



# CITY OF EAGLE POINT

*"Gateway to the Lakes"*

OREGON

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

OCTOBER 11, 2016

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 (via teleconference), Ruth Jenks, and Kathy Sell.

Council Members Absent: Aaron Prunty.

Staff Members Present: Henry Lawrence, City Administrator; Robert Miller, Public Works Director; Melissa Owens, Finance Officer; Vern Thompson, Police Chief; Sergeant May; Officers Davis and LaFord; and Cindy Hughes, City Recorder.

Guests: Fire Chief Dan Petersen, Captain Downing, and Chaplain Myers, Jackson County Fire District No. 3; Suzi Collins, Planning Commissioner; Millie Wewerka, Budget Committee Member and Planning Commissioner; Jerry Zieman, Budget Committee Member; Mrs. Darin May and members of the public and press.

2. FLAG SALUTE AND INVOCATION

Mayor Russell led the Pledge of Allegiance; and Chaplain Myers offered the invocation.

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

There were no audience questions or comments.

4. PRESENTATIONS

4.1 Presentation of a Life Saving Award to Sergeant Darin May.

Chief Thompson presented Sergeant May with a Life Saving Award (Submission No. 1) and Life Saving uniform pin for helping to save a citizen's life by performing CPR. Sergeant May had assisted a citizen with a temporary fence to keep a

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neighbor's dog out, and moments after leaving he was contacted by medical dispatch to assist the citizen during a cardiac arrest. Jackson County Fire District No. 3 Chief Petersen joined Chief Thompson in acknowledging Sergeant May for his outstanding service and selfless act of life saving intervention. Fire Chief Petersen also presented Sergeant May with an Outstanding Performance Citation (Submission No. 2), and a blue courage coin in recognition of his special achievement.

### 5. PUBLIC HEARINGS

There were no public hearings.

### 6. CONSENT CALENDAR

#### 6.1 Presentation of Regular Meeting Minutes of September 27, 2016.

Mayor Russell announced the Consent Calendar. There were no questions or comments. Council President Bilden moved to approve the Consent Calendar as presented and Councilor Sell seconded the motion. There was no discussion. Roll call: Kathy Sell, yes; Jonathan Bilden, yes; Wayne Brown, yes; Bill Fierke, yes; Ruth Jenks, yes; Bob Russell, yes; and Aaron Prunty, 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 questions about the bills to be paid including the additional bills list. There being no questions, Councilor Fierke moved to approve the Bills to be Paid in the amount of \$86,707.35 and the Additional Bills List in the amount of \$68,545.95 (Submission No. 3). Councilor Jenks seconded the motion. There was no discussion. Roll call: Jonathan Bilden, yes; Wayne Brown, yes; Bill Fierke, yes; Ruth Jenks, yes; Kathy Sell, yes; Bob Russell, yes; and Aaron Prunty, absent. The motion passed unanimously by those present.

### 9. OLD BUSINESS

There was no Old Business.

### 10. NEW BUSINESS

#### 10.1 Resolution No. 2016-45. A Resolution proclaiming October 23-31, as Red Ribbon Week in the City of Eagle Point.

Mayor Russell announced the National Red Ribbon Campaign offers citizens the opportunity to demonstrate their commitment to a drug-free lifestyle (no use of illegal drugs, no illegal use of legal drugs). The National Red Ribbon Campaign will be celebrated throughout America during Red Ribbon Week, October 23-31.

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The proposed Resolution proclaims October 23-31, as RED RIBBON WEEK, and encourages the citizens of Eagle Point to participate in drug prevention education activities, not only during Red Ribbon Week, but all year long, making a visible statement that we are strongly committed to a drug-free City.

Mayor Russell asked for a motion to approve Resolution No. 2016-45. Councilor Jenks made a motion to approve Resolution No. 2016-45, a Resolution proclaiming October 23-31, as Red Ribbon Week in the City of Eagle Point. Councilor Brown seconded the motion. There was no discussion. Roll call: Wayne Brown, yes; Bill Fierke, yes; Ruth Jenks, yes; Kathy Sell, yes; Jonathan Bilden, yes; Bob Russell, yes; and Aaron Prunty, absent. The motion passed unanimously by those present.

- 10.2 Resolution No. 2016-46. A Resolution approving a Collective Bargaining Agreement between the City of Eagle Point, Oregon and Teamsters Local 223 (Police Unit) effective July 1, 2016 - June 30, 2019.

Henry Lawrence, City Administrator, reported the negotiating teams for the City and Police Unit had reached a tentative agreement for the Collective Bargaining Agreement. In addition to a new salary schedule, Mr. Lawrence reviewed the following changes outlined in the agenda statement: 8.2 Work Week (allows 4-10 hour workdays with management retaining the ability to use 8 hour shifts); 8.4 Work Shift (to be consistent with 8.2); 8.5 Work Schedule(s) and added language to allow Shift Bidding (allow officers with seniority to select shifts for a portion of the year and outlines shift bidding); 8.13 Safety Release (memorializes the current practice for the most part – prohibits working 16 hours without an 8 hour break); 10.2 Pay Option (allows for cash out of floating holidays during current year in December rather than January); 22.1 Medical, Dental and Vision (increase contribution for insurance by 5% each year); and 22.4. Section 125 (adds a section regarding insurance contributions to be consistent with the General Unit – however, it is not in use at this time).

Mr. Lawrence discussed salary increases and an analysis of the competitive law enforcement market. The proposed market adjustment of 2% per year will keep Eagle Point somewhat competitive together with a Consumer Price Index (CPI) range of 0-3%. The March 2016 CPI for the first year is 0.5% retroactive to July 1, 2016, at an additional cost of \$22,000 to Eagle Point's citizens.

In conclusion, Mr. Lawrence reported the agreement is fair, being good for the citizens and fair to the officers as well. Mayor Russell and others offered their appreciation for the negotiation.

Mayor Russell asked for a motion to approve Resolution No. 2016-46. Councilor Sell made a motion to approve Resolution No. 2016-46, a Resolution approving a Collective Bargaining Agreement between the City of Eagle Point,

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Oregon and Teamsters Local 223 (Police Unit) effective July 1, 2016 - June 30, 2019. Councilor Brown seconded the motion. There was no discussion. Roll call: Bill Fierke, yes; Ruth Jenks, yes; Kathy Sell, yes; Jonathan Bilden, yes; Wayne Brown, yes; Bob Russell, yes; and Aaron Prunty, absent. The motion passed unanimously by those present.

- 10.3 Resolution No. 2016-47. A Resolution updating job descriptions for Public Works and Finance.

Henry Lawrence, City Administrator, explained this Resolution is mostly a housekeeping item to update job descriptions. It is also timely with a recent retirement, internal promotion and pending retirement in Public Works. A brief discussion followed about recruitment efforts with Mr. Lawrence describing the positions as good jobs with good benefits. In addition, a revised job description for the Finance Director (Submission No. 4) was presented to the Council with suggestions made by Councilor Fierke prior to the meeting. The following items were proposed as Core Duties instead of Extra Duties: 15. Information Technology Manager; 16. Human Resources; and 17. Risk Management. Councilor Fierke also suggested an addition to the Qualifications section on Page 3 of the Job Description to include training and experience in Information Technology, Human Resources, and Risk Management.

During the Council discussion, Councilor Fierke reported difficulty hearing; however, Mr. Lawrence confirmed that the suggested changes had been added to the revised job description.

Mayor Russell asked for a motion to approve Resolution No. 2016-47. Councilor Jenks made a motion to approve Resolution No. 2016-47, a Resolution updating job descriptions for Public Works and Finance. Councilor Sell seconded the motion. There was no discussion. Roll call: Ruth Jenks, yes; Kathy Sell, yes; Jonathan Bilden, yes; Wayne Brown, yes; Bill Fierke, yes; Bob Russell, yes; and Aaron Prunty, absent. The motion passed unanimously by those present.

- 10.4 Discussion concerning discontinuing the City of Eagle Point advertising sign located at the Rogue Valley International-Medford Airport.

Henry Lawrence, City Administrator, explained he had attended the most recent Economic Development Commission meeting wherein a recommendation to the Council had been voted on to discontinue the airport sign. Council President Bilden reported the Economic Development Commission is supportive of the signage in a better location but to cease the advertisement at this time. Discussion ensued about the effectiveness of the advertisement, suspending the advertisement, and possible other uses of the funding for the Commission's efforts. Mr. Lawrence also reported on advertising with *101 Things to Do* and their offer of the back page of the publication at the same price as the City's original advertisement. A brief discussion led to the following motion.

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MOTION: Councilor Jenks motioned to suspend the City of Eagle Point advertising sign located at the Rogue Valley International-Medford Airport. Council President Bilden seconded the motion. There was no discussion. Roll call: Kathy Sell, yes; Jonathan Bilden, yes; Wayne Brown, yes; Bill Fierke, yes; Ruth Jenks, yes; Bob Russell, yes; and Aaron Prunty, absent. The motion passed unanimously by those present.

### 11. REPORTS FROM CITY COUNCIL AND CITY COMMITTEE REPRESENTATIVES

Councilor Fierke announced the School District's Board Meeting agenda was mostly on policies but he would not be able to attend the meeting.

Council President Bilden reported favorably on attending the Access Mayors United fundraiser dinner, the Chamber's candidate forum, and complimented the appearance of the Splash Pad. Council President Bilden also announced the last high school football home game of the season.

Councilor Sell expressed appreciation for the Access Mayors United fundraiser dinner.

Mayor Russell reported attending the League of Oregon Cities Annual Conference together with Councilors Brown and Prunty, noting it was a very worthwhile conference. During the conference, Mayor Russell had the opportunity to visit with Senator Ron Wyden. There were also learning opportunities regarding: property tax reform, recreational immunity, OreGo program for mileage tax instead of the fuel tax, Public Employees Retirement System (PERS), and Measure 97. Mayor Russell also reported touring the City of Independence as part of the conference.

There were no other City Council reports.

### 12. STAFF REPORTS

Melissa Owens, Finance Officer, reported on Public Employees Retirement System (PERS) rates going up and noted that fortunately only Eagle Point's law enforcement is covered by PERS. Ms. Owens reported Eagle Point budgeting for a 3% increase but the rate will be approximately 4-5% depending on the employee class. This is an additional expense of approximately \$8,700 more than originally anticipated for the next fiscal year. The percents impact financial projections but the good news was that the County Tax Assessor's Office had provided notification of property tax revenues at about \$1.56M instead of the budgeted \$1.48M, a difference of about \$73K. There were no questions or additional discussion.

Robert Miller, Public Works Director, reported on paving projects all over town with contractors completing as much work as possible before the weather changes. Mayor Russell commended Mr. Miller's report in the Friday Letter with pictures showing the work being done.

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Vern Thompson, Police Chief, reported on preparations of outfitting a new police vehicle to go into service, and recruitment efforts with background checks in progress. Mayor Russell commended the Life Saving Award presentation for Sergeant May.


13. INFORMATION

There were no Information items.


14. ADJOURN

There being no further business, Mayor Russell closed the meeting at 7:48 p.m.

Respectfully submitted,

  
Cindy Hughes, City Recorder

ATTEST:

  
Robert E. Russell, Mayor