



City of Eagle Point

City Council

REGULAR MEETING MINUTES NOVEMBER 9, 2021

1. CALL TO ORDER – 6:00 P.M.

Mayor Jenks called the meeting to order at 6:12 p.m. via Zoom.

Council Members Present: Ruth Jenks, Bernie Grossman (joined the meeting at 6:18 p.m.), David Lacombe, Mike Moran, Kathy Sell, and Michael Stanek.

Council Members Absent: Kevin Walruff.

Staff Members Present: Aaron Prunty, City Administrator; Ryan Vanderhoof, City Attorney; Darin May, Police Chief; Melissa Owens, Finance Director; Mike Upston, Community Development Director; Dean LeBret, Public Works Operations Supervisor; Cindy Hughes, City Recorder; and Nichole Petty, Account Clerk.

Guests: Colleen Roberts, Jackson County Commissioner; Suzi Collins, Planning Commissioner; and a member of the press.

2. AUDIENCE QUESTIONS/COMMENTS CONCERNING ITEMS NOT ON AGENDA

There were no audience questions or comments.

3. CONSENT CALENDAR

3.1 Presentation of Regular Meeting Minutes of October 26, 2021.

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

4. PUBLIC HEARINGS

- 4.1 A public hearing to consider revising Eagle Point Municipal Code Title 10 Vehicles and Traffic, Chapter 10.12 Parking, Section 10.12.040 Mobile home, motor home, camper, van, car or truck parking – Prohibitions, and to receive public comment.

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Mayor Jenks announced the public hearing had been advertised and all legal notifications were made in compliance with state and local laws. Mayor Jenks further explained that in addition to a presentation from staff explaining the details of the proposal, all persons interested in offering testimony would be allowed to speak at the appropriate time.

Mayor Jenks opened the public hearing at 6:16 p.m. to consider revising Eagle Point Municipal Code Title 10 Vehicles and Traffic, Chapter 10.12 Parking, Section 10.12.040 Mobile home, motor home, camper, van, car or truck parking – Prohibitions, and to receive public comment from interested parties.

Aaron Prunty, City Administrator, reported that at the Council meeting of October 12th, Councilor Moran discussed revising Eagle Point Municipal Code (EPMC) 10.12.040. During that meeting, the Council proposed striking the last clause in Section A. This item was reviewed again at the October 26th meeting wherein staff was directed to bring it back for a public hearing for the Council to determine whether it should be a permanent change to the municipal code. Mr. Prunty further explained about written public testimony having already been submitted and included in the agenda packet (Submission No. 1 and 2) as well as more recent testimony (Submission No. 3) from Millie Wewerka (Eagle Point Planning Commissioner). Mr. Prunty offered to read the letter; however, there was not a request to do so.

Councilor Grossman joined the meeting at 6:18 p.m.

Mayor Jenks opened for public testimony in favor and opposition of the proposal but there was no public testimony other than the written submissions. There being no further public testimony, Mayor Jenks closed the public hearing at 6:19 p.m.

Next, Mayor Jenks explained that Ordinance No. 2021-05 was related to the public hearing. With no objection to changing the order of business, Mayor Jenks invited the Council to discuss and deliberate the proposed Ordinance.

Council discussion ensued wherein Councilor Sell expressed appreciation for Millie Wewerka's suggestion about applying for a permit if someone wanted to stay longer than 72 hours. However, Councilor Sell noted there are empty RVs on the streets and that the public street is not a good storage area. Councilor Moran followed with a statement about making the streets safer and eliminating road hazards. Council President Stanek reported that Highlands Drive has RVs all over and wanted to see it managed but did not want the city in the RV parking business. Councilor Lacombe agreed that RV parking can be a safety issue. Mayor Jenks expressed concern about allowing visitors to park longer than residents.

There being no further discussion, Mayor Jenks offered to entertain a motion to adopt Ordinance No. 2021-05. Councilor Moran motioned to approve Ordinance No. 2021-05, an Ordinance revising Eagle Point Municipal Code Title 10 Vehicles and Traffic, Chapter 10.12 Parking, Section 10.12.040 Mobile home, motor home, camper, van, car or truck parking – Prohibitions. Council President Stanek proposed the

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Ordinance with an amendment to change the two weeks to 72 hours. Councilor Lacombe seconded Council President Stanek's motion. Councilor Sell asked for clarification about whether the change was for an additional 72 hours or the first 72 hours. Council President Stanek proposed to approve Ordinance No. 2021-05 that revises the municipal code as presented; however, changing the two weeks to applying for an additional 72 hours. Councilor Sell offered a second. Council President Stanek initiated discussion about the order of business. Mayor Jenks proposed voting on the amendment first. Discussion followed with Councilor Moran asking for clarification about removal of the two-week period and making it 72-hour parking for visitors. Mayor Jenks asked about whether provisions for a permit process were included. Mr. Prunty responded that none had been made but it could be simplified as a no-cost permit with all approved as part of a record keeping process or it could be something else as directed by the Council. Council President Stanek clarified that the 72-hour period was the Ordinance and an additional 72-hour period could be granted for a rare circumstance. Councilor Sell discussed tracking a permit system. Councilor Moran added that if it wasn't going to be as presented that he would like to see 72-hours for everyone, noting enforcement is complaint driven but the two-week parking period needed to go. Next, Mayor Jenks requested the City Recorder to state the motion.

MOTION: Cindy Hughes, City Recorder, stated the motion to adopt Ordinance No. 2021-05, an Ordinance revising Eagle Point Municipal Code Title 10 Vehicles and Traffic, Chapter 10.12 Parking, Section 10.12.040 Mobile home, motor home, camper, van, car or truck parking – Prohibitions, as presented with an allowance to request an additional 72 hours. Council President Stanek offered a first and Councilor Sell seconded. There being no further discussion, Mayor Jenks requested a roll call vote. Roll call: Bernie Grossman, yes; David Lacombe, yes; Kathy Sell, yes; Michael Stanek, yes; Mike Moran, no; Ruth Jenks, no; and Kevin Walruff, absent. The motion passed with four yes votes and two no votes.

5. 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 or discussion, Councilor Lacombe motioned to approve the Bills to be Paid in the amount of \$105,021.57 and the Additional Bill List of \$6,217.94 (Submission No. 4) for a Grand Total of \$111,239.51. Councilor Moran seconded the motion. There was no discussion following the motion. Roll call: Bernie Grossman, yes; David Lacombe, yes; Mike Moran, yes; Kathy Sell, yes; Michael Stanek, yes; Ruth Jenks, yes; and Kevin Walruff, absent. The motion passed unanimously by those present.

6. NEW BUSINESS

6.1 Ordinance No. 2021-05. An Ordinance revising Eagle Point Municipal Code Title 10 Vehicles and Traffic, Chapter 10.12 Parking, Section 10.12.040 Mobile home, motor home, camper, van, car or truck parking – Prohibitions.

This item was deliberated after the public hearing scheduled above as Item No. 4.1.

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- 6.2 Resolution No. 2021-45. A Resolution proclaiming support for the Butte Creek Mill Foundation.

Aaron Prunty, City Administrator, reported Jay O'Neil of the Butte Creek Mill Foundation had requested the City Council's support at the last meeting. Mr. Prunty further reported that the proposed Resolution is similar to the sample provided by Mr. O'Neil.

There being no further discussion, Mayor Jenks offered to entertain a motion to approve Resolution No. 2021-45. Councilor Sell made a motion to approve Resolution No. 2021-45, a Resolution proclaiming support for the Butte Creek Mill Foundation. Mayor Jenks seconded the motion. There was no discussion following the motion. Roll call: David Lacombe, yes; Mike Moran, yes; Kathy Sell, yes; Michael Stanek, yes; Bernie Grossman, yes; and Ruth Jenks, yes; and Kevin Walruff, absent. The motion passed unanimously by those present.

- 6.3 Resolution No. 2021-46. A Resolution authorizing the selection of consultant(s) for engineering services for water system improvements.

Aaron Prunty, City Administrator, reported the city had put out a Request for Statement of Qualifications (RFQ) for engineering services related to water system improvements. Three companies provided Statements of Qualifications; however, two of the companies only responded to a portion of the associated tasks. RH2 Engineering responded to all tasks and are able to provide service for all of the tasks. The companies were Flagline Engineering; R&W Engineering, Inc.; and RH2 Engineering, Inc. Staff, including the Finance Director, Public Works Operations Supervisor, Public Works Lead Water Operator, and City Administrator, reviewed the Statements of Qualifications and ranked them. RH2 Engineering was ranked highest by staff, and they would like to engage RH2 Engineering for water system improvements.

Mayor Jenks initiated discussion about past services by RH2 Engineering for the Water Master Plan. Mr. Prunty did not recall whether they had completed the Water Master Plan but noted RH2 Engineering does a significant amount of engineering work for cities in the valley. They are also currently working on an emergency response plan for the city, and had prepared a resilience plan for the city. RH2 Engineering is familiar with the city and are a local company out of Medford. Moreover, one of the principals of the company calls Eagle Point and Butte Falls his home. Councilor Moran asked about the company name and whether they had operated under other names. Mr. Prunty reported they had been RH2 Engineering for as long as he had known. One of the principals is Jeff Ballard and Rachel Lanigan had previously been with RH2. Councilor Sell added that she was glad to see us working with local companies.

There being no further discussion, Mayor Jenks offered to entertain a motion to approve Resolution No. 2021-46. Councilor Moran made a motion to approve Resolution No. 2021-46, a Resolution authorizing the selection of consultant(s) for engineering services for water system improvements. Councilor Sell seconded the motion. There was no discussion following the motion. Roll call: Mike Moran, yes; Kathy Sell, yes;

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Michael Stanek, yes; Bernie Grossman, yes; David Lacombe, yes; Ruth Jenks, yes; and Kevin Walruff, absent. The motion passed unanimously by those present.

- 6.4 Resolution No. 2021-47. A Resolution authorizing a Letter of Agreement to extend a Wholesale Water Service Agreement with the Medford Water Commission.

Aaron Prunty, City Administrator, commented that the Council is aware the city purchases its water from the Medford Water Commission and there is a related agreement to do so. Mr. Prunty further reported the city had entered into a five-year wholesale water agreement in 2016 that has since expired. The proposed Letter of Agreement was offered by the Medford Water Commission to extend the agreement by five years.

There being no further discussion, Mayor Jenks offered to entertain a motion to approve Resolution No. 2021-47. Council President Stanek made a motion to approve Resolution No. 2021-47, a Resolution authorizing a Letter of Agreement to extend a Wholesale Water Service Agreement with the Medford Water Commission. Councilor Moran seconded the motion. There was no discussion following the motion. Roll call: Kathy Sell, yes; Michael Stanek, yes; Bernie Grossman, yes; David Lacombe, yes; Mike Moran, yes; Ruth Jenks, yes; and Kevin Walruff, absent. The motion passed unanimously by those present.

7. REPORTS FROM CITY COUNCIL AND CITY COMMITTEE REPRESENTATIVES

Councilor Grossman reported he looks forward to the discussion about the makeup of the new commission.

Councilor Lacombe reported on the upcoming Jackson County Fire District #3 Board meeting.

Councilor Sell did not attend the Southern Oregon Regional Economic Development Inc. (SOREDI) meeting in order to attend a meeting with Congressman Cliff Bentz. Councilor Sell reported on only nine people at the table to represent all cities in the area. Discussion focused on challenges in the region such as not enough employees, marijuana and hemp grows, funding for the Sheriff's law enforcement related to marijuana and hemp grows, and a problem with getting pharmaceuticals filled. Afterwards, the Town Hall meeting was well attended though not all were fans. In closing, Councilor Sell expressed appreciation for Congressman Bentz taking the time to meet with cities and listening.

Mayor Jenks reported working from past practices and procedures to complete the City Administrator's review. Steps include identifying two City Councilors to interview staff, City Administrator's self-evaluation, and consolidating the City Councilor's review into one comprehensive report. Three meetings are anticipated to complete the process. Councilors Lacombe and Sell had previously expressed interest in completing the interview process and there were no objections. Mayor Jenks further explained that the Council will listen to the reports from staff meetings and receive the completed self-evaluation prior to completing their own evaluations.

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8. STAFF REPORTS

Mike Upston, Community Development Director, reported development activities are in the Friday Letter. Earlier in the day, he signed the final subdivision map for E. Barton Subdivision, Phase 1. The first building permit for the Mt. Pitt Subdivision was also approved. Additionally, the proposed lodging facility at the golf course will be reviewed for approval at the Planning Commission meeting later in the month.

Melissa Owens, Finance Director, reported that one positive thing about COVID is taking advantage of virtual training such as the recent BOLI training that is always hosted in Portland. Some of the focus was COVID related but there was also good information on employment law, case law, performance reviews, and hiring and firing. Ms. Owens further reported on updating 10-year projections that should be ready or near ready to share in January.

Dean LeBret, Public Works Operations Supervisor, reported moving forward with all Public Works staff obtaining a Class A CDL approval. Staff is also working to get revised quotes for museum fire suppression system, and parts backordered for Lucas Park have come in. Other than that, staff is working on banners, leaf collection, and preparing for the Veterans Day event. Last, Mr. LeBret reported on a citizen's concerns about pollutants in the water system that stemmed from a report by the Environmental Working Group. Its water standards are more stringent for hexavalent chromium than naturally occurring levels. Mr. LeBret went on to explain that the Medford Water Commission has been tracking levels since the 1980's and it has not been higher than 1 part per billion. The Environmental Protection Agency (EPA) standards is 100 parts per billion before it becomes an actionable event. Currently, the levels in Eagle Point range between .103 and .196 parts per billion for hexavalent chromium. Mayor Jenks expressed appreciation for Mr. LeBret's report.

Aaron Prunty, City Administrator, reported submitting reports to the Department of Environmental Quality (DEQ) including the TMDL and MS4 with an additional report attached to the MS4. The TMDL report has been approved. Mr. Prunty acknowledged the assistance of Mike Upston, Community Development Director, and Dean LeBret, Public Works Operations Supervisor. Mr. Prunty also reported on a couple of current paving projects and utility work.

Cindy Hughes, City Recorder, reported she would be reaching out to the Council to assist in preparing for the City Administrator review.

9. INFORMATION

There were no information items.

10. EXECUTIVE SESSION PURSUANT TO ORS 192.660(2)(f), To consider information or records that are exempt by law from public inspection.

Mayor Jenks cancelled the Executive Session

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11. ADJOURN

There being no further business, Mayor Jenks closed the meeting at 7:31 p.m.

Respectfully submitted,



Cindy Hughes, City Recorder

ATTEST:



Ruth Jenks, Mayor

Cindy Hughes

From: Laura Brown <lauraleebrown1957@gmail.com>
Sent: Friday, October 29, 2021 9:25 PM
To: Cindy Hughes

Dear Cindy,

I own a 2011 canyon star and I have family in prospect, medford and gold hill. I come up and stay in eagle point because my church is Trail Christian Fellowship. It is more feasible for me to stay in Eagle Point. Please do not pass this as it would be devastating to me as I'm in my 60s. There must be something like only registered and insured newer motorhomes that can stay without impacting me. I love shady cove and a. On a fixed income and can not afford the steep rents as I am on ski and to pay a park would take my entire check. Please reconsider.

Thank you
Laura Brown



Eagle Point City Council
17 Buchanan Ave. South
Eagle Point, OR 97524

November 1, 2021

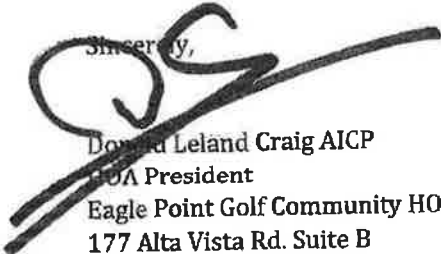
RE: Letter of Support for RV Parking Amendment

Dear City Council:

The Board of Directors of the Eagle Point Golf Community HOA and the 630 homeowners the Board represents wish to voice their full support of the proposed amendment to the Eagle Point Municipal Code 10.12.040 to remove the exception for short term out of town visitors to park RVs or trailers on City Streets for a period not to exceed two weeks in one calendar year. The HOA has similar restrictions within the community, so we understand the need for such a revision with street crowding, visibility concerns while driving, and pedestrian safety.

The HOA would love to see a further amendment in the future giving authority to planned communities and other similar entities to regulate street parking to help keep streets clean, visible, and safe.

Sincerely,



Donald Leland Craig AICP
HOA President
Eagle Point Golf Community HOA
177 Alta Vista Rd. Suite B
Eagle Point, OR 97524

Cindy Hughes

From: M Wewerka <squirree1@hotmail.com>
Sent: Sunday, November 7, 2021 2:53 PM
To: Cindy Hughes; Bernard Grossman; David Lacombe; Michael Stanek; Ruth Jenks; Kevin Walruff; Mike Moran; Kathy Sell
Subject: Revision to municipal code on RV parking

Dear city councillors:

I am opposed to the revision of the municipal code on RV parking as it is currently submitted. It is reasonable and appropriate for visitors to be able to park on our public streets when visiting local residents. I have had such visitors myself from out of state. I would support tightening the regulation if it included the possibility of a local resident applying for a permit for more extended parking by visitors. Such application could include the anticipated length of time and a description of the vehicle. The permit could be displayed on the vehicle to indicate that parking is permitted for a longer time.

Millie Wewerka
Eagle Point resident

PS: Cindy, please include this comment for the public hearing as a comment in opposition to the proposed revision of the code.

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Submission No. 4 -Melissa Owens, Finance Director

Cindy H... 11-9-21

11/9/2021
ADDITIONAL BILLS

<u>CHECK #</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
45277	FERGUSON WATERWORKS # 3011	WATER SYSTEM MAINTENANCE	\$ 736.16
45278	PACIFIC PAVING, INC	ASPHALT PATCHING-WATER LEAKS	\$ 3,516.78
45279	SOUTHERN OREGON TRANSPORTATION ENG.	SHASTA SPEED/BARTON SIGHT	\$ 1,965.00

TOTAL= \$ 6,217.94

Regular Bill list \$ 105,021.57
GRAND TOTAL \$ 111,239.51