

The Sanitation, Recycling, and Water Committee of the City Council for the City of Junction City met on Monday, May 4<sup>th</sup>, 2015, at 7:00 p.m. in the Council Chambers of City Hall, 680 Greenwood Street, Junction City, Oregon.

**PRESENT WERE:** Councilors Jim Leach, Steven Hitchcock, and Randy Nelson; Interim City Administrator Jason Knope and Interim Public Works Director Gary Kaping.

**ABSENT WERE:** None.

**I. CALL TO ORDER**

Councilor Jim Leach called the meeting to order at 7:18 p.m.

**II. CHANGES TO THE AGENDA**

There were no changes to the agenda.

**III. APPROVAL OF MINUTES – April 6<sup>th</sup>, 2015**

The consensus of the Committee was to approve the minutes.

**IV. UPDATE ON RECYCLING OPTIONS**

Interim Public Works Director Kaping spoke about the reasons for staying where we currently are. He said we would continue to watch the numbers and continue to look at other options for the City. Discussion followed with Councilor Hitchcock and Councilor Jim Leach.

The topic was brought up about doing specific pick up for office paper and shifting paperwork duties from the sanitation department to office staff so the sanitation department can focus on Community Education.

**V. 1<sup>st</sup> STREET WATERLINE PROJECT UPDATE**

Interim Public Works Director Kaping informed the Committee that the 1<sup>st</sup> Street waterline project started today. Included in the packet was a construction schedule on track to finish May 20<sup>th</sup>. Discussion followed about the water and sewer project.

H&J Construction is doing both jobs simultaneously.

**VI. UPDATE ON CITY ORDINANCE ON WATER TURN OFFS**

Interim Public Works Director Kaping explained to the Committee that the original document in question does not exist anymore. The City Attorney is currently writing a new City Ordinance.

Councilor Leach asked how we got to this point.

Interim Public Works Director Kaping responded that our old City Ordinance referenced an EWEB document that has since been disbanded. Due to this, our ordinance does not state the logistics of shutting off a meter due to nonpayment. The City Attorney is creating an ordinance that states this.

Interim Public Works Director Kaping then informed the Committee that since we are starting over on the Ordinance that it would be a great time to add in fees for doorhangers and late notices. Discussion was followed about payment arrangements and fees for past due notices and door hanger fees.

Councilor Leach asked for the amount owed by past due commercial customers. Discussion followed.

**ACTION:** The consensus of the Committee is for Interim Public Works Director Kaping to bring the total amount due from past due commercial accounts to the next meeting.

## **VII. AGENDA FORECASTER REVIEW**

Interim Public Works Director Kaping stated that there were no changes on the agenda forecaster.

## **VIII. OTHER BUSINESS**

There was no other business.

## **IX. ADJOURNMENT**

As there was no further business, the meeting was adjourned at 7:40 p.m.

Respectfully submitted,

Tiffany Shafer  
Public Works Technician