



# City of Eagle Point

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## City Council

### REGULAR MEETING MINUTES MAY 11, 2021

#### 1. CALL TO ORDER – 6:00 P.M.

Mayor Jenks called to order the regular meeting of the Eagle Point City Council via Zoom on May 11, 2021 at 6:00 p.m.

Council Members Present: Ruth Jenks, Bernie Grossman, David Lacombe, Mike Moran, Kathy Sell, Michael Stanek, and Kevin Walruff.

Staff Members Present: Aaron Prunty, City Administrator; Ryan Vanderhoof, City Attorney; Darin May, Police Chief; Robert Miller, Public Works Director; Melissa Owens, Finance Director; Mike Upston, Community Development Director; Cindy Hughes, City Recorder; and Nichole Petty, Account Clerk.

Guests: Suzi Collins, Planning Commissioner; Lorin Myers, Budget Committee applicant and member; Dean LeBret, Public Works Operations Supervisor; and members of the public and press.

Mayor Jenks welcomed everyone and discussed the designated period for audience questions or comments. It was further noted that general questions or additional comment could be made by contacting City Hall during regular business hours.

#### 2. AUDIENCE QUESTIONS/COMMENTS CONCERNING ITEMS NOT ON AGENDA

Mayor Jenks requested audience questions or comments to be brief and limited to items of an urgent nature. There were no questions or comments.

#### 3. CONSENT CALENDAR

##### 3.1 Presentation of Regular Meeting Minutes of April 27, 2021.

Mayor Jenks announced the Consent Calendar. There were no questions or comments. Councilor Grossman moved to approve the Consent Calendar. Councilor Walruff seconded the motion. There was no discussion following the motion. Roll call: Michael Stanek, yes; Kevin Walruff, yes; Bernie Grossman, yes; David Lacombe, yes; Mike Moran, yes; Kathy Sell, yes; and Ruth Jenks, yes. The motion passed unanimously.

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### 4. PRESENTATION OF BILLS TO BE PAID

Mayor Jenks asked if there were questions about the bills to be paid including the additional bills list. There being no further questions, Councilor Walruff motioned to approve the Bills to be Paid in the amount of \$71,413.70 and the Additional Bill List of \$19,115.78 (Submission No. 1) for a Grand Total of \$90,529.48. Councilor Moran seconded the motion. There was no discussion following the motion. Roll call: Kevin Walruff, yes; Bernie Grossman, yes; David Lacombe, yes; Mike Moran, yes; Kathy Sell, yes; Michael Stanek, yes; and Ruth Jenks, yes. The motion passed unanimously.

### 5. NEW BUSINESS

#### 5.1 Resolution No. 2021-17. A Resolution appointing Citizen Members to the Eagle Point Budget Committee.

Cindy Hughes, City Recorder, reviewed the related agenda statement explaining about the vacancies. Budget Committee appointments are for staggered three-year periods. Advertisement of the vacancies was made in the Upper Rogue Independent beginning in the March 24<sup>th</sup> edition, and continuously on the City's website, Friday Letter, Utility Billing Newsletter, and bulletin board at City Hall. Lorin Myers submitted an application for consideration of reappointment. No other applications were submitted. Lorin Myers meets the membership qualifications of Oregon Revised Statute 294.414.

Councilor Sell and Mayor Jenks acknowledged Lorin Myers' service on the Budget Committee and expressed support for his reappointment. Ms. Hughes clarified the reappointment is for a period of three years. Council President Stanek offered a motion to approve Resolution No. 2021-17, reappointing Lorin Myers as a Citizen Member to the Eagle Point Budget Committee. Councilor Sell seconded the motion. There was no discussion following the motion. Roll call: Bernie Grossman, yes; David Lacombe, yes; Mike Moran, yes; Kathy Sell, yes; Michael Stanek, yes; Kevin Walruff, yes; and Ruth Jenks, yes. The motion passed unanimously.

#### 5.2 Resolution No. 2021-18. A Resolution authorizing a Chip Seal Addendum to the Southern Oregon Cooperative Intergovernmental Agreement for Equipment and Services.

Aaron Prunty, City Administrator, reviewed the related agenda statement, explaining about the partnership with Jackson County and other agencies in the Rogue Valley. The proposed addendum was initiated by Jackson County Roads to establish the provisions and legal responsibilities of the chip sealing service they provide. Mr. Prunty further noted that over the years, this has been a good service at a good rate which the County provided to local agencies basically on a handshake. The addendum provides that the City assumes full and exclusive liability for claims related to the County's provision of chip seal related services.

A lengthy discussion followed about the legal liability. Mr. Prunty explained that claims would typically be related to rocks or application materials getting on vehicles

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but it had not been a significant issue in the past. There was also concern about the quality of the application and how that related to the legal liability described in the addendum. Mr. Prunty explained that the quality of the material application was not the focus of the addendum. Council discussion delved further into personal injury and vehicular accident liabilities. Ryan Vanderhoof, City Attorney, joined in the discussion, noting the addendum is a common agreement but clearly allocates the risk to the City and indemnifies the County. He further noted that consideration depends on what kind of a deal the City is getting. Robert Miller, Public Works Director, also joined in the discussion and reported there is the potential for injury or loss with all construction. Mr. Miller added that independent contractors carry the liability.

Discussion continued about liability and exposure for the service which is a function of the City's own street program. The Council also considered delaying the decision and the possibility of legal tightening up on the agreement. Mr. Prunty explained that depending on the County's schedule, the delay could result in the City not receiving the service this year. Additionally, Mr. Miller reported the funds allocated for the service could be used elsewhere in the pavement program and would not negatively impact the City's pavement program. Mr. Prunty asked that in the event the Council decided to delay the decision, that they clearly state the information they want staff to provide for them to make the decision.

Upon further discussion, the Council acknowledged staff's expertise and stated support for the recommendation to approve. Although Attorney Vanderhoof could not state he was comfortable with the agreement, he noted that it goes back to whether the County is providing something good for the City or not. Councilor Sell made the last comment about faith in Mr. Miller and Mr. Prunty as well as the County's track record throughout the years.

There being no additional discussion, Mayor Jenks offered to entertain a motion to approve Resolution No. 2021-18. Councilor Sell made a motion to approve Resolution No. 2021-18, a Resolution authorizing a Chip Seal Addendum to the Southern Oregon Cooperative Intergovernmental Agreement for Equipment and Services. Council President Stanek seconded the motion. There was no discussion following the motion. Roll call: David Lacombe, yes; Mike Moran, yes; Kathy Sell, yes; Michael Stanek, yes; Kevin Walruff, yes; Bernie Grossman, yes; and Ruth Jenks, yes. The motion passed unanimously.

### 5.3 Resolution No. 2021-19. A Resolution authorizing a City of Eagle Point Personal/Professional Services Contract for the S. Shasta Avenue at Alta Vista Road All Way Stop.

Robert Miller, Public Works Director, offered a full review of the related agenda statement regarding the South Shasta Avenue and Alta Vista Road intersection. At the April 27, 2021 Council meeting, Council direction was given to pursue the all-way stop alternative provided in a past analysis by Southern Oregon Transportation Engineering, LLC. The analysis also included two other alternatives: 1) Restripe the existing intersection with no widening; and 2) Widen the intersection to include a center turn lane and striping improvements.

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The S. Shasta Avenue at Alta Vista Road All-Way Stop project was advertised on April 28. The following three contractors responded by the May 5 deadline, as follows:

C. R. Contracting	\$32,998.55
Specialized Pavement Marking, Inc.	\$23,968.25
Apply-A-Line LLC	\$28,236.20

Mr. Miller noted his gut estimate for the project was \$25,000 and recommended a contract with Specialized Pavement Marking, Inc. in the amount of \$23,968.25.

A brief discussion followed about the results of the new traffic analysis being prepared with consideration to future phases of the Eagle Point Golf Community. In addition, Mr. Miller anticipated the need for additional improvements to the intersection at some point in the future but could not specify a date as development patterns change. Traffic stacking and potential accidents were discussed as well.

There being no further discussion, Mayor Jenks offered to entertain a motion to approve Resolution No. 2021-19. Councilor Grossman made a motion to approve Resolution No. 2021-19, a Resolution authorizing a City of Eagle Point Personal/ Professional Services Contract for the S. Shasta Avenue at Alta Vista Road All-Way Stop. Councilor Moran seconded the motion. There was no discussion following the motion. Roll call: Mike Moran, yes; Kathy Sell, yes; Michael Stanek, yes; Kevin Walruff, yes; Bernie Grossman, yes; David Lacombe, yes; and Ruth Jenks, yes. The motion passed unanimously.

5.4 Resolution No. 2021-20. A Resolution authorizing the purchase of a Ford F150 truck for Public Works.

Robert Miller, Public Works Director, reviewed the related agenda statement. The Public Works Vehicle and Equipment Replacement Program had been discussed at the April 27, 2021 Council meeting. The purchase of a new Ford F150 was recommended to help with the functionality of the fully staffed department. Market shutdowns were discussed as well as the limited availability of trucks reduced to Ford trucks. Mr. Miller further explained that the department is purchasing four wheel drive trucks as a consideration in emergency management. The proposed truck, available through Butler Ford with the statewide vehicle pricing, is the third four wheel drive vehicle in the Public Works fleet. It also provides minimum towing needs and will be primarily assigned to the Public Works Supervisor. The purchase price of \$31,626.73 will be provided from the Water Fund, Stormwater Fund, Street Fund and Parks Fund.

There being no discussion, Mayor Jenks offered to entertain a motion to approve Resolution No. 2021-20. Councilor Lacombe made a motion to approve Resolution No. 2021-20, a Resolution authorizing the purchase of a Ford F150 truck for Public Works. Councilor Sell seconded the motion. There was no discussion following the motion. Roll call: Kathy Sell, yes; Michael Stanek, yes; Kevin Walruff, yes; Bernie Grossman, yes; David Lacombe, yes; Mike Moran, yes; and Ruth Jenks, yes. The motion passed unanimously.

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

Councilor Lacombe reported having a positive meeting with Police Chief May regarding police matters within the City. He also attended a recent meeting of the Eagle Point School District 9 Board, with a lot of positive feedback from the Board in moving forward together with our relationship. Additionally, he met with representatives of the New Beginnings Church, noting what had been presented to him was different than the presentation to the Council. In addition, Councilor Lacombe discussed the possibility of a presentation on what they have to offer the City. Mayor Jenks suggested they speak with staff if they haven't already and to begin with the City Administrator, Aaron Prunty.

Councilor Moran reported on the recent Rogue Valley Council of Governments meeting via Zoom which included the Fire District's report about their innovative work. With regard to the last meeting about park priorities, Councilor Moran offered his support of a skate park in the plans as it is important to give something to everyone. He further reported plans to reach out to see if there is interest in a growers market at the Old Fire Station property.

Council President Stanek really liked the idea of a farmers/growers market, and possibly holding it more than once a week. On a separate note, our Sister City, Showa, Japan received the Council's video and their translator is busy working on the translation.

Councilor Sell also really liked the possibility of holding a growers market. Earlier in the day, she attended the Southern Oregon Regional Economic Development, Inc. (SOREDI) meeting. Highlights of the two hour long meeting included a local guest speaker from ECS Composites (a manufacturer of containers and supplier to the U.S. Department of Defense). Nick Fahey with Southern Oregon Sanitation, a family owned business in the area since 1948, also provided an overview of the company and its services including changes in recycling. Further, a representative from Moss Adams discussed challenges with the extended tax filing deadline. In regard to the Rogue Valley International-Medford Airport, Avelo Airlines is the newest airline to join the airport. Further, Councilor Sell reported on long range expansion plans to meet the projected future demand for air travel with larger flight capacities and wider-bodied planes. During the SOREDI meeting, there was also discussion and some concern about SOREDI not raising its rates during the past three years. Last, Councilor Sell reported on many companies considering Medford as a home base.

Mayor Jenks reported attending the League of Oregon Cities Spring Symposium via Zoom. The theme of the Spring Symposium was emergency preparedness. John Vial, Jackson County's Emergency Operations Center Director, made a presentation at the symposium about the emergency management process during last year's regional fires. Mr. Vial reported the emergency management process works. In looking ahead at potential emergency events such as Cascadia, he recommended building relationships and emphasized the need to get the word out to citizens to prepare themselves for emergencies. Further, Mayor Jenks offered to share the recording of the symposium with others.

### 7. STAFF REPORTS

Mike Upston, Community Development Director, reported on the sale of the Eagle Point Golf Course to the Parks Legacy Project Manager. While the City is not excited to lose the Hyers, the new owner is a high profile company that tends to buy and hold golf courses to

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preserve the courses and wetlands, and develops residential communities. With regard to the Eagle Crest Subdivision, Mr. Upston reported on development going slowly as they are higher end properties, and lots are being sold one by one with the property owners selecting their own builder. However, five to ten building applications are anticipated in the near future although the cost of materials and labor is impacting building at this time. The Cottonwood Subdivision, with more entry level homes, off of Fargo now connects to Old Highway 62 and has five narrow lots being filled by the developer. With regard to the farmers market, Mr. Upston thought it was a fantastic idea although he recalled difficulties some years ago with a farmers/crafters market. He also offered his and Mr. Prunty's assistance to any interested parties. Last, Mr. Upston reported plans to attend and report back on the upcoming Rogue Valley Area Commission on Transportation, Technical Advisory Committee (RVACT-TAC) meeting. Mr. Upston's report concluded due to a failed internet connection.

Melissa Owens, Finance Director, reported on the final touches to the balanced budget, and work on the narratives in progress. Staff will notify the Budget Committee when the budget document is available. Ms. Owens further reported on insurance renewals and additional policies, some which relate to staff honesty and security of systems as well as protocols in place to protect the City. Insurance proposals are anticipated within the next couple of weeks. Staff will provide the Council with information before moving forward with any changes.

Robert Miller, Public Works Director, reported attending a Rogue Valley Area Commission on Transportation (RVACT) meeting via Zoom. Discussion addressed the former discretionary program, local transportation projects, and legislation and bills regarding funding. In addition, Mr. Miller reported on wrapping up projects, working on the budget, and discussed traffic safety to protect citizens. He also expressed appreciation for the new pickup truck.


Police Chief May responded to an inquiry from Mayor Jenks regarding the use of the Arrowhead extension. Chief May reported one complaint on speeding in that area and increased patrols have been assigned. With regard to use of the Arrowhead Trail extension to Shasta, minimal traffic had been observed but it was noted that traffic patterns often take a long time to change. Further, Chief May expressed appreciation to Councilor Lacombe for the kind words earlier in the meeting.

There were no other reports.


8. ADJOURN

There being no further business, Mayor Jenks closed the meeting at 7:28 p.m.

Respectfully submitted,

  
Cindy Hughes, City Recorder

ATTEST:

  
Ruth Jenks, Mayor

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Submission No. 1 - Melissa Owens, Finance Director

*City of Hope* 5-11-2021

5/11/2021  
ADDITIONAL BILLS

<u>CHECK #</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
44622	ANDREW HANGAARD	REIMBURSEMENT	\$ 74.00
44611	ASANTE PHYSICIAN PARTNERS	PHYSICALS	\$ 57.00
44612	BLUE STAR GAS	UTILITIES-CRESTVIEW PUMP STATION	\$ 399.38
44613	CHARTER COMMUNICATIONS	UTILITIES	\$ 119.98
44614	H D FOWLER	PALIMA WATER LINE 20/21-42	\$ 1,338.59
44615	HORNECKER COWLING LLP	CITY ATTORNEY	\$ 1,070.00
44616	JAHNKE HEATING AND AIR CONDITIONING	CITY HALL HVAC--20/21-18	\$ 14,962.00
44617	LEONARDO TRUCK/EQUIPMENT	VEHICLE MAINTENANCE	\$ 155.40
44618	NEILSON RESEARCH CORPORATION	WATER SAMPLE TEST	\$ 350.00
44619	STAPLES	SUPPLIES	\$ 136.43
44620	TEKMANAGEMENT, INC	TEKPROTECT EMAIL/WEBFILTERING/PROFESSIONAL SRVS	\$ 396.00
44621	TEKPRINTING SERVICES, INC	SAFETY EQUIPMENT	\$ 57.00
SUBTOTAL			\$ 19,115.78
Regular Bill list			\$ 71,413.70
GRAND TOTAL			\$ 90,529.48