



# CITY OF EAGLE POINT

*"Gateway to the Lakes"*

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## OREGON

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

JULY 9, 2013

### REGULAR MEETING MINUTES

1. CALL TO ORDER – 7:00 P.M.

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

Council Members Present: Bob Russell, Jonathan Bilden, Wayne Brown, Bill Fierke, Ruth Jenks, Aaron Prunty and Kathy Sell.

Staff Members Present: Henry Lawrence, City Administrator; Joe Kellerman, City Attorney; Robert Miller, Public Works Director; Melissa Owens, Finance Officer; Vern Thompson, Police Chief; Mike Upston, Planning Director; and Cindy Hughes, City Recorder.

Guests: Don Skundrick, County Commissioner; Suzi Collins and Millie Wewerka, Planning Commissioners; Jerry Zieman, Budget Committee Member; and members of the public and press.

2. FLAG SALUTE AND INVOCATION

Mayor Russell led the Pledge of Allegiance and Jerry Zieman provided the invocation.

3. AUDIENCE QUESTIONS OR COMMENTS CONCERNING ITEMS NOT ON THE AGENDA

Rick Chamberlain of Eagle Point complimented the Council and Chief Thompson for their service. He also stated his objection of the recent donation to the Eagle Point Community Association. Mayor Russell welcomed Mr. Chamberlain to visit with him about the donation.

4. PRESENTATIONS

There were no presentations on the agenda.

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### 5. PUBLIC HEARINGS

There were no public hearings on the agenda.

### 6. CONSENT CALENDAR

6.1 Presentation of the Regular Meeting Minutes of June 25, 2013.

6.2 Final Order No. 13-03, Greenhills Village PA#13-03:PD/PLATAMEND.

Mayor Russell announced the Consent Calendar and asked for a motion. Councilor Bilden moved to approve the Consent Calendar as presented and Councilor Sell seconded the motion. There was no further discussion. Roll call: Wayne Brown, aye; Bill Fierke, aye; Aaron Prunty, aye; Kathy Sell, aye; Ruth Jenks, aye; Jonathan Bilden, aye; and Bob Russell, aye. The motion passed unanimously.

### 7. CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT CALENDAR

There were no items considered for removal from the Consent Calendar.

### 8. PRESENTATION OF BILLS TO BE PAID

Mayor Russell asked if there were any questions about the bills to be paid including the Additional Bills List (Submission No. 1). Councilor Jenks inquired about the payment for the sidewalk project which Robert Miller, Public Works Director, stated was the final payment. Councilor Jenks also inquired about the bill for Beaver Tree Service and how the need for tree removal was identified. Mr. Miller responded that an arborist's opinion as well as that of the City Administrator is taken into account before deciding to remove trees. Councilor Sell asked about Hardy Engineering's services, and Mr. Miller responded they are the City's engineer of record and provide development review. A brief discussion followed about those services. Roll call: Kathy Sell, aye; Bill Fierke, aye; Wayne Brown, aye; Aaron Prunty, aye; Jonathan Bilden, aye; Ruth Jenks, aye; and Bob Russell, aye. The motion passed unanimously.

### 9. OLD BUSINESS

There was no old business to discuss.

### 10. NEW BUSINESS

10.1 Resolution No. 2013-42. A Resolution authorizing a City of Eagle Point Personal/ Professional Services Contract with Pacific Asphalt Surface Sealing, LLC, for the Seal Coat 2013 Improvements.

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Robert Miller, Public Works Director, explained that Capitol Asset & Paving Services, Inc., had provided a Pavement Condition Index and prioritized list of improvement recommendations. Next, Mr. Miller reviewed the recommendations for seal coat projects for 2013 (map shown on overhead – Submission No. 2), and documentation about the seal coat application (TRMSS - Tire Rubber Modified Surface Sealer) was provided (Submission No. 3).

Mr. Miller discussed street repair options including crack sealing, chip sealing, seal coating, and asphalt overlay. The low bid of \$123,250 for the seal coat project was submitted by Pacific Asphalt Surface Sealing, LLC. Mr. Miller confirmed the total budget for road maintenance was \$350,000, and any unused funding from the seal coat project could be used for additional pavement rehabilitation. Mr. Miller concluded by recommending approval of the Resolution for seal coating as it is the most economical preventive pavement maintenance.

Mayor Russell asked for a motion to approve **Resolution No. 2013-42**. Councilor Bilden made a motion to approve **Resolution No. 2013-42** and Councilor Brown seconded the motion. There was no further discussion. Roll call: Ruth Jenks, aye; Aaron Prunty, aye; Bill Fierke, aye; Wayne Brown, aye; Jonathan Bilden, aye; Kathy Sell, aye; and Bob Russell, aye. The motion passed unanimously.

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

Council President Fierke reported the next School Board Meeting was scheduled for July 10.

Councilor Bilden reported there had not been a League of Oregon Cities (LOC) Board meeting or a SOREDI Board meeting, although the League's Annual Awards Committee had begun its work.

Councilor Jenks reported on the application review process for transportation enhancement funds through the Rogue Valley Metropolitan Planning Organization (RVMPO). A recommendation is due back to the State in October.

Councilor Prunty reported the Parks and Recreation Commission had a meeting scheduled for July 11. A brief discussion followed about the Commission having a quorum for the meeting.

Councilor Brown reported there had not been a Rogue Valley Sewer Services (RVSS) Board Meeting.

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Councilor Sell reported there would not be a Planning Commission meeting in July. She spoke about the visit by delegates from our Sister City, Showa, Japan, and passed around a picture from their visit (Submission No. 4). She concluded by expressing her appreciation to all those involved in making it a successful visit.

Mayor Russell reported attending a meeting of the Rogue Valley Council of Governments (RVCOG) and a meeting of Jackson County's Economic Development Advisory Committee. Further, the delegates from Showa, Japan, were received at the airport, visited the Rogue Creamery, Quiring and Fierke residences, and areas of Eagle Point. Discussion followed about the Sister City's desire to have more Eagle Point students visit Showa and the possibility of other exchanges.

### 12. STAFF REPORTS

Mike Upston, Planning Director, provided a progress update about Federal Emergency Management Agency (FEMA) evaluating the greatest flood hazards in the region to identify possible mitigation work. Mr. Upston concluded by reporting on Eagle Point's covered bridge which now has a bronze plaque designating it as being on the National Registry of Historic Places.

Melissa Owens, Finance Officer, announced there would be an opening and advertisement for the position of Accounting Supervisor as the current person is relocating out of the area. Regarding the City's website, there has been an increase of visitors to the website and more information will be provided at the next meeting. Additionally, the City's Finance Department is continuing its efforts in transitioning through fiscal years.

Robert Miller, Public Works Director, reported Public Works has been wrapping up its end of the year work and complimented his staff. He spoke about the Loto Street sidewalk project being a model project, and reported a challenge with fencing and spacing had been resolved by teamwork with the contractor and engineer. Mr. Miller concluded by apologizing for the inconvenience to citizens and expressed appreciation for their patience during the project.

Police Chief Thompson announced a new police officer, Mike Imel, had been hired. He also reported on July 4th and it was noted there was a great presence by the Police Department during the festivities. A brief discussion was held about the use of illegal fireworks.

Joe Kellerman, City Attorney, did not provide a report.

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Henry Lawrence, City Administrator, expressed his appreciation to the Council for their support while he was away on a personal matter. He provided an update about federal funds to purchase food for local food banks; and on a separate subject stated he would respond to a citizen's letter that had recently been provided to the Council. Upcoming items to be addressed included dangerous buildings, traffic court in lieu of paying fines (internet or in-class), and refinancing of City debt.

Cindy Hughes, City Recorder, reminded the Council to mark their calendars to join the Showa students visiting City Hall on August 7<sup>th</sup>.

13. INFORMATION

There were no information items for discussion.

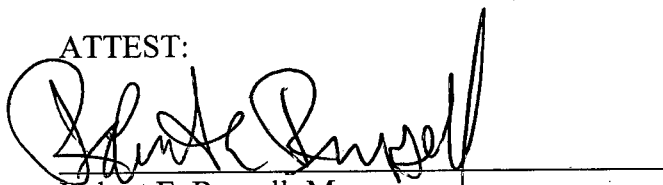
14. ADJOURN

There being no further business, Mayor Russell closed the meeting at 7:37 p.m.

Respectfully submitted,

  
Cindy Hughes, City Recorder

ATTEST:

  
Robert E. Russell, Mayor