



# City of Eagle Point

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## City Council

REGULAR MEETING MINUTES  
AUGUST 13, 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, Bill Fierke, Bernie Grossman, James Mannenbach, Michael Stanek, and Kevin Walruff.

Council Members Absent: David Lacombe.

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

Guests: Bob Strosser, Jackson County Commissioner (left at 6:44 p.m.); Jerry Close, Planning Commissioner; Suzi Collins, Planning Commissioner; Eric Gunn, Budget Committee Member; 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 Mannenbach offered the invocation. Afterwards, Mayor Jenks welcomed everyone and made a reminder about quieting cell phones.

3. AUDIENCE QUESTIONS/COMMENTS CONCERNING ITEMS NOT ON AGENDA

There were no audience questions or comments concerning items not on the agenda.

4. PRESENTATIONS

There were no Presentations.

5. PUBLIC HEARINGS

There were no Public Hearings.

6. CONSENT CALENDAR

6.1 Presentation of Regular Meeting Minutes of July 23, 2019.

Mayor Jenks announced the Consent Calendar. City Recorder, Cindy Hughes, proposed revisions to the attendance section of the Minutes to reflect that Joe Kellerman served as the City Attorney and Suzi Collins was not present at the

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meeting. In addition, a change was made on page 2 under Item No. 4.1 changing the word “overtime” to the words “over time”. Councilor Fierke moved to approve the Minutes as amended with the proposed revisions, and Councilor Walruff seconded the motion. There was no discussion. Roll call: James Mannenbach, yes; Michael Stanek, yes; Kevin Walruff, yes; Bill Fierke, yes; Bernie Grossman, yes; Ruth Jenks, yes; and David Lacombe, 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 Jenks asked if there were questions about the bills to be paid including the additional bills list. Councilor Fierke inquired about the payment to Jackson County for Court Assessments. Melissa Owens, Finance Director, explained that a flat rate is paid to the State and County depending on the level of the citation. There being no further questions, Councilor Mannenbach moved to approve the Bills to be Paid in the amount of \$297,341.39 and the Additional Bill List of \$55,798.71 (Submission No. 1). Council President Stanek seconded the motion. There was no further discussion. Roll call: Michael Stanek, yes; Kevin Walruff, yes; Bill Fierke, yes; Bernie Grossman, yes; James Mannenbach, yes; Ruth Jenks, yes; and David Lacombe, absent. The motion passed unanimously by those present.

### 9. OLD BUSINESS

There was no old business.

### 10. NEW BUSINESS

#### 10.1 Resolution No. 2019-31. A Resolution authorizing the purchase of a Water Leak Correlator.

Robert Miller, Public Works Director, reviewed the related agenda statement, explaining this item was introduced a couple of meetings ago. Since then, the City tested the proposed water leak correlator and it detected a leak on Palima Drive. It has also been used with great success by one of Eagle Point’s Water Operators while previously employed at another agency. Mr. Miller went on to explain there is an estimated rate of return within 6 to 12 months, and hiring a company to do the testing would cost around \$5,000 which could instead go toward the purchase. Councilor Fierke inquired about the savings being in time or water. Ultimately, it will save in both areas, reducing water loss and increasing efficiency as it identifies leaks for scheduled repairs.

Mayor Jenks offered to entertain a motion to approve Resolution No. 2019-31. Councilor Grossman made a motion to approve Resolution No. 2019-31, a Resolution authorizing the purchase of a Water Leak Correlator; and Councilor Walruff seconded the motion. Roll call: Kevin Walruff, yes; Bill Fierke, yes; Bernie Grossman, yes; James Mannenbach, yes; Michael Stanek, yes; Ruth Jenks, yes; and David Lacombe, absent. The motion passed unanimously by those present.

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- 10.2 Resolution No. 2019-32. A Resolution approving a Collective Bargaining Agreement between the City of Eagle Point and Teamsters Local 223 (General Unit), for the period of July 1, 2019 – June 30, 2022.

Henry Lawrence, City Administrator, reviewed the related agenda statement, explaining about reaching a tentative agreement after several meetings since April. The proposed 3-year agreement is for the General Unit, comprised of the Public Works Department and front office staff. Negotiations are currently being held with the Police Unit. Mr. Lawrence noted that the Council has been made aware of the negotiations over the last several months. A detailed explanation of the proposed changes was provided during the meeting and included in the agenda packet together with the entire text of the agreement. The proposed changes addressed:

- Section 5.2 Membership related to the recent U.S. Supreme Court “Janus” decision that allows union members to opt out of membership and payment of member dues.
- Deleting the old Sections 5.2 Fair Share and 5.3 Religious Objection, as that language is redundant with the new Section 5.2
- Section 7.1 Working Out of Classification, for any employee assigned to a responsibility or carrying out the duties of a classification above which they normally hold for more than 8 consecutive hours, shall receive a 10% increase above their normal salary during those hours.
- Section 7.2 Training Pay for an employee assigned to providing training to new City staff lasting at least 1 continuous hour will receive an additional 5% to their rate of paying during that time.
- Section 8.12 On-Call Time, mostly applying to the Public Works Department for the water system, will be changed so that on-call assignments are normally distributed equitably in weekly increments. Compensation during On-Call Time will be added to the employee’s compensatory time bank instead of the City’s former practice of deducting for hours actually worked.
- Section 10.3 Floating Holidays increased from 2 to 3, in addition to designated holidays.
- Section 10.4 Pay Option allows employees to cash-out on December 1, up to 3 floating holidays instead of the previous 2 floating holidays.
- Section 19.6 Direct Responsible Charge related to State requirements for the City’s water system, revised to include a 10% increase in Employee’s base pay, consistent with the 2018 Administrative Amendment by the City Administrator. Mr. Lawrence provided an explanation about the amendment being made to compensate an employee after a former employee with the appropriate credentials retired.
- Education Incentive of \$100 per month added to base pay for an Associate’s Degree, or \$200 per month added for a Bachelors Degree’s, but not cumulative. While this new section only applies to a few employees, it may be used in the future as an incentive to attract new employees.
- Section 22.1 Medical, Dental and Vision Insurance represents about a 4% increase to the current maximum contribution.
- Section 27.1 Term of the Agreement, lasts through June 30, 2022.
- Section 27.2 Continuation of the Agreement, in effect after its term unless either

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party gives notice to reopen the Agreement no later than January 1, 2022.

- Exhibit A Salary Schedule includes: COLA 1<sup>st</sup> year at 1.8%, 2<sup>nd</sup> and 3<sup>rd</sup> years at CPI minimum of 2% and maximum of 4%, July 1, 2019 market adjustment of 2%, and July 1, 2019 additional Step G added to the salary schedule at a 3% increase.

During the review of the Agreement, Mr. Lawrence commended staff, noting their dedication and ability to wear many hats. While all employees will benefit with the proposed market adjustment of 2%, Mr. Lawrence reported that while not in total agreement, there was a Teamsters market study indicating the City is 10% under the market. Mr. Lawrence added that the City had done a good job in past negotiations with the Police Unit, implementing a 2% market adjustment every year and adding a 7<sup>th</sup> step to the pay range with a 3% increase. He also reported the Police Unit is now fully staffed for the first time in a long time. Mr. Lawrence further noted that the General Unit had been left out of those adjustments and proposed adding a Step G to the General Unit, noting it is fair to do so and only impacts 3 to 4 employees in the General Unit. Although the actual salary schedule was not available at the time of publishing the agenda packet, Mayor Jenks reported the Council had spent many hours on this during Executive Sessions. Estimated total costs were in the agenda packet but did not include a 4% estimate for COLA's. Mr. Lawrence reported the projected numbers were on the lower side; however, Melissa Owens, Finance Director, thought they were on the high side.

Discussion ensued wherein Councilor Fierke asked about the financial impact for the first year of \$42,620 and what was included. It does not include medical but included the extra holiday cost of about \$3,000, Education Incentive of \$2,400; On-call at \$700; Step G at \$8,400; and the COLA at \$13,003; with the COLA and Step G being the most significant changes. The following year at \$77,720 and \$113,340 are cumulative, and start adding up in large organizations. Mr. Lawrence also explained about helping to educate staff during negotiations to show how cumulative small increases impact the City's budget.

Last, there was clarification about the educational incentive not being cumulative. There were also positive comments about the negotiations, as well as a comment about the sexist language in Item 7.1 which Mr. Lawrence reported being previously recommended for change. Mr. Lawrence further noted that Melissa Owens and Robert Miller had been in the negotiations, and on the other side was the Teamster Representative as well as Darren Kinyon with Public Works, and Devon Linebaugh, the City's Permit Tech. Mayor Jenks commented on the good negotiation and was glad for the added Step to address deserving people that have been here a long time.

There being no further discussion, Mayor Jenks offered to entertain a motion to approve Resolution No. 2019-32. Council President Stanek made a motion to approve Resolution No. 2019-32, a Resolution approving a Collective Bargaining Agreement between the City of Eagle Point and Teamsters Local 223 (General Unit), for the period of July 1, 2019 – June 30, 2022; and Councilor Grossman seconded the motion. Roll call: Bill Fierke, yes; Bernie Grossman, yes; James Mannenbach, yes; Michael Stanek, yes; Kevin Walruff, yes; Ruth Jenks, yes; and David Lacombe, absent. The motion passed unanimously by those present.

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At 6:44 p.m., Jackson County Commissioner Strosser left the meeting.

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

Councilor Fierke reported on the School Board having a minimal agenda with one routine amended policy. Next, Councilor Fierke reported on the upcoming evaluation process for the City Administrator with the next steps of Mr. Lawrence completing a self-evaluation, and he and Councilor Lacombe meeting with staff.

Councilor Grossman reported attending the recent Community Development Commission meeting wherein resident Bill Watson spoke in favor of outdoor pickleball courts, noting that Ashland has outdoor tennis and pickleball courts. Further, Mr. Watson provided signatures in support of outdoor pickleball courts during that meeting. Robert Miller, Public Works Director, reported he will have an update on October 1.

Council President Stanek shared about the recent visit in Eagle Point with students and representatives from our Sister City Shōwa Japan. Although it was difficult to find words to describe the relationship with our Sister City, Council President Stanek reported accomplishing a great deal over the last year and hoping to get everyone involved. Mayor Jenks added that Shōwa staff was much more upfront and center.

Councilor Walruff complimented the Shōwa group followed with an apology for not attending the latest events as he had other commitments. Councilor Walruff further clarified he supports the program and wants to be involved. Next, he reported attending a meeting on the proposed jail along with about 40 attendees from various agencies that will likely break into steering committees. The goal is to get the new jail proposal on the ballot in May and a presentation to the City Council is anticipated in September.

Councilor Mannenbach reported that Southern Oregon Regional Economic Development Inc. (SOREDI) had determined to not meet again this month as there were few items for the agenda. In addition, Councilor Mannenbach reported enjoying the dinner with guests from Shōwa Japan.

Mayor Jenks added that there were two interpreters and lots of communication going on at the Shōwa dinner. Next, Mayor Jenks reported attending the Oregon Mayors Association (OMA) Conference in Medford together with approximately 50-75 mayors from all over Oregon. She further reported enjoying the attorneys' presentation on how to stay out of trouble. Another take away from the Conference was about cities having a strong partnership with School Districts, ultimately benefitting students. Additionally, she commended the OMA as well as the League of Oregon Cities (LOC) for their trainings and conferences. With regard to the City, Mayor Jenks reported walking down Linn Road with the Public Works Director, Robert Miller. All in all, Mayor Jenks was proud of the City's efforts in accommodating the residents that live along Linn Road although some fencing adjustments may be needed. In addition, Mayor Jenks reported working with the Planning Director, Mike Upston, on the sign Ordinance and improvements the area on Highway 62 near the gas station. Last, Mayor Jenks expressed appreciation to the Council and staff for welcoming guests from Shōwa Japan. She also presented gifts from Shōwa including a wall decoration depicting Shōwa, Gunma, and shared cookies made in Shōwa. Another gift was a small novelty type Buddha for Shōwa's tradition of making a goal, coloring in one eye, and then the other eye after the goal had been met. Either way, at the end of a year, the Buddha was to be thrown into a fire. Mayor Jenks commented that the Chamber of

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Commerce hopes for a new sound system for the City. Last, Mayor Jenks expressed appreciation to Council President Stanek for all of his work with Showa.

### 12. STAFF REPORTS

Mike Upston, Planning Director, provided a report about the recent Community Development Commission meeting with its continued work on the Master Plan, and a presentation by Historic Preservationist George Kramer about inventorying historic properties within Eagle Point. A report on historic properties is anticipated towards the end of the year or early next year with the possibility of a joint meeting with the Council to review the report. In addition, the Planning Commission is scheduled to meet this month and there is an annexation proposal that will likely result in a small subdivision. The proposed annexation will be presented at the Council meeting after that in September. At the Council meeting on August 27<sup>th</sup>, it is likely that a recommendation will be made for the City to receive property on Hidden Valley Drive that the developer no longer needs. Furthermore, Mr. Upston reported there will be a number of other development proposals coming forward throughout the year. Only the most current items will be in the Friday Letter instead of the previously more comprehensive reports.

Melissa Owens, Finance Director, reported working on grant management for Linn Road, Butte Creek Mill, and Stevens Road. Regarding Human Resources, a conditional offer was made to one person for the Public Works Laborer position; however, there is a strong second. A formal offer was recently made for a Water Operator and his start date depends on how quickly he can relocate here. There is also a Public Works Supervisor position but staff is working on the job description. With regard to Information Technology projects, Ms. Owens reported they are listed in the Friday Letter. Ms. Owens concluded by clarifying that the City did not pay for moving expenses for the Public Works Water Operator.

Robert Miller, Public Works Director, reported being in the 7<sup>th</sup> year of the pavement management program with the majority of seal coating and crack sealing nearing completion. An additional pavement protectant application, MicroCoat, will be coming up if the City receives viable bids. Possible grants for Royal Avenue include left turn lanes at Fargo and Ione. If successful, that project can be completed without Federal funding. Next, the Arrowhead Trail Path Project will have a preconstruction meeting later in the week. With regard to staffing, Mr. Miller is excited to welcome new staff and noted there had been a lot of effort put into recruitment with close to 100 applications for the laborer position. At the request of Mayor Jenks, Mr. Miller provided a brief update on Robert Trent Jones Boulevard explaining about delays for restriping and other traffic control methods until after Stevens Road is opened in September. Mr. Miller noted that project updates will continue and are available to the public.

Police Chief May reported on various officers attending supervisor training at the State, advanced roadside impairment training, and ALICE (Alert, Lockdown, Inform, Counter, Evacuate) training for City Hall and Harnish Wayside Park and Interpretive Center staff. Increased patrol efforts continued on Robert Trent Jones Boulevard and Alta Vista but there were few vehicles traveling at high speeds. The average speed was reported at about 29 m.p.h. except for some late night or early morning speeds of 40 m.p.h. There was additional discussion about cars or trucks parked along the roadside slowing down traffic.

Henry Lawrence, City Administrator, reported on the Finance Director's assistance on the pass-through grant with Business Oregon for the Butte Creek Mill Foundation.

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Mr. Lawrence further reported working with the Foundation's Board President, Sue Kupillas, to schedule a presentation by the Foundation at the next Council meeting or a meeting in September. Documentation will be provided by the Foundation for the agenda packet relating to questions provided by the City as a means of ensuring full compliance with the agreements between the State and Foundation. Additionally, Mr. Lawrence explained that a future reimbursement check of \$200,000 is anticipated for the Foundation. Last, Mayor Jenks inquired about bringing back the Purple Parrot discussion when appropriate. Attorney Miller responded that the City of Grants Pass has an Ordinance that can be used for inspiration, and she could work with the Planning Director and Police Department as to its impact.

There were no other staff reports.

13. INFORMATION

There were no information items for discussion.

Mayor Jenks announced that the Executive Session scheduled as Item No. 14 on the agenda would not be held. She also announced there was no other regular business scheduled after the Executive Session and that representatives of the news media would be allowed to attend the Executive Session. All other members of the audience were asked to leave the room until the Executive Session was closed. At 7:15 p.m., Mayor Jenks recessed the meeting.

14. EXECUTIVE SESSION PURSUANT TO ORS 192.660(2)(h), To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

This Executive Session was determined to be unnecessary and was not held.

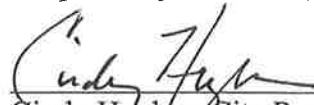
15. EXECUTIVE SESSION PURSUANT TO ORS 192.660(2)(d), To conduct deliberations with persons designated by the governing body to carry on labor negotiations.

At 7:22 p.m., Mayor Jenks opened the Executive Session pursuant to ORS 192.660(2)(d) and closed the Executive Session at 7:54 p.m.

16. ADJOURN

There being no further business, Mayor Jenks reconvened and closed the meeting at 7:55 p.m.

Respectfully submitted,



Cindy Hughes, City Recorder

ATTEST:

  
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Ruth Jenks, Mayor