

The City Council for the City of Junction City, met in regular session at the special time of 5:30 p.m. on Tuesday, January 24, 2012, in the Council Chambers of City Hall, 680 Greenwood Street, Junction City, Oregon.

PRESENT: Mayor, David Brunscheon; Councilors Jack Sumner, Bill DiMarco, Jim Leach, Laurel Crenshaw; Randy Nelson, and Herb Christensen; City Administrator, Kevin Watson; City Attorney, Russell Poppe; Police Chief, Mark Chase; Finance Director, Mike Crocker; Community Services Director, Melissa Bowers; City Planner Stacy Clauson; and City Recorder, Kitty Vodrup.

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Brunscheon called the meeting to order at 5:30 p.m. and led the Pledge of Allegiance.

II. CHANGES TO THE AGENDA

Added after Item 8C – Customized Periodic Review Work Group.

III. PUBLIC COMMENT ON ITEMS NOT LISTED ON THE AGENDA

Mr. Chad Walberg, 93606 Dorsey Lane, Junction City, submitted a letter of request to hold the 3rd Annual Get Together for the Junction City Quarter Milers group on April 14, 2012. This will be reviewed by the Community Development Committee and then come back before the Council for consideration of approval.

Mr. Jeff Haag, 27430 8th Street, Junction City, stated that he heard that a meeting had been held between members of Council and ECO Northwest and he was interested in hearing the outcome of that meeting. Councilor DiMarco responded that this would be discussed under agenda Item 8C.

Administrator Watson noted that Director Knope would not be in attendance at tonight's meeting, as he was dealing with a water issue.

IV. FUNCTION 4 JUNCTION REQUEST

Director Bowers stated that the Function 4 Junction Association had made a request to hold the annual Cruise and Show and Shine on Saturday, June 2, 2012. No concerns from staff or the Community Development Committee on the street closures. Committee and staff will work with the Function 4 Junction Association to develop conditions that will be applied to the use of City streets. Same route as last year for the cruise, and the staging area for the Show and Shine has been condensed.

MOTION: Councilor Crenshaw made a motion to approve the street closure request for the Function 4 Junction on June 2, 2012 and for staff and the Community Development Committee to prepare the Special Event Conditions. The motion was seconded by Councilor Sumner and passed by unanimous vote of the Council.

V. PARK LAND DONATION

Director Bowers stated that on December 13, 2011, the Council directed legal counsel to prepare the deed for the donation of land just north of Lyle Day Park from Bob and Terry Lee; a draft was included in the Council packet. The Environmental Site Assessment was received and was satisfactory.

MOTION: Councilor Nelson made a motion to direct staff to complete negotiations and accept the dedication deed as outlined in the draft. The motion was seconded by Councilor Christensen and passed by unanimous vote of the Council.

VI. TREATMENT STAKEHOLDER SUBCOMMITTEE

MOTION: Councilor Sumner made a motion to adopt the Treatment Stakeholder Subcommittee Guidelines and reduce the required minimum advertising time from 60

days to 20 days. The motion was seconded by Councilor DiMarco and passed by unanimous vote of the Council.

VII. CITY BUDGET

A. Appointment of Budget Officer

MOTION: Councilor DiMarco made a motion to appoint and designate the City Administrator to be the budget officer for the Fiscal Year 2012-2013 budget year. The motion was seconded by Councilor Leach and passed by unanimous vote of the Council.

B. Approval of Fiscal Year 2012-2013 Budget Calendar

MOTION: Councilor Christensen made a motion to approve the budget calendar. The motion was seconded by Councilor Sumner and passed by unanimous vote of the Council.

C. Budget Committee Appointments

Director Crocker stated that service terms for positions #2 and #5 expired on December 31, 2011. Terms are for three years through December 31, 2014.

Mayor Brunscheon stated that he would like to appoint Allison Lee to position #2 and Steven Hitchcock to position #5 on the Budget Committee.

MOTION: Councilor DiMarco made a motion to endorse the Mayor's appointments for the Budget Committee. The motion was seconded by Councilor Sumner and passed by unanimous vote of the Council.

VIII. COMMUNITY DEVELOPMENT COMMITTEE ITEMS

A. Loan Fund Update – The Community Development Committee (CDC) is working on a process and application to be able to implement a Façade Loan Program and a Microloan Program, which were both included in the current fiscal year budget. A flow chart was developed to show what the process might look like.

B. Public Recognition Policy – The CDC wanted Council input on developing a public recognition policy to address such things as significant local groups, businesses, civic organization, or individual accomplishments, and donations, contributions, volunteer efforts, or significant events.

The consensus of the Council was to have CDC prepare a draft policy for Council review.

XIIIC. CUSTOMIZED PERIODIC REVIEW WORK GROUP

Administrator Watson stated that yesterday, staff, Councilor DiMarco, and Councilor Leach met with ECO Northwest to discuss the outcome of the January 19th Joint Council and Planning Commission Work Session. They discussed the desires of the community to have ECO NW update the EOA along with the economic documents. In addition, they informed ECO NW that they would be developing a vision statement or visioning list of what came out of the CCPC process, as this was something that never got developed.

Planner Clauson added that staff was working on creating a calendar to outline meeting dates and topics for Planning Commission and Council review.

Administrator Watson stated that in addition, they wanted to break the large documents into smaller pieces for consumption by the Planning Commission and City Council and to create a Customized Periodic Review Work Group, which would provide input and guidance to ECO NW on developing the materials, as desired by the CCPC.

MOTION: Councilor Crenshaw made a motion to establish the Customized Periodic Review Work Group consisting of one Council member who would be chair of the group,

two Planning Commission members, and two citizen members of the CCPC. The motion was seconded by Councilor DiMarco and passed by a vote of 5 to 1, with Councilors Sumner, DiMarco, Leach, Crenshaw, and Christensen voting in favor and Councilor Nelson voting against.

MOTION: Councilor Crenshaw made a motion to waive the 60 day recruitment notice and to have applications from the Planning Commission and CCPC to be received within one week's time. The motion was seconded by Councilor DiMarco and passed by unanimous vote of the Council.

Mayor Brunscheon stated that he would like to appoint Councilor Sumner to chair this committee. At the first meeting of the Work Group, the Committee will select a vice chair, who can lead in the event of Councilor Sumner's absence.

The Council took a 10 minute break.

IX. PUBLIC HEARING – VACATION OF UNIMPROVED RIGHT OF WAY (VAC-11-03) DEPARTMENT OF CORRECTIONS

A. PUBLIC HEARING

Mayor Brunscheon opened the public hearing and asked if there were any exparte contacts or conflicts of interest. There were none.

Staff Report

Planner Clauson reviewed that this was a public hearing for vacation of unimproved right of way on the Department of Corrections property. The vacation was initiated by the Council on December 8, 2011, per recommendation of the Water, Sewer, and Street Committee. The vacation includes an unnamed series of roads south of Milliron Road and is part of the plat of Meadowview. Per state requirements, the appropriate public notices were provided. No objection was received from the 8 abutting properties, which are all owned by the Department of Corrections. The plat contains many lots that currently depend on those roads for access, so as a result, staff has negotiated with the DOC and they have agreed to consolidate those lots in a re-plat which would ensure that there are no access conflicts.

Proponent/Opponent Testimony

None.

Councilor Questions

Councilor Sumner asked why Grain Millers would not be asked about this, since the road goes all the way to the Grain Millers property. Planner Clauson responded that there was an intersecting right of way between the north/south rights of ways that are proposed to be vacated on the Grain Millers site.

Mr. Doug Young, Department of Corrections, added that there is an existing right of way on the south edge of their property and the north edge of Grain Millers that is called Skinner Lane, and that piece of Skinner Lane was not proposed to be vacated. He continued that it would remain as a public right of way, at least on the DOC side of the center line, as this is access across a private railroad crossing and the DOC's emergency egress.

Mayor Brunscheon closed the public hearing.

B. ORDINANCE NO. 1 – AN ORDINANCE VACATING PORTION OF AN UNNAMED, UNIMPROVED, RIGHTS-OF-WAY IN THE PLAT OF MEADOWVIEW SUBDIVISION SOUTH OF MILLIRON ROAD.

Planner Clauson read Ordinance No. 1 in full.

MOTION: Councilor Nelson made a motion to read Ordinance No. 1 by title only. The motion was seconded by Councilor DiMarco and passed by unanimous vote of the Council.

Planner Clauson read Ordinance No. 1 by title only.

MOTION: Councilor Sumner made a motion to adopt Ordinance No.1. The motion was seconded by Councilor DiMarco and passed by unanimous vote of the Council.

X. PUBLIC HEARING – VACATION OF UNIMPROVED PUBLIC RIGHT OF WAY (VAAC-11-02) GRAIN MILLERS, INC.

A. PUBLIC HEARING

Mayor Brunscheon opened the public hearing and asked if there were any exparte contacts or conflicts of interest. There were none.

Staff Report

Planner Clauson reported that this was a public hearing for vacation of unimproved right of way on the Grain Millers site. The vacation was initiated by Grain Millers, Inc., who submitted a street vacation petition to request vacating an unnamed and undeveloped road that bisects the applicant’s 94 acre property. The undeveloped road runs north of Meadowview Road and is adjacent to several platted lots. Per Oregon Revised Statute criteria, more than two-thirds of the abutting properties have consented to the application (Department of Corrections), and property notices were sent to affected property owners within 300 feet of the proposal. With respect to public interest, the unimproved roads are part of the plat of Meadowview. The plat contains several lots, which currently depend on those roads for access. The property owners have provided easements to serve those lots. Privately recorded easement provisions are included as exhibits to the staff report that has been submitted.

Applicant Testimony

Mr. Jim Spickerman, Gleaves Swearingen Law Firm, 975 Oak Street, Suite 800, Eugene, Oregon, stated that he was accompanied by Damien Gilbert from Branch Engineering. He continued that the application was forthright, but one thing he wanted to explain was that 48 out of 98 acres on that site were wetlands, which they are currently dealing with. He noted that they would be happy to answer any questions.

Council Questions

None.

Proponent/Opponent Testimony

None.

Mayor Brunscheon closed the public hearing.

B. ORDINANCE No. 2 – AN ORDINANCE VACATING A PORTION OF AN UNNAMED, UNIMPROVED, RIGHT-OF-WAY WITHIN THE MEADOWVIEW SUBDIVISION PLAT NORTH OF MEADOWVIEW ROAD.

Administrator Watson read Ordinance No. 2 in full.

MOTION: Councilor DiMarco made a motion to read Ordinance No. 2 by title only. The motion was seconded by Councilor Nelson and passed by unanimous vote of the Council.

Administrator Watson read Ordinance No. 2 by title only.

MOTION: Councilor Nelson made a motion to adopt Ordinance No. 2. The motion was seconded by Councilor Sumner and passed by unanimous vote of the Council.

XI. EXECUTIVE SESSION PER ORS 192.660(2)(H) TO CONSULT WITH THE CITY ATTORNEY REGARDING THE CITY’S LEGAL RIGHTS AND DUTIES IN REGARD TO CURRENT LITIGATION.

Mayor Brunscheon announced Executive Session at 7:30 p.m.

Regular session reconvened at 8:20 p.m.

XII. COUNCIL GOAL SETTING FOR 2012

Administrator Watson stated that the purpose of this item was for the Council to identify 8 to 10 goals for the upcoming fiscal year, which would assist staff with preparing a work plan and a balanced budget.

Discussion followed, and it was noted that the UGB process and budget were very high priority items.

The Council listed the following goals:

- Develop Citywide Strategic Plan
- Finish Implementation of Procurement Rules
- Update Policy Manual (Citywide)
- Keep Cost Down Without Cutting Staff
- Internal Controls

The Council consensus was to have staff provide the last two year's goal session minutes and for the Council to hold a special meeting on Tuesday, January 31, 2012 at 6:30 p.m. to continue the Goal Setting Discussion.

XIII. OTHER BUSINESS

None.

XIV. ADJOURNMENT

As there was no further business, the meeting was adjourned at 8:56 p.m.

ATTEST:

APPROVED:

Kitty Vodrup, City Recorder

David S. Brunscheon, Mayor