



CITY OF EAGLE POINT

"Gateway to the Lakes"

OREGON

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

SEPTEMBER 24, 2013

REGULAR MEETING MINUTES

1. CALL TO ORDER – 7:00 P.M.

Mayor Russell called the meeting to order at 7:02 p.m.

Council Members Present: Bob Russell, Jonathan Bilden, Wayne Brown, Bill Fierke, Ruth Jenks, and Aaron Prunty.

Council Members Absent: Kathy Sell.

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, Planning Director; and Cindy Hughes, City Recorder.

Guests: Mike Frey, Chamber of Commerce; Jerry Zieman, Budget Committee Member; Janet Siedlecki, Economic Development Commissioner; Suzi Collins and Millie Wewerka, Planning Commissioners; and members of the public and press.

2. FLAG SALUTE AND INVOCATION

Mayor Russell led the Pledge of Allegiance and Jerry Zieman provided the invocation.

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

There were no audience questions or comments.

4. PRESENTATIONS

4.1 Fire Hydrant Painting – Mike Frey, Chamber of Commerce.

Mike Frey of the Chamber of Commerce presented an informational packet about

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the Fire Hydrant Campaign including a letter from Jackson County Fire District 3, fire hydrant decoration rules, application, and sample adoption certificate (Submission No. 1). The campaign would promote fire hydrant education and safety, and attract positive attention to Eagle Point. An actual fire hydrant, painted in a patriotic red, white, and blue theme, was shown as an example (Submission No. 2 – photo of hydrant).

Plans for the fire hydrant adoption campaign include a contest with a cash prize, and a tour and map of the hydrants, which would be included as part of the Vintage Faire and 4th of July events. Adoption costs, certificates and guidelines for painting the hydrants were discussed as well the success of other communities with similar fire hydrant painting programs.

Approximately 58 hydrants are proposed to be part of the campaign. Essentially all of them are located within the business corridor of Eagle Point. In the future, the program may expand to White City and Prospect. There was no opposition or concern about the program by staff and the Council expressed their support.

5. PUBLIC HEARINGS

There were no public hearings.

6. CONSENT CALENDAR

6.1 Presentation of Regular Meeting Minutes of September 10, 2013.

Mayor Russell announced the Consent Calendar and asked for a motion. Councilor Bilden moved to approve the Consent Calendar as presented and Councilor Brown seconded the motion. There was no discussion. Roll call: Jonathan Bilden, aye; Aaron Prunty, aye; Wayne Brown, aye; Ruth Jenks, aye; Bill Fierke, aye; Bob Russell, aye; and Kathy Sell, 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. 3). There were no questions regarding the bills to be paid. Councilor Bilden moved to approve the Bills to be Paid including the Additional Bills List and Councilor Jenks seconded the motion. There was no discussion. Roll call: Aaron Prunty, aye; Ruth Jenks, aye; Jonathan Bilden, aye; Wayne Brown, aye; Bill Fierke, aye; Bob Russell, aye; and Kathy Sell, absent. The motion passed unanimously by those present.

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9. OLD BUSINESS

There was no old business to discuss.

10. NEW BUSINESS

- 10.1 Ordinance No. 2013-03. An Ordinance amending the Eagle Point Municipal Code, Title 9 – Public Peace and Welfare, to add a new Chapter 9.09 - Precious Metal and Gem Dealers; Penalties and Enforcement.

Chief Thompson introduced Ordinance No. 2013-03 and discussed the benefits of the Ordinance against criminal activity. Oregon law Chapter 99 regulates the sale and reporting of precious metal sales. However, Ordinance No. 2013-03 extends the waiting period for dealers to dispose of precious metals from 7 to 15 days. Chief Thompson also explained that Eagle Point needed the Ordinance to be similar to other local police agencies. Discussion followed about the electronic reporting process and the impact on businesses to report sales. At the time of the meeting, the precious metals business in Eagle Point had not been contacted about the Ordinance.

Mayor Russell asked for a motion to adopt **Ordinance No. 2013-03**. Councilor Bilden made a motion to approve **Ordinance No. 2013-03** and Councilor Brown seconded the motion. There was no discussion. Roll call: Bill Fierke, aye; Wayne Brown, aye; Ruth Jenks, aye; Jonathan Bilden, aye; Bob Russell, aye; Aaron Prunty, nay; and Kathy Sell, absent. The motion passed five to one.

- 10.2 Discussion regarding a proposed draft Economic Development Strategy – Mike Upston, Planning Director.

Mike Upston, Planning Director, reported the Economic Development Commission had been working toward developing a written strategy for the Commission's direction as shown in the Agenda Statement. Councilor Bilden mentioned that in the past, the Commission had focused more on livability but understood the Council's direction was for a greater focus on business development. A brief discussion followed and while minor editorial revisions may be needed, there was overall Council support. Mr. Upston concluded the discussion and will address action items at the next Economic Development Commission meeting.

- 10.3 Discussion regarding Barton Road Storm Pond – Robert Miller, Public Works Director.

Following Mayor Russell's announcement of Item 10.3, Joe Kellerman, City Attorney, recused himself and sat in the audience.

Robert Miller, Public Works Director, explained that for the past several years the City had considered options to alleviate flooding issues. Resolution No. 2013-13,

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passed in February 2013, authorized a contract with Civil West Engineering Services, Inc., for the Barton Road Storm Water Pond Feasibility Study. Maps from that study were reviewed and referenced during the discussion (Submission No. 4). Civil West's evaluation and analysis revealed that rebuilding and utilizing the existing pond would not provide as substantial of a benefit as it would by increasing the pond size to 2.3 acres. Increasing the pond size was estimated to provide a reduction of flows by 12%. Mr. Miller reviewed a handout entitled *Barton Road Pond Facts* (Submission No. 5), which included Options 1 and 2 for a 25-year event. Option 1 had an existing footprint size of 1.8 acres with a capacity of 1,759,436 gallons. Expanding that area as described in Option 2 to an area of 2.3 acres would hold 2,248,168 gallons of water. However, Option 2 had not been discussed with all of the affected property owners. Environmental reviews were not included in the study.

Discussions continued regarding costs and alternatives. Mr. Miller explained the City was in the process of acquiring land for a nearby park with the potential for flood mitigation. Mr. Lawrence joined the discussion and sought the Council's direction about pursuing access to the pond, at no cost to the City, other than future repairs or upgrades of the pond. Council expressed concern about costs and environmental aspects. There was additional discussion about vegetation removal and working with the property owner. Staff will explore options with the property owner and bring back to a future Council meeting.

- 10.4 Discussion regarding process for City Administrator's Performance Evaluation – Bill Fierke, City Council President.

Bill Fierke, City Council President, discussed and provided the Council with a copy of the process and final goals from last year, and a blank evaluation form (Submission Nos. 6, 7 and 8). It was agreed they liked the process although Councilor Prunty was not on the Council at the time. Mayor Russell called upon Council President Fierke to head up a committee of two and to select a Council member to work with. It was suggested that a different Councilor be selected as the second member in order to give other Councilors that experience.

11. REPORTS FROM CITY COUNCIL AND CITY COMMITTEE REPRESENTATIVES

Council President Fierke reported on the Eagle Point School Board meeting, however, he was not able to attend the meeting. State mandated policies were voted on during that meeting. There was also a very positive informational meeting which included discussions about Showa students, track, tennis courts, and a partnership on pickle ball.

Councilor Bilden reported on the 3rd annual site consultant tour hosted by Southern Oregon Regional Economic Development Inc. (SORED). Part of the tour included a luncheon which was well represented by Eagle Point. Councilor Bilden also reported attending an Eagle Point Parks Foundation meeting and Mr. Lawrence announced they had filed Articles of Incorporation. In addition, Councilor Bilden planned to attend the

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upcoming Economic Development Commission meeting, and the League of Oregon Cities (LOC) annual conference, as well as its Board meeting.

Councilor Jenks reported participating in the Transit Study Stakeholder meeting and attending the RVMPO (Rogue Valley Metropolitan Planning Organization) Policy meeting regarding Linn Road. Councilor Jenks reported Eagle Point is still vying for a grant award for Linn Road. Additionally, there are other grant opportunities coming up that she referred to Robert Miller to make a recommendation on in terms of strategy.

Councilor Prunty reported on the recent Parks and Recreation Commission Meeting, and was pleased to see the Commission moving forward. During that meeting, new members were introduced, and discussions were held about Lucas Park and collaborating with the School District on pickle ball.

Councilor Brown reported attending the recent Rogue Valley Sewer Services (RVSS) Board meeting, and there were no major issues to report.

Mayor Russell reported attending an Eagle Point High School football game and encouraged everyone to go to the games. Regarding last week's Water Commission meeting, a presentation was made about a water cooperative agreement between some of the cities in the area. Robert Miller also attended the meeting and stated it had not been determined if the City of Medford and the Medford Water Commission would sign the agreement. On a separate note, Mayor Russell announced he was pleased to be attending the upcoming League of Oregon Cities (LOC) annual conference with some of the other Councilors. Due to a possible quorum at the conference, Joe Kellerman, City Attorney, reminded the Council to be careful about inadvertently conducting City Council business at the conference. The last item to report was the Chamber of Commerce's Helen Wolgamott Volunteer of the Year Award and a Business of the Year Award, on October 9 at the Rogue River Lodge, for \$25 per person.

12. STAFF REPORTS

Mike Upston, Planning Director, reviewed an overhead presentation about promoting Eagle Point (Submission No. 9). The presentation included the Eagle Point brochure, informational handouts, website pages, and a letter from Business Oregon confirming Eagle Point's Enterprise Zone Designation.

Melissa Owens, Finance Officer, reported the new Accounting Supervisor, Clairisia Farney, had begun work with the City. The external auditors were also scheduled to be at City Hall through the rest of the week to finish the final comprehensive annual report. Regarding the Finance Report, the City is making sure it stays within budget. Property tax payments will be received in November. Street Funds were addressed as well and that fund will be reimbursed by SDCs. There were no questions about the Finance Report. Regarding website activity, there were 2,800 visits to the City's website last month. The City can identify how visitors get to the website and there will be more discussion about that at a later time.

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Robert Miller, Public Works Director, reported on the seal coat project and was pleased with its success. In addition, Mr. Miller reported the Water Conservation Study group held its last meeting and all agreed they had a good product.

Police Chief Thompson responded to Councilor Jenks' previous inquiry about the Radar Reader Board. Statistics were provided, and a software update alleviated downloading issues in obtaining the data. It was noted that the Radar Reader Board is a good visual and creates good will by its presence.

Joe Kellerman, City Attorney, did not provide a report.

Henry Lawrence, City Administrator, commended Mr. Miller for launching the new pavement program and doing more than it was thought could be done.

Cindy Hughes, City Recorder, expressed appreciation to the Council for the opportunity to attend the Oregon Association of Municipal Recorders (OAMR) annual conference. Ms. Hughes reported it was an excellent and worthwhile training conference.

13. INFORMATION

There were no information items to discuss.


15. ADJOURN

There being no further business, Mayor Russell closed the meeting at 8:27 p.m.

Respectfully submitted,


Cindy Hughes, City Recorder

ATTEST:


Robert E. Russell, Mayor