

CITY OF EAGLE POINT

"Gateway to the Lakes"

OREGON

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

August 26, 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, Wayne Brown, Bill Fierke, Kathy Sell, and Aaron Prunty.

Council Members Absent: Jonathan Bilden, and 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: Suzi Collins, Planning Commissioner; Millie Wewerka, Budget Committee Member and Planning Commissioner; Jerry Zieman, Budget Committee; 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

Ralph McKechnie of the Upper Rogue Independent announced the Chamber of Commerce and Independent are hosting a candidate forum on October 7th at 6:00 p.m. in the Ashpole Community Center.

Suzi Collins of Eagle Point stated she was especially proud of the City during a visit by an out-of-state family member who was visiting Eagle Point for the first time. Ms. Collins' family member was extremely impressed with the City and enjoyed visiting around town, at the Butte Creek Mill, covered bridge, and Crater Lake.

4. PRESENTATIONS

There were no presentations.

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5. PUBLIC HEARINGS

There were no public hearings.

6. CONSENT CALENDAR

6.1 Presentation of Regular Meeting Minutes of August 12, 2014.

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

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 regarding the bills to be paid including the additional bills list (Submission No. 1). Henry Lawrence, City Administrator, discussed authorizing a payment to Table Rock Sports.net for sponsoring live video castings of Eagle Point High School games, also archived for public viewing. Two 30-second advertising spots are included with sponsorship. Mayor Russell spoke about a meeting with the representative of Table Rock Sports.net and expressed support. The cost of developing the 30-second advertising spots was discussed as well.

Next, Councilor Brown moved to approve the bills to be paid and Council President Fierke seconded the motion. In addition, Council President Fierke discussed the copier payment which was in line with what had previously been presented. Roll call: Wayne Brown, aye; Bill Fierke, aye; Aaron Prunty, aye; Kathy Sell, aye; Bob Russell, aye; Jonathan Bilden, absent; and Ruth Jenks, absent. The motion passed unanimously by those present.

9. OLD BUSINESS

There was no old business to discuss.

10. NEW BUSINESS

10.1 Resolution No. 2014-40. A Resolution appointing Matt York as the School District No. 9 Representative to the Parks and Recreation Commission.

Henry Lawrence, City Administrator, discussed the School District No. 9 Representative position on the Parks and Recreation Commission. The School District's current representative is now the Executive Director for the new Crater Lake Charter Academy. It is the District's prerogative to select a replacement representative for the Parks and Recreation Commission, and Matt York was

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selected. There was a brief discussion about the residential requirements of the District 9 representative who is not required to live within the City limits.

Mayor Russell asked for a motion to approve Resolution No. 2014-40. Councilor Prunty made a motion to approve Resolution No. 2014-40 and Council President Fierke seconded the motion. Roll call: Bill Fierke, aye; Aaron Prunty, aye; Kathy Sell, aye; Wayne Brown, aye; Bob Russell, aye; Jonathan Bilden, absent; and Ruth Jenks, absent. The motion passed unanimously by those present.

- 10.2 Resolution No. 2014-41. A Resolution authorizing an Agreement with Rogue Valley Sewer Services for additional paving.

Robert Miller, Public Works Director, announced that Rogue Valley Sewer Services (RVSS) would be replacing a portion of certain streets in Eagle Point as part of a project they are working on. The City has coordinated with RVSS to replace the remaining portion, as well as paving Laurel Street and a portion of Sherman Way. Discussion continued about the request for an additional \$100,000 to partner with RVSS in accelerating the progress of street maintenance which would have been considered in next year's plan. Basically, it was thought to be a good pairing and good stewardship to perform the work in the Agreement.

Mayor Russell asked for a motion to approve Resolution No. 2014-41. Councilor Sell made a motion to approve Resolution No. 2014-41 and Councilor Prunty seconded the motion. There was no additional discussion. Roll call: Aaron Prunty, aye; Kathy Sell, aye; Wayne Brown, aye; Bill Fierke, aye; Bob Russell, aye; Jonathan Bilden, absent; and Ruth Jenks, absent. The motion passed unanimously by those present.

- 10.3 Resolution No. 2014-42. A Resolution authorizing a City of Eagle Point Personal/Professional Service Contract with Bleser Built Roofing, Inc., for the Judge Stewart House Roof Project.

Robert Miller, Public Works Director, reported this project was bid last year and came in over budget. However, last winter it was discovered that the roof was in greater repair need than previously known. The project was recently re-advertised and three bids were submitted with the low base bid by Bleser Built Roofing. A brief discussion followed about the price difference between the high and low bids.

Mayor Russell asked for a motion to approve Resolution No. 2014-42. Council President Fierke made a motion to approve Resolution No. 2014-42 and Councilor Prunty seconded the motion. There was no additional discussion. Roll call: Aaron Prunty, aye; Kathy Sell, aye; Wayne Brown, aye; Bill Fierke, aye; Bob Russell, aye; Jonathan Bilden, absent; and Ruth Jenks, absent. The motion passed unanimously by those present.

- 10.4 Discussion regarding the draft Medford Water Commission Wholesale Water Service Agreement.

Henry Lawrence, City Administrator, deferred this item to Attorney Kellerman. Attorney Kellerman reviewed the draft Agreement materials (Submission No. 2).

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Attorney Kellerman commented that overall, the draft Agreement is better than the previous draft. Some of the points of discussion included:

- Big Butte Springs connection;
- 4 MG Tank, Federal Government Map and Easement;
- System Development Charges;
- Defining reasonable return on investment;
- Rates and notification;
- Term of agreement and inclusion of automatic renewals; and
- Conservation and water curtailment.

Additional discussion ensued wherein Attorney Kellerman expressed support for Central Point's recommendations. In conclusion, Attorney Kellerman received a head nod from the Council to prepare a submission, for signature by the Mayor, to the Medford Water Commission. No objection was stated.

11. REPORTS FROM CITY COUNCIL AND CITY COMMITTEE REPRESENTATIVES

Council President Fierke reported on the School District 9 Board meeting with the majority of its meeting on discussion of state mandated policies. Further, he reported working with Councilor Bilden on the City Administrator evaluation.

Councilor Prunty reported the Parks and Recreation Commission would be meeting next month and he would report after that meeting.

Councilor Brown announced he had been appointed to Rogue Valley Sewer Services Board, replacing Michael Parker who had served on the Board for over 20 years. Councilor Brown was pleased with the appointment and felt like they had a good Board with good management. Further, he discussed a new Flusher truck, new shop trucks, TV Van, and reported an executive session had been held to review and evaluate the manager.

Councilor Sell reported on the recent Planning Commission meeting which included a discussion about the site plan and landscape approval process, and a slide presentation about food cart vendors. Councilor Sell reported it was a good meeting, and that the Music at the Mill event was quite good as well.

Mayor Russell commented favorably on the Street Dance, and Music at the Mill with over 190 tickets sold. Further, he reported on the auction and receiving greater support than in previous years.

12. STAFF REPORTS

Mike Upston, Planning Director, discussed the potential zoning ordinance, downtown parking, site plan approval process, and mobile food vendors. An Ordinance regarding the site plan approval process will be presented for consideration at the September 9th Council meeting. There is the possibility of a discussion about mobile food carts at that meeting as well. Mr. Upston also reported on numerous items including the submission of the Transit

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Ballot Measure to the County, Economic Development Commission meeting rescheduled to September 8th, Federal Emergency Management Agency (FEMA) and Department of Land Conservation and Development (DLCD) workshop in the spring; discussions with DLCD to update the City's Comprehensive Plan, and potential development in the South end of town in Emerald View – Phase 2.

Melissa Owens, Finance Officer, explained the Financial Report will be in the Agenda packet for the next meeting and is not usually included during the August transitional period. Ms. Owens further reported attending a conference regarding Human Resources which offered suggestions on dealing with claims. The final touches are being made to two separate Request for Proposal (RFP); one for audit services and the other for banking services.

Robert Miller, Public Works Director, reported favorably on the Street Dance and fine tuning for next year. With regard to the Bill List, Mr. Miller discussed engaging Patriot Irrigation & Landscape to perform work on the Highway 62 planters, with plantings planned in the fall. In addition, Mr. Miller reported on street projects including crack sealing, chip sealing, seal coating, and paving. Mr. Miller further reported the Cities of McMinnville and Rogue River expressed interest in Eagle Point's road maintenance strategies. With regard to the bids for painting the museum, the project was advertised and only one bid was received which was bid at more than double the amount budgeted. Mr. Miller reported contractors were very busy at this time and also one area of the museum tested positive for lead. Lead paint removal and rebidding will be done in the next year. A brief discussion followed about the Rogue Valley Metropolitan Planning Organization (RVMPO) Policy Committee. Mayor Russell and Mr. Miller complimented the County's Road Department for their work on Royal Avenue.

Chief Thompson reported Officers Adams and Logan are both progressing well. Officer Logan will be attending the academy next month. In addition, the School District recently partnered with the City to send an officer to ALICE (Alert Lockdown Inform Counter Evacuate) training, with the District paying tuition and lodging. The training will be shared with teachers to provide lockdown alternatives. Further, the Police Department worked with the School District several weeks ago in completing an Active Shooter Response Training.

Henry Lawrence, City Administrator, reported working on preparations for the League of Oregon Cities' City Hall Week on September 11th at the Ashpole Community Center in City Hall. Craig Honeyman, LOC's Legislative Director will be at the meeting, and invitations have been sent to legislators and candidates. Additional notices will be forthcoming for the event, which is open to the public. On a separate subject, options for marijuana taxes will be presented at the September 23rd Council meeting. Work is also in progress with ODOT about signage, and an emergency table top exercise is planned for October.

There were no other Staff Reports.

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13. INFORMATION

There were no information items to discuss.

At 8:08 p.m., Mayor Russell recessed the meeting for a short break and announced that representatives of the news media and designated staff would be allowed to attend the Executive Session. All other members of the audience would be asked to leave the room and welcomed back afterwards.

14. EXECUTIVE SESSION PURSUANT TO ORS 192.660(2)(i), to review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.

At 8:13 p.m., Mayor Russell opened the Executive Session pursuant to 192.660(2)(i). Following discussion, Mayor Russell closed the Executive Session at 8:27 p.m.


15. ADJOURN

There being no further business, Mayor Russell closed the meeting at 8:28 p.m.

Respectfully submitted,


Cindy Hughes, City Recorder

ATTEST:


Robert E. Russell, Mayor