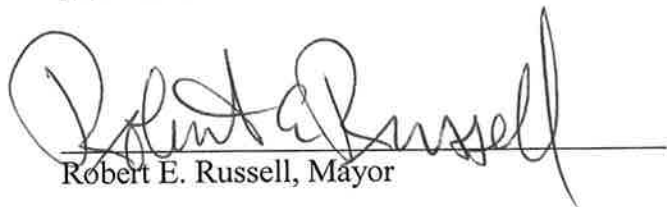
17. ADJOURN.

At 9:30 p.m., Mayor Russell reconvened the regular meeting of the Eagle Point City Council. There being no further business, Mayor Russell closed the meeting at 9:30 p.m.

Respectfully submitted,


Cindy Hughes, City Recorder

ATTEST:


Robert E. Russell, Mayor