



CITY OF EAGLE POINT

"Gateway to the Lakes"

OREGON

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

DECEMBER 10, 2013

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, Jonathan Bilden, Wayne Brown, Bill Fierke, Ruth Jenks, Aaron Prunty, and 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: Jerry Zieman, Budget Committee; Suzi Collins and Millie Wewerka, Planning Commissioner; Mike Frey, President, Eagle Point and the Upper Rogue Chamber of Commerce; 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

Suzi Collins of Eagle Point expressed appreciation to the Public Works Director, Robert Miller and crew for keeping the roads cindered and traffic moving.

4. PRESENTATIONS

There were no presentations.

5. PUBLIC HEARINGS

There were no public hearings.

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6. CONSENT CALENDAR

6.1 Presentation of Regular Meeting Minutes of November 26, 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: Kathy Sell, aye; Bill Fierke, aye; Wayne Brown, aye; Aaron Prunty, aye; Jonathan Bilden, aye; Ruth Jenks, aye; and Bob Russell, aye. The motion passed unanimously.

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 questions about the bills to be paid. Councilor Jenks asked about the Unitary Court Assessments. Melissa Owens, Finance Officer, explained that a portion of the fees received on citations is paid to the State. The State receives \$60 from each of Eagle Point's citations. The total amount charged for citations is based on the severity of the citation. There were no further questions or comments. Councilor Bilden moved to approve the Bills to be Paid including the additional bills list (Submission No.1), in the amount of \$18,392.27. Councilor Sell seconded the motion. There was no further discussion. Roll call: Jonathan Bilden, aye; Aaron Prunty, aye; Wayne Brown, aye; Kathy Sell, aye; Ruth Jenks, aye; Bill Fierke, aye; and Bob Russell, aye. The motion passed unanimously.

9. OLD BUSINESS

There was no old business to discuss.

10. NEW BUSINESS

10.1 Resolution No. 2013-63. A Resolution reappointing Jonathan Bilden as the non-voting City Council Liaison Member; and Allen Barber, representing Jackson County School District No. 9, to the Economic Development Commission.

In accordance with the Eagle Point City Charter, Mayor Russell selected Councilor Bilden to be reappointed as the non-voting City Council Liaison Member to the Economic Development Commission for a one-year period beginning January 1, 2014 through December 31, 2014. Jackson County School District No. 9 requested the reappointment of Allen Barber, its' Human Resources Director. Mr. Barber was reappointed for a three-year period beginning January 1, 2014 and ending December 31, 2016. There was no further discussion.

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Mayor Russell asked for a motion to approve **Resolution No. 2013-63**. Councilor Fierke made a motion to approve **Resolution No. 2013-63** and Councilor Prunty seconded the motion. There was no discussion. Roll call: Bill Fierke, aye; Aaron Prunty, aye; Wayne Brown, aye; Jonathan Bilden, aye; Ruth Jenks, aye; Kathy Sell, aye; and Bob Russell, aye. The motion passed unanimously.

- 10.2 Resolution No. 2013-64. A Resolution reappointing Aaron Prunty as the non-voting City Council Liaison Member; and appointing David Barber as the Student Representative to the Parks and Recreation Commission.

Similar to the previous item, Mayor Russell selected Councilor Prunty to be reappointed as the non-voting City Council Liaison Member to the Parks and Recreation Commission for a one-year period beginning January 1, 2014 through December 31, 2014. Additionally, Mayor Russell selected Eagle Point High School student David Barber as the Student Representative to the Parks and Recreation Commission. There was a brief discussion regarding the student representative appointment.

Mayor Russell asked for a motion to approve **Resolution No. 2013-64**. Council President Fierke made a motion to approve **Resolution No. 2013-64** and Councilor Bilden seconded the motion. There was no discussion. Roll call: Ruth Jenks, aye; Aaron Prunty, aye; Bill Fierke, aye; Wayne Brown, aye; Jonathan Bilden, aye; Kathy Sell, aye; and Bob Russell, aye. The motion passed unanimously.

- 10.3 Resolution No. 2013-65. A Resolution authorizing the purchase of a new vending machine.

Melissa Owens, Finance Officer, introduced the Resolution to authorize the purchase of a new vending machine. The City purchased two used vending machines several years ago and requested to replace one which cannot be repaired. The Resolution proposed funding of \$1,600 from the vending machine fund and the balance of \$2,106 from the General Fund. A brief discussion followed.

Mayor Russell asked for a motion to approve **Resolution No. 2013-65**. Councilor Jenks made a motion to approve **Resolution No. 2013-65** and Councilor Brown seconded the motion. There was no discussion. Roll call: Kathy Sell, aye; Bill Fierke, aye; Wayne Brown, aye; Aaron Prunty, aye; Jonathan Bilden, aye; Ruth Jenks, aye; and Bob Russell, aye. The motion passed unanimously.

- 10.4 Resolution No. 2013-66. A Resolution authorizing a City of Eagle Point Personal/Professional Services Contract with Civil West Engineering Services, Inc., for the 4 MG Water Tank Mixing System Improvements.

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Robert Miller, Public Works Director, explained the Water Master Plan included a recommendation for high priority projects to improve the water distribution system. Mr. Miller proposed the contract with Civil West Engineering Services, Inc., in the amount of \$15,442 to begin design of the 4 MG Water Tank Mixing System Improvements. Additionally, he clarified the estimated amount of \$67,000 included the design at \$15,442. A separate contract will be presented for approval at a later date for the construction phase. Further, the additional pump for the Bellerive Pump Station will be in another phase as well. There was no further discussion.

Mayor Russell asked for a motion to approve **Resolution No. 2013-66**. Councilor Jenks made a motion to approve **Resolution No. 2013-66** and Council President Fierke seconded the motion. There was no discussion. Roll call: Aaron Prunty, aye; Kathy Sell, aye; Ruth Jenks, aye; Jonathan Bilden, aye; Wayne Brown, aye; Bill Fierke, aye; and Bob Russell, aye. The motion passed unanimously.

10.5 Discussion regarding proposed new I-5 Eagle Point Sign.

Robert Miller, Public Works Director, reported signage had been discussed for several years. A map with portions of the Rogue Valley and Interstate 5 (Submission No. 2) was distributed to the Council and shown on the overhead. Four options were reviewed: 1) Central Point Exit 33; 2) Blackwell Road Exit 35-Supplemental Direction Signs; 3) Central Point Exit 33 (NB) & Blackwell Road Exit 35 (SB)-Supplemental Direction Signs; and 4) Central Point Exit 33-Supplemental Direction Signs. Additionally, Exit 30 near the Rogue Valley Mall was originally considered but deemed to be cost prohibitive.

During a recent meeting with the Oregon Department of Transportation (ODOT), Eagle Point staff learned more about the complexity of restrictions and costly requirements for signage. One restriction is that there is not the option of changing only one portion of a sign. Discussion ensued about costs and which option(s) would be most beneficial. There was Council support for Option 2; and discussion about partnering with the National Cemetery and seeking outside funding sources. Mr. Miller agreed to obtain cost estimates from independent contractors and will report back to the Council soon.

10.6 Discussion regarding financing of new water projects and refinancing existing water debt.

Henry Lawrence, City Administrator, requested and received approval to hold a special study session with the Council. Six spreadsheets with various scenarios had been created; however, they were still being developed and analyzed, using a different approach than initially started.

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Mr. Lawrence explained the Water Master Plan outlined 20 years of new capital projects, noting the most important projects were addressed within the first five years. Mr. Lawrence discussed taking a different approach to financing including self-funding and paying off existing debt. Discussion followed about funding sources, revenue forecasting, maintaining emergency funds, Consumer Price Index (CPI) and water rate increases, and taking a conservative financial approach.

The Special Study Session will be held on January 13th in the Council Chambers. Financial spreadsheets will be provided to the Council well in advance of the meeting.

- 10.7 Discussion regarding authorizing an agreement with the Eagle Point & the Upper Rogue Chamber of Commerce for office space at the Harnish Visitor Center.

Henry Lawrence, City Administrator, explained that Mike Frey, President of the Eagle Point & the Upper Rogue Chamber of Commerce, had inquired about leasing office space at the Harnish Visitor Center. Mr. Lawrence requested authorization to enter into a Letter Agreement for the space and recommended allowing use of the office space, free of charge in lieu the Chamber continuing to help operate and staff the Harnish Visitor Center. Mayor Russell expressed support and the Council nodded in approval.

11. REPORTS FROM CITY COUNCIL AND CITY COMMITTEE REPRESENTATIVES

Council President Fierke reported there was a School Board meeting scheduled for the following night. He also offered an update regarding the Kennedy Exhibit, which is being boxed up. However, efforts are still being made to identify a suitable location in Eagle Point. If a location is identified, a number of details would need to be addressed. There was no further information about Medford's interest. On an unrelated topic, Council President Fierke expressed concern about the long term affects of the proposed agreement from the Medford Water Commission. City Attorney, Joe Kellerman, planned to review the agreement, noting there would be additional discussion about the agreement. Mayor Russell added that the Medford Water Commission had requested comments by January 30. Council President Fierke concluded by praising the League of Oregon Cities' publication known as Local Focus, for its recent article explaining the Affordable Care Act.

Councilor Bilden reported on the League of Oregon Cities (LOC) quarterly board meeting in Salem. During that meeting, the Board voted to not increase dues. Some of the other items discussed were medical marijuana dispensaries, and legalization of recreational marijuana. The LOC Board voted to not support recreational marijuana but if Legislature passes a law, the Board felt it must be involved. Additionally, the following LOC Policy Committee Appointments were made from Eagle Point's City Council: Council President Fierke was appointed to the Human Services Committee; Councilor Prunty to the Finance and Taxation Committee; and Councilor Bilden to the Community/Economic Development Committee, General Government Committee, and Legal Advocacy Committee. Regarding the Regional Solutions Advisory Council, established by the Governor, the Southern

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Region's priorities include: Forestry Management; infrastructure development; business recruitment, expansion, creation and retention; regulatory streamlining; water resources; and workforce development. In regard to Southern Oregon Regional Economic Development, Inc. (SOREDI), the next Board meeting is scheduled in February. Councilor Bilden also reported on Eagle Point's Economic Development Commission and will bring back a work plan as progress is made. The last item reported was an upcoming Eagle Point Economic Forum, scheduled on January 25. Current partners of the event include the Eagle Point and the Upper Rogue Chamber of Commerce, Medford Chamber of Commerce, and SOREDI.

Councilor Jenks reported the \$1.8M (Linn Road) grant continues to be secure. However, a housekeeping vote by the Rogue Valley Metropolitan Planning Organization (RVMPO) Policy Committee had been required to endorse the priorities of the Rogue Valley Area Commission on Transportation (RVACT).

Councilor Prunty announced a Parks and Recreation Commission meeting would be held on December 12, to address the Commission's priorities and objectives.

Councilor Brown reported the Rogue Valley Sewer Services Board was scheduled to meet the following week.

Councilor Sell expressed appreciation for the Christmas Tree Lighting ceremony and to the Fire Department for placing the new star on the tree. She also reported on the Santa Shop which had already served 60 families.

Mayor Russell spoke about the Christmas Tree Lighting, Santa's visit, and the chili feed by the Lions Club. In addition, he reported attending a Medford Water Commission meeting last week, and a Water Coalition meeting earlier in the day.

A brief discussion followed about the amount of Christmas decorations by the City. Robert Miller, Public Works Director, explained the decorations were provided by the Community Association, but he will look at what may be needed.

12. STAFF REPORTS

Mike Upston, Planning Director, announced the Transit Survey was near completion and the findings will be presented to the City Council in January. A brief discussion followed about the number of participants in the survey. Mr. Upston also reported on the Land Conservation & Development Commission (LCDC), which recently adopted its 2013-2015 Policy Agenda. Additionally, Federal Emergency Management Agency (FEMA), has partnered with the LCDC to produce an updated report and maps for the Upper Rogue area. The intention is to continue looking at ways to reduce the likelihood of flooding in the Upper Rogue.

Melissa Owens, Finance Officer, reported most of her time had been spent updating financial trends for five and ten years. She further noted that while the transition of banks

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seemed like it was only a name change, there was a lot of work involved in the process. Ms. Owens further noted the City makes numerous electronic payments which contributed to the amount of work involved in the bank transition. In addition, Ms. Owens provided an update on the traffic school, noting two individuals had inquired about their eligibility but they were not eligible.

Robert Miller, Public Works Director, reported a busy week with the severe winter weather. Water testing and a leak repair had been initiated prior to the storm. Rounds of deicing, plowing, and placement of cinders on the roads had kept Public Works' crews extremely busy and working long hours. However, Mr. Miller noted their expertise had increased in the process. Upon Council inquiry, Mr. Miller explained that a crew may only consist of two or three members.

Police Sergeant May did not provide a report.

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

Henry Lawrence, City Administrator, reported on a water break and repairs to the Judge Stewart House. Mr. Lawrence also announced the upstairs area of the Judge Stewart House had been leased to Paradux Media Group.

Cindy Hughes, City Recorder, did not provide a report.


13. INFORMATION

There were no information items to discuss.

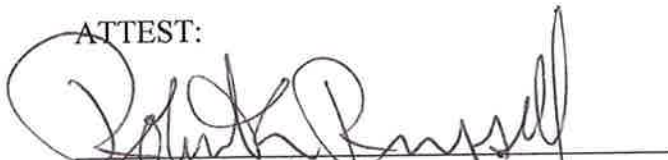
14. ADJOURN

There being no further business, Mayor Russell closed the meeting at 8:30 p.m.

Respectfully submitted,


Cindy Hughes, City Recorder

ATTEST:


Robert E. Russell, Mayor