



CITY OF EAGLE POINT

"Gateway to the Lakes"

OREGON

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

JANUARY 9, 2018

REGULAR MEETING MINUTES

1. CALL TO ORDER – 6:00 P.M.

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

Council Members Present: Bob Russell, Jonathan Bilden, Ruth Jenks, James Mannenbach, and Kathy Sell.

Council Members Absent: Bill Fierke, and Michael Stanek.

Staff Members Present: Henry Lawrence, City Administrator; Darin May, Interim Police Chief; Robert Miller, Public Works Director; Melissa Owens, Finance Director; Mike Upston, Planning Director; and Cindy Hughes, City Recorder.

Guests: Jim Pex and Michael Bull of Century West Engineering; Suzi Collins, Planning Commissioner; Millie Wewerka, Planning Commissioner and Budget Committee Member; 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 offered the invocation.

3. OATHS OF OFFICE

3.1 Oath of Office of Interim Police Chief Darin May.

Henry Lawrence, City Administrator, announced Vern Thompson's retirement and the appointment of Darin May as Interim Police Chief. Mr. Lawrence reported that Darin May is the longest standing employee in the City, and has protected Eagle Point for nearly 20 years. Mr. Lawrence praised Darin May for his service to Eagle Point's citizens and the Police Department.

Thereafter, Cindy Hughes, City Recorder, administered the Oath of Office to Darin May which was attended by nearly the entire Police Department as well as several administrative staff members.

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

There were no audience questions or comments.

5. PRESENTATIONS

There were no presentations.

6. PUBLIC HEARINGS

6.1 Public Hearing in the matter of authorizing the vacation of city right-of-way in exchange for the dedication of adjacent private property associated with the Planning Commission's recent "Lang Duplexes" project approval at 25 Onyx Street (Planning Action No. 17-11:SPR).

Mayor Russell announced the Public Hearing had been advertised and all legal notifications were made in compliance with state and local laws. Mayor Russell went on to explain that in addition to a presentation from Staff, all persons interested in offering testimony would be allowed to speak at the appropriate time.

At 6:07 p.m., Mayor Russell opened the Public Hearing in the matter of authorizing the vacation of city right-of-way in exchange for the dedication of adjacent private property associated with the Planning Commission's recent "Lang Duplexes" project approval at 25 Onyx Street (Planning Action No. 17-11:SPR).

Mike Upston, Planning Director, reported on the Planning Commission's approval of the Site Plan and Landscape Review for the "Lang Duplexes" proposal. Basically, the project will add three duplex buildings (six new residences) and parking at 25 Onyx Street. There was no appeal to the Planning Commission's approval; however, part of the proposal is an exchange of properties which requires the Council's approval.

The exchange of properties will vacate an underutilized City right-of-way for a portion of the adjacent private property on the project site. Mr. Upston showed the proposed location in an overhead presentation (Submission No. 1). Mr. Upston noted that the majority of trees will be retained; and staff recommended approval.

Next, Mayor Russell invited public testimony in favor of the proposal and then in opposition; however, there being no testimony or final comments, the Public Hearing closed at 6:13 p.m.

Next, Mayor Russell reported the proposed Resolution No. 2018-02 was scheduled later in the Agenda as Item No. 11.2. Further, there being no objection to changing the order of business, Mayor Russell asked to discuss and deliberate the proposed Resolution No. 2018-02. Councilor Sell asked about the City's Historical Preservation Committee as it relates to the preservation of the home, one of the oldest in Eagle Point. However, Mr. Upston reported the home will be preserved and not removed.

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Mayor Russell asked for a motion to authorize Resolution No. 2018-02. Council President Jenks made a motion to authorize Resolution No. 2018-02, a Resolution authorizing the City Administrator to execute a vacation of City right-of-way in exchange for the dedication of adjacent private property associated with the “Lang Duplexes” project approval at 25 Onyx Street (Planning Action No. 17-11:SPR) in the City of Eagle Point, Oregon. Councilor Mannenbach seconded the motion. There was no discussion. Roll call: Ruth Jenks, yes; James Mannenbach, yes; Kathy Sell, yes; Jonathan Bilden, yes; Bob Russell, yes; Bill Fierke, absent; and Michael Stanek, absent. The motion passed unanimously by those present.

7. CONSENT CALENDAR

7.1 Presentation of Regular Meeting Minutes of December 12, 2017.

Mayor Russell announced the Consent Calendar. Cindy Hughes, City Recorder, proposed changes to the Minutes on Item No. 9.1 to correct Erin Gunn’s last name and remove the reference to Stevens Road regarding traffic controls. There were no questions or comments. Councilor Bilden moved to approve the Consent Calendar as presented with the amendment and Council President Jenks seconded the motion. There was no discussion. Roll call: Ruth Jenks, yes; James Mannenbach, yes; Kathy Sell, yes; Jonathan Bilden, yes; Bob Russell, yes; Bill Fierke, absent; and Michael Stanek, absent. The motion passed unanimously by those present.

9. PRESENTATION OF BILLS TO BE PAID

Mayor Russell asked if there were questions about the bills to be paid including the additional bills list and the bill list dated December 26, 2017. There being no questions, Councilor Bilden moved to approve the Regular Bill List in the amount of \$126,599.69, the Additional Bills List in the amount of \$36,239.55 (Submission No. 2) and the Bill List dated December 26, 2017 in the amount of \$101,340.69 (Submission No. 3). Council President Jenks seconded the motion. There was no discussion. Roll call: Kathy Sell, yes; Jonathan Bilden, yes; Ruth Jenks, yes; James Mannenbach, yes; Bob Russell, yes; Bill Fierke, absent; and Michael Stanek, absent. The motion passed unanimously by those present.

10. OLD BUSINESS

10.1 Discussion concerning the Linn Road - OR62 to Buchanan Avenue Improvements.

Mayor Russell welcomed Century West Engineering. Henry Lawrence, City Administrator, explained this item would be a continuation of previous discussions on this item but may not be enough information for the Council to make a decision.

Jim Pex of Century West Engineering reported that traffic and pedestrian analysis on the project would be available soon. With regard to undergrounding utilities it is hoped that a determination will be made within the next month. Originally, there were two options for undergrounding including a short section near Highway 62 or the entire area with a large but undetermined cost. Although estimates from the power company had not been provided, it has been discovered that the Southside

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service poles are mostly from communication groups and not the power company, and could be removed more easily than power lines. That option would remove several lines going above and across the road as well as being less intrusive upon residences.

Mr. Pex also thought that a vault could be placed in the front section of the project in an open area beyond private property. The only other ones would be small service vaults. Financial estimates are still ballpark but reduced from previous estimates. Mike Bull with Century West Engineering joined the discussion and noted the three options ranging from complete undergrounding, a short section near Highway 62, or the hybrid with the short section and removal of communication poles and lines. Clarification was provided about one crossing power line which is located west of the apartment complexes. Mayor Russell stated they did not want to hold up the project and saw the Council's support for the hybrid option. In conclusion, Mr. Bull will ask communication providers for estimates. Councilor Mannenbach requested visuals to be provided at a future meeting.

11. NEW BUSINESS

11.1 Resolution No. 2018-01. A Resolution appointing Council Liaisons for Calendar Year 2018.

In accordance with the Eagle Point City Charter, Mayor Russell announced the selection of the following Council Liaisons:

1. Eagle Point Community Development Commission – Councilor Bilden
2. Eagle Point Planning Commission – Councilor Sell
3. Jackson County School District No. 9 – Councilor Fierke
4. Medford Water Commission – Mayor Russell
5. Rogue Valley Area Commission on Transportation – Councilor Jenks
6. Rogue Valley Council of Governments Board of Directors - Mayor Russell
7. Rogue Valley Metropolitan Planning Organization – Councilor Jenks
8. Rogue Valley Metropolitan Planning Organization Public Advisory Committee – Councilor Stanek
9. Southern Oregon Regional Economic Development Inc. (SORED) – Councilor Bilden.

Mayor Russell asked for a motion to approve Resolution No. 2018-01. Councilor Sell made a motion to approve Resolution No. 2018-01, a Resolution appointing Council Liaisons for Calendar Year 2018; and Councilor Mannenbach seconded the motion. There was no discussion. Roll call: Kathy Sell, yes; Jonathan Bilden, yes; Ruth Jenks, yes; James Mannenbach, yes; Bob Russell, yes; Bill Fierke, absent; and Michael Stanek, absent. The motion passed unanimously by those present.

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11.2 Resolution No. 2018-02. A Resolution authorizing the City Administrator to execute a vacation of City right-of-way in exchange for the dedication of adjacent private property associated with the “Lang Duplexes” project approval at 25 Onyx Street (Planning Action No. 17-11:SPR) in the City of Eagle Point, Oregon.

This item was discussed and deliberated following the Public Hearing listed as Item No. 6.1.

11. REPORTS FROM CITY COUNCIL AND CITY COMMITTEE REPRESENTATIVES

Councilor Bilden reported attending the recent Community Development Commission meeting with a review of goals and project lists on the agenda. Councilor Bilden also reported attending a Branding Committee meeting but reported Southern Oregon Regional Economic Development Inc. (SORED) had not met. Councilor Bilden concluded with a reminder about working on the Council’s Goals.

Mayor Russell reported attending recent Medford Water Commission meetings as well as the Branding meetings with Paradux Media Group and the stakeholder group.

There were no other reports.

12. STAFF REPORTS

Mike Upston, Planning Director, deferred to the Friday Letter except for a possible property exchange of a public alley behind Arrowhead Trail. The City had a previous interest in vacating the alley but there had been concerns by residents. Thereafter, the Holt Group approached the City with a proposed trade of a 12’ wide pedestrian path that would connect with the path proposed for the Idlewood Subdivision project. Mr. Upston noted that a project like this would require working with both developers to ensure the projects happened. Mayor Russell noted it was in the newspaper about the Veterans Administration bringing in medical jobs but there was a lack of housing.

Melissa Owens, Finance Director, reported focusing on 10-year projections, and heading into the budget process within the next few weeks with the budget presentation in May. Ms. Owens reported everything else was in the Friday Letter.

Robert Miller, Public Works Director, reported the Department had been busy doing what they do but reminded everyone that it had been 6 degrees at this time last year. Mr. Miller further reported that developers are pleased to be moving forward. Similarly, Mr. Miller reported being happy to serve the City for another year.

Interim Police Chief May reported on the Department’s current opening and recruitment efforts. In addition, Chief May reported on three Eagle Point officers being in the background process for recruitment to other agencies. With regard to recent burglaries, Chief May commended officers for linking the burglaries with suspects and working with the Sheriff’s Department in solving these crimes. Chief May expressed being very proud of the officers and that it is unfortunate that one of the officers may be going to another agency.

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Joe Kellerman, City Attorney, reported being happy to be part of the legal system and for being here another year.

Henry Lawrence, City Administrator, referred to the Friday Letter with possible meeting dates of a Special Study Session on System Development Charges (SDCs) and goals if desired. Discussion ensued with possible dates.

13. INFORMATION

There were no information items for discussion.


14. ADJOURN

There being no further business, Mayor Russell closed the meeting at 6:47 p.m.

Respectfully submitted,


Cindy Hughes, City Recorder

ATTEST:


Robert E. Russell, Mayor