

The City Council for the City of Junction City, met for a work session at 6:30 p.m. and regular session at 6:45 p.m. on Tuesday, August 12, 2014, in the Council Chambers of City Hall, 680 Greenwood Street, Junction City, Oregon.

**PRESENT:** Mayor, David Brunscheon; Councilors Karen Leach, Bill DiMarco, Jim Leach, Randy Nelson, Steven Hitchcock, and Herb Christensen; City Attorney, Carrie Connelly; City Administrator, Melissa Bowers; Acting Police Chief, Eric Markell; Public Works Director, Jason Knope; and City Recorder, Kitty Vodrup.

## WORK SESSION

### **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. COUNCIL GOALS UPDATE**

Administrator Bowers reviewed the following Council Goal Updates.

**Council Goal #1: Conduct joint goal setting sessions with the School District Board and Tri-County Chamber of Commerce by 06-30-14.**

1. **Joint Meeting with Tri-County Chamber:** This was completed on March 18, 2014. Council may or may not want to further review minutes/outcome of meeting.
2. **Joint Meeting with the School District:** This was completed on May 19, 2014. Council may or may not want to further review minutes/outcome of meeting.

**Council Goal #2: Establish Council Committee structure, including roles, authority, operating rules, etc. by 12-31-13.** Council decided on September 10, 2013 to list this as a pending item, without a date certain that it would be addressed.

**Council Goal #3: Build a new Water Treatment Plant by 03-31-14.** Director Knope reviewed that the project had been completed on April 1<sup>st</sup> and all four filters were on line. To date, 116 million gallons of water has been produced

**Council Goal #4: Achieve more structured Council meetings, including roles, protocol, and etiquette by 12-31-13.** Council decided on September 10, 2013 to list this as a pending item, without a date certain that it would be addressed.

**Council Goal #5: Complete plan, approval, engineering, and a financial plan for a new Wastewater Treatment Plant by 12-31-14.** Director Knope reviewed that there was no change from the last update, and they were still waiting on Department of Environmental Quality to come to a conclusion on the discharge location.

**Council Goal #6: Establish budget policies that the Finance Committee recommends to the Council by 12-31-13.** Administrator Bowers noted that this goal had been completed at the January 28, 2014 Council meeting.

The Council discussed holding a Council goals session, now that the budget had been completed. The Council consensus was to have staff come up with some potential Saturdays in September and present to the Council.

### **III. WORK SESSION ADJOURNMENT**

The work session adjourned at 6:43 p.m.

## REGULAR SESSION

### **I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

Mayor Brunscheon called the meeting to order at 6:45 p.m.

### **II. CHANGES TO THE AGENDA**

None.

**III. CONSENT AGENDA**

**MOTION:** Councilor Nelson made a motion to approve the Consent Agenda, which consisted of the bills from the month of July and the July 2, 8, 16, and 22, 2014 Council minutes. The motion was seconded by Councilor Christensen and passed by unanimous vote of the Council.

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

Mr. Daryl Dorman, 1221 Juniper Street, Junction City, voiced his objections to the Truck Function in Junction and referred to the excessive noise/horn honking and difficulty getting in and out of town during the event. He expressed concern with many sidewalks in Junction City being in bad condition and referred to a large pile of debris in the gravel lot of the old Gibson Ford dealership.

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

Ms. Jones distributed photos and provided project updates. A café will be at the hospital for families, staff, and the public. A job fair was held in Junction City on July 30<sup>th</sup>, and over 200 were in attendance. Interviews for new positions will occur on October 10<sup>th</sup> and December 12<sup>th</sup>.

**VI. ORDINANCE NO. 1 – AN ORDINANCE AMENDING AN INCORRECT RECITAL WITHIN ORDINANCE No. 1219**

Administrator Bowers reviewed that this was a housekeeping ordinance to amend an incorrect recital in Ordinance No. 1219 to read that the Ivory Annexation property would remain in the Junction City Rural Fire Protection District and not the Lane Rural Fire Protection District.

Attorney Connelly 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 Christensen and passed by unanimous vote of the Council.

Attorney Connelly read Ordinance No. 1 by title only.

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

**VII. FIRE DISTRICT TRAINING FACILITY IGA**

Director Knope reviewed that the Junction City Rural Fire Protection District had requested permission to build a training facility on the City's Sewer Treatment Plant property. The Sewer and Street Committee reviewed the request and a draft Intergovernmental Agreement (IGA) and recommended approval with a 10 year term. Director Knope noted that this would not impact the City if it wanted to expand the treatment plant in the future, as the training facility would be located in the corner of the property and out of the way.

Fire Chief Carl Perry expressed appreciation to the Council for considering this request and added that the Police Department could also use the building for training on searches, building clearance, etc. The building would be composed of freight containers.

Director Knope asked for Council input on the insurance requirement in the IGA. Attorney Connelly noted that their firm recommends that the insurance amount is high enough to cover the Oregon Tort Claims Act, which is currently at \$1.3 million and increases each July. Administrator Bowers added that the City's insurance provider, City County Insurance, recommends that certificates of insurances be provided to the City in the amount of \$2 million with the City named as an additional insured, as certificates are issued in 1 million dollar increments.

The Council consensus was to have the IGA read in 12 (d), "provide insurance for the district structures and any and all district property on site in the amount sufficient to cover the Oregon Tort Claims Act and in the form of a certificate of insurance with the City named as an additionally insured."

**MOTION:** Councilor DiMarco made a motion to approve the request by the Junction City Fire Department to build a training facility and authorize the City Administrator to sign the IGA as modified, specifically in 12(d) as stated. The motion was seconded by Councilor K. Leach and passed by unanimous vote of the Council.

**VIII. STAFF REPORTS**

Director Knope reported that Public Works would be washing and sweeping the streets, as well as picking up barricades tomorrow morning.

Acting Chief Markell reported that the Scandinavian Festival went well and there were no major incidents from a police standpoint.

Administrator Bowers reported that the Utility Billing Transition Plan indicated that Utility Billing would move to Public Works on August 28<sup>th</sup>, and the date has been changed to September 8<sup>th</sup>. She reminded the Council that an annexation work session would occur on August 18<sup>th</sup>.

**IX. COUNCILOR COMMENTS/QUESTIONS**

Councilor Nelson invited Mr. Dorman to attend a Sewer and Street Committee meeting to talk about sidewalk concerns.

Councilor Hitchcock asked a few questions about the monthly Library Report: 1. Under borrowing statistics, what was the difference between books versus new books; 2. New cards were issued twice, but had different statistics; 3. Visitors to Library – Walk in visitors listed at 588 and computer station use hours of 588, so is each visitor using one hour. Administrator Bowers responded that she would follow up with Director Frost.

Councilor K. Leach thanked the Police Department for being visible and doing a great job at the Scandinavian Festival. She thanked Director Knope for being up front and providing easy to understand information and thanked Recorder Vodrup for her assistance on a task earlier in the day.

**X. MAYOR’S COMMENTS**

Mayor Brunscheon expressed appreciation to staff for all their work and thanked Councilor Nelson for following up with Mr. Dorman. He noted that the Scandinavian Festival seemed to go well and he thanked the Police Department and Public Works for their work with that.

**XI. OTHER BUSINESS**

None.

**XII. ADJOURNMENT**

As there was no further business, the meeting was adjourned at 7:18 p.m.

ATTEST:

APPROVED:

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Kitty Vodrup, City Recorder

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David S. Brunscheon, Mayor