



# CITY OF EAGLE POINT

*"Gateway to the Lakes"*

---

## OREGON

### EAGLE POINT CITY COUNCIL

Council Chambers  
17 Buchanan Ave. South, Eagle Point, Oregon  
July 10, 2018

### REGULAR MEETING AGENDA

1. CALL TO ORDER – 6:00 P.M.
2. FLAG SALUTE AND INVOCATION
3. OATH OF OFFICE
  - 3.1 Lindsey Evertt – Police Officer
  - 3.2 Bill Fisher – Police Corporal
4. AUDIENCE QUESTIONS OR COMMENTS CONCERNING ITEMS NOT ON THE AGENDA
5. PRESENTATIONS
6. PUBLIC HEARINGS
7. CONSENT CALENDAR
  - 7.1 Presentation of Regular Meeting Minutes of June 26, 2018.
8. CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT CALENDAR
9. PRESENTATION OF BILLS TO BE PAID
10. OLD BUSINESS
  - 10.1 Resolution No. 2018-35. A Resolution authorizing a General Fund donation in the amount of \$100,000 to the Butte Creek Mill Foundation for the Rebuild the Mill effort.
11. NEW BUSINESS
  - 11.1 Discussion regarding 2018 League of Oregon Cities Survey regarding Legislative Priorities.

**City Council Agenda**

July 10, 2018

Page 2 of 2

12. EXECUTIVE SESSION PURSUANT TO ORS 192.660(2)(e), To conduct deliberations with persons designated by the governing body to negotiate real property transactions.
13. ADJOURN

*AGENDA AND COUNCIL PACKETS ALSO AVAILABLE ON WEBSITE*  
*[www.cityofeaglepoint.org](http://www.cityofeaglepoint.org)*

*If a physical accommodation is needed to participate in this meeting, please contact the City Recorder at 541-826-4212 ext. 106 or TTY/TDD 711 or 800-735-2900. Notification of at least 48 hours prior to the meeting will assist the City in providing reasonable accommodations. (28 CFR 35.102-35.104 ADA Title II).*



# CITY OF EAGLE POINT

*"Gateway to the Lakes"*

---

## OREGON

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

JUNE 26, 2018

### REGULAR MEETING MINUTES

1. CALL TO ORDER – 6:00 P.M.

Mayor Russell called the meeting to order at 6:00 p.m.

Council Members Present: Bob Russell, Jonathan Bilden, Bill Fierke, Ruth Jenks, James Mannenbach, Kathy Sell, and Michael Stanek.

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

Guests: Jackson County Commissioner Roberts; Cynda Rickert, Eagle Point School District Superintendent; Bob Pinnell, Chamber of Commerce President; Maryanne Pitcher, Executive Director, Butte Creek Mill Foundation; Sue Kupillas, Board President, Butte Creek Mill Foundation; Suzi Collins, Planning Commissioner; Douglas Detling, Community Development Commissioner; Bernie Grossman, Planning Commissioner; Eric Gunn, Budget Committee Member; Wyn Lewis, Community Development Commissioner; Kevin Walruff, Planning Commissioner; Millie Wewerka, Planning Commissioner and Budget Committee Member; Jerry Zieman, Budget Committee Member; and members of the public and press.

2. FLAG SALUTE AND INVOCATION

Mayor Russell led the Pledge of Allegiance; and Jerry Zieman offered the invocation. Following the invocation, Mayor Russell reminded everyone about quieting cell phones until after the meeting.

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

Mayor Russell stated that an exception would be made as the next speaker had to leave.

Margy Nickelson of Eagle Point came forward to ask for the Council's vote to give money

## City of Eagle Point Council Meeting Minutes

June 26, 2018

Page 2 of 13

to rebuild the Mill. Ms. Nickelson explained that she and her husband moved to Eagle Point in 2005, noting it had a world class golf course, national cemetery, and a Mill. Ms. Nickelson reported loving the Mill and its products, and found a really good friend in Debbie, and that everyone was wonderful. She further discussed that the Mill will bring in tourists and business, as well as being a historical venue, and the goal of living long enough and beyond to see the Mill rebuilt.

Bob Pinnell spoke about the 4<sup>th</sup> of July events and reported there wouldn't be a lawnmower race, but a 175-piece band would be there. Mr. Pinnell also commended the good job on the new street lights.

There were no other audience questions or comments.

#### 4. PRESENTATIONS

There were no Presentations.

#### 5. PUBLIC HEARINGS

- 5.1 Public Hearing to receive comment from interested parties for the proposed use of state revenues.

Mayor Russell announced the Public Hearing had been advertised and all legal notifications were made in compliance with state and local laws. Mayor Russell went on to explain that in addition to a presentation from Staff, all persons interested in offering testimony would be allowed to speak at the appropriate time.

At 6:05 p.m., Mayor Russell opened the Public Hearing to receive comment from interested parties for the proposed use of state revenues.

Melissa Owens, Finance Director, explained about a share of certain tax revenues from the State being shared with cities (cigarette, liquor and gas). Cigarette and liquor tax revenue may be used for any project; however, gas tax revenues must be used through the Street Fund for street maintenance and improvements. The revenue is distributed by the State on a per capita basis.

Additionally, Oregon Revised Statutes require cities to pass a resolution annually requesting state revenue sharing money. Further requirements include two public hearings and certification of same in the resolution. This public hearing provides an opportunity for public comment. Ms. Owens explained that the money comes directly from the State with relatively few strings.

Mayor Russell offered to receive public testimony in favor and opposition but there was no public comment. Councilor Fierke inquired about revenue from marijuana which Ms. Owens reported to be approximately \$27,000; however, because the City does not have dispensaries, there will be no further revenues. Mayor Russell closed the Public Hearing at 6:08 p.m.

## City of Eagle Point Council Meeting Minutes

June 26, 2018

Page 3 of 13

- 5.2 Public Hearing to accept comment regarding adoption of the 2018-2019 budget as approved by the Budget Committee.

Mayor Russell announced the Public Hearing had been advertised and all legal notifications were made in compliance with state and local laws. Mayor Russell went on to explain that in addition to a presentation from Staff, all persons interested in offering testimony would be allowed to speak at the appropriate time.

At 6:09 p.m., Mayor Russell opened the Public Hearing to receive comment from interested parties for the proposed use of state revenues.

Melissa Owens, Finance Director, explained that on June 4, 2018, a public hearing on the proposed 2018-2019 Budget was held to receive public comment, and the Budget was presented to and approved by the Budget Committee without changes. There were three unbudgeted policy items approved by the Budget Committee:

- 1) A request from the Community Association for \$5,000 with the stipulation that a financial report be provided to the City Council before the actual expenditure is made.
- 2) Travel to Sister City – Showa Japan with an estimate of \$1,500 per traveler in an amount up to \$5,000.
- 3) A donation request of \$100,000 for the Butte Creek Mill Foundation with a stipulation that a financial report be provided to the City Council before the actual expenditure is made.

Ms. Owens further explained that a Resolution regarding the donation to the Butte Creek Mill Foundation was included in the agenda packet for approval which is a standard procedure. However, it would not typically be presented until the new fiscal year begins. Resolutions for the other unbudgeted items will be presented at a later date. Ms. Owens went on to explain that the proposed budget was approved by the Budget Committee with the three items amounting to \$110,000 in General Fund, and done by reducing contingency by that amount and adding those three line items to the budget.

The Proposed Budget was provided to the Council for review and to receive public comment, and for adoption as presented or revision except for the taxes to be collected. Mayor Russell asked about the Butte Creek Mill Foundation item listed as Item No. 10.5 and Ms. Owens stated that testimony could be made now or later.

Mayor Russell invited public testimony.

Bunny Lincoln, President of the Eagle Point Community Association, discussed their revised financial update provided pursuant to the the City's request. Ms. Lincoln expressed being extremely grateful for consideration of the Association's request.

## City of Eagle Point Council Meeting Minutes

June 26, 2018

Page 4 of 13

Discussion ensued with Mayor Russell inquiring about banners for the new street lights. Robert Miller, Public Works Director, reported there is enough regular but we will need to look at Christmas. Councilor Sell inquired about the Association's membership and plans to continue with Easter and Christmas events. Ms. Lincoln reported there being four to six dedicated members with plans to continue as long as possible. Ms. Lincoln also confirmed there are fundraising plans and they will apprise the Council of success.

Dianne Archer of Eagle Point asked about the cost of the Butte Creek Mill proposal and the historic value of the Mill, and went on to note there had already been a couple of fundraisers. Ms. Archer expressed concern about the budget and why it costs so much. Mayor Russell reported it would cost \$2.5M, noting architects and engineers reporting that being the amount to replicate the Mill. Mayor Russell reported it will be on the register of historic places with George Kramer, a historian, leading that effort; and further noted the Mill had not lost that status. Ms. Archer further inquired about the City running out of money and cited a recent increase of over 100% regarding manufactured homes. Mayor Russell responded that the City has a \$22M budget with all sorts of pockets of funding that are pulled from for doing things and that a person would have to look at the budget binder, available to the public, to see where the money goes. Mayor Russell went on to explain that they do their best as a team to look at all of these things with 14 members on the Budget Committee reviewing documents. Mayor Russell further explained about the Budget Committee taking approximately three hours to go over the budget together, and while the budget is a moving target, it is in pretty good shape. Ms. Archer discussed decorative light poles being approved without hesitation and other projects like Stevens Road, noting it seemed like more money going out instead of coming in, and it not making sense. Mayor Russell explained that you almost have to be a CPA to appreciate it all but more information would be available as the meeting progressed.

Mayor Russell asked if there were final comments. There being none, Mayor Russell closed the public hearing at 6:23 p.m.

### 6. CONSENT CALENDAR

- 6.1 Presentation of Regular Meeting Minutes of June 12, 2018.
- 6.2 Presentation of Budget Committee Meeting Minutes of June 4, 2018.

Mayor Russell announced the Consent Calendar. There were no questions or comments. Councilor Bilden moved to approve the Consent Calendar as presented and Councilor Fierke seconded the motion. There was no discussion. Roll call: Bill Fierke, yes; Ruth Jenks, yes; James Mannenbach, yes; Kathy Sell, yes; Michael Stanek, yes; Jonathan Bilden, yes; and Bob Russell, yes. The motion passed unanimously.

## City of Eagle Point Council Meeting Minutes

June 26, 2018

Page 5 of 13

### 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. Council President Jenks inquired about a sizeable refund that was explained by the Finance Director, Melissa Owens, as being due to the Eagle Cove Assisted Living Community making a payment twice and requesting a refund. A question regarding Fannie Mae was dismissed. There were no further questions, Councilor Bilden moved to approve the Regular Bill List in the amount of \$312,258.88 and the Additional Bills List in the amount of \$69,556.08 (Submission No. 1). Council President Jenks seconded the motion. There was no discussion. Roll call: Ruth Jenks, yes; James Mannenbach, yes; Kathy Sell, yes; Michael Stanek, yes; Jonathan Bilden, yes; Bill Fierke, yes; and Bob Russell, yes. The motion passed unanimously.

### 9. OLD BUSINESS

There were no Old Business items on the agenda.

### 10. NEW BUSINESS

- 10.1 Resolution No. 2018-31. A Resolution authorizing adjustments to Revenues and Expenses within various funds for the 2017-2018 Fiscal Year.

Melissa Owens, Finance Director, reported that at the end of each year, staff prepares final estimates for revenues and expenditures, and makes necessary adjustments. The proposed changes were included in Resolution No. 2018-31 (Submission No. 2) and reviewed by Ms. Owens in full detail during the meeting. Most were small changes having to with the timing of the budget as it relates to projects.

Mayor Russell asked for a motion to approve Resolution No. 2018-31. Councilor Bilden made a motion to approve Resolution No. 2018-31, a Resolution authorizing adjustments to Revenues and Expenses within various funds for the 2017-2018 Fiscal Year. Councilor Fierke seconded the motion. There was no discussion. Roll call: James Mannenbach, yes; Kathy Sell, yes; Michael Stanek, yes; Jonathan Bilden, yes; Bill Fierke, yes; Ruth Jenks, yes; and Bob Russell, yes. The motion passed unanimously.

- 10.2 Resolution No. 2018-32. A Resolution certifying that the City of Eagle Point provides four or more municipal services.

Melissa Owens, Finance Director, explained that this item tied to the public hearing held earlier. The Resolution has to show that the City provides four or more services and what they are.

Ms. Owens explained that the City of Eagle Point currently provides five services (police; street construction, maintenance, and lighting; storm sewers; water provisions; and planning, zoning, and subdivision control) and meets the criteria to receive state revenue sharing.

## City of Eagle Point Council Meeting Minutes

June 26, 2018

Page 6 of 13

Mayor Russell asked for a motion to approve Resolution No. 2018-32. Councilor Fierke made a motion to approve Resolution No. 2018-32, a Resolution certifying that the City of Eagle Point provides four or more municipal services. Councilor Sell seconded the motion. There was no discussion. Roll call: Kathy Sell, yes; Michael Stanek, yes; Jonathan Bilden, yes; Bill Fierke, yes; Ruth Jenks, yes; James Mannenbach, yes; and Bob Russell, yes. The motion passed unanimously.

- 10.3 Resolution No. 2018-33. A Resolution declaring the City's election to receive state revenues.

Melissa Owens, Finance Director, explained this Resolution declares the City's election to receive state revenue sharing for Fiscal Year 2018-2019.

Mayor Russell asked for a motion to approve Resolution No. 2018-33. Council President Jenks made a motion to approve Resolution No. 2018-33, a Resolution declaring the City's election to receive state revenues. Councilor Mannenbach seconded the motion. There was no discussion. Roll call: Michael Stanek, yes; Jonathan Bilden, yes; Bill Fierke, yes; Ruth Jenks, yes; James Mannenbach, yes; Kathy Sell, yes; and Bob Russell, yes. The motion passed unanimously.

- 10.4 Resolution No. 2018-34. A Resolution adopting the 2018-2019 Budget, declaring tax levied, making appropriations for the 2018-2019 Fiscal Year, and categorizing the tax levy.

Melissa Owens, Finance Director, reported this is the Council's opportunity to deliberate on the Budget as adopted by the Budget Committee and to approve or revise the Budget. Resolution No. 2018-34, adopts the 2018-2019 Budget, declares taxes levied, makes appropriations for the 2018-2019 Fiscal Year, and categorizes the tax levy. Ms. Owens further reported the budget is presented as adopted by the Budget Committee on June 4.

There being no further discussion, Mayor Russell asked for a motion to approve Resolution No. 2018-34. Councilor Mannenbach made a motion to approve Resolution No. 2018-34, a Resolution adopting the 2018-2019 Budget, declaring tax levied, making appropriations for the 2018-2019 Fiscal Year, and categorizing the tax levy. Councilor Sell seconded the motion. There was no discussion. Roll call: Jonathan Bilden, yes; Bill Fierke, yes; Ruth Jenks, yes; James Mannenbach, yes; Kathy Sell, yes; Michael Stanek, yes; and Bob Russell, yes. The motion passed unanimously.

- 10.5 Resolution No. 2018-35. A Resolution authorizing a General Fund donation in the amount of \$100,000 to the Butte Creek Mill Foundation for the Rebuild the Mill effort.

Mayor Russell recused himself, explaining about people not understanding that he doesn't own the Mill and further reported stepping down from the Foundation Board. However, he announced that he would be on the Butte Creek Mill Advisory



## City of Eagle Point Council Meeting Minutes

June 26, 2018

Page 7 of 13

Committee. Councilor Bilden reported being a voting member of the Butte Creek Mill Board but receiving no compensation.

Ruth Jenks, City Council President, presided and asked Henry Lawrence, City Administrator, to present this item. Mr. Lawrence reported the City now has a budget and would like input on the donation of \$100,000 to the Butte Creek Mill Foundation. Mr. Lawrence reported that the proposed Resolution would give staff permission to issue a check for approval at the next meeting, July 10<sup>th</sup>.

Mr. Lawrence reviewed the related Agenda Statement, noting the item was in the Agenda packet on the website with the Butte Creek Mill Foundation's financials (Proposed Operational Budget and Capital Campaign Budget).

Maryanne Pitcher, Executive Director, presented an overview of the Foundation's financials with \$97,000 in grant funding, \$350,000 in-kind donations, \$17,500 in Board pledges, \$198,000 in event proceeds, \$445,000 in donations – unrestricted, amounting to approximately \$1.1M. Ms. Pitcher also reported recently securing a \$150,000 donation by an Eagle Point resident. Multiple funding requests and grant funding requests were also reported.

A lengthy discussion followed together with Councilors and members of the audience offering comment. Points of discussion addressed:

- Requested amount of \$100,000, representing 4% of the budget, also the equivalent of the highest individual donor amount at the time of the original request.
- Eagle Point's support and others waiting to see what is done. Comparison made by Maryanne Pitcher, Executive Director, Butte Creek Mill Foundation, as being similar to opening a restaurant with no friends or family eating there.
- Timing of the request was questioned and Ms. Pitcher explained she did not previously believe they were ready to request the donation.

Review of the Butte Creek Mill Foundation Capital Campaign Goal and Proposed Operational Budget Income resulted in discussion about:

- Building expenses.
- Making sure the Mill stays on the National Register.
- Ice House Remodel.
- Expenses, payroll and taxes.
- A business person taking over some of the duties currently covered by Ms. Pitcher.
- Mortgage carried by Mayor Russell, and the Foundation working to get banking/financing.

## City of Eagle Point Council Meeting Minutes

June 26, 2018

Page 8 of 13

- Plans for the Ice House including tours, ice cream sales, or use by the community as a historical spot.
- Developing a product line at the Mill including gluten-free items and operating as a non-profit with 50% or more in mission items. Pancake mix will be part of the product line, and other items such as spices will be influenced through a Facebook survey. E-business and free space to package products was also discussed.
- Fire suppression to reduce insurance rates, and high insurance rates due to the nature of making flour or milling.
- Fees for school tours, but not excluding tours due to lack of funding, and covering operating cost.
- The Foundation giving to schools in grants and scholarships.
- Utilities and the new energy efficient building with the possibility of a mini-turbine to provide at least a partial supply of electricity.

Council President Jenks asked interested audience members to identify themselves as well as to address the chair.

- Maryanne Pitcher expressed appreciation to Bob Russell for his time on the Board, and noted it was unfortunate in the community that there was so much confusion about the ownership of the Mill.
- Cynda Rickert, Superintendent of the Eagle Point School District, spoke about good ideas starting with a vision, from conceptual to operational. Ms. Rickert discussed the Russell's good reputation and it being terrible that the Mill burned, but wonderful that people are rallying around the Rebuild the Mill Effort. Ms. Rickert spoke about her office being located across from the covered bridge and how exciting it is to see little children that get to walk across a covered bridge on their way to and from school. She also spoke about seeing all of the cars that stopped at the corner with license plates from all of the country, and that she thought they probably came to see the bridge and the Mill when it was in operation. Ms. Rickert closed with a statement about not being able to create anything more wonderful about the City, and encouraged the Council to get behind and support this effort.
- Dianne Archer of Eagle Point asked if the insurance money was put toward the Rebuild effort. Ms. Pitcher explained that the Mill had been owned by Bob Russell and was insured for \$450,000 while the antiques in the Mill were estimated at \$1M. Ms. Pitcher reported the Foundation did not receive the proceeds but a lot of that money was used to clean up the Mill.
- Wyn Lewis of Eagle Point spoke in support of the request for \$100,000 toward the Rebuild the Mill effort. She also discussed mixed feelings toward spending taxpayer money and wished it had been put before the voters. As a former Parks and Recreation Commissioner, she reported seeing money spent on parks, with none of them bringing as much to the City as the Mill. She also stated believing in public/private partnerships such as Rotary, Lions Club, and more, with this

## City of Eagle Point Council Meeting Minutes

June 26, 2018

Page 9 of 13

being that type of partnership. Also, as a former City Council member, she reported campaigning on the idea that we are one neighborhood.

- Ashley Cates of Central Point, and local Agate Ridge Vineyard, spoke in favor of the City donating these funds, citing the Mill is a regional, state and national destination, and on the way to Crater Lake. She further reported on people still coming to their wine tasting room looking for the Mill. Ms. Cates concluded that the Mill is not something you are able to see in a lot of places and that it will bring in visitors to stores, as well as to their winery.
- Vicky Brown of Eagle Point and a volunteer with a number of civic groups including the Harnish Visitors Center echoed the comments that people are generally looking for the Mill. Ms. Brown was also in support of what people said before her about investing in the community and the preservation of our history.
- Bob Heaton of Eagle Point reported being very sad about the disaster at the Mill but that the community is more than the Mill, i.e. it is the streets, school system, police, and more. Mr. Heaton did not want anything going to the Mill that would take needed resources from the City. However, he understood that the proposed funding would not take away from any of the needed facilities, and questioned whether the amount was enough and that he would be happy with \$120,000. Mr. Heaton also discussed the Senior Center's request for funding its roof replacement and spoke about using any funds that could have gone for the roof towards the Mill.
- Bob Pinnell of Eagle Point and a local business owner discussed moving here in 2005, and being an active member of the community. Mr. Pinnell discussed being a President and member of the Chamber of Commerce, serving on the Eagle Point Economic Development Commission, and on the Butte Creek Mill Advisory Committee. He also spoke of the number of people showing up when the Mill burned, and supported the request for the \$100,000 donation as the Mill brings people in off of Highway 62 and increases traffic to businesses.
- Don Blaser of Eagle Point and a Butte Creek Mill Foundation Board member spoke about his background in commercial development, economic development, and his children and grandchildren having gone through the Eagle Point School District. Mr. Blaser also discussed having started the soccer league in Eagle Point in 1980 and seeing the program still going. Mr. Blaser continued about his children having heart, and the Mill being the heart of the community. He spoke about the return on the investment of the donation and supporting the request all of the way.
- Eric Gunn of Eagle Point and a member of the Budget Committee spoke about being a voice that stood against putting this money towards the Mill. Mr. Gunn discussed still being somewhat leery, and talked about the City raising water rates, and mobile home charges. Mr. Gunn also discussed: Police, Public Works equipment, streets, a visit to Japan, increasing taxes to citizenry. While Mr. Gunn expressed he was not saying to not give, he said to put a leash on it, noting

## City of Eagle Point Council Meeting Minutes

June 26, 2018

Page 10 of 13

matching funds or a one-time investment. In addition, Mr. Gunn discussed there not being a hotel/motel, people not staying in town, and visitors buying a few items and going down the road.

Council President Jenks reported on the vote from the Budget Committee meeting with four “no” votes and the rest “yes” votes for putting this item in the Budget.

- Brad Niva, Executive Director, Travel Southern Oregon, spoke about the beautiful chalets at the Eagle Point Golf Course and lodging taxes. Mr. Niva continued on about Eagle Point being an iconic place that people want to see, visit, and repeat. Mr. Niva discussed people visiting the area and the tourist industry, and encouraged the Council to support.
- Lorin Myers of Eagle Point and a member of the Budget Committee stated he was impressed during the Budget Meeting in regard to per capita taxes, and Eagle Point being the third lowest in taxes. Mr. Myers reported being one of the people that put forth the motion to support the donation, as he supports it and wants to take his family to the Mill again.

A lengthy discussion followed which resulted in the Council determining to continue this item to the next meeting. Discussion points included:

- The possibility of the City waiving the permit fees for the rebuild.
- Possible use of the funds designated for the Downtown Façade Improvement Program.
- Understanding that even without the donation that the City would still have to raise SDCs, and water rates.
- The Mill as an anchor to guarantee people visit downtown.
- Community leader support shown during the meeting.
- Previous Council donation toward the football field turf along with a promise that it would be open to community.
- Requesting something in writing, showing a tangible benefit to the City.
- The museum and museum fund.
- Fiduciary responsibility of the City Council.
- Report from Councilor Fierke regarding asking people about the donation with a majority, 80% responding that no donation should be made.
- City’s 10-year projections with net operating loss of \$100,000 starting next fiscal year.

Ann Grossman of Eagle Point inquired about the Fire Station property renderings from about eight years ago. Council President Jenks responded that the City is currently working with a developer.

## City of Eagle Point Council Meeting Minutes

June 26, 2018

Page 11 of 13

City Council President Jenks continued with the discussion about the donation, as follows:

- Negotiating aspects that tie the donation more clearly to a public/private partnership.
- Councilor Bilden reported that the Foundation's expectation is to give back to the community.
- Attorney Kellerman reported this is not a legal issue, but a political and budgetary item.
- Bob Russell reported giving free tours to Eagle Point students but Ashland paid \$2 each, helping to cover costs while out of production from four to six hours for tours, with minimal sales.
- Council members studying items and making informed decisions.
- The Mill being the trailhead for the walkway along Little Butte Creek, in the Parks Master Plan.
- Interpretive self guided tours of the Mill.
- Foundation agreement for use of space and prioritize giving back to Eagle Point causes.
- Ms. Pitcher reported on the bulk of donations not being from Eagle Point, and noted that the people from the Golf Course were not at the meeting.
- Jackson County Commissioner Roberts reported their Board had received a presentation by Ms. Pitcher, and while personally supporting, the Board of Commissioners had not deliberated the item.
- Eric Gunn of Eagle Point reported moving here and his first day as Manager at the Idlewood Mobile Home Park was in July 2014. He reported on a resident telling him about the Mill burning but had not heard anything about any fundraisers coming to the Mobile Home Park. Mr. Gunn went on to ask where Patrick Duffy and Mr. Belushi were as he wanted to see them at the meeting to talk to the Council as well.

Council President Jenks asked for a motion; however, discussion continued about the Council's duty as community leaders and making decisions for the community. One suggestion was for the Foundation to come up with something for the community to see but Ms. Pitcher reported having sent it to the press without a response. Discussion continued but resulted in Council President Jenks indicating a sense that the Council was not ready to vote on the matter.

Councilor Fierke made a motion to move the vote on this item to the next meeting, and that a small committee, Council President Jenks and Councilor Sell, meet with some people on the Foundation. Councilor Sell seconded the Motion. There was no

## City of Eagle Point Council Meeting Minutes

June 26, 2018

Page 12 of 13

discussion. Roll call: Bill Fierke, yes; Ruth Jenks, yes; James Mannenbach, yes; Kathy Sell, yes; Michael Stanek, yes; Jonathan Bilden, yes; and Bob Russell, yes. The motion passed unanimously.

The meeting recessed at 8:43 p.m., and reconvened at 8:48 p.m.

- 10.6 Resolution No. 2018-36. A Resolution approving an updated job description and salary range for the Accounting Supervisor.

Melissa Owens, Finance Director, explained that the Accounting Supervisor had taken on new roles to assist her. With turnover and medical leave, paperwork and timing are critical, and the current Accounting Supervisor is already doing or expected to take on the additional duties. The wage scale, attached in the next Resolution, shows this position as the same as the City Recorder. Ms. Owens noted the range would go down to a regular accounting supervisor if this person left. The wage scale was determined by local and statewide positions, and while quite a bit below, it also looks at fairness to other positions. Ms. Owens reported the current employee was at the top of the current range and would start towards the bottom of the new wage scale.

Mayor Russell asked for a motion to approve Resolution No. 2018-36. Councilor Bilden made a motion to approve Resolution No. 2018-36, a Resolution approving an updated job description and salary range for the Accounting Supervisor. Council President Jenks seconded the motion. There was no discussion. Roll call: Jonathan Bilden, yes; Bill Fierke, yes; Ruth Jenks, yes; James Mannenbach, yes; Kathy Sell, yes; Michael Stanek, yes; and Bob Russell, yes. The motion passed unanimously.

- 10.7 Resolution No. 2018-37. A Resolution setting Wage Levels for Management Positions for the City of Eagle Point for 2018-2019.

Melissa Owens, Finance Director, reported the City is in the third year of a three-year labor agreement with the Teamsters General Unit which represents all but the uniformed and management staff. The agreement provides for a 2.4% cost-of-living increase. Ms. Owens noted that the Council attempts to provide management staff with the same cost-of-living increases as proposed in the Resolution except for the City Administrator whose wages are set by separate contract.

Mayor Russell asked for a motion to approve Resolution No. 2018-37. Councilor Fierke made a motion to approve Resolution No. 2018-37, a Resolution setting Wage Levels for Management Positions for the City of Eagle Point for 2018-2019. Councilor Bilden seconded the motion. There was no discussion. Roll call: James Mannenbach, yes; Kathy Sell, yes; Michael Stanek, yes; Jonathan Bilden, yes; Bill Fierke, yes; Ruth Jenks, yes; and Bob Russell, yes. The motion passed unanimously.

**City of Eagle Point Council Meeting Minutes**

June 26, 2018

Page 13 of 13

11. REPORTS FROM CITY COUNCIL AND CITY COMMITTEE REPRESENTATIVES

Councilor Fierke reported on the recent Eagle Point School District 9 Board meeting held in Shady Cove to tour school property that is in need of help, approval of their budget, and policy discussion on iPads. Next, Councilor Fierke reported that students from our Sister City, Showa Japan, are coming on August 7<sup>th</sup>.

Councilor Bilden reported on the upcoming Southern Oregon Regional Economic Development Inc. (SOREDI) annual meeting.

Council President Jenks reported attending the Rogue Valley Metropolitan Planning Organization (MPO) meeting.

Mayor Russell announced attending the Medford Water Commission meeting, and guests from our Sister City, Showa Japan, visiting during the 4<sup>th</sup> of July celebration.

12. STAFF REPORTS

Melissa Owens, Finance Director, reported the Finance Report in the packet goes through May 31<sup>st</sup>.

Robert Miller, Public Works Director, reported on preparations for the 4<sup>th</sup> of July by the Public Works department, and projects such as Main Street Lighting coming along. Mr. Miller further reported on construction, development, and engineering review of additional homes in Eagle Point.

13. INFORMATION

There were no information items for discussion.

14. EXECUTIVE SESSION PURSUANT TO ORS 192.660(2)(e), To conduct deliberations with persons designated by the governing body to negotiate real property transactions.

The Executive Session was not held.

15. ADJOURN

There being no further business, Mayor Russell closed the meeting at 9:01 p.m.

Respectfully submitted,

---

Cindy Hughes, City Recorder

ATTEST:

---

Robert E. Russell, Mayor

*Cindy Hyman 7-6-18*  
*Page 1 of 2*

BILL LIST  
 07/10/2018

<u>CHECK #</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
	A-AFFORDABLE ROYAL FLUSH	SPLASH PARK PORTA POTTIES	\$ 135.00
	ALLADIN LOCK & SAFE INC.	SUPPLIES	\$ 45.00
	ALSCO 4564	JANITORIAL SUPPLIES	\$ 362.70
	ALSCO 556	UNIFORMS/JANITORIAL	\$ 412.48
	BULLFROG ENTERPRISES	SUPPLIES	\$ 63.12
	CENTURY LINK	UTILITIES	\$ 184.38
	CITY OF EAGLE POINT	JUDGE STEWART HOUSE UTILITIES	\$ 173.91
	CODE PUBLISHING, INC	MUNICIPAL CODE	\$ 364.65
	EAGLE POINT HARDWARE	SUPPLIES	\$ 32.84
	FERGUSON WATERWORKS #3011	SUPPLIES	\$ 80.35
	FOUR SEASONS NURSERY	FLOWER BASKET PROGRAM	\$ 16,448.00
	GOMEZ, IGNACIO YARD SERVICES	ON CALL WEEDING	\$ 210.00
	GRAINGER	SUPPLIES	\$ 29.88
	H D FOWLER COMPANY	SUPPLIES	\$ 556.50
	HAYS OIL COMPANY	FUEL	\$ 862.80
	HORECKER COWLING, LLP	MUNICIPAL JUDGE	\$ 800.00
	IRONCLAD SECURITY	PUBLIC WORKS SECURITY	\$ 11,286.64
	JACKSON COUNTY RECYCLING PARTNER	2018/2019 SUBSCRIPTION	\$ 1,140.00
	LEADSONLINE	2018/2019 SUBSCRIPTION	\$ 1,308.00
	LEAGUE OF OREGON CITIES	2018/2019 MEMBERSHIP	\$ 6,520.80
	LITHIA DODGE CHRYSLER JEEP	VEHICLE MAINT/REPAIR	\$ 60.73
	MEDFORD WATER COMMISSION	CITY WATER SUPPLY	\$ 62,464.21
	NEILSON RESEARCH CORPORAT	WATER TESTING	\$ 225.00
	NETWORK SERVICES COMPANY	SUPPLIES	\$ 340.08
	OAWU	2018/2019 MEMBERSHIP	\$ 1,000.00
	PACIFIC OFFICE AUTOMATION	COPYING & PRINTING	\$ 210.60
	PACIFIC POWER - 0012	UTILITIES	\$ 16,793.60
	PERSONNEL SOURCE, INC	TEMP SVC - HARNISH, MUSEUM - 1 WK	\$ 747.37
	QUIALITY ONE MAINTENANCE INC	ON CALL MOWING	\$ 620.00
	ROGUE SHRED, LLC	UTILITIES	\$ 36.85
	ROGUE VALLEY COUNCIL OF GVT	2020 CENSUS REVIEW	\$ 943.25
	SOS ALARM	UTILITIES	\$ 179.90
	SOUTHERN OREGON SANITATION	UTILITIES	\$ 656.26
	SOUTHERN OREGON VISITORS ASSOCIATION	2018/2019 MEMBERSHIP	\$ 360.00
	TEKMANAGEMENT, INC	PUBLIC WORKS SECURITY	\$ 185.00
	THE BUILDING DEPARTMENT, LLC	BUILDING OFFICIAL	\$ 5,694.22
	TYLER TECHNOLOGIES	UTILITIES	\$ 280.00
	UPPER ROGUE INDEPENDENT	ADVERTISEMENTS	\$ 1,183.00
	US CELLULAR/954746875	UTILITIES	\$ 1,308.62
	VALLEY FEED & PET SUPPLY	SUPPLIES	\$ 490.50
	WATER RIGHTS SOLUTIONS, LLC	UPDATE WATER RIGHTS	\$ 275.00
		<b>SUBTOTAL</b>	<b>\$ 135,071.24</b>

**REFUNDS**



*Cindy Flynn 7-6-18  
Page 2 of 2*

BILL LIST  
07/10/2018

CHECK #

VENDOR

DESCRIPTION

AMOUNT

SUBTOTAL \$                     -

TOTAL \$           135,071.24