



City of Eagle Point

City Council

REGULAR MEETING MINUTES JULY 28, 2020

1. CALL TO ORDER – 6:00 P.M.

Mayor Jenks called the regular meeting of the Eagle Point City Council to order via teleconference on July 28, 2020 at 6:00 p.m.

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

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

Guests: Jay O'Neil, Butte Creek Mill Foundation Board Member; Ashley Jensen, President, Eagle Point and Upper Rogue Chamber of Commerce; Bob Pinnell, Eagle Point Budget Committee Member; and members of the public and press.

Mayor Jenks welcomed everyone and discussed the designated period for audience questions or comments. Members of the audience were asked to refrain from commenting during the meeting. It was further noted that general questions or additional comment could be made by contacting City Hall during regular business hours.

2. AUDIENCE QUESTIONS/COMMENTS CONCERNING ITEMS NOT ON AGENDA

Mayor Jenks requested audience questions or comments to be brief and limited to items of an urgent nature. There were no audience questions or comments.

3. CONSENT CALENDAR

3.1 Presentation of City Council Meeting Minutes of July 14, 2020.

Mayor Jenks announced the Consent Calendar. There were no questions or comments. Councilor Mannenbach moved to approve the Consent Calendar, and Councilor Fierke seconded the motion. There was no discussion. Roll call: Bernie Grossman, yes; David Lacombe, yes; James Mannenbach, yes; Michael Stanek, yes; Kevin Walruff, yes; Bill Fierke, yes; and Ruth Jenks, yes. The motion passed unanimously.

4. 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 Lacombe inquired about Check No. 43487 regarding land surveying. Robert Miller, Public Works Director responded about the payment to Pariani Land

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Surveying including general surveying for an as-built related to development, a water line extension, and the Safe Routes to School Program. There being no further questions, Councilor Lacombe moved to approve the Bills to be Paid in the amount of \$29,678.04 and the Additional Bill List of \$47,190.97 for a Grand Total of \$76,869.01 (Submission No. 1). Councilor Grossman seconded the motion. There was no further discussion. Roll call: David Lacombe, yes; James Mannenbach, yes; Michael Stanek, yes; Kevin Walruff, yes; Bill Fierke, yes; Bernie Grossman, yes; and Ruth Jenks, yes. The motion passed unanimously.

5. OLD BUSINESS

- 5.1 Resolution No. 2020-32. A Resolution authorizing the City's withdrawal and termination of Intergovernmental Grant Agreement No. RS1909 with the Oregon Business Development Department (OBDD), and a Subgrant Agreement with the Butte Creek Mill Foundation, for the Historical Rebuild of the Butte Creek Mill.

Mayor Jenks announced Resolution No. 2020-32, noting if there was no Council objection, the Resolution would be rescheduled to the August 11, 2020 Council meeting to allow the Foundation additional time to provide the required documentation before the Oregon Business Development Department's cutoff deadline of August 15, 2020. There being no objection and with the Council's consent, Resolution No. 2020-32 was rescheduled for deliberation at the August 11, 2020 meeting.

- 5.2 Discussion regarding extending Resolution No. 2020-15, a Resolution that extended the authority granted in Resolution Nos. 2020-07, 2020-08, 2020-09, 2020-10, regarding temporary closure of City Hall, cancelling or postponing nonessential public meetings, staying enforcement of default utility bills and waiving fees for online payments, and authorizing paying the City's bills.

Aaron Prunty, City Administrator, reported on the Council approving a motion at the June 23, 2020 meeting to extend Resolution No. 2020-15 through the last Council meeting of July, at which time they wished to revisit the extension. Mr. Prunty further reported his understanding that the Council wished to revisit extending the Resolution at the second Council meeting of each month.

Mr. Prunty discussed the State's weekly COVID-19 report with demographics by Zip Code, including the 97524 area that is not limited to the city limits of Eagle Point. As of the June 23 meeting, less than 10 cases were reported within the 97524 Zip Code area. As of July 15, there were 12 cases. Last reported, there are a total of 16 cases within the area and an increase during the last two weeks of approximately 33% each week. As of the last Council meeting, Mr. Prunty reported the County-wide case number at 93 which has risen to 312 cases. In conclusion, Mr. Prunty discussed the appropriateness of extending the authority of Resolution No. 2020-15.

Councilor Fierke inquired about whether there were higher water bill delinquencies. Melissa Owens, Finance Director, responded that at last month's meeting an increase had been noticed. Reminders were sent about the consumer's responsibility to pay as well as resources for citizens to receive assistance. Ms. Owens further reported the

City's delinquencies for water bills are now about average. There was no further discussion.

MOTION: Council President Stanek offered a motion to extend Resolution No. 2020-15 extending Resolution No. 2020-15, a Resolution that extended the authority granted in Resolution Nos. 2020-07, 2020-08, 2020-09, 2020-10, regarding temporary closure of City Hall, cancelling or postponing nonessential public meetings, staying enforcement of default utility bills and waiving fees for online payments, and authorizing paying the City's bills. Councilor Walruff seconded the motion. Councilor Fierke asked whether or not Council President Stanek had stated the end date of the extension being the second meeting in August. Council President Stanek responded he had not but it was implied as it had been discussed. There was no further discussion. Roll call: James Mannenbach, yes; Michael Stanek, yes; Kevin Walruff, yes; Bill Fierke, yes; Bernie Grossman, yes; David Lacombe, yes; and Ruth Jenks, yes. The motion passed unanimously.

6. NEW BUSINESS

- 6.1 Resolution No. 2020-33. A Resolution authorizing a City of Eagle Point Personal/Professional Services Contract for the 2020 Seal Coat Project with C. R. Contracting LLC.

Robert Miller, Public Works Director, reviewed the related agenda statement explaining about the City of Eagle Point continuing the Pavement Management Program by seal coating residential streets in the summer of 2020. Two products are currently approved by the City for seal coating residential streets in Eagle Point: tire rubber modified surface sealer (TRMSS), and GSB-88 asphalt rejuvenator. Both products have a minimum 5-year life and curing time that allows the streets to be opened on the same evening as application.

Mr. Miller reported on the project being sent to statewide plan centers including the Daily Journal of Commerce and the Medford Builder's Exchange. Bids were opened on July 16, 2020 with only one bid received by the deadline by C.R. Contracting LLC in the amount of \$106,291. Mr. Miller reported this company has bid on this in the past along with the Crack Seal Project. With the bid coming in higher than in the past, staff proposed and recommended reducing the contract amount to \$83,500 and the square yards from 48,500 to approximately 35,100 square yards. Mr. Miller further reported that the streets removed from this year's project will be included in the 2021 Pavement Management Program.

There being no further discussion, Mayor Jenks offered to entertain a motion to approve Resolution No. 2020-33. Councilor Walruff made a motion to approve Resolution No. 2020-33, a Resolution authorizing a City of Eagle Point Personal/Professional Services Contract for the 2020 Seal Coat Project with C. R. Contracting LLC; and Councilor Grossman seconded the motion. Roll call: Michael Stanek, yes; Kevin Walruff, yes; Bill Fierke, yes; Bernie Grossman, yes; David Lacombe, yes; James Mannenbach, yes; and Ruth Jenks, yes. The motion passed unanimously.

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7. REPORTS FROM CITY COUNCIL AND CITY COMMITTEE REPRESENTATIVES

Councilor Fierke reported on a meeting with Eagle Point School District 9 and Kids Unlimited regarding opening a new facility at the old bingo hall in White City. An agreement is anticipated in the near future. The intent is to start a Pre-K and Kindergarten program this year depending on the virus and related aspects. Volunteers have been working to adjust the interior of the building to make it suitable for this program. In addition, Councilor Fierke reported on Kids Unlimited serving meals to students which is an ongoing program. Last, Councilor Fierke reported the Eagle Point School District is evaluating candidates for its open position on the Board.

Councilor Grossman announced the Community Development Commission is still in limbo, and therefore had no report.

There were no other reports.

8. STAFF REPORTS

Mayor Jenks announced that the Council had received the Friday Letter, available on the City's website, and asked if staff had anything to add to the Friday Letter.

Melissa Owens, Finance Director, reported on the Financial Report being in the Agenda Packet. At the end of the fiscal year, two areas were lower than anticipated, Local Gas Tax and reimbursement from the School District for the School Resource Officer. Councilor Fierke asked about gas tax projections for the year. Ms. Owens responded that the reduction may not be fully realized and agreed it could be more significant.

Robert Miller, Public Works Director, reported on this being a busy time of year with the Pavement Management Program underway and development continuing.

Chief May responded to Mayor Jenks inquiry about the OLCC Liquor License Renewal Notification. Chief May reported on four businesses not within the City limits which will be reported to the OLCC. However, Chief May did not express concern with the renewals. Mayor Jenks spoke about two businesses that had been discussed in the past. Chief May clarified that the issues had dealt with activities in the parking lot and did not relate to overserving customers.

There were no other staff reports.

9. INFORMATION

9.1 OLCC Liquor License Renewal Notification.

This item was discussed with Chief May during Staff Reports.

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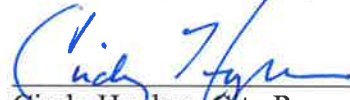
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10. ADJOURN

There being no further business, Mayor Jenks closed the meeting at 6:31 p.m.

Respectfully submitted,



Cindy Hughes, City Recorder

ATTEST:



Ruth Jenks, Mayor

Cindy Hyle
7-28-2020

7/28/2020
ADDITIONAL BILLS

<u>CHECK #</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
	AVISTA 1178540000	UTILITIES	\$ 89.36
	AXON ENTERPRISE, INC	BODY CAM	\$ 522.00
	BULL ENGINEERING, LLC	PROFESSIONAL SERVICES	\$ 3,212.50
	COMMSURF PRO LLC	CRACK SEAL	\$ 28,592.00
	DCBS-FISCAL SERVICES	STATE SURCHARGES APR-JUN	\$ 6,601.30
	LAWCO FIRE PROTECTION	MUSEUM FIRE SUPPRESSION	\$ 4,946.00
	NETWORK SERVICE COMPANY	SUPPLIES	\$ 81.00
	OWEN EQUIPMENT COMPANY	VEHICLE MAINT/REPAIR	\$ 588.11
	QUADIENT FINANCE USA, INC	POSTAGE	\$ 2,000.00
	STAPLES	SUPPLIES	\$ 558.70
		SUBTOTAL	\$ 47,190.97
		Regular Bill list	\$ 29,678.04
		GRAND TOTAL	\$ 76,869.01