



# City of Eagle Point

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## City Council

### REGULAR MEETING MINUTES MAY 24, 2022

#### 1. CALL TO ORDER – 6:00 P.M.

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

Council Members Present: Ruth Jenks, David Lacombe, Mike Moran, Robert Pinnell, Kathy Sell (via Zoom), and Kevin Walruff.

Council Members Absent: Michael Stanek.

Staff Members Present: Aaron Prunty, City Administrator; Mark Bartholomew, City Attorney; Darin May, Police Chief; Melissa Owens, Finance Director; Mike Upston, Community Development Director; Cindy Hughes, City Recorder; and Nichole Petty, Account Clerk.

Guests: Colleen Roberts, Jackson County Commissioner (6:09 p.m.); Millie Wewerka, Planning Commissioner and Budget Committee applicant; Melissa King, Budget Committee applicant; Tracy Packebush, Budget Committee applicant; and members of the public and press.

#### 2. FLAG SALUTE AND INVOCATION

Mayor Jenks led the Pledge of Allegiance and Councilor Lacombe offered the invocation.

#### 3. AUDIENCE QUESTIONS/COMMENTS CONCERNING ITEMS NOT ON AGENDA

There were no audience questions or comments.

#### 4. PUBLIC HEARING

##### 4.1 Public Hearing in the matter of amending Eagle Point Municipal Code, Title 8 Health and Safety, Chapter 8.08 Nuisances, and declaring offensive lighting a public nuisance.

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.

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Mayor Jenks opened the public hearing at 6:03 p.m. to consider revising Eagle Point Municipal, Title 8 Health and Safety, Chapter 8.08 Nuisances, and declaring offensive lighting a public nuisance, and to receive public comment from interested parties.

Aaron Prunty, City Administrator, reported the City Council had held meetings regarding the proposed code change to the Municipal Code. The proposed ordinance included a definition for offensive lighting and provision for the ordinance to become effective 30 days after adoption.

Mayor Jenks opened for public testimony in favor and opposition of the proposal but there was no public testimony. There being no further discussion, Mayor Jenks closed the public hearing at 6:05 p.m.

Next, Mayor Jenks explained that Ordinance No. 2022-01 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.

There being no further discussion, Mayor Jenks offered to entertain a motion to adopt Ordinance No. 2022-01, amending Eagle Point Municipal Code, Title 8 Health and Safety, Chapter 8.08 Nuisances, and declaring offensive lighting a public nuisance. Councilor Moran motioned to approve Ordinance No. 2022-01 and Councilor Walruff seconded the motion. There was no discussion following the motion. Roll call: David Lacombe, yes; Mike Moran, yes; Robert Pinnell, yes; Kathy Sell, yes; Kevin Walruff, yes; Ruth Jenks, yes; and Michael Stanek, absent. The motion passed unanimously by those present.

### 5. CONSENT CALENDAR

5.1 Presentation of Regular Meeting Minutes of May 10, 2022.

5.2 Presentation of Study Session Minutes of May 16, 2022.

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

### 6. 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 the payment to Tekmanagement, Inc. Melissa Owens, Finance Director, explained the payment covered support services with printers and software related to virus protection. There being no further questions or discussion, Councilor Moran motioned to approve the Bills to be Paid in the amount of \$65,909.47 and the Additional Bill List of \$5,360.88 (Submission No. 1) for a Grand Total of \$71,270.35. Councilor Pinnell seconded the motion. There was no discussion following the motion. Roll call: Kathy Sell, yes; Kevin Walruff, yes; David Lacombe, yes; Mike Moran, yes; Robert Pinnell, yes; Ruth Jenks, yes; and Michael Stanek, absent. The motion passed unanimously by those present.

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### 7. NEW BUSINESS

- 7.1 Ordinance No. 2022-01. An Ordinance amending Eagle Point Municipal Code, Title 8 Health and Safety, Chapter 8.08 Nuisances, and declaring offensive lighting a public nuisance.

Ordinance No. 2022-01 was previously discussed and adopted following the public hearing listed as Item No. 4.1.

- 7.2 Resolution No. 2022-16. A Resolution appointing citizen members to the Eagle Point Budget Committee.

Cindy Hughes, City Recorder, reported five vacancies on the Eagle Point Budget Committee with varying term lengths. Advertisement of the vacancies was made. Applications were received by Wyn Lewis and Millie Wewerka for consideration of reappointment, and from Melissa King, Tracy Packebush and Jessica Welch. All candidates met the membership qualifications.

Mayor Jenks suggested reappointment of Wyn Lewis and Millie Wewerka and appointment of the other positions by receipt date of the applications. There was no objection from the applicants or Council.

With the Council's agreement, Mayor Jenks requested the City Recorder to state the motion as discussed.

MOTION: Cindy Hughes, City Recorder, stated the motion to approve Resolution No. 2022-16, a Resolution appointing citizen members of the Eagle Point Budget Committee, more specifically, Wyn Lewis and Millie Wewerka shall be reappointed beginning immediately through May 23, 2025; Tracy Packebush appointed beginning immediately through May 23, 2024; and Melissa King and Jessica Welch appointed beginning immediately through May 23, 2023.

Mayor Jenks offered the motion as stated by the City Recorder, and Councilor Moran seconded the motion. There was no further discussion following the motion. Roll call: Kevin Walruff, yes; David Lacombe, yes; Mike Moran, yes; Robert Pinnell, yes; Kathy Sell, yes; Ruth Jenks, yes; and Michael Stanek, absent. The motion passed unanimously by those present.

- 7.3 Resolution No. 2022-17. A Resolution authorizing funds to complete the design build of a service truck for Public Works.

Aaron Prunty, City Administrator, reviewed the related agenda statement about the necessity of additional funds to complete the design build of the service truck. When first approved over a year ago, the cost included the service body, but it increased by approximately \$4,000 since the original approval. Mr. Prunty noted supply chain issues caused the delay in receiving the truck and while the truck price was fixed, the service body cost was not.

Following a brief technical discussion about the truck and service body specifications, Mayor Jenks offered to entertain a motion to approve Resolution No. 2022-17. Councilor Sell made a motion to approve Resolution No. 2022-17, a Resolution

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authorizing funds to complete the design build of a service truck for Public Works. Councilor Lacombe seconded the motion. There was no further discussion following the motion. Roll call: David Lacombe, yes; Mike Moran, yes; Robert Pinnell, yes; Kathy Sell, yes; Kevin Walruff, yes; Ruth Jenks, yes; and Michael Stanek, absent. The motion passed unanimously by those present.

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

Councilor Walruff reported attendance at the Planning Commission meeting and deferred the report of that meeting to Mike Upston, Community Development Director.

Councilor Lacombe reported on Fire District 3's monthly meeting as well as an emergency training event at the airport. He also reported on additional staffing for the Agate and Dodge Road Fire Stations through the summer.

Councilor Moran announced the Rogue Valley Council of Governments (RVCOG) meeting scheduled for the following day.

Councilor Pinnell reported on the circus coming to town and planning for the 4<sup>th</sup> of July events.

Mayor Jenks reported on a Speaker's Series with the Guardians of the Museum about Eagle Point's history. Most recently, she participated in the series about Eagle Point's women mayors. Mayor Jenks also reported attending a Rogue Valley Metropolitan Planning Organization meeting wherein there was discussion about possible changes to transportation management areas and project selection for grants. Further, Mayor Jenks honored the passing of Helen Wolgamott, a long-time volunteer, noting her heart was with the Museum, Avenue of the Flags, and veteran causes.

Councilor Sell reported on a recent Zoom meeting with Showa and planning for their visit in 2023, including an invitation for the 4<sup>th</sup> of July celebration. Last, she fondly spoke about Helen Harnish Wolgamott, and her influence on the community. Councilor Pinnell added that the services will be held at the Grange Hall on June 18<sup>th</sup>.

### 9. STAFF REPORTS

Mike Upston, Community Development Director, reported on consistently high development with subdivision activity on the north and south sides of town. Additionally, the Planning Commission approved the Golf Resort Lodging & Enclave Residential project on Alta Vista Drive, and recommended Council approval of the 343 N. Deanjou Subdivision. Phase 2 of the East Barton Subdivision is in final civil engineering plan review, and Phases 19 and 20 of the Eagle Point Golf Community have been discussed with the Holt Group. Last, Mr. Upston provided an update on the Downtown Lighting Infill Project.

Melissa Owens, Finance Director, noted the monthly finance report through April 30 is in the agenda packet. Although the report is good, the city has processed more building permits than projected, which results in higher SDCs than projected. Regarding the budget

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document, staff planned to have the document ready by the end of the week. Along with the nationwide challenges of employee recruitment, Eagle Point's recruitment continues for several vacancies (Finance Supervisor, Police Officer, Public Works Director, Public Works Laborer, and a Public Works Water Operator).

Police Chief May reported on officer training for crisis intervention. Chief May also spoke to the challenges of recruitment and provided a brief update about testing for the open police officer position.

Aaron Prunty, City Administrator, let the Budget Committee members know they could reach out to staff if there are questions before the Budget Committee meeting.

Cindy Hughes, City Recorder, expressed appreciation to the new Budget Committee members, and reported on recruitment for the Planning Commission and the elected offices of Mayor and City Council.

10. INFORMATION

There were no information items.

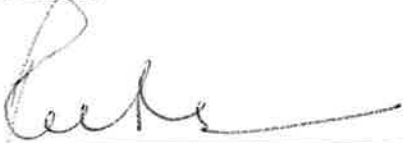
11. ADJOURN

There being no further business, Mayor Jenks closed the meeting at 6:46 p.m.

Respectfully submitted,

  
Cindy Hughes, City Recorder

ATTEST:

  
Ruth Jenks, Mayor

Submission No. 1 - Page 1 of 1  
/s/ Cindy Hughes on 5/24/2022

5/24/2022  
ADDITIONAL BILLS

<u>CHECK #</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
45902	CANTEL OF MEDFORD, INC	SAFETY SUPPLIES	\$ 144.00
45903	CONSTRUCTION ENGINEERING CONST	EP-LOTO LIGHTING ESTIMATE	\$ 1,317.50
45904	EAGLE POINT UPPER ROGUE CHAMBER	CHAMBER DUES	\$ 200.00
45905	HEAVEN SCENT FLOWERS	SPEAKERS/MUSEUM EVENT	\$ 188.99
45906	HORNECKER COWLING LLP	CITY ATTORNEY	\$ 1,580.00
45907	PACIFIC OFFICE AUTOMATION	COPIER MAINTENANCE	\$ 528.40
45908	TEKMANAGEMENT, INC	IT SUPPORT/SOFTWARE	\$ 1,361.48
45909	US CELLULAR	UTILITIES	\$ 40.51
<b>TOTAL=</b>			<b>\$ 5,360.88</b>

Regular Bill list \$ 65,909.47  
**GRAND TOTAL \$ 71,270.35**