

The City Council for the City of Junction City, met in regular session at 6:30 p.m. on Tuesday, September 22, 2015, in the Council Chambers of City Hall, 680 Greenwood Street, Junction City, Oregon.

PRESENT: Mayor, Michael Cahill; Councilors Karen Leach, Bill DiMarco, Jim Leach, Randy Nelson, Steven Hitchcock and Herb Christensen; City Administrator, Jason Knope; Public Works Director, Gary Kaping; Finance Director, Mike Crocker; City Planner, Jordan Cogburn; and City Recorder, Kitty Vodrup.

REGULAR SESSION

1. Call to Order and Pledge of Allegiance

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

2. Changes to the Agenda

None.

3. Public Comment on Items not Listed on the Agenda

None.

4. Meadowview Jurisdiction Discussion

Planner Cogburn stated that before the Council was a request from Lane County Public Works to discuss jurisdiction over a small stretch of Meadowview Road, which was within the City as well as within the Urban Growth Boundary. This conversation stemmed out of a recent development proposal by Grain Millers, which has not received final approval.

Ms. Lydia McKinney, Lane County Transportation Planning, stated that the county was referral staff on the Grain Millers development application, as the county has jurisdiction over Meadowview Road. Per Lane County Code and results of a Traffic Impact Analysis (TIA), there were some county conditions for the development, and Grain Millers asked for flexibility in those conditions:

1. **Pavement preservation on Meadowview Road to maintain the surface of the road, based on the additional truck traffic.** Grain Millers was willing to do.
2. **Intersection improvements at Prairie Road to allow trucks to safely turn.** Grain Millers was willing to do.
3. **Frontage improvements on Meadowview Road including road widening, sidewalk and bike lane construction.** Grain Millers was willing to widen the road, but rather than do full frontage improvements with sidewalks and bike lanes, they wanted to enter into a development agreement with the jurisdiction to essentially say those improvements do not make sense at this time.
4. **Intersection improvements at Highway 99 to allow trucks to safely turn.** Being in close proximity to a rail line would trigger a rail order, which is a challenge for developers in time and money; thus, Grain Millers proposed directing all of their truck traffic to Prairie Road, instead of Highway 99. They would enter into a development agreement with the jurisdiction who owns the roadway and have a review process to make sure trucks are not using Highway 99.

Ms. McKinney and Commissioner Jay Bozievich shared that the county wanted to facilitate the development, but was not able to enter into a development agreement because the development was within the Junction City City limits; therefore, the county was requesting that Junction City request surrender of the county's portion of Meadowview Road and enter into a development agreement with Grain Millers.

Council members expressed concerns on not rushing into a decision. It was noted that the City was still in process of finalizing the Transportation System Plan and the TIA and that whole area needed to be studied.

5. 11th and Elm Well Contract Award

Director Kaping reviewed that on September 8th, the Council passed a resolution for an interfund loan to complete construction of the 11th and Elm Well. Bids were reviewed by the Sanitation, Recycling, and Water Committee on September 14th.

MOTION: Councilor J. Leach made a motion to authorize the construction of the 11th and Elm Well, awarding the electrical contract to JC Electric in the amount of \$67,420.00, the SCADA contract to TAG in the amount of \$45,685.00, and the pump contract to Stettler Supply in the amount of \$74,215.00. The motion was seconded by Councilor Nelson and passed by unanimous vote of the Council.

6. TSP Personnel Services Contract Proposals

Planner Cogburn presented proposals from three traffic engineers to complete the Transportation System Plan (TSP).

MOTION: Councilor K. Leach made a motion to award the contract to Sandow Engineering in the amount of \$12,123.00 and authorize the City Administrator to sign the necessary documents. The motion was seconded by Councilor Hitchcock and passed by unanimous vote of the Council.

Councilor K. Leach, Chair of the TSP Task Force, thanked the Council, staff, and TSP Task Force Committee for their work on this.

7. Other Business

Councilor J. Leach asked if a vendor had been selected to do the test wells. Director Kaping responded that staff was waiting for responses.

8. Adjournment

As there was no further business, the meeting was adjourned at 7:29 p.m.

WORK SESSION

1. Call to Order

Mayor Cahill called the Work Session to order at 7:35 p.m.

2. Master Fee Schedule Annual Review

Director Crocker shared that the Master Fee Schedule was a compilation of all City fees and had been reviewed by the Council in April of 2014. Creation of the schedule was one of the items on the Long Range Financial Plan that the Council adopted in 2013. Before the Council was the question on what process the Council would like to use for review and whether they would like to adopt the fee schedule format or wait for staff and committees to determine if there should be fee changes. It was noted that that any adjustments to fees would be done in a separate process via resolution and it would be beneficial to set a schedule for regular review of fees.

The Council consensus was to have staff bring back the Master Fee Schedule for adoption and options for regular review of fees.

3. Administrative Project List Review

Administrator Knope presented an updated Administrative Project list; three projects moved from pending to in progress.

It was the Council consensus to have Administrator Knope move "pending" into the far left column and "in progress" to the center.

4. Adjournment

As there was no further business, the meeting was adjourned at 7:58 p.m.

ATTEST:

APPROVED:

Kitty Vodrup, City Recorder

Michael J. Cahill, Mayor