



City of Eagle Point

City Council

REGULAR MEETING MINUTES
MARCH 14, 2023

1. CALL TO ORDER – 6:00 P.M.

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

Council Members Present: Kathy Sell, Stacy Fields, David Lacombe, Robert Pinnell, Kevin Walruff, Jessica Welch, and Michael Stanek.

Staff Members Present: Aaron Prunty, City Administrator; Mark Bartholomew, City Attorney; Michael Anselmi, Police Sergeant; Melissa Owens, Finance Director; Mike Upston, Community Development Director; Dean LeBret, Public Works Operations Supervisor; Amber Schuster, Accounting Supervisor; and Cindy Hughes, City Recorder.

Guests: Colleen Roberts, Jackson County Commissioner; Peter Kuhl, 71Five CAMPUS – Eagle Point Youth Center; Nola Benedict, applicant to the Planning Commission; Michael Mosee, applicant to the Planning Commission; Millie Wewerka, Budget Committee Member and Planning Commissioner; Michael Wood, applicant to the Planning Commission; and members of the public and press.

2. FLAG SALUTE AND INVOCATION

Mayor Sell led the flag salute and Councilor Welch offered the invocation.

3. AUDIENCE QUESTIONS/COMMENTS CONCERNING ITEMS NOT ON AGENDA

Peter Kuhl of 71Five CAMPUS – Eagle Point Youth Center asked for consideration of an amendment to the Municipal Code to allow a 5' chain-link fence as a safety measure to protect the youth that frequently play ball sports on their campus. Council discussion ensued wherein Aaron Prunty, City Administrator, confirmed that an amendment to the Municipal Code could be brought back for the Council's consideration.

There were no other audience questions or comments concerning items not on the agenda.

4. CONSENT CALENDAR

4.1 Presentation of Regular Meeting Minutes of February 28, 2023.

Mayor Sell announced the Consent Calendar. There were no questions or comments. Council President Stanek moved to approve the Consent Calendar. Councilor Pinnell seconded the motion. There was no discussion following the motion. Roll call: Jessica Welch, yes; Robert Pinnell, yes; Michael Stanek, yes; Stacy Fields, yes; David Lacombe, yes; Kevin Walruff, yes; and Kathy Sell, yes. The motion passed unanimously.

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5. PRESENTATION OF BILLS TO BE PAID

Mayor Sell asked if there were questions about the bills to be paid including the additional bills list. There being no questions, Councilor Walruff motioned to approve the Bills List in the amount of \$66,022.09 and the Additional Bill List in the amount of \$23,798.36 (Submission No. 1), for a grand total of \$89,820.45. Councilor Lacombe seconded the motion. There was no discussion following the motion. Roll call: Robert Pinnell, yes; Michael Stanek, yes; Stacy Fields, yes; David Lacombe, yes; Kevin Walruff, yes; Jessica Welch, yes and Kathy Sell, yes. The motion passed unanimously.

6. OLD BUSINESS

- 6.1 Update on work in progress for the Parks Master Plan – Mike Upston, Community Development Director.

Mike Upston, Community Development Director, reviewed the related agenda statement and reported work on the Parks Master Plan being about 3 to 4 months in progress with 2 to 3 months left. Mr. Upston further reported being pleased with the team's work and the highly successful survey results. Priorities identified from the survey included: desire for more park amenities, service to a broad group of park users, and safe pedestrian connectivity. The next meeting of the Neighborhood Enhancement Commission is scheduled on April 10.

- 6.2 Update on the pending commercial development at the southeast corner of Crystal Drive and Highway 62 – Mike Upston, Community Development Director.

Mike Upston, Community Development Director, provided an update as detailed in the related agenda statement. There are new owners, and changes to the use of the property are anticipated but could not be discussed at this time. Although the time frame is not known, Mr. Upston reported it is not uncommon for a developer to not share early development plans with the City. It was also made clear that the City was not holding up the development.

7. NEW BUSINESS

- 7.1 Update on permanent mobile food vendor regulations – Mike Upston, Community Development Director.

Mike Upston, Community Development Director, reported it had been nearly 10 years since the adoption of the mobile food vendor Ordinance. Mr. Upston further reported on the Planning Commission's recent approval of a permanent mobile food vendor and work on determining implementation of the Municipal Code.

Discussion continued wherein the Council expressed their interest to explore options for food trucks. Mayor Sell requested to review the Municipal Code. Aaron Prunty, City Administrator, offered to bring this item to a future meeting or study session.

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- 7.2 Resolution No. 2023-11. A Resolution appointing Eagle Point Planning Commissioners.

Cindy Hughes, City Recorder, introduced this item and reported all applicants were in attendance. Further, appointment by the City Council was to be made in accordance with the Oregon Revised Statutes and Eagle Point Municipal Code. The vacancies had been advertised in the Upper Rogue Independent, City's utility billing newsletter, City's website, and bulletin board at City Hall. Ms. Hughes reviewed the residency requirements as detailed in the related agenda statement. Each applicant discussed their qualifications and desire to serve.

There being no further discussion, Mayor Sell offered to entertain a motion to approve Resolution No. 2023-11. Council President Stanek motioned to approve Resolution No. 2023-11, a Resolution appointing Eagle Point Planning Commissioners Brad Hewitt and Michael Wood, seconded by Councilor Walruff. There was a brief discussion about the motion process but no other discussion following the motion. Roll call: Michael Stanek, yes; Stacy Fields, yes; David Lacombe, yes; Kevin Walruff, yes; Jessica Welch, yes; Robert Pinnell, yes; and Kathy Sell, yes. The motion passed unanimously.

8. REPORTS FROM CITY COUNCIL AND CITY COMMITTEE REPRESENTATIVES

Councilor Lacombe expressed appreciation to the Planning Commission applicants for their interest in serving the City and their service to the United States.

Councilor Welch reported on the recent Neighborhood Enhancement Commission meeting wherein they continued work on the Parks Master Plan and have determined to move forward with the dog park planning at Little Butte Park.

Councilor Pinnell reported on development efforts through Southern Oregon Regional Economic Development Inc. (SORED) to bring in high tech business.

Mayor Sell reported airline tickets had been secured for students and chaperones to travel to Showa Japan. In addition, adults from Showa will join in on the 4th of July celebration, riding in a trolley car during the parade. An invitation to ride on the trolley was extended to staff, Council and Commissioners.

There were no other reports.

9. STAFF REPORTS

Mike Upston, Community Development Director, reported on the review of the Eagle Point High School Ag Building, and progress on the Downtown Lighting Project.

Melissa Owens, Finance Director, reported on recruitment of the Police Chief and Public Works Director positions, and the Budget meetings to be held in late May.

Dean LeBret, Public Works Operations Supervisor, reported preparations for the future installation of the bridge at the Harnish Wayside Park.

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Police Sergeant Anselmi reported on the current operations in the Police Department as well as the Department's focus on DUIs and assisting the County with a local property owner's condemned buildings.

Mark Bartholomew, City Attorney, apologized for cancelling Council training and announced plans to reschedule soon.

Aaron Prunty, City Administrator, reported attending the Oregon Association of Water Utilities conference wherein he learned a lot about public works, valves, water systems, and some of the things Eagle Point is working on now or planned to work on in the future. He also reported the conference was a good networking opportunity.

There were no other reports.

Following staff reports, Mayor Sell announced Item 10 was an Executive Session pursuant to Oregon Revised Statute 192.660(2)(e), to conduct deliberations with persons designated by the governing body to negotiate real property transactions. Representatives of the news media were allowed to attend the Executive Session. All other members of the audience were asked to leave the meeting but invited to rejoin the meeting after the Executive Session. Mayor Sell then recessed the regular meeting of the Eagle Point City Council at 6:53 p.m.

10. EXECUTIVE SESSION PURSUANT TO ORS 192.660(2)(e), To conduct deliberations with persons designated by the governing body to negotiate real property transactions.

Mayor Sell opened the Executive Session pursuant to ORS 192.660(2)(e) at 6:57 p.m. and closed the Executive Session at 7:07 p.m.

11. ADJOURN

Mayor Sell closed the regular meeting of the City Council at 7:08 p.m.

Respectfully submitted,


Cindy Hughes, City Recorder

ATTEST:


Kathy Sell, Mayor

Cindy Hughes 3-14-2023

3/14/2023
ADDITIONAL BILLS

<u>CHECK #</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
46940	MILLER, AMAYAH	UTILITY REFUND	\$ 320.81
46941	CONNIE HAYES	ASHPOLE REFUND	\$ 157.50
46942	BAXTER AUTO PARTS #20	VEHICLE MAINTENANCE	\$ 204.95
46943	EAGLE POINT/UPPER ROGUE COMMUNITY	DONATION SHOWA JAPAN BENEFIT DINNER	\$ 350.00
46944	FERGUSON WATERWORKS #3011	WATER SYSTEM MAINTENANCE	\$ 2,305.29
46945	KAS & ASSOCIATES, INC	PROFESSIONAL SERVICES/SD PROJECTS	\$ 1,560.72
46946	LOCAL GOVERNMENT LAW GROUP PC	PROFESSIONAL SERVICES	\$ 247.50
46947	MEDFORD WATER COMMISSION	MASTER METER CONSUMPTION	\$ 17,860.63
46948	OR DEPT OF MOTOR VEHICLES	SUSPENSION PACKETS	\$ 4.25
46949	QUADIENT, INC	ANNUAL MAINT EQUIPMENT/SOFTWARE	\$ 501.02
46950	VERIZON WIRELESS	MDT AIRTIME-PD	\$ 285.69

ADDITIONAL BILLS TOTAL \$ 23,798.36

Regular Bill list \$ 66,022.09
GRAND TOTAL \$ 89,820.45