



City of Eagle Point

City Council

REGULAR MEETING MINUTES
MAY 28, 2019

1. CALL TO ORDER – 6:00 P.M.

Mayor Jenks called the meeting to order at 6:00 p.m. in the Council Chambers.

Council Members Present: Ruth Jenks, Bernie Grossman, David Lacombe, Michael Stanek, and Kevin Walruff.

Council Members Absent: Bill Fierke, and James Mannenbach.

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

Guests: Jackson County Commissioner Bob Strosser (left at 6:26 p.m.); Suzi Collins, Planning Commissioner; Douglas Detling, Budget Committee Member and Community Development Commissioner; Eric Gunn, Budget Committee Member; Mike Smail, Planning Commissioner; Millie Wewerka, Budget Committee Member and Planning Commissioner; and members of the public and press.

2. FLAG SALUTE AND INVOCATION

Mayor Jenks led the Pledge of Allegiance and Councilor Walruff offered the invocation. Following the invocation, Mayor Jenks reminded everyone about quieting cell phones until after the meeting.

3. OATHS OF OFFICE

3.1 Donald Jordan, Police Officer

Cindy Hughes, City Recorder, administered the Oath of Office to Donald Jordan as Police Officer, which was well attended by the Police Department.

4. AUDIENCE QUESTIONS/COMMENTS CONCERNING ITEMS NOT ON AGENDA

There were no audience questions or comments.

5. PRESENTATIONS

There were no presentations.

6. PUBLIC HEARINGS

There were no Public Hearings.

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7. CONSENT CALENDAR

7.1 Presentation of Regular Meeting Minutes of May 14, 2019.

7.2 Presentation of Budget Committee Meeting Minutes of May 16, 2019.

Mayor Jenks announced the Consent Calendar. There were no questions or comments. Council President Stanek moved to approve the Consent Calendar including the Regular Minutes and the Budget Committee Meeting Minutes. Councilor Grossman seconded the motion. There was no discussion. Roll call: David Lacombe, yes; Michael Stanek, yes; Kevin Walruff, yes; Bernie Grossman, yes; Ruth Jenks, yes; Bill Fierke, absent; and James Mannenbach, absent. The motion passed unanimously by those present.

8. CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT CALENDAR

There were no items considered for removal from the Consent Calendar.

9. PRESENTATION OF BILLS TO BE PAID

Mayor Jenks asked if there were questions about the bills to be paid including the additional bills list. There being no questions, Councilor Walruff moved to approve the Bills to be Paid in the amount of \$499,443.06 and the Additional Bill List in the amount of \$35,890.74 for a total of \$535,333.80 (Submission No. 1). Council President Stanek seconded the motion. There was no discussion. Roll call: Michael Stanek, yes; Kevin Walruff, yes; Bernie Grossman, yes; David Lacombe, yes; Ruth Jenks, yes; Bill Fierke, absent; and James Mannenbach, absent. The motion passed unanimously by those present.

10. OLD BUSINESS

There was no old business.

11. NEW BUSINESS

11.1 Resolution No. 2019-19. A Resolution authorizing purchase of retaining walls from Ultrablock, Inc. for the Stevens Road-East Main Street to Robert Trent Jones Boulevard Project.

Robert Miller, Public Works Director, reviewed the related agenda statement and the process involved to pre-purchase and store the retaining wall to expedite the project. Ultrablock's policy is that an independent engineer from their qualified list is required to submit engineered shop drawings. ZCS Engineering completed the design and it was included in the final plans for advertising by the Oregon Department of Transportation.

The quoted cost of \$148,940 includes shipping; however, Mr. Milller reported he would check into a reduction of the freight cost. Council discussion followed with Council President Stanek noting they had all agreed upon the Ultrablock when it was originally presented.

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Mayor Jenks offered to entertain a motion to approve Resolution No. 2019-19. Council President Stanek made a motion to approve Resolution No. 2019-19, a Resolution authorizing purchase of retaining walls from Ultrablock, Inc. for the Stevens Road-East Main Street to Robert Trent Jones Boulevard Project; and Councilor Walruff seconded the motion. Roll call: Kevin Walruff, yes; Bernie Grossman, yes; David Lacombe, yes; Michael Stanek, yes; Ruth Jenks, yes; Bill Fierke, absent; and James Mannenbach, absent. The motion passed unanimously by those present.

11.2 Resolution No. 2019-20. A Resolution authorizing North Barton Road Oversizing Reimbursement.

Robert Miller, Public Works Director, reviewed the related agenda statement which detailed the requested oversizing by the City that was completed or will be completed by the developer, Snyder Creek Development. The oversizing brings the street standard to a collector level and provides detention for storm events from the 10-year range through a 100-year event range. The developer proposed a 50% share of the Barton Road pond improvements, including the reconstructed spillway. In addition, if approved, the City would participate 100% on the valves requested to control the pond depths for a regional storm detention pond. The proposed improvements and additional excavation portions of the existing pond will allow for future detention.

Reimbursement to Snyder Creek Development was proposed at a cost of \$113,026; however, no additional reimbursement will be proposed. Council discussion ensued with Mr. Miller explaining that a portion of reimbursement was anticipated in February but had not been completely budgeted. On a separate note, Councilor Lacombe declared his friendship with the contractor, Travis Snyder, but does not have a financial interest.

Mayor Jenks offered to entertain a motion to approve Resolution No. 2019-20. Council President Stanek made a motion to approve Resolution No. 2019-20, a Resolution authorizing North Barton Road Subdivision Oversizing Reimbursement; and Councilor Walruff seconded the motion. Roll call: Bernie Grossman, yes; David Lacombe, yes; Michael Stanek, yes; Kevin Walruff, yes; Ruth Jenks, yes; Bill Fierke, absent; and James Mannenbach, absent. The motion passed unanimously by those present.

11.3 A discussion regarding the Safe Routes to School – Project Identification Program.

Similar to the previous items, Robert Miller, Public Works Director, reviewed the related agenda statement about the Oregon Department of Transportation's Safe Routes to School Program. The City is interested in a Safe Routes to School Master Plan, and this program would provide the plan at no cost other than City staff time. If awarded, the City and School District would be required to participate in Project Management Team meetings, field visit outreach and field visit, assistance with data collection, and review and approval of the final Safe Routes to School Infrastructure Plan.

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Council discussion ensued about the commitment of staff time which Mr. Miller estimated to be 20 calendar weeks. There was additional discussion about volunteers, community and school district involvement, and not burdening staff. However, at this point, Mr. Miller was seeking consensus about whether or not to move forward. Mayor Jenks announced the Council's consensus to move forward and no objection was stated.

At 6:26 p.m., Commissioner Strosser left the meeting.

12. REPORTS FROM CITY COUNCIL AND CITY COMMITTEE REPRESENTATIVES

Councilor Grossman discussed the need to replace the no parking signs along Alta Vista and Robert Miller, Public Works Director, agreed.

Councilor Lacombe reported attending a meeting on the Master Parks Plan with Robert Miller, Public Works Director, together with Brandon Crosier and Douglas Detling of the Community Development Commission. They plan to create a survey for the Community Development Commissioners to conduct at the City's parks.

Mayor Jenks reported attending a Memorial Day Service at the Eagle Point National Cemetery. There was additional discussion about the flyover being lower next year.

13. STAFF REPORTS

Mike Upston, Planning Director, discussed current development, also reported in the Friday Letter. Discussion focused on the Idlewood Subdivision, North Barton Road Subdivision, Lane Duplex project, Richardson Vet Clinic, Storage Emporium project, Eagle Point Golf Community – Phase 16, trails and connector paths, as well as the Old State Bank Building. Next, Mr. Upston discussed long range planning efforts, and the upcoming Community Development Commission meeting. Afterwards, there was discussion about a new access point on Arrowhead, potential sidewalks and turn lanes, and relieving congestion in the area.

Melissa Owens, Finance Director, reported on the Finance Report in the Council Packet. At 83% of the way through the year, everything is still good and as anticipated. Additionally, the budget was presented to and approved by the Budget Committee, and a public hearing was held. Next, the City Council will hold a public hearing in June and receive the budget for approval. Recruitment continues for the clerk position, Public Works Laborer, and Water Operator, with interviews started or being the next step.

Robert Miller, Public Works Director, announced the upcoming bid opening for the Stevens Road Project. Mr. Miller further reported attending the Rogue Valley Metropolitan Planning Organization Policy Committee Meeting. On a final note, Mr. Miller commended the patience of the community on the Linn Road Project which is currently being fast tracked with a variance to begin in-water work construction earlier than scheduled. The variance required approval by three governmental agencies including the U.S. Army Corps

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of Engineers, Oregon Department of Fish and Wildlife, and the Department of State Lands. With the variance, it is hoped that paving will be completed before the 4th of July.

Chief May apologized about there not being a Police Report in the agenda packet but it will be in an upcoming packet. Staff development continues with Officers Davis and Stover attending a recent training on drug addiction, and Officer Davis attending a child abuse symposium.

14. INFORMATION

There were no information items for discussion.

15. ADJOURN


There being no further business, Mayor Jenks closed the meeting at 6:45 p.m.

Respectfully submitted,



Cindy Hughes, City Recorder

ATTEST:



Ruth Jenks, Mayor