



CITY OF EAGLE POINT

"Gateway to the Lakes"

OREGON

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

September 9, 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, 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 Sara Miller, Meeting Secretary.

Guests: Millie Wewerka, Budget Committee and Planning Commissioner; Jerry Zieman, Budget Committee; Suzi Collins, Planning Commissioner; Winnie Earl, Parks and Recreation Commission Applicant; Helen Wolgamott, Museum and Harnish Host; 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

Lori Millard of Eagle Point expressed concern about the number of youth hanging out at the covered bridge and the behavior of the youth. Chief Thompson responded that he will increase patrols, and there was also discussion about additional lighting for safety and enhancing the covered bridge area.

Brianna Millard of Eagle Point also expressed safety concerns about the youth activities near the bridge and park areas. She suggested cameras as an option to monitor activities.

Mayor Russell and the Council expressed appreciation to the citizens for their comments and suggestions. He noted that staff will closely look at the issue and take measures to address their concerns.

4. PRESENTATIONS

There were no presentations.

5. PUBLIC HEARINGS

There were no public hearings.

6. CONSENT CALENDAR

6.1 Presentation of Regular Meeting Minutes of August 26, 2014.

Mayor Russell announced the Consent Calendar and asked for a motion. Councilor Bilden moved to approve the Consent Calendar as presented and Councilor Fierke seconded the motion. There was no discussion regarding the Consent Calendar. Roll call: Kathy Sell, aye; Jonathan Bilden, aye; Wayne Brown, aye; Bill Fierke, aye; Ruth Jenks, aye; Aaron Prunty, 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 regarding the bills to be paid. There being none, Councilor Bilden moved to approve the bills to be paid. Councilor Sell seconded the motion. There was no discussion. Roll call: Jonathan Bilden, aye; Wayne Brown, aye; Bill Fierke, aye; Ruth Jenks, aye; Aaron Prunty, aye; Kathy Sell, aye; and Bob Russell, aye. The motion passed unanimously.

9. OLD BUSINESS

There was no Old Business to discuss.

10. NEW BUSINESS

10.1 Ordinance No. 2014-04. An Ordinance repealing Ordinance No. 2007-03 in its entirety, and creating an Ordinance establishing criminal history record check policies concerning applicants for employment, appointed volunteers, contractors and those employed by contractors with the City, business license applicants, liquor license applicants, tow truck drivers, taxi drivers, and volunteers of youth and other organizations operating within the City of Eagle Point.

Vern Thompson, Chief of Police, discussed the proposed adoption of Ordinance No. 2014-04. The purpose of the Ordinance is to provide greater details for procedures regarding criminal history checks. A lengthy discussion was held by the Council and Attorney Kellerman. During the discussion, Councilor Prunty expressed opposition to the Ordinance although there was also support. In conclusion, Mayor Russell requested Henry Lawrence, City Administrator, to revise and bring the item back to a future meeting.

- 10.2 Ordinance No. 2014-05. An Ordinance amending Chapter 17.60 (Site Plan and Landscape Approval) of the Eagle Point Zoning Ordinance.

Mike Upston, Planning Director, discussed the proposed changes to the Zoning Ordinance. Under the proposed Ordinance, a 40 percent change to a building would require a hearing before the Planning Commission rather than being handled administratively. In addition, minor grammatical revisions were included in the proposed Ordinance. A brief discussion followed wherein Mr. Upston clarified that appeals would still be heard at a higher level and the Planning Commission would address larger projects.

Mayor Russell asked for a motion to approve Ordinance No. 2014-05. Councilor Prunty made a motion to adopt Ordinance No. 2014-05 and Councilor Jenks seconded the motion. There was no discussion. Roll call: Bill Fierke, aye; Ruth Jenks, aye; Aaron Prunty, aye; Kathy Sell, aye; Jonathan Bilden, aye; Wayne Brown, aye; and Bob Russell, aye. The motion passed unanimously.

- 10.3 Discussion regarding potential amendments to the Eagle Point Zoning Ordinance regarding mobile food vendors.

Mike Upston, Planning Director, provided a summary of the City's past ordinances regarding food carts; however, current regulations are silent on the issue. Next, Mr. Upston presented a slideshow about food carts (Submission No.1), and discussed their growing popularity in other cities, and more specifically in Northern Oregon and Washington.

Pros and cons were discussed during the Council meeting and also at the most recent Planning Commission meeting. Consideration of the impact to City services, traffic and existing businesses were noted. Another consideration would be a temporary use permit, which the City currently does not have. Discussion continued about food carts on private property, restrooms, business licenses, health standards, regional regulations, and the process to implement the potential amendment. Following the presentation and discussion, the Council agreed to review a draft Ordinance at a future meeting.

- 10.4 Resolution No. 2014-43. A Resolution appointing Winnie Earl to the Parks and Recreation Commission.

Mayor Russell explained that a vacancy on the Eagle Point Parks and Recreation Commission had been advertised in the Upper Rogue Independent, the City's utility billing newsletter, the City's website and on the bulletin board in City Hall.

Mayor Russell reported there were very good applicants for the position and announced the selection of applicant Winnie Earl. The appointment is effective immediately through December 31, 2015. Councilor Jenks expressed support for Winnie Earl's appointment. Mrs. Earl was present at the meeting and thanked Mayor Russell.

Mayor Russell asked for a motion to approve Resolution No. 2014-43. Councilor Prunty made a motion to approve Resolution No. 2014-43 and Councilor Sell seconded the motion. There was no discussion. Roll call: Ruth Jenks, aye; Aaron Prunty, aye; Kathy Sell, aye; Jonathan Bilden, aye; Wayne Brown, aye; Bill Fierke, aye; and Bob Russell, aye. The motion passed unanimously.

11. REPORTS FROM CITY COUNCIL AND CITY COMMITTEE REPRESENTATIVES

Council President Fierke announced the School Board was scheduled to meet on the following day.

Councilor Bilden reported on the Economic Development Commission's progress in completing Initiative No. 1 and their plans to work on Initiative No. 5. A joint meeting was proposed with the Council which will be scheduled at a later date, to be held during the month of October. Recruitment is in progress for two vacancies on this Commission. Regarding the Regional Solutions Council, there are five finalists for a grant award. Additionally, Southern Oregon Regional Economic Development Inc. (SOREDI) met to work on their economic development strategy, and recently hosted an annual site selector tour. Further, Councilor Bilden and Mike Upston attended Jackson County's Economic Development Commission retreat which had themes similar to Eagle Point's objectives. Lastly, Councilor Bilden suggested using the old fire station for a food cart fest.

Councilor Jenks reported on the Rogue Valley Area Commission on Transportation (RVACT) meeting and discussions about their voting threshold; however, the Commission did not show interest in changing its bylaws regarding voting. There was also a presentation by the Josephine County transit district about shuttle services between Gold Hill, Rogue River, and Grants Pass into downtown Medford, with free passes to ride within the Rogue Valley Transit District. A soft opening of the service had already begun and a formal opening was scheduled on September 13th.

Councilor Prunty announced the Parks and Recreation Commission would be meeting in a couple of weeks. Likewise, Councilor Brown reported Rogue Valley Sewer Services would meet the following week, and Councilor Sell reported the Planning Commission was not scheduled to meet during September.

Mayor Russell reported attending the D9 Foundation fund raiser and the Chamber of Commerce meeting.

12. STAFF REPORTS

Mike Upston, Planning Director, suggested looking up a website, southernoregonedge.com, to see a new promotional initiative that SOREDI and others created to showcase the business opportunities and quality of life in Southern Oregon.

Melissa Owens, Finance Officer, reported staff preparations for the City's workers' compensation audit, and audit visit on September 29th. The conversion of the new billing system and meter reading system is also in progress. On a very positive note, the City will receive a gold certificate safety award at the League of Oregon Cities conference. The award is a significant achievement and represents no time loss injuries during the year.

Robert Miller, Public Works Director, announced completion of projects for crack sealing, paving, and chip sealing. Next, Mr. Miller discussed striping standards and there will be a double yellow line on Robert Trent Jones Boulevard and Crystal Drive, where the chip sealing had been done. New projects include: Judge Stewart house roofing, Lucas Park site work, and Lucas Park landscaping is going out to bid again. Additionally, Mr. Miller discussed street pavement related to the agreement with Rogue Valley Sewer Services (RVSS), and he also reported on the Community Day of Service. Councilor Jenks reported community praise about the City's improvements, and complimented Mr. Miller and staff for the projects being successfully and strategically planned.

Police Chief Thompson reported providing an active shooters demonstration during a training session with the School District.

Henry Lawrence, City Administrator, discussed selecting a voting delegate and alternate delegate to represent the City at the upcoming League of Oregon Cities (LOC) conference. It was agreed that Mayor Russell would be the voting delegate and Councilor Brown would serve as the alternate delegate. Mr. Lawrence further reported on hosting the LOC City Hall Week on September 11th to discuss legislative priorities established by the LOC. Next, Mr. Lawrence reported that he and Planning Director, Mike Upston, had met with a film production crew that would like to film in Eagle Point. They are producing the murder mystery movie "Obscura". Mr. Lawrence will be working out the details regarding filming specifics and portraying Eagle Point in a good light.

Sara Miller, Planning Secretary, reported the City had a busy summer with building activity. 59 permits were issued in August 2014 compared to fewer than 20 permits in August 2013. Also, 9 new dwelling permits were issued in August, which is as many as were issued in an entire year just a few years ago. Additional details are included in the Friday Letter.

13. INFORMATION

There were no information items for discussion.

At 8:53 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 Sessions. All other members of the audience would be asked to leave the room and welcomed back afterwards.

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

At 9:00 p.m., Mayor Russell opened the Eagle Point City Council Executive Session pursuant to ORS 192.660(2)(e). Following discussion, Mayor Russell closed the Executive Session at 9:15 p.m.

At 9:15 p.m., Mayor Russell reopened the regular session.

MOTION: Joe Kellerman, City Attorney, offered language for the motion regarding a sale agreement to present to Mr. Dahack for the potential purchase of properties and to authorize the Mayor and/or the City Administrator to execute the contract, consistent with the Council's consensus. Councilor Bilden made the motion and Councilor Jenks seconded the motion. There was no discussion. Roll Call: Kathy Sell, aye; Jonathan Bilden, aye; Wayne Brown, aye; Bill Fierke, aye; Ruth Jenks, aye; Aaron Prunty, aye; and Bob Russell, aye. The motion passed unanimously.

Mayor Russell recessed the regular session at 9:18 p.m. in order to open the following executive session.

15. 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 9:20 p.m., Mayor Russell opened the Executive Session pursuant to 192.660(2)(i). Following discussion, Mayor Russell closed the Executive Session at 9:36 p.m.

Mayor Russell reopened the regular session at 9:36 p.m. The Council gave their consensus for the Mayor and Council President Fierke to deliver the evaluation results to Mr. Lawrence.

16. ADJOURN

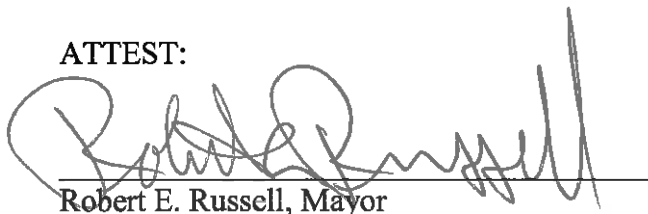
There being no further business, Mayor Russell closed the meeting at 9:37 p.m.

Respectfully submitted,



Sara Miller, Meeting Secretary

ATTEST:



Robert E. Russell, Mayor