

The City Council for the City of Junction City, met in regular session at 6:30 p.m. on Tuesday, June 25, 2013, in the Council Chambers of City Hall, 680 Greenwood Street, Junction City, Oregon.

PRESENT: Mayor, David Brunscheon; Councilors Karen Leach, Bill DiMarco, Randy Nelson, Herb Christensen; Excused Absence: Councilor Jim Leach; City Attorney, Lauren Sommers; City Administrator, Melissa Bowers; Public Works Director, Jason Knope; Finance Director, Mike Crocker; and Administrative Assistant, Tere Andrews.

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Brunscheon called the meeting to order at 6:30 p.m. and led the Pledge of Allegiance.

II. CHANGES TO THE AGENDA

None.

III. PUBLIC COMMENT ON ITEMS NOT LISTED ON THE AGENDA

None.

IV. WATER PLANT FILTERS PURCHASE

Director Knope stated that before the Council was a request to purchase two additional filters for the Water Treatment Plant project. The City currently has two filters and to address the City water flows, it is necessary to buy two additional filters.

MOTION: Councilor K. Leach made a motion to the purchase of two additional filters from Loprest Water Treatment Company in the amount of \$97,000.00 and authorize the Public Works Director to sign the necessary documents. The motion was seconded by Councilor DiMarco and passed by unanimous vote of the Council.

V. CITY ENGINEERING

Director Knope stated that the City started the process for a Request for Proposal (RFP) to select a City Engineer and to bring that service and contract into compliance with state law, as the previous contract did not meet the qualifications. Five firms submitted proposals, and a five member selection committee reviewed. Four of the five members scored each proposal. The number one candidate was HBH Engineering and number two was Westech Engineering. Options before the Council include directing staff to begin contract negotiations with HBH Engineering or to cancel the RFP.

Councilor Christensen stated that he was the one on the selection committee that did not participate in the scoring, as he was not comfortable with the process. He added that he did not understand why Westech Engineering could not represent the City and also do the engineering for the Sewer System. He recommended tabling the discussion. Councilor Nelson added that he also did not feel comfortable with the process and suggested that it go before a Council Committee.

Councilor DiMarco asked Attorney Sommers if she could answer Councilor Christensen's question.

Attorney Sommers apologized that she did not know the back story on this and therefore could not answer the question of whether a single engineering firm could serve as the City's engineer and a project engineer, but she could get an answer. She continued that as far as what happens next in the process, the Council was bound by the process as outlined in the RFP and the City's procurement rules. The RFP said the City would convene a group, the group would score the proposals based on the RFP criteria, and submit the scores to the Council. The two options for the Council were to direct staff to enter into contract negotiations with the highest scoring proposer or to cancel the RFP. Sending the RFP to a Council Committee was not in the series of events.

Discussion followed on the process, and it was noted that a Council Committee had reviewed and approved the selection process. Councilors Christensen and Nelson expressed their concerns on the process and stated that their preference would be for the Council to make the decision on hiring, and not a selection committee.

Councilor DiMarco noted that from what he had heard, the rules were followed and absent any evidence that the process was conducted improperly, he would go with the recommendation. He added that the same options would be available to the Council, if they tabled, and he did not see the benefit in that.

It was noted that the Council had two options, including entering into a contract with HBH or not accepting the RFP.

MOTION: Councilor Christensen made a motion not to accept the RFP. The motion died, for lack of a second.

Administrator Bowers noted that another option the Council had was to table the discussion.

MOTION: Councilor Christensen made a motion to table the discussion. The motion was seconded by Councilor Nelson and passed by a vote of 3 to 1, with Councilors K. Leach, Nelson, and Christensen voting in favor and Councilor DiMarco voting against.

The Council consensus was to bring back to the July 23rd Council meeting.

Further discussion occurred on the process and tabling. Administrator Bower noted that between now and July 23rd, legal counsel could provide answers on Councilor Christensen's question on engineering services, as well as address questions on the process and the City's procurement rules, which might be useful information for the Council to receive.

Councilor Nelson stated that he wanted to see all of the scores, information on what the selection committee looked at, what process they used, what they considered, as well as what the legal options were and how binding the process was. He asked if it could be deemed incomplete, because one member did not participate in scoring.

VI. ADOPT A PARK

Administrator Bowers stated that before the Council was advisory information from the Parks and the Community Services Committees on implementing an Adopt a Park Program, which would allow different groups to do a one day clean up of a park or to adopt a park annually and provide quarterly clean ups. The program will likely be implemented after the hiring of a new Community Services Director.

VII. COMPENSATION SCHEDULE RESOLUTION

Director Crocker reviewed the resolution.

RESOLUTION No. 1 – A RESOLUTION TO APPROVE THE FISCAL YEAR 2013-2014 COMPENSATION SCHEDULES FOR POLICE, TEMPORARY AND SEASONAL, AND MANAGEMENT AND NON-REPRESENTED POSITIONS.

MOTION: Councilor Christensen made a motion to approve Resolution No. 1. The motion was seconded by Councilor K. Leach and passed by unanimous vote of the Council.

VIII. PROCESS FOR FILLING COUNCIL VACANCY

Mayor Brunscheon asked the Council how they wanted to proceed on filling the Council vacancy and noted that options included advertising and making a direct appointment.

Councilor Christensen recommended making the direct appointment of Steven Hitchcock, as he had been next in line in the 2012 election for Councilor and had served two years on the Budget Committee.

Councilor DiMarco expressed his appreciation and support for Mr. Hitchcock's service and work and recommended that to have a more open and transparent process that they go through the application process.

Councilor K. Leach noted that running in an election was a transparent process.

MOTION: Councilor Nelson made a motion to declare that Councilor Crenshaw’s seat to be vacant. The motion was seconded by Councilor Christensen and passed by unanimous vote of the Council.

MOTION: Councilor Christensen made a motion to fill the vacant Council position with Steven Hitchcock. The motion was seconded by Councilor K. Leach. The vote was 2 to 1, with Councilors K. Leach and Christensen voting in favor and Councilor DiMarco voting against. Councilor Nelson asked if he could abstain from voting. Attorney Sommers responded that he could abstain, only if there was an actual conflict of interest and that by his vote would derive a financial benefit.

Councilor Christensen recalled his motion.

MOTION: Councilor Christensen made a motion that the Council appoint Steven Hitchcock to be the new Councilor. The motion was seconded by Councilor K. Leach and passed by unanimous vote of the Council.

IX. COMCAST FRANCHISE

Administrator Bowers stated before the Council was a draft of the franchise agreement with Comcast for the next 10 years. The franchise has expired and is currently on a month to month basis.

Council consensus was to take the agreement to the Finance Committee for review.

X. STAFF REPORTS

Administrator Bowers stated that she had follow up with DLCD (Department of Land Conservation and Development) related to the City’s application for the Urban Growth Boundary (UGB) expansion. The two points of follow up that they provided in writing were questions regarding Junction City’s Goal 5 wetlands submittal and a request for a copy of the ordinance where the “Y” was brought into the UGB a number of years ago. Staff is preparing responses to those questions and she will provide copies to the Council. She added that a Transportation System Plan Open House is scheduled for Thursday, July 11th.

XI. COUNCILOR COMMENTS/QUESTIONS

No comments.

XII. MAYOR’S COMMENTS

Mayor Brunscheon thanked everyone in the audience for attending the meeting and noted that he always appreciated seeing people at the meetings.

XIII. OTHER BUSINESS

None.

XIV. ADJOURNMENT

As there was no further business, the meeting was adjourned at 7:22 p.m.

ATTEST:

APPROVED:

Kitty Vodrup, City Recorder

David S. Brunscheon, Mayor