



CITY OF EAGLE POINT

"Gateway to the Lakes"

OREGON

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

DECEMBER 11, 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, Bill Fierke, Ruth Jenks and Kathy Sell.

Council Members Absent: Alan Curriston and Jonathan Bilden.

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

Guests: Bernard Grossman, Diane Mihocko, and Millie Wewerka, Planning Commissioners; Lynn Scott and Aaron Prunty, Parks and Recreation Commissioners; Gary Leaming, Jayne Randleman, and Jason Sheadel with the Oregon Department of Transportation (ODOT); and members of the public and press.

2. FLAG SALUTE AND INVOCATION

Councilor Fierke led the Pledge of Allegiance. Jerry Zieman, President, Eagle Point Senior Center, led the invocation.

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

Helen Wolgamott of Eagle Point provided information about the placing of wreaths at the covered bridge on December 9th. The Chamber of Commerce sponsors the event and the wreaths are made by the Eagle Point Future Farmers of America (FFA) students. A wreath will also be made for the Harnish Wayside Park. Mrs. Wolgamott expressed her

appreciation for the recent bulb planting in the City. Later in the meeting, she announced the annual bird count wherein citizens would be out with binoculars, counting birds within the City and Jackson County.

4. PRESENTATIONS

4.1 Presentation regarding improvements to Highway 62 by Jayne Randleman, Oregon Department of Transportation (ODOT).

Gary Leaming, Public Affairs Specialist with the Oregon Department of Transportation, introduced Jayne Randleman as the Project Leader, and Jason Sheadel, the Project Engineer. Sean Daw with ODOT was in attendance as a resident and will be the Construction Engineer on the project.

Mr. Leaming provided a PowerPoint presentation (Submission No. 1) on the Highway 62 project. The construction phase of the project is scheduled to begin this summer (2013) and will be conducted from 7:00 p.m. to 7:00 a.m. to reduce the impact to traffic and expedite construction. The project will improve the pavement and include many safety features such as safer turn lanes, widening portions of the highway, adding a guardrail near Ball Road, and some mailboxes will be relocated for safer access. The approximate budget on the project is \$4M. The project began in 2011 with the design phase and will go to bid on May 9th. The construction phase is projected to begin in July, 2013 and be completed by October, 2013. It was also noted that the contractor would be given sixty days to complete construction.

Jason Sheadel explained the plan for staging construction efforts including road closures, detours and removal of the island at Barton Road. Mr. Leaming went on to explain that notice had been given to area agencies and residents to keep them informed about the project. A website will be available for citizens to get up to date information about the project.

Mr. Leaming requested a variance on the City's noise ordinance and Henry Lawrence, City Administrator, reported he will be working closely with ODOT on this request. Extra effort will be made to provide as much notice as possible to the residents that will be the most impacted by the project. Robert Miller, Public Works Director, will also work closely with ODOT and notify residents about the project. Mike Upston, Planning Director, agreed that noticing the public is very important.

Additional discussion about the project included:

- The refuge lane on Barton Road, expansion and increase of traffic.
- Project detour using Crystal and notification to residents.

**City of Eagle Point
City Council Meeting Minutes
December 11, 2012
Page 3 of 8**

- Notification to surrounding areas such as Prospect, Shady Cove, Crater Lake and Diamond Lake.

5. PUBLIC HEARINGS

There were no public hearings.

6. CONSENT CALENDAR

6.1 Presentation of Regular Meeting Minutes of November 27, 2012.

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

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). Councilors Jenks and Sell inquired about the traffic safety supply charge. Mr. Miller responded it was for signage and posts that were scheduled for replacement.

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

9. OLD BUSINESS

There was no old business to discuss.

10. NEW BUSINESS

- 10.1 Discussion regarding Parks and Recreation Commission recommendations for Lucas Park – Robert Miller, Public Works Director.

Mr. Miller explained that the Parks and Recreation Commission held several discussions and meetings regarding Lucas Park over the last eight months. Public input has been requested and received. One initial primary concern from residents was about a trail which has since been reconfigured into a more acceptable location. Mr. Miller reported overall strong public support for passive use. Parking was an area of public concern but the proposed parking area in a cul-de-sac was well received. Councilors Fierke and Jenks expressed concern about parking and traffic. Mayor Russell also expressed concern about park access but remained open about the park.

Parks and Recreation Commissioners Lynn Scott and Aaron Prunty were in attendance and available for questions or comments. Chairperson Scott explained that the Commission had developed a conceptual park plan without including plans for the Shasta parking access as that was not an area they were to address. Additionally, the Commission identified the cul-de-sac parking as an option to get the park started. Commissioner Prunty added that most of the residents in the area expect a park to be developed and would be very disappointed if it is not developed. Discussion ensued about park development and access. It was determined that the current park plan is satisfactory and would not be redesigned if future access becomes available from Shasta. Restrooms were also discussed and planned to be included in Phase 3.

A discussion followed about whether or not additional public meetings should be held to receive more public comment. Council determined they would like an informational packet with a park plan design and financial estimate at the Council meeting on January 8, 2013. If the Council is satisfied with the information, the item will be placed on the agenda for the Parks and Recreation Commission meeting on January 17th to receive additional public input. Following that meeting, it will be presented to the Council for approval on January 22, 2013.

- 10.2 Resolution No. 2012-69. A Resolution Cancelling the December 25, 2012 Regular Meeting of the Eagle Point City Council and authorizing Staff to pay the bills for the remainder of December, 2012.

Melissa Owens, Finance Officer, explained the Resolution is two-fold in that it cancels the December 25th Regular Meeting of the Eagle Point City Council and authorizes staff to pay the bills through the end of 2012.

Mayor Russell asked for a motion to approve **Resolution No. 2012-69**. Councilor Jenks made a motion to approve **Resolution No. 2012-69** and Councilor Brown seconded the motion. There was no further discussion. Roll call: Wayne Brown, aye; Bill Fierke, aye; Ruth Jenks, aye; Kathy Sell, aye; Bob Russell,

aye; Jonathan Bilden, absent; and Alan Curriston, absent. The motion passed unanimously by those present.

- 10.3 Resolution No. 2012-70. A Resolution accepting the Abstract of Votes regarding the ballots cast in the State of Oregon General Election Held Tuesday, November 6, 2012, regarding Candidates for City of Eagle Point Offices; and directing the City Recorder to issue Certificates of Election.

Cindy Hughes, City Recorder and the City's Elections Officer, explained that by State law, following each election the Jackson County Clerk prepares and mails an Abstract of Votes to the Elections Officer. Approval of Resolution No. 2012-70, will formally accept the Abstract of Votes and directs the City's Elections Officer to prepare and deliver a Certificate of Election to each qualified candidate having the most votes for election.

Mayor Russell asked for a motion to approve **Resolution No. 2012-70**. Councilor Sell made a motion to approve **Resolution No. 2012-70** and Councilor Jenks seconded the motion. There was no further discussion. Roll call: Kathy Sell, aye; Wayne Brown, aye; Bill Fierke, aye; Ruth Jenks, aye; Bob Russell, aye; Jonathan Bilden, absent; and Alan Curriston, absent. The motion passed unanimously by those present.

- 10.4 Resolution No. 2012-71. A Resolution reappointing Jonathan Bilden and Janet Siedlecki to the Economic Development Commission.

Mayor Russell announced his selection of Jonathan Bilden and Janet Siedlecki for reappointment to the Economic Development Commission and asked for the Council's concurrence. Approval of Resolution No. 2012-71 reappoints Councilor Bilden to serve as the non-voting City Council Liaison Member to the Economic Development Commission from January 1st through December 31, 2013; and Commissioner Janet Siedlecki to a three-year term beginning January 1, 2013 through December 31, 2015.

Mayor Russell asked for a motion to approve **Resolution No. 2012-71**. Councilor Fierke made a motion to approve **Resolution No. 2012-71** and Councilor Brown seconded the motion. There was no further discussion. Roll call: Bill Fierke, aye; Ruth Jenks, aye; Kathy Sell, aye; Wayne Brown, aye; Bob Russell, aye; Jonathan Bilden, absent; and Alan Curriston, absent. The motion passed unanimously by those present.

- 10.5 Resolution No. 2012-72. A Resolution Reappointing Three Planning Commissioners to the Eagle Point Planning Commission.

Mayor Russell announced his selection of Dianne Mihocko, Bernard Grossman, and Millie Wewerka for reappointment to the Planning Commission and asked for the Council's concurrence. Each Commissioner was selected for reappointment to serve new, full four-year terms beginning on February 1, 2013 and ending on January 31, 2017.

A brief discussion followed about the appointment process which is in accordance with the City Charter. It was further noted that the Mayor has the authority and responsibility to make appointments.

Mayor Russell asked for a motion to approve **Resolution No. 2012-72**. Councilor Jenks made a motion to approve **Resolution No. 2012-72** and Councilor Fierke seconded the motion. There was no further discussion. Roll call: Kathy Sell, aye; Wayne Brown, aye; Bill Fierke, aye; Ruth Jenks, aye; Bob Russell, aye; Jonathan Bilden, absent; and Alan Curriston, absent. The motion passed unanimously by those present.

- 10.6 Resolution No. 2012-73. A Resolution authorizing the Mayor of Eagle Point to sign on behalf of the City Council its recommendation to the Oregon Liquor Control Commission to grant a Change of Ownership for two Liquor License Applications for Southern Oregon Elmer's, LLC.

Chief Thompson noted this item was self-explanatory and there had not been many calls to these locations and no reason to withhold approval of the Resolution. A brief discussion followed regarding the name of the businesses and Attorney Kellerman reported the business name of Purple Parrot will remain the same.

Mayor Russell asked for a motion to approve **Resolution No. 2012-73**. Councilor Sell made a motion to approve **Resolution No. 2012-73** and Councilor Fierke seconded the motion. There was no further discussion. Roll call: Wayne Brown, aye; Bill Fierke, aye; Ruth Jenks, aye; Kathy Sell, aye; Bob Russell, aye; Jonathan Bilden, absent; and Alan Curriston, absent. The motion passed unanimously by those present.

11. REPORTS FROM CITY COUNCIL AND CITY COMMITTEE REPRESENTATIVES

Councilor Fierke reported there had not been a School Board Meeting since the last Council meeting; however, he had attended a Compact Advisory Committee meeting in which goals and measurements were discussed.

Councilor Jenks did not make a report.

Councilor Brown did not make a report.

Councilor Sell reported on the Santa Shop. Participation has been very good with generous donations from the Women's Club and Medford Gun Club.

Mayor Russell complimented staff for their efforts and coordination of the freshly painted walls at City Hall. Further, he reported on the tree lighting ceremony and commended the Community Association and all of the volunteers for their hard work. Mayor Russell also spoke about the new green bag food program that picks up donations from Eagle Point citizens at their doorstep every other month. All of the donated food items are redistributed within Eagle Point. Additionally, Mayor Russell reported recently attending a Medford City Council meeting with Henry Lawrence. An item of interest on that agenda was the Medford Water Commission.

12. STAFF REPORTS

Mike Upston, Principal Planner, reported the fourth Transit Study Stakeholders Meeting was scheduled for the following day and would focus on service alternatives and routes.

Melissa Owens, Finance Officer, reported on the efforts related to preparation of painting City Hall. Staff packed, reorganized, and cleaned their areas while keeping everything running. She also commended Henry Lawrence for giving up his weekend and supervising the project.

Robert Miller, Public Works Director, spoke about a grant for the Lynn Road project which has not been awarded yet. He followed up on questions from the last meeting regarding the bill for Neilson Research Corporation and whether or not it included monthly testing of the water system. Ten samples of drinking water are taken monthly and were included on the bill. Ditch water samples are also taken but not when there is a high amount of rainwater. Additionally, he is working on pursuing a no parking designation for a bus stop on South Shasta and will bring that forward at an upcoming Council meeting. Mr. Miller acknowledged Public Works staff and temporary employees for their help in preparing for the painting project.

Chief Thompson announced over 50 applications had been received for entry level police testing, of which several were lateral applicants. Accreditation of the Police Department, occurring every three years, was scheduled for the week as well as preparation for painting.

Attorney Kellerman did not provide a report but wished everyone a happy holiday season.

Mr. Lawrence wished the Council a Merry Christmas. He also noted the new Council will be sworn in on January 8th.

Ms. Hughes announced the codification process was nearly complete. With regard to commission appointments, the upcoming vacancies on the Parks and Recreation Commission have been advertised in the Upper Rogue Independent and on the City's website.

13. INFORMATION

The information item was not discussed.

At 8:28 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.

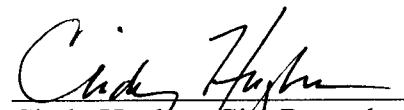
14. EXECUTIVE SESSION PURSUANT TO ORS 192.660(2)(h), To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

At 8:33 p.m., Mayor Russell opened the Eagle Point City Council Executive Session pursuant to ORS 192.660(2)(h). Following discussion, Mayor Russell closed the Executive Session at 8:55 p.m.

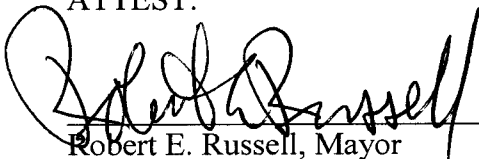
15. ADJOURN

There being no further business for the Eagle Point City Council meeting of December 11, 2012, Mayor Russell closed the meeting at 8:56 p.m.

Respectfully submitted,


Cindy Hughes, City Recorder

ATTEST:


Robert E. Russell, Mayor