



City of Eagle Point

City Council

REGULAR MEETING MINUTES MARCH 9, 2021

1. CALL TO ORDER – 6:00 P.M.

Mayor Jenks called the regular meeting of the Eagle Point City Council to order via Zoom on March 9, 2021 at 6:00 p.m.

Council Members Present: Ruth Jenks, Bernie Grossman, David Lacombe, Mike Moran (*joined the meeting at 6:18 p.m.*), Kathy Sell, Michael Stanek, 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, Community Development Director; Dean LeBret, Public Works Operations Supervisor (*joined the meeting at 6:08*); Nichole Petty, Account Clerk; and Cindy Hughes, City Recorder.

Guests: Colleen Roberts, Jackson County Commissioner (*joined the meeting at 6:24 p.m.*); Suzi Collins, Planning Commissioner; and members of the public and press.

Mayor Jenks welcomed everyone and discussed the designated period for audience questions or comments. 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 Regular Meeting Minutes of February 23, 2021.
- 3.2 Presentation of Special Study Session Minutes of March 2, 2021.

Mayor Jenks announced the Consent Calendar. There were no questions or comments. Council President Stanek moved to approve the Consent Calendar. Councilor Sell seconded the motion. There was no discussion following the motion. Roll call: Kathy Sell, yes; Michael Stanek, yes; Kevin Walruff, yes; Bernie Grossman, yes; David Lacombe, yes; Ruth Jenks, yes; and Mike Moran, absent. The motion passed unanimously by those present.

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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. There being no questions, Councilor Walruff moved to approve the Bills to be Paid in the amount of \$35,533.85 and the Additional Bill List of \$57,280.83 (Submission No. 1) for a Grand Total of \$91,913.31. Councilor Sell seconded the motion. There was no discussion following the motion. Roll call: Kathy Sell, yes; Michael Stanek, yes; Kevin Walruff, yes; Bernie Grossman, yes; David Lacombe, yes; Ruth Jenks, yes; and Mike Moran, absent. The motion passed unanimously by those present.

5. NEW BUSINESS

5.1 Review of 2021-2022 Council Goals.

Aaron Prunty, City Administrator, discussed the development of the goals at the recent Goal Setting Session and was not aware of any changes since then. Mayor Jenks commended Mike Upston, Community Development Director, for his assistance at that meeting. Further, Mayor Jenks expressed appreciation and congratulated everyone for the goals and work that went into them.

5.2 Discussion regarding the Eagle Point Emergency Water.

Robert Miller, Public Works Director, reviewed the related agenda statement in its entirety.

In summary, the City completed its last Water System Master Plan update in 2013, and completed USDA water system improvements in 2017. As with all municipal water systems, there are additional requirements over time.

RH2 Engineering is assisting the City with identifying necessary improvements. They recently completed a draft of an initial evaluation and Action Plan with recommendations specific to Eagle Point including seismic events. Council's review and comments were sought during the meeting for incorporation into the final plan.

Next steps include:

- Risk and Resilience Assessment (RRA) and Emergency Response Plan (ERP) to be completed.
- The U.S. Environmental Protection Agency (EPA) mandated RRA deadline is June 30, 2021. This will be coordinated in house by the Public Works Operations Supervisor.
- ERP certification is due within six months of RRA certification and is due by December 31, 2021.
- Staff will recommend the Emergency Response Plan to be funded as part of the 2021/2022 Budget process.

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Improvements shown in the action plan that have been in process include:

- Asbestos Cement Waterline Replacement (Royal Water Main);
- Emergency Backup Power to Highway 62 and 4.0 MG Pump Stations;
- Connection of High Pressure Zone to Low Pressure Zone (Palima Water; and Extension)
- Emergency Water Exploration.

Other improvements that have not been planned include:

- Installation of automatic isolation valves at reservoir; and
- Long term plan for replacing asbestos cement waterlines.

Mr. Miller recommended pursuing the identified improvements and Emergency Response Plan in the next budget year. Prioritizing replacement of asbestos cement water mains and water service lines was also recommended as budgeted funds become available. Additionally, Mr. Miller discussed the impacts of the Alameda fires, earthquake preparedness, and importance of looking at alternative water sources.

There was further discussion about funding and opportunities, City-owned water rights (including those not in the report), water purifying truck, and alternative water sources such as Butte Creek as an emergency source. Mr. Miller offered to explore that option. In conclusion, staff's proposal for the next or following year budget cycle is to begin replacing any of the water system that is 12" or greater.

6. REPORTS FROM CITY COUNCIL AND CITY COMMITTEE REPRESENTATIVES

Councilor Sell reported communications with Southern Oregon Regional Economic Development Inc. (SORED).

Mayor Jenks reported on ACCESS's Mayors United virtual fund raiser with approximately \$150,000 raised. She also reported meeting with the new County Commissioner Dave Dotterer. Some of his special interest areas are emergency preparedness and safety issues. He is also considering the possibility of getting the Mayors and Commissioners together periodically. However, County Commissioner Colleen Roberts is Eagle Point's representative with the City and will drop in from time to time. This was followed with a brief discussion about a mobile water truck for emergency use.

7. STAFF REPORTS

Mike Upston, Community Development Director, shared images from the Friday Letter on his computer and reported on the development shown therein. Mr. Upston's report also included a briefing about upcoming Planning Commissioning items, also shown in the Friday Letter. He further discussed items in the Friday Letter such as the draft riparian ordinance.

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Melissa Owens, Finance Director, reported most of the focus has been on budget preparation. Meeting date options will be sent out from staff soon for the meeting(s) at the end of May or beginning of June. Everything else was reported to be in the Friday Letter.

Robert Miller, Public Works Director, reported attending a portion of the Rogue Valley Area Commission on Transportation (RVACT) meeting. With regard to the 2021 Pavement Management Program, Loto Street will be expensive. It has been held off in anticipation of a federal stimulus project, like Main Street was paved.

There were no other reports.

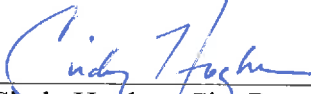
8. INFORMATION

There were no information items.

9. ADJOURN

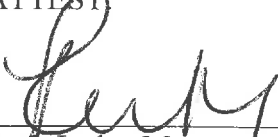
There being no further business, Mayor Jenks closed the meeting at 6:32 p.m.

Respectfully submitted,



Cindy Hughes, City Recorder

ATTEST



Ruth Jenks, Mayor

Submission No. 1 – Melissa Owens, Finance Dir.

Cindy Hyer
3-9-21

3/9/2021

ADDITIONAL BILLS

CHECK #	VENDOR	DESCRIPTION	AMOUNT
44359	ALADDIN LOCK & SAFE INC.	SUPPLIES	\$ 402.00
4460	ASANTE PHYSICIAN PARTNERS	PHYSICALS	\$ 232.00
44361	BADGER METER, INC	METER SERVICES	\$ 694.84
44362	BARTLETT TREE SERVICE	PARK MAINTENANCE	\$ 1,740.00
44363	CENTURY WEST ENGINEERING CORP	BUCHANAN ADA RAMPS	\$ 1,970.40
44364	CHARTER COMMUNICATIONS	UTILITIES	\$ 119.98
44365	DAVID M COREY, PHD, PC	PRE-EMPLOYMENT EVALS	\$ 1,190.00
44366	HUNTER COMMUNICATIONS	UTILITIES	\$ 2,363.09
44367	LIL' PANTRY	VEHICLE MAINT/REPAIR	\$ 45.00
44368	LOCAL GOVERNMENT LAW GROUP PC	LEGAL SERVICES	\$ 859.00
44369	MEDFORD WATER COMMISSION	MASTER METER CONSUMPTION	\$ 17,381.79
44370	NEILSON RESEARCH CORPORATION	WATER TESTING	\$ 350.00
44371	NETWORK SERVICES COMPANY	JANITORIAL SUPPLIES	\$ 1,696.03
44372	PACIFIC POWER-0012	UTILITIES	\$ 11,386.34
DRAFT	QUADIENT FINANCE USA, INC	POSTAGE	\$ 2,034.01
44373	ROGUE VALLEY COUNCIL OF GVT	MAPING SERVICES	\$ 96.66
44374	SAFETY DIRECTIONS, LLC	TRAINING	\$ 1,225.84
44375	STAPLES	SUPPLIES	\$ 407.43
44376	THE BUILDING DEPARTMENT, LLC	BUILDING OFFICIAL	\$ 11,361.67
44377	US CELLULAR	UTILITIES	\$ 1,724.75
		SUBTOTAL	\$ 57,280.83
	REFUND		
44378	HART, JAMES/KATHERINE	UTILITY REFUND	\$ 98.63

Regular Bill list \$ 34,533.85
GRAND TOTAL \$ 91,913.31