



# CITY OF EAGLE POINT

*"Gateway to the Lakes"*

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## OREGON

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

AUGUST 8, 2017

### 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, Bill Fierke, Ruth Jenks, and Kathy Sell.

Council Members Absent: Jonathan Bilden, James Mannenbach, and Michael Stanek.

Staff Members Present: Henry Lawrence, City Administrator; Robert Miller, Public Works Director; Melissa Owens, Finance Director; Darin May, Police Sergeant; Mike Upston, Planning Director; and Cindy Hughes, City Recorder.

Guests: Suzi Collins, Planning Commissioner; Millie Wewerka, Budget Committee Member and Planning Commissioner; Jerry Zieman, Budget Committee Member; and members of the public.

2. FLAG SALUTE AND INVOCATION

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

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

There were no audience questions or comments.

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 July 25, 2017.

Mayor Russell announced the Consent Calendar. There were no questions or comments. Councilor Fierke moved to approve the Consent Calendar as presented and Councilor Sell seconded the motion. There was no discussion. Roll call: Bill Fierke, yes; Ruth Jenks, yes; Kathy Sell, yes; Bob Russell, yes; James Mannenbach, absent; Michael Stanek, absent; and Jonathan Bilden, 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 noted that the date on the Bill List as presented in the agenda packet was inadvertently dated as 7/25/2017 instead of 8/04/2017. Next, Mayor Russell asked if there were questions about the bills to be paid including the additional bills list. Council President Jenks asked about the payment for the Lucas Park signs. Robert Miller, Public Works Director, explained that there were two signs being provided. One is a large concrete sign for placement at the Glenwood entrance, costing approximately \$4,100; and a smaller wooden sign will be placed on the entrance at South Shasta. There being no further questions, Council President Jenks moved to approve the Bills to be Paid in the amount of \$113,161.47 and the additional bills list for a total amount of \$129,599.81 (Submission No. 1). Councilor Fierke seconded the motion. A brief discussion followed about the total amount of the original Bill List which showed a subtotal amount on the first page. Roll call: Bill Fierke, yes; Ruth Jenks, yes; Kathy Sell, yes; Bob Russell, yes; James Mannenbach, absent; Michael Stanek, absent; and Jonathan Bilden, absent. The motion passed unanimously by those present.

### 9. OLD BUSINESS

There was no Old Business to report.

### 10. NEW BUSINESS

#### 10.1 Resolution No. 2017-37. A Resolution authorizing a USDA Rural Development Resolution in order to incur debt for Water System Improvements.

Melissa Owens, Finance Director, explained that in 2015, the City was approved for funding from USDA Rural Development for the recent water projects including the 1.6 MG reservoir. Resolution No. 2015-15 authorized borrowing funds of up to \$2,823,000. Ms. Owens further explained that the projects had been completed and approved by the USDA, at a total completion cost of \$2,737,341. Due to the decreased completion amount, a new Resolution was required. Resolution No. 2017-37 authorizes final approval for the reduced amount of \$2,737,341.

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Ms. Owens noted one change in the Resolution as presented in the agenda packet. The change is that Resolution No. 2015-15 shall not be rescinded as it is part of the history of the project and referenced in the bond document (Submission No. 2).

Mayor Russell asked for a motion to approve Resolution No. 2017-37. Councilor Fierke made a motion to approve Resolution No. 2017-37, a Resolution authorizing a USDA Rural Development Resolution in order to incur debt for Water System Improvements; and Council President Jenks seconded the motion. There was a brief discussion clarifying that the Motion intentionally did not rescind Resolution No. 2015-15. Roll call: Ruth Jenks, yes; Kathy Sell, yes; Bill Fierke, yes; Bob Russell, yes; James Mannenbach, absent; Michael Stanek, absent; and Jonathan Bilden, absent. The motion passed unanimously by those present.

- 10.2 Resolution No. 2017-38. A Resolution providing for the issuance and sale of the City of Eagle Point, Oregon, Water Revenue Bond No. 1 (2017) in the principal sum of not to exceed \$2,737,341 to the United States of America, acting through the United States Department of Agriculture for the purpose of providing a portion of the costs to finance construction of, improvements to and expansion of the City's Water System, providing for the form and terms of said Bond and authorizing the payment of same.

Melissa Owens, Finance Director, explained that Resolution No. 2017-37, approved the amount that the City could borrow from the USDA upon completion of the project. The City chose to provide its own interim financing while the project was being completed. Now that the project is completed and the USDA has signed off on the project, it is time for the City to be reimbursed for the interim financing.

Ms. Owens went on to explain that Resolution No. 2017-38, provides for the issuance and sale of the City of Eagle Point, Oregon, Water Revenue Bond in the principal sum of not to exceed \$2,737,341 to the United States of America, acting through the United States Department of Agriculture for the purpose of providing a portion of the costs to finance construction of improvements to and expansion of the City's water system, providing for the form and terms of said bond, and authorizing the payment of same.

In addition, Ms. Owens reported two changes to the Resolution presented in the agenda packet (Submission No. 3). The first change was to the title of the Bond which was titled as Water Revenue Bond No. 1, now titled as Water Revenue Bond No. 1 (2017) with the addition of the 2017 date differentiating it from a previous Bond. The second change was on page 4 of the Resolution which revised the date from August 8 to August 18, the closing date of the Bond.

The Resolution also provides for the Bond Sale, sets the terms and conditions of the note, repayment, and all of the conditions that were placed on the City related to the financing. The interest rate was reduced from 2.75% to 2.625%, which changed in July and resulted in a savings. The Bond Sale is set for August 15<sup>th</sup>, and on August 18<sup>th</sup> the City will receive reimbursement and close the project. Council President Jenks inquired about the August 8<sup>th</sup> date and Ms. Owens confirmed the change only applies to page 4 of the Resolution.

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Mayor Russell asked for a motion to approve Resolution No. 2017-38. Council President Jenks made a motion to approve Resolution No. 2017-38, a Resolution providing for the issuance and sale of the City of Eagle Point, Oregon, Water Revenue Bond No. 1 (2017) in the principal sum of not to exceed \$2,737,341 to the United States of America, acting through the United States Department of Agriculture for the purpose of providing a portion of the costs to finance construction of, improvements to and expansion of the City's Water System, providing for the form and terms of said Bond and authorizing the payment of same, including on page 4, the updated date of August 18, 2017. Councilor Fierke seconded the motion. A brief discussion followed about the bonds being sold to the public at the same interest rate. There was no other discussion. Roll call: Kathy Sell, yes; Bill Fierke, yes; Ruth Jenks, yes; Bob Russell, yes; James Mannenbach, absent; Michael Stanek, absent; and Jonathan Bilden, absent. The motion passed unanimously by those present.

### 10.3 Resolution No. 2017-39. A Resolution appointing a Community Development Commissioner.

Mayor Russell explained that at the City Council meeting of July 25th, eight individuals were appointed to the new Community Development Commission. Since that time, advertisement of the remaining vacancy has continued and applications have been received by: Susie Doss, Ann Johnston, Brian Sorto, and Valerie Taylor-Crow.

In accordance with the Eagle Point Municipal Code 4.04.020, the membership shall include members appointed by the Mayor and ratified by the City Council. After careful consideration, applicant Susie Doss was selected for appointment to the Eagle Point Community Development Commission beginning immediately through December 31, 2018.

Mayor Russell asked for a motion to approve Resolution No. 2017-39. Councilor Fierke made a motion to approve Resolution No. 2017-39, a Resolution appointing a Community Development Commissioner; and Council President Jenks seconded the motion. Positive discussion followed about the applicants. Roll call: Kathy Sell, yes; Bill Fierke, yes; Ruth Jenks, yes; Bob Russell, yes; James Mannenbach, absent; Michael Stanek, absent; and Jonathan Bilden, absent. The motion passed unanimously by those present.

### 10.4 Resolution No. 2017-40. A Resolution supporting the Butte Creek Mill Foundation fundraising efforts to rebuild the Butte Creek Mill.

Henry Lawrence, City Administrator, reported that the Butte Creek Mill Foundation is in the process of making a major fund raising effort, and they had requested the Council's support to help raise funds to rebuild the Mill. Mayor Russell added that the Resolution will be used in applications to various foundations.

Mayor Russell asked for a motion to approve Resolution No. 2017-40. Councilor Sell made a motion to approve Resolution No. 2017-40, a Resolution supporting the Butte Creek Mill Foundation fundraising efforts to rebuild the Butte

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Creek Mill; and Councilor Fierke seconded the motion. There was no discussion. Roll call: Bill Fierke, yes; Ruth Jenks, yes; Kathy Sell, yes; Bob Russell, yes; James Mannenbach, absent; Michael Stanek, absent; and Jonathan Bilden, absent. The motion passed unanimously by those present.

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

Councilor Fierke acknowledged the success of the National Night Out event and expressed appreciation for participation. Regarding the School Board, a number of people were reported to be changing rolls throughout the District, and there are two new members on the Superintendent's staff.

Council President Jenks acknowledged the National Night Out event and expressed appreciation for staff's support.

Councilor Sell expressed positive thoughts about National Night Out, and reported positive comments about the event from people in other agencies.

Mayor Russell commended the reports in the Friday Letter. In addition, Mayor Russell reported attending the Oregon Mayors Association Conference with a surprise wedding at the end of the Conference. Mayor Russell also reported on cities building skate parks near police stations, recreational immunity, and the State deeming the second Saturday in June as Recreation Day. Last, Mayor Russell reported on the upcoming dinner with guests from Showa, and expressed hopes of seeing everyone at the Street Dance.

### 12. STAFF REPORTS

Mike Upston, Planning Director, deferred to the Friday Letter for his report.

Melissa Owens, Finance Director, also deferred to the Friday Letter but included an update on recruitment efforts for the positions of Public Works Laborer and Public Works Supervisor.

Robert Miller, Public Works Director, reported a chip sealing project on South Shasta with fog sealing to follow.

Henry Lawrence, City Administrator, reported on possible items for the next meeting including a presentation by the Fire District's new Fire Chief, and contracts for seal coating and paving of streets. Other items may include: the Eagle Point Home Owners Association Street Lighting, Butte Creek Mill Water Option, and becoming a Certified Local Government City to help raise funds for historical projects like rebuilding the Mill.

### 13. INFORMATION

There were no information items for discussion.

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14. ADJOURN

There being no further business, Mayor Russell closed the meeting at 7:24 p.m.

Respectfully submitted,



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Cindy Hughes, City Recorder

ATTEST:



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Robert E. Russell, Mayor