

The City Council for the City of Junction City, met in regular session at 6:30 p.m. on Tuesday, July 9, 2013, in the Council Chambers of City Hall, 680 Greenwood Street, Junction City, Oregon.

**PRESENT:** Mayor, David Brunscheon; Councilors Karen Leach, Bill DiMarco, Jim Leach, Steven Hitchcock, and Herb Christensen; Excused Absent: Councilor Randy Nelson; City Attorney, Carrie Connelly; City Administrator, Melissa Bowers; Police Chief, Mark Chase; Public Works Director, Jason Knope; Finance Director, Mike Crocker; 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 6:30 p.m. and led the Pledge of Allegiance.

**II. CHANGES TO THE AGENDA**

None.

**III. CONSENT AGENDA**

**MOTION:** Councilor Christensen made a motion to approve the consent agenda, consisting of the bills from June and the minutes from June 11 and 25, 2013. The motion was seconded by Councilor K. Leach and passed by unanimous vote of the Councilors present: K. Leach, DiMarco, J. Leach, and Christensen.

**IV. PUBLIC COMMENT ON ITEMS NOT LISTED ON THE AGENDA**

None.

**V. STATE MENTAL HOSPITAL UPDATE – JODIE JONES, PROJECT ADMINISTRATOR**

Ms. Jodie Jones stated that full funding was received from the legislature for the hospital construction and vertical construction will begin next week. A webcam will be opening up soon at the site, and she will forward that link to Administrator Bowers.

**VI. OATH OF OFFICE – COUNCILOR STEVEN HITCHCOCK**

Recorder Vodrup administered the oath of office for the position of City Councilor to Mr. Steven Hitchcock, and he took his place at the Council dais.

**VII. TRANSPORTATION SYSTEM PLAN UPDATE**

Planner Clauson provided an update on the Transportation System Plan (TSP). This planning process looks at how Junction City's TSP should change to meet long term growth needs. The TSP Citizens Advisory Committee identified several areas of interest as possible solutions to long term transportation needs. The current access program in the City's adopted TSP is more restrictive than what the state standards would require, so it is planned to alleviate that issue by aligning with the current state standards. A public open house will be held on July 11<sup>th</sup> and an online survey will be conducted to receive citizen feedback on project priorities. After other steps are completed, it is anticipated that the draft TSP will come before the Council some time in winter for consideration of adoption.

Councilor K. Leach, who serves as Chair of the TSP Citizen Advisory Committee, encouraged the Council to thoroughly read this material and attend the open house, as it was very important that the Council be involved in this community wide planning project.

**VIII. WASTEWATER FACILITIES PLAN UPDATE**

Director Knope reviewed that last time the Wastewater Facilities Plan was before the Council, there were several changes that the Department of Environmental (DEQ) had requested, plus a few changes from the Council. Westech has completed those changes, and according to the Mutual Agreement Order with the state, the completed document must be submitted to DEQ by August 9<sup>th</sup>. After DEQ approves the document, it will come back before the Council for formal adoption.

In response to a question on when a second opinion on the Wastewater Facilities Plan engineering numbers might be received, Director Knope responded that this discussion would begin in the next few months at the Committee level.

It was noted that in the 2006 Wastewater Facilities Plan, the eastside transmission line was supposed to serve the UGB expansion, and it was asked if the new pipeline on the west side was suppose to replace the eastside transmission line and still meet the earlier service goals. Director Knope responded that he would ask the engineers and bring that information back. It was suggested that a 2<sup>nd</sup> engineering opinion be obtained on the capacity of that pipeline.

**MOTION:** Councilor K. Leach made a motion to authorize staff to submit the 2013 Wastewater Facilities Plan to the Oregon Department of Environmental Quality. The motion was seconded by Councilor Christensen and passed by unanimous vote of the Council.

**IX. SCANDINAVIAN FESTIVAL REQUEST FOR 2013 FESTIVAL**

Administrator Bowers reviewed the festival request and conditions, including a new requirement that alcohol vendors provide the City with proof of a 2 million dollar certificate of liability as recommended by the City's insurance agent.

**MOTION:** Councilor Christensen made a motion to approve the street closure conditions for the 53rd annual Scandinavian Festival, as presented by staff, and authorize Public Works staff to issue parking permits and designate loading zones on an added needed basis. The motion was seconded by Councilor K. Leach and passed by unanimous vote of the Council.

**X. TRUCK FUNCTION STREET CLOSURE REQUEST**

Administrator Bowers reviewed the newly proposed September 28, 2013 Truck Function event request from Mr. Dan Alley and Mr. Bryan Welsh. The event is not associated with the Function 4 Junction. A Show and Shine would be held at the High School and a cruise through town, with an anticipated 75 to 100 participants. A list of staff considerations was reviewed. Discussion followed and included that there were concerns on side streets not being designed for heavy vehicle traffic, delaying the I and I project could cost the City money, and the last Function 4 Junction costs to the Police Department were \$2500 and \$3500 for Public Works and staff had not anticipated this new event as part of this year's expenditures.

The Council consensus was to have staff draft conditions per discussion, including limiting trailer weight to no more than 40,000 lbs, and to bring back for Council review.

**XI. SCANDIA RUN REQUEST**

Administrator Bowers stated that before the Council was a request to hold the 39<sup>th</sup> Annual Scandia Run.

**MOTION:** Councilor Christensen made a motion to approve the Street Closure Conditions for the 2013 Annual Scandia Run on August 10, 2013. The motion was seconded by Councilor J. Leach and passed by unanimous vote of the Council.

**XII. JCHS NOISE PARADE REQUEST**

Administrator Bowers noted this was a request from JCHS to hold the annual noise parade for homecoming.

**MOTION:** Councilor K. Leach made a motion to approve the Street Closure Conditions as presented and a Noise Permit for the Junction City High School Homecoming Noise Parade on October 2, 2013. The motion was seconded by Councilor Christensen and passed by unanimous vote of the Council.

**XIII. BLOCK PARTY STREET CLOSURE REQUEST**

Administrator Bowers stated this was a new request for a block party on Deal Place, off of E. 9<sup>th</sup> Avenue between the hours of 4 p.m. to 9 p.m. Conditions include notifying neighbors.

**MOTION:** Councilor K. Leach made a motion to approve the Street Closure Conditions as presented for a block party on Deal Place on Saturday, August 10, 2013. The motion was seconded by Councilor J. Leach and passed by unanimous vote of the Council.

**XIV. PARKS COMMITTEE GUIDELINES**

Administrator Bowers reviewed that the Parks and Community Services Committee had updated the Parks Committee Guidelines to include when a position shall be determined vacant and establishing a standing date for the Committee.

**XV. STAFF REPORTS**

Director Knope provided updates on the projects in town and noted that they began to fill the new water tower. Notices will be sent out to let residents know there will be an increase in water pressure.

Chief Chase reported that three sector meetings had been held, and Sector 2 would meet on July 30<sup>th</sup> and Sector 4 on August 2<sup>nd</sup>.

Attorney Connelly reported that she would be working with Administrator Bowers and Director Knope on the City Engineer RFP for presentation to the Council.

Administrator Bowers reviewed that the Council Work Session on Long Term Budgeting would be held on July 16<sup>th</sup>. LCOG Planner Stacy Clauson has submitted her resignation, and the Council will likely be discussing how the City is going to fulfill planning needs moving forward at a future date.

**XVI. COUNCILOR COMMENTS/QUESTIONS**

Councilor K. Leach thanked Director Knope for project update e-mails and Administrative Assistant Tere Andrews for making copies of the TSP documents. She noted that the Employee Dinner was a great opportunity to recognize staff and let them know how much they are appreciated. She and Councilor Christensen attended a recent Chamber breakfast, and Chamber members were very appreciative. She thanked all staff for their good work.

Councilor DiMarco noted that it would be important going forward to have discussions on the financial, maintenance, and other impacts of special events to the City and citizens and to possibly discuss during long range planning.

Councilor J. Leach welcomed Councilor Hitchcock.

Councilor Hitchcock thanked everyone for being welcoming and noted that it was a pleasure to be here.

Councilor Christensen expressed his agreement with Councilor K. Leach's comments, and thanked staff for their great work. He welcomed Councilor Hitchcock.

**XVII. MAYOR'S COMMENTS**

Mayor Brunscheon expressed his appreciation for the Employee Dinner and noted that the City could be very proud of its employees. He welcomed Councilor Hitchcock and reminded everyone about the TSP Open House on July 11<sup>th</sup>. He encouraged Council attendance at the Annual Chamber Dinner on July 18<sup>th</sup>.

**XVIII. OTHER COUNCIL BUSINESS**

Mr. Jeff Haag noted that this agenda item used to be titled "Other Business" and he asked that it be changed back, so the public could have another opportunity to comment.

**XIX. ADJOURNMENT**

As there was no further business, the meeting was adjourned at 8:18 p.m.

ATTEST:

APPROVED:

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Kitty Vodrup, City Recorder

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David S. Brunscheon, Mayor