



CITY OF EAGLE POINT

"Gateway to the Lakes"

OREGON

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

APRIL 8, 2014

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, Aaron Prunty, and Kathy Sell.

Council Members Absent: Ruth Jenks.

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: Dan Horton, Architect; Leon Sherman and Jerry Zieman, Budget Committee; Suzi Collins and Millie Wewerka, Planning Commissioners; 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

There were no questions or comments regarding items not on the agenda.

4. PRESENTATIONS

4.1 Presentation regarding Old Fire Station Property Workshop – Dan Horton, Architect.

Mayor Russell welcomed local architect, Dan Horton. Mr. Horton reported meeting with City staff and preparing for the Community Workshop on May 3 at the Ashpole

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Community Center. Mike Upston, Planning Director, will assist with the Workshop that will cover possible uses of the property. Council inquired about the lots for the property which consists of three, one large lot facing Main Street and the other two facing Loto. A brief discussion followed and a flyer for the Workshop (Submission No. 1) was also provided to the Council. Everyone was invited to attend the Workshop.

5. PUBLIC HEARINGS

There were no public hearings.

6. CONSENT CALENDAR

6.1 Presentation of Regular Meeting Minutes of March 25, 2014.

6.2 Presentation of Minutes of the Joint Meeting of the City Council and Parks and Recreation Commission of March 25, 2014.

Mayor Russell announced the Consent Calendar and asked for a motion. Councilor Bilden moved to approve the Consent Calendar as presented and Councilor Brown seconded the motion. Council President Fierke asked about a statement in the Joint Meeting Minutes regarding the Council's support of a new Parks Master Plan. He further noted there had been concern expressed about hiring someone at \$30,000. A brief discussion followed which clarified there was support for the City looking at grant opportunities to assist with a Master Plan. There was no further discussion. Roll call: Jonathan Bilden, aye; Wayne Brown, aye; Bill Fierke, aye; Aaron Prunty, aye; Kathy Sell, aye; Bob Russell, aye; and Ruth Jenks, absent. The motion passed unanimously by those present.

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 questions about the bills to be paid. There were no questions regarding the bills to be paid. Councilor Bilden moved to approve the Bills to be Paid including the additional bills list (Submission No. 2) in the amount of \$8,066.22. Council President Fierke seconded the motion. There was no further discussion. Roll call: Wayne Brown, aye; Bill Fierke, aye; Aaron Prunty, aye; Kathy Sell, aye; Jonathan Bilden, aye; Bob Russell, aye; and Ruth Jenks, absent. The motion passed unanimously by those present.

9. OLD BUSINESS

There was no old business to discuss.

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10. NEW BUSINESS

- 10.1 Resolution No. 2014-08. A Resolution appointing Citizen Members to the Eagle Point Budget Committee.

Mayor Russell explained there were currently three vacancies for Citizen Members on the Budget Committee. The vacancies had been advertised in the Upper Rogue Independent, the City's website, bulletin board in City Hall, and in the City's utility bill mailings. Applications were received from Brad Rundle (a current Budget Committee Member), Leon Sherman (a current Budget Committee Member), and Millie Wewerka (Planning Commissioner). Mayor Russell further explained that in accordance with Oregon Revised Statute 294.414, the governing body shall appoint the Budget Committee Members. The terms are staggered and appointments are effective immediately through April 7, 2017. Councilor Sell confirmed that the appointments would complete the membership of the Budget Committee. There was no further discussion.

Mayor Russell asked for a motion to approve Resolution No. 2014-08. Council President Fierke made a motion to approve Resolution No. 2014-08 and Councilor Prunty seconded the motion. There was no discussion. Roll call: Bill Fierke, aye; Aaron Prunty, aye; Kathy Sell, aye; Jonathan Bilden, aye; Wayne Brown, aye; Bob Russell, aye; and Ruth Jenks, absent. The motion passed unanimously by those present.

- 10.2 Resolution No. 2014-09. A Resolution authorizing a Sole Source Contract with TMG Services, Inc., for purchase of a PAX Water Mixer (PWM400-170-T) for the 4.0 MG Water Tank Mixing.

Robert Miller, Public Works Director, clarified the Contract is with TMG Services, Inc., the authorized sales representative of the PAX Water Mixer. Civil West Engineering Services, Inc. (Civil West), analyzed passive and active water mixing systems. Mr. Miller reported that the analysis revealed the PAX Water Mixer is the only mixer capable of mixing the 4MG tank, in diameter and top to bottom, with empirical data (case study) of another 4MG tank in operation for more than five years. Discussion followed in which Mr. Miller clarified that Resolution No. 2014-09 authorized the cost of the contract for \$34,000. There were other related expenses, however, the project is expected to be completed within the \$67,000 that was originally projected. Additionally, Mr. Miller responded to questions about the motor's lifespan, operation cost, and operation times. The mixer will only be used during a portion of each year, and has a lifespan of eight to ten years. It is also inexpensive to operate as it has a small .5 hp motor.

Mayor Russell asked for a motion to approve Resolution No. 2014-09. Councilor Bilden made a motion to approve Resolution No. 2014-09 and Councilor Sell seconded the motion. There was no discussion. Roll call: Aaron Prunty, aye; Kathy Sell, aye; Jonathan Bilden, aye; Wayne Brown, aye; Bill Fierke, aye; Bob Russell, aye; and Ruth Jenks, absent. The motion passed unanimously by those present.

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- 10.3 A discussion regarding Engineering Services for Linn Road: OR-62 Buchanan (Eagle Point).

Robert Miller, Public Works Director, announced the City was pleased with its success and moving forward on improvements to Linn Road. Mr. Miller reported the Oregon Department of Transportation (ODOT) requested to provide the design work on the project; however, the City would typically select a contractor to provide this service. Mr. Miller noted there could be advantages and disadvantages with using ODOT to provide the service. Ultimately, the City Council could select ODOT or a firm from ODOT's list of providers to provide the design work. Pros and cons were discussed, and ODOT's area manager had assured Eagle Point that ODOT could complete the design to the City's satisfaction. Mr. Miller noted he was seeking an informal consensus of the Council to select ODOT for the design work. Mayor Russell stated the Council was supportive, and there were head nods of approval. There were no objections stated.

11. REPORTS FROM CITY COUNCIL AND CITY COMMITTEE REPRESENTATIVES

Council President Fierke reported the School Board would be meeting on April 9. However, he would not be attending the meeting and deferred to the Upper Rogue Independent to write a good report. Additionally, Council President Fierke reported looking into sheet steel prices and will also check into weathered steel prices. Kathy Sell shared photos taken during a trip to Libby, Montana, of ornamental metal eagles (Submission No. 3). A brief discussion followed about grants for the Linn Road Project.

Councilor Bilden reported attending a Southern Oregon Regional Economic Development Inc. (SORED) Board Meeting earlier in the day. The SORED Board is working on reauthorizing its economic development strategy which is tied to obtaining funding and part of a federally mandated program. Councilor Bilden also reported statistics for the first four years of the Jackson County Enterprise Zone. During that time, 323 jobs were created and \$81M in infrastructure built. Eagle Point is part of the Enterprise Zone.

Councilor Prunty reported the Parks and Recreation Commission meeting was scheduled later in the week, and he would report back at the next Council meeting.

Councilor Brown reported the Rogue Valley Sewer Services (RVSS) Board had not held a meeting since the last Council meeting. Their next meeting is scheduled on April 23.

Councilor Sell noted there had not been a Planning Commission meeting; however, she reported answering phones for the Chamber of Commerce, and receiving calls from people interested in moving to Eagle Point.

Mayor Russell reported attending the legislative review at the Rogue Valley Council of Governments (RVCOG) meeting. In addition, he attended the Chamber of Commerce

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meeting at The Talon Grill in Eagle Point. Mayor Russell also invited everyone to attend the upcoming Arbor Day Celebration on April 11, including the dedication of a giant sequoia tree in honor of Nick Sell.

12. STAFF REPORTS

Mike Upston, Planning Director, reported on the May 3rd Community Workshop (Old Fire Station Property), and efforts to get community input. Regarding the Planning Commission, the April 15th meeting included a Public Hearing on a Conditional Use Permit and Site Plan Review approval on a property located on North Shasta Avenue. In regard to the Economic Development Commission, the next meeting is May 5. Economic Development Commissioners Barber and Casper have been working on Strategic Initiative No. 1 about development in Eagle Point. Mr. Upston concluded by reporting on the Eagle Point Community Bible Church expansion and internal redesign, as well as its potential future expansion.

Melissa Owens, Finance Officer, announced the application had been completed for the United States Department of Agriculture (USDA) Rural Development Program for the water system. However, Ms. Owens anticipated it will be a few weeks before the City hears back although additional information would be provided to the USDA as needed. Staff is presently working on the budget document and year-end preparations. Ms. Owens reported on disposal of old documentation past its retention period including: 84 file boxes and 52 miscellaneous size boxes, for a total of fourteen 32-gallon carts. Photos will be in the next staff report. Other items in the works include the Bike Ride on June 7th, and the Street Dance in August.

Robert Miller, Public Works Director, reported looking into grants for updating the Parks & Recreation Master Plan, and recreational trails would be the next step. Mr. Miller also reported on an enthusiastic meeting with the LDS Church about project sites. Public Works is considering its year-end projects, which will begin after the Vintage Faire. Some of the projects being considered are: Main Street Lighting, Bob Moore Park Lighting, a new roof at the Judge Stewart House, and a couple of paving projects.

Police Chief Thompson presented an overview of the Eagle Point Police Department Annual Report for 2013 (Submission No. 4). Highlights of the presentation included:

- Mission Statement.
- Law Enforcement Oath of Honor.
- Structure of Department - The Department is currently down two officers. Sergeant May was commended for balancing schedules and keeping overtime down.
- Review of Crime Statistics – Eagle Point's crime rate is low with an overall crime rate increase of 1.71%. The majority of nonviolent crimes were down, mostly related to a reduction in thefts at a large retail/grocery store. Violent Crime rates were higher than last year due to an increase in Assaults.

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- Calls for Service:
 - 10,425 calls for service.
 - 1,230 police reports written.
 - 1,875 traffic stops.
- Drug Offenses - Mostly possession of marijuana less than one ounce: 57 adults, and 23 juveniles. The second highest drug offense was for unlawful possession of methamphetamine (meth).
- Speed Radar Reader Board – A review of statistics for drivers stopped revealed the highest number of stops was for speeding violations (216 stops).
- Nuisance Abatement - 255 Ordinance violations.
- Administrative Reports - Use of Force regulated by the Oregon Revised Statutes and department policy. No trends identified for additional training, equipment or policy modification.
- Racial or Bias-Based Policing - No complaints of discrimination reported. No trends identified for additional training or policy modification.
- Training - 471 hours.
- School Resource Officer - 198 calls for service.
- Prescription Drug Drop-off Box - Approximately 340 pounds received for safe disposal.
- Performance Awards - Letter of Commendation to Officer Coney, and Senior Officer Davis. Letter of Recognition to Senior Officer Leonard, and Sergeant May.
- Goals Achieved – 2nd Annual National Night Out, implementation of body-worn cameras, and Lexipol Policy Manual and Training.

The last staff report was provided by Henry Lawrence, City Administrator. Mr. Lawrence reported on the Friday Letter being sent out, and painting in the Ashpole Community Center was scheduled to begin the next day. The lowest bid for new carpet was under budget, which will allow for carpeting of the entire City Hall.

There were no other staff reports.

13. INFORMATION

There were no information items to discuss.

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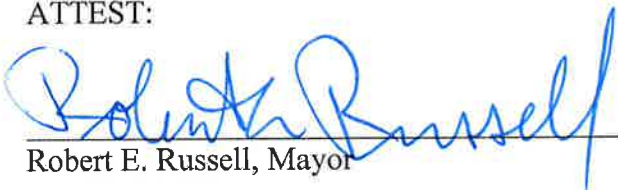
14. ADJOURN

There being no further business, Mayor Russell closed the meeting at 7:50 p.m.

Respectfully submitted,


Cindy Hughes, City Recorder

ATTEST:


Robert E. Russell, Mayor