



# CITY OF EAGLE POINT

*"Gateway to the Lakes"*

OREGON

EAGLE POINT CITY COUNCIL  
17 BUCHANAN AVE. SOUTH, EAGLE POINT, OREGON

MAY 14, 2012

## SPECIAL MEETING MINUTES

### 1. CALL TO ORDER.

Mayor Russell called the special meeting to order at 7:00 p.m.

Council members present: Bob Russell, Alan Curriston, Bill Fierke, Ruth Jenks, Jonathan Bilden, Wayne Brown and Kathy Sell.

Staff members present: Henry Lawrence, City Administrator; Melissa Owens, Finance Officer; Robert Miller, Public Works Director and Sara Miller, Planning Aide.

Bill Miller of the Medford Mail Tribune was also present.

### 2. FLAG SALUTE AND INVOCATION.

Mayor Russell led the flag salute and Council President Curriston led the invocation.

### 3. **Resolution 2012-33.** A Resolution authorizing the City Administrator to enter into an agreement with Civil West Engineering Services, Inc. for Phase 1 – Preliminary Engineering for the 3.6 MG Water Tank Repair.

Mayor Russell announced **Resolution 2012-33**, a Resolution authorizing the City Administrator to enter into an agreement with Civil West Engineering Services, Inc. for Phase 1 – Preliminary Engineering for the 3.6 MG Water Tank Repair, and asked for the staff report. Mr. Miller explained that at the May 8 meeting council gave authorization to the City Administrator to negotiate a contract for the Request for Proposal for Engineering Services and Geotechnical, Geologic, and/or Hydrogeologic Services for Water System Distribution. He further explained that the proposal from Civil West Engineering Services, Inc. is recommended for Phase – 1 preliminary Engineering for the 3.6 MG water tank, at a not to exceed cost of \$80,102.00. He noted that the final cost may be less if the initial review reveals less geotechnical or structural analysis than estimated. Mr. Miller briefly reviewed the agreement

and noted that Garret Pallo of Civil West was in attendance to explain the details of the proposal.

Mr. Pallo approached the council and explained that he and his team have met with staff and have been working diligently to provide and design a scope for the project with what is known at this time. He introduced two members of his team in attendance, Arlan Rippe, Chief Geotechnical Engineer for PBS Engineering and Erik Peterson, Peterson Structural Engineers. He noted that Mr. Peterson is the premier structural engineer in the Northwest for DYK tanks. Mr. Pallo noted that with approval, his team will meet tomorrow with staff and begin surveying the interior and exterior of the tank. He explained that the Scope of Services was put together with assumptions, and as the team fully inspects the tank they will know more details which may or may not coincide with the assumptions. Mr. Pallo went on to review the Scope of Services. He noted that he has received a copy of the computerized model of the city water system created by the city engineering firm, which appears to be well put together. He explained that he will need to add a few subdivisions and also verify elevations. The Scope of Services includes time for him to work on the model to see how the water system should work and determine what improvements need to be made.

Councilor Fierke asked what the budget would look like should the team inspect the tank and find the best case scenario. Mr. Pallo explained that the best case scenario would necessitate only leak repair and prevention with no structural involvement, and he noted that once the tank is inspected the team will adjust costs based on the specific findings. He stated that the worst case scenario would include structural and geotechnical problems creating a slide potential. He explained that all of the findings will be conveyed to staff and council.

The councilors discussed the details of Phase 1 with Mr. Pallo. There was also discussion of the specific tank design between the councilors and Mr. Peterson. Mr. Lawrence asked the estimated cost to rebuild the tank. Mr. Peterson estimated that a new tank would cost approximately \$3.5 million if the site was completely prepped.

It was noted that the title of **Resolution 2012-33** should be re-worded to say that it is authorizing the City Administrator to enter in to an agreement with Civil West Engineering Services, Inc. for Phase 1 – Preliminary Engineering for the 3.6 MG Water Tank.

Council President Curriston moved that council approve **Resolution 2012-33**, a Resolution authorizing the City Administrator to enter into an agreement with Civil West Engineering Services, Inc. for Phase 1 – Preliminary Engineering for the 3.6 MG Water Tank Repair. Councilor Brown seconded the motion. There was no further discussion. Roll call: Alan Curriston, aye; Bob Russell, aye; Bill Fierke, aye; Ruth Jenks, aye; Jonathan Bilden, aye; Wayne Brown, aye; Kathy Sell, aye. The motion passed unanimously.

Mr. Pallo thanked the council.

4. **Resolution 2012-34.** A Resolution authorizing the City Administrator to enter into an agreement with Rogue Valley Family YMCA to provide Summer Day Camp in Eagle Point.

Mayor Russell announced **Resolution 2012-34**, a Resolution authorizing the City Administrator to enter into an agreement with Rogue Valley Family YMCA to provide Summer Day Camp in Eagle Point and asked for the staff report. Mr. Miller explained that staff has been in contact with the YMCA to provide a Summer Daycamp program for 2012, and they preliminarily agreed to provide a two week summer pilot program that would run Monday through Friday from 9:00 a.m. to 3:00 p.m. for grades first through sixth grade. He noted that the cost would be \$50 a week, with scholarships available at a reduced rate. He further explained that the families would need to provide lunches, but everything else would be provided by the program, including snacks. He also noted that City hall will take registrations, pass out YMCA flyers and facilitate use of the "Outback" campus through the school district. Mr. Miller announced that he was expecting the final proposal from the YMCA earlier in the day but has not received it. He is asking council to approve the Resolution authorizing the City Administrator to enter into an agreement with the YMCA for a Summer Daycamp program as outlined. He noted that the program would most likely be held the last part of July or first part of August, and would be contingent upon a facility use agreement with the school district. The councilors discussed details of the program with Mr. Miller. The councilors expressed their desire for a successful partnership with the YMCA so that the program could be expanded next summer.

Councilor Fierke moved that council approve **Resolution 2012-34**, a Resolution authorizing the City Administrator to enter into an agreement with Rogue Valley Family YMCA to provide Summer Day Camp in Eagle Point. Councilor Sell seconded the motion. There was no further discussion. Roll call: Kathy Sell, aye; Jonathan Bilden, aye; Bill Fierke, aye; Bob Russell, aye; Ruth Jenks, aye; Alan Curriston, aye; Wayne Brown, aye.

5. **Resolution 2012-35.** A Resolution authorizing staff to advertise a Request for Proposals (RFP) for providing services related to a Pavement Condition Survey.

Mayor Russell announced **Resolution 2012-35**, a Resolution authorizing staff to advertise a Request for Proposals (RFP) for providing services related to a Pavement Condition Survey, and asked staff to present the report. Mr. Miller explained that the city has undergone substantial growth over the past several years and many roads are showing deterioration and are in need of maintenance. He noted that in order to develop a pavement management system and maintenance plan, the pavement needs to be evaluated. Reviewing the Request for Proposal, he explained that the Pavement Condition Survey would field review 38 center miles of pavement, prioritize the condition and recommend maintenance strategies. He noted that staff needs a prioritized index by block so that maintenance options can be explored.

Councilor Fierke asked the estimated cost, if there is money budgeted for the RFP and which budget the funds would come from. Mr. Miller proposed that the funds would be part of the 2012/2013 budget with some funds available this fiscal year. He noted that work would begin July 1, 2012 with funds coming from the new chip seal line item. Mr. Lawrence noted that staff feels a budget of \$30,000 would be appropriate for the project. Councilor Jenks stated that Mr. Lawrence and Mr. Miller are already extremely busy with the water and transportation projects and grants. She is concerned that the chip seal project would be too much to add to the workload. Mr. Lawrence agreed that they have many balls in the air, but he noted that the projects are all critical for water and streets. Mr. Miller explained that several big projects are

finishing up such as Fargo Street and the South Shasta path. He noted that staff hopes that the 3.6 MG reservoir project will be resolved quickly so that they can focus on other necessary projects.

Mr. Lawrence announced that staff will bring the proposals back to council.

Councilor Jenks moved that council approve **Resolution 2012-35**, a Resolution authorizing staff to advertise a Request for Proposals (RFP) for providing services related to a Pavement Condition Survey. Councilor Bilden seconded the motion. There was no further discussion. Roll call: Wayne Brown, aye; Ruth Jenks, aye; Alan Curriston, aye; Jonathan Bilden, aye; Bob Russell, aye; Kathy Sell, aye; Bill Fierke, aye. The motion passed unanimously.

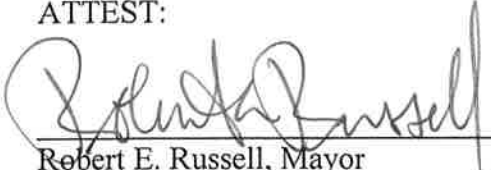
6. ADJOURNMENT.

There being no further business to come before the council, Mayor Russell adjourned the special meeting at 7:37 p.m.

Respectfully submitted,

  
\_\_\_\_\_  
Sara Miller

ATTEST:

  
\_\_\_\_\_  
Robert E. Russell, Mayor