



City of Eagle Point

City Council

REGULAR MEETING MINUTES AUGUST 23, 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, Robert Pinnell, Kathy Sell, and Michael Stanek.

Council Members Absent: Mike Moran, and Kevin Walruff.

Staff Members Present: Aaron Prunty, City Administrator; Mark Bartholomew, City Attorney; Darin May, Police Chief; Melissa Owens, Finance Director; Dean LeBret, Public Works Operations Supervisor; Cindy Hughes, City Recorder; and Sunny Roland, Temporary Clerk.

Guests: Emily McIntire, Eagle Point School Board Member and candidate for Oregon House of Representatives - District 56; Patricia Jensen, applicant to Neighborhood Enhancement Commission; and members of the public and press.

2. FLAG SALUTE AND INVOCATION

Mayor Jenks led the flag salute and Councilor Lacombe offered the invocation.

3. AUDIENCE QUESTIONS/COMMENTS CONCERNING ITEMS NOT ON AGENDA

Emily McIntire, school board member and candidate for House of Representatives - District 56, reported on the newly defined area of the district and introduced herself as a strong advocate of Eagle Point. There were no other audience questions or comments.

4. PUBLIC HEARINGS

There were no public hearings.

5. CONSENT CALENDAR

5.1 Presentation of Regular Meeting Minutes of August 9, 2022.

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; Robert Pinnell, yes; David Lacombe, yes; Ruth Jenks, yes; Mike Moran, absent; and Kevin Walruff, absent. The motion passed unanimously by those present.

City of Eagle Point Council Meeting Minutes

August 23, 2022

Page 2 of 4

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 asked about the difference in the total amount of the original bill list compared to the amount presented in the additional bills list. Melissa Owens, Finance Director, reported a check in the amount of \$70 had been voided which reduced the total to match the amount shown on the Additional Bill List. There being no further questions, Councilor Lacombe motioned to approve the Bills to be Paid in the amount of \$190,444.18 and the additional bills list of \$2,459.24 (Submission No. 1) for a Grand Total of \$212,899.42. Councilor Sell seconded the motion. There was no discussion following the motion. Roll call: Michael Stanek, yes; Robert, Pinnell, yes; David Lacombe, yes; Kathy Sell, yes; Ruth Jenks, yes; Mike Moran, absent; and Kevin Walruff, absent. The motion passed unanimously by those present.

7. NEW BUSINESS

- 7.1 Resolution No. 2022-29. A Resolution appointing a Neighborhood Enhancement Commissioner.

Mayor Jenks welcomed applicant Patricia Jensen. Mrs. Jensen, a resident of Eagle Point for 2.5 years, introduced herself for consideration of appointment to the Neighborhood Enhancement Commission. Mrs. Jensen answered numerous questions from the Council, explaining about her current and past experiences and a passion to serve the community.

Mayor Jenks offered a motion to approve Resolution No. 2022-29, appointing Patricia Jensen as a Neighborhood Enhancement Commissioner. Councilor Lacombe seconded the motion. There was no discussion following the motion. Roll call: David Lacombe, yes; Robert Pinnell, yes; Kathy Sell, yes; Michael Stanek, yes; Ruth Jenks, yes; Kevin Walruff, absent; and Mike Moran, absent. The motion passed unanimously by those present.

- 7.2 Resolution No. 2022-30. A Resolution authorizing a Research Services Agreement No. 32112 with the University of Oregon for the City of Eagle Point Parks Master Plan Update.

Aaron Prunty, City Administrator, reported there had been a lot of discussion about the parks master plan, last updated in 2005. Although additional work has been done since then, it was previously decided to bring on a consultant to complete the plan. Mr. Prunty further reported on a review of plans with the University of Oregon that appears to be consistent with the city's desired outcome. They have completed park master plans for the cities of Madras, Phoenix, and Talent.

Discussion continued about the students and professors in the graduate level class that will complete the plan. The contract includes six working visits to Eagle Point, and work with the Neighborhood Enhancement Commission as a conduit between the university and the public. Mr. Prunty added that the proposed parks master plan

City of Eagle Point Council Meeting Minutes

August 23, 2022

Page 3 of 4

would be a useable document, based on council goals, for staff and council to reference routinely and work toward.

A brief discussion followed about a former commission working on a master plan, a redlined document; however, it was not completed. The 2005 Parks Master Plan will be provided to the Council for historical perspective.

There being no further discussion, Mayor Jenks offered to entertain a motion to approve Resolution No. 2022-30. Council President Stanek motioned to approve Resolution No. 2022-30, a Resolution authorizing a Research Services Agreement No. 32112 with the University of Oregon for the City of Eagle Point Parks Master Plan Update. Councilor Lacombe seconded the motion. There was no discussion following the motion. Roll call: David Lacombe, yes; Robert Pinnell, yes; Kathy Sell, yes; Michael Stanek, yes; Ruth Jenks, yes; Kevin Walruff, absent; and Mike Moran, absent. The motion passed unanimously by those present.

7.3 Discussion regarding Barton Road and Highway 62 traffic analysis.

Mayor Jenks announced this item will be deferred to a future meeting when Councilors Moran and Walruff are available.

8. REPORTS FROM CITY COUNCIL AND CITY COMMITTEE REPRESENTATIVES

Councilor Lacombe announced he will not be running for City Council but will continue to volunteer.

Councilor Pinnell reported attending a recent Eagle Point Chamber of Commerce Board meeting and discussed them hosting a street dance. The Chamber is not able to do that at this time, but he may talk with another group. Regarding parks, he is looking into whether another city in the region is trying to give back a dog park and skate park to Jackson County due to maintenance issues.

Mayor Jenks announced plans to attend a meeting with the Oregon Department of Transportation regarding a possible roundabout at Highway 62 and 234. Further, Mayor Jenks announced the Mayors United fundraising event with ACCESS coming up in October.

9. STAFF REPORTS

Melissa Owens, Finance Director, reported offers or conditional offers for a Police Records Clerk and Public Works Laborer. Recruitment continues for a Public Works Director, Finance Supervisor, and Account Clerk. Further, Ms. Owens reported preparation work with the auditors for a virtual audit in October. Regarding information technology, a few more computers are being updated in the Police Department and multifactor authentication of council email accounts is required.

Dean LeBret, Public Works Operations Supervisor, responded to questions about the new street sweeper. Although it is smaller, it has a larger capacity than the larger sweeper. The street sweeper is operated on Thursdays or Fridays, but the schedule can be interrupted by water breaks or other essential functions. With regard to summer road maintenance, Aaron

City of Eagle Point Council Meeting Minutes

August 23, 2022

Page 4 of 4

Prunty, City Administrator, reported the city is focusing more on water infrastructure this year but expects to see road maintenance pick back up next year.

Police Chief May reported on a conditional offer to Adam Kruzona with an anticipated start date in mid-September. The department is not fully staffed.

Aaron Prunty, City Administrator, reported he will attend the CIS Conference (CIS – city’s insurance provider).

Cindy Hughes, City Recorder, announced the filing deadline of August 25th for elected offices. In addition, recruitment is ongoing for three vacancies on the Planning Commission.

10. INFORMATION

There were no information items.

Mayor Jenks announced there was no other regular business of the City Council after the Executive Sessions. At 6:57 p.m., Mayor Jenks recessed the regular meeting of the Eagle Point City Council and called for a short break.

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

Mayor Jenks opened the executive session at 7:01 p.m. and closed at 7:09 p.m.

12. 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.

Mayor Jenks opened the executive session at 7:09 p.m. and closed at 7:16 p.m.

13. ADJOURN

Mayor Jenks closed the regular meeting at 7:16 p.m.

Respectfully submitted,



Cindy Hughes, City Recorder

ATTEST:



Ruth Jenks, Mayor

City Council - August 23, 2022
Submission No. 1 - M. Owens, Finance Director

Cindy Flynn 8-23-2022

8/23/2022
ADDITIONAL BILLS

<u>CHECK #</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
46241	ACCESS	MAYORS UNITED	\$ 250.00
46242	ICMA	ANNUAL DUES	\$ 983.04
46243	LEADSONLINE	ANNUAL DUES	\$ 1,968.00
46244	OREGON ACCREDITATION ALLIANCE	ANNUAL ACCREDITATION FEE	\$ 1,963.00
46245	TEKMANAGEMENT, INC	SOFTWARE SUBSCRIPTION/COMPUTER PURCHASE	\$ 6,397.31
46246	US BANK	SUPPLIES/TRAVEL/TRAINING/BLDG MAINT	\$ 10,862.89
46247	UPPER ROGUE INDEPENDENT	ANNUAL SUBSCRIPTION	\$ 35.00
TOTAL=			\$ 22,459.24

Regular Bill list \$ 190,440.18
GRAND TOTAL \$ 212,899.42