

The Sanitation, Recycling, and Water Committee of the City Council for the City of Junction City met on Monday, March 7th, 2016, at 6:30 p.m. in the Council Chambers of City Hall, 680 Greenwood Street, Junction City, Oregon.

PRESENT WERE: Councilors Randy Nelson, Steven Hitchcock, and Jim Leach; and Public Works Director Gary Kaping.

ABSENT WERE: None

I. CALL TO ORDER

Councilor Jim Leach called the meeting to order at 6:30 p.m.

II. CHANGES TO THE AGENDA

There were no changes to the agenda.

III. APPROVAL OF MINUTES – February 1st, 2016

The consensus of the Committee was to approve the minutes.

IV. UTILITY CODE UPDATE

Director Kaping stated that before the Committee tonight is a rough draft of the code changes that the City Attorney is recommending. He stated that he has just started going through it and he has the people in the front office reviewing it as well.

Director Kaping noted that he would like the Committee to go through the document and make notes. Then the Committee will discuss any questions or concerns.

Director Kaping then informed the Committee that the City has implemented contracts with four accounts that are behind on their bill. There are two commercial accounts and two residential accounts. Since signing the contracts all customers have made their payments on time, including the extra that was agreed upon. Discussion followed.

Councilor Leach asked if the City currently requires a deposit to set up service.

Director Kaping responded that the City currently does not require a deposit. That is one of the items that are discussed in the Utility Code update. Discussion followed.

Councilor Leach would like to address customers who leave a balance at one address and move to another address in town. He would like to make sure that the City is able to refuse new service until the old service is paid off. Discussion followed.

Councilor Leach then asked what the average bill is and if the deposit will cover it. Discussion then followed on how shut offs occur and whether or not to lien the property.

Director Kaping asked how the Committee would like to proceed. Discussion followed.

ACTION: The consensus of the Committee was to have the Utility Billing Clerk and Public Works Technician review the document and voice their concerns to the Committee at the next meeting. Director Kaping will also ask the Finance Director how the deposit system would need to be set up.

V. AGENDA FORECASTER REVIEW

Director Kaping cleaned up the current business by removing the completed items. He also added the Utility Code to current business.

VI. OTHER BUSINESS

Director Kaping updated the Committee on the 11th and Elm Well Project. He stated that all of the tests passed and that he has applied for temporary water rights. Once those rights are received the well will go online.

VII. ADJOURNMENT

As there was no further business, the meeting was adjourned at 7:02 p.m.

Respectfully submitted,

Tiffany Shafer
Public Works Technician