

The City Council for the City of Junction City, met in regular session at 6:30 p.m. on Tuesday, October 14, 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; Public Works Director, Jason Knope; Finance Director, Mike Crocker; 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

An amendment was noted on the July 30, 2014 minutes under IV. Utility Billing Transition Plan: Second paragraph change “appreciate” to “appreciation.”

MOTION: Councilor Nelson made a motion to approve the consent agenda, with the amendment, which consisted of the September bills and the July 30, August 14, September 18, and September 27, 2014 minutes. The motion was seconded by Councilor K. Leach and passed by unanimous vote of the Council.

IV. PUBLIC COMMENT ON ITEMS NOT LISTED ON THE AGENDA

Mr. Jeff Haag, 27430 8th Street, Junction City, shared information on the Haag Home for Boys operations, in light of concerns raised at a recent Council meeting.

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

Ms. Jones provided updates on the hospital construction and introduced Deputy Superintendent Robert Gebhardt. Once the construction is completed, Mr. Gebhardt will be the contact for the mental hospital.

VI. ACTA, LLC ANNEXATION (A-14-01) ORDINANCE

A. **ORDINANCE NO. 1 – AN ORDINANCE APPROVING THE ANNEXATION OF TAX LOTS: 500, 509, 900, 1000, 1001, 1002, 1004 & 1006 OF LANE COUNTY ASSESSOR’S MAP 16-04-05-32.**

Attorney Connelly read Ordinance No. 1 in full.

MOTION: Councilor DiMarco made a motion to read Ordinance No. 1 by title only. The motion was seconded by Councilor K. Leach and passed by unanimous vote of the Council.

Attorney Connelly read Ordinance No. 1 by title only and then restated what the tax lot numbers were.

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

VII. ACTA, LLC REZONE (RZ-14-02) ORDINANCE

A. **ORDINANCE NO. 2 – AN ORDINANCE AMENDING THE CITY OF JUNCTION CITY OFFICIAL ZONING MAP TO REZONE TAX LOTS: 500, 509, 900, 1000, 1001, 1002, 1004, AND 1006 OF LANE COUNTY ASSESSOR’S MAP 16-04-05-32 FROM LANE COUNTY ZONING RURAL RESIDENTIAL (RR5), COMMERCIAL (C3), AND COMMERCIAL AIRPORT SAFETY (CAS) TO JUNCTION CITY ZONING GENERAL COMMERCIAL (GC), SINGLE FAMILY RESIDENTIAL (R1) AND DUPLEX RESIDENTIAL (R2).**

Attorney Connelly read Ordinance No. 2 in full.

MOTION: Councilor K. Leach made a motion to read Ordinance No. 2 by title only. The motion was seconded by Councilor DiMarco and passed by unanimous vote of the Council.

Attorney Connelly read Ordinance No. 2 by title only.

MOTION: Councilor K. Leach made a motion to approve Ordinance No. 2. The motion was seconded by Councilor DiMarco and passed by unanimous vote of the Council.

VIII. CODE TEXT AMENDMENT ORDINANCE

A. ORDINANCE NO. 3 – AN ORDINANCE AMENDING CITY OF JUNCTION CITY MUNICIPAL CODE SECTION 17.15, DUPLEX RESIDENTIAL (R2) ZONING.

Attorney Connelly read Ordinance No. 3 in full.

MOTION: Councilor Nelson made a motion to read Ordinance No. 3 by title only. The motion was seconded by Councilor J. Leach and passed by unanimous vote of the Council.

Attorney Connelly read Ordinance No. 3 by title only.

MOTION: Councilor Hitchcock made a motion to approve Ordinance No. 3. The motion was seconded by Councilor Christensen and passed by unanimous vote of the Council.

IX. GENERAL FUND ANALYSIS REPORT

Director Crocker shared that the Council had requested at their September 27th Work Session that a General Fund Analysis report and budget versus line detail be provided each month. General Fund Beginning Fund Balance for this fiscal year was \$2,015,000 and last year it was \$1,984,000. Revenues and expenditures are generally on track, with Court Fines coming in a bit lower than projected. Director Crocker provided three financial reports and will be working to consolidate the data into one report.

Councilor DiMarco noted that Comcast lost a recent court case in which it was determined that they were not paying enough in property taxes going back to 2009. The Oregon Tax Court is assessing the amount due in back taxes and amount going forward that Comcast will need to pay; consequently, the City should receive some additional revenue.

X. LIBRARY BOARD APPOINTMENT

Mayor Brunscheon appointed Rochelle Heidt to a second term on the Library Board through July 1, 2018.

MOTION: Councilor K. Leach made a motion to approve the Mayor's appointment of Rochelle Heidt to a position on the Library Board. The motion was seconded by Councilor DiMarco and passed by unanimous vote of the Council.

XI. COURT ASSISTANCE AND ROAD CREW

Director Crocker reviewed that before the Council was a proposal to create a .25 Full Time Equivalent Court Assistant position and to approve having a Police Reserve Officer provide Road Crew supervision. Both would be funded out of savings in the budget from using a Probation Monitoring Service, rather than hiring a part time Probation Officer.

The Court Assistant would work an average of 12 hours a week and provide back up on court day and when the Court Clerk is out on vacations, sick leave, trainings, or meetings. Road Crew Supervision would move from being supervised by Public Works to a Police Reserve Officer, and estimates are 21 hours per month. The Finance and Judiciary Committee reviewed and recommended approval of both.

Questions were asked about who has access to court records and making sure the City was compliant with separation between court and the police department systems. Director Crocker responded that he could bring back information and also confirm with Feynman that the Utility Billing Clerk's access to court records had been terminated.

A. RESOLUTION NO. 1 – A RESOLUTION TO CREATE THE POSITION OF ADMINISTRATIVE AIDE IV: COURT ASSISTANT PURSUANT TO PERSONNEL POLICY SECTION 4.2 AND ESTABLISHING THE RANGE WITHIN THE CITY'S COMPENSATION SCHEDULE.

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

MOTION: Councilor Hitchcock made a motion to direct staff to utilize available Police Reserves to supervise the Road Crew. The motion was seconded by Councilor Christensen and passed by unanimous vote of the Council.

XII. WATER TOWER TELECOMMUNICATIONS UPDATE

Administrator Bowers reviewed that at the September 27th Work Session, the Council talked about providing notice to entities who have equipment on the old water tower. In 2012, the Council decided that the tower would need to come down at some point. The City has agreements with Unwiredonline and T-Mobile for equipment on the tower, and the longest termination notice period is with Unwiredonline at six months. There may also be other entities with equipment on the tower, but there are no agreements on file. The Council noted the importance of providing adequate notice to the vendors, School District, Lane ESD, and the Scandinavian Festival Association (tower destruction could impact use around that area). Also notice to the general public, to identify any other possible entity with equipment on the tower.

The Council consensus was to have Administrator Bowers and Director Knope draft a letter for Council review on the earliest date of take down, which would be six months and bring back for Council review.

XIII. STAFF REPORTS

Director Boldon noted that he had been in his position as Community Services Director for just over two weeks and was excited to be working for the City. He had met some great people and looked forward to a long relationship with everyone. The Council welcomed him.

Planner Cogburn reported that the development review for the St. Vincent building at 333 Ivy has been completed and building review should be coming back from Clair Company soon. The development review for the 7 unit complex at 3rd and Juniper had also been completed. In addition, he was making headway on Transportation System Plan and annexation follow up.

Administrator Bowers reported that she had completed a position analysis questionnaire for the HR/Risk Manager position and would be bringing a job description to a future Council meeting. Chief Pryde will make his presentation on Public Policy on Community Policing on Wednesday, October 22 at 6:30 p.m. She welcomed Director Boldon and added that it was great to have him on board.

Attorney Connelly reported that she let the state know that the Council wanted a standalone Building Codes Division Intergovernmental Agreement (IGA), instead of amending the 2010 IGA. The state asked for and was provided with Council service terms, and Attorney Connelly is waiting to hear back from them. She will send the state another email, per Council direction.

XIV. COUNCILOR COMMENTS/QUESTIONS

Councilor Christensen noted that this was a productive meeting and things were moving forward.

Councilor Hitchcock thanked everyone for the work they put in. He added that it made the Council's job easier to have the information they needed to make right decisions. He welcomed Director Boldon.

Councilor Nelson thanked the Council and staff for their hard work at the goals session. He added that he would be in favor of having a work session on the marijuana topic, as soon as possible.

Councilor J. Leach concurred with Council Nelson on the work session and welcomed Director Boldon.

Councilor DiMarco provided information on League of Oregon Cities training opportunities for public safety on dealing with mental illness in the community. He added

that the county was considering their own DMV charge and wanted to put in on the May ballot.

Councilor K. Leach thanked the entire staff for all the work they have done. She thanked Planner Cogburn for the planning email updates and Acting Chief Markell for doing an excellent job.

XV. MAYOR'S COMMENTS

Mayor Brunscheon welcomed Director Boldon and thanked staff for their hard work.

XVI. EXECUTIVE SESSION PER ORS 192.660(2)(F) TO DISCUSS WRITTEN ADVICE FROM THE CITY'S ATTORNEY REGARDING THE CITY'S CONTRACTUAL OBLIGATIONS.

Mayor Brunscheon called Executive Session at 8:24 p.m. Regular session reconvened at 9:40 p.m.

XVII. OTHER BUSINESS

None.

XVIII. ADJOURNMENT

As there was no further business, the meeting was adjourned at 9:41 p.m.

ATTEST:

APPROVED:

Kitty Vodrup, City Recorder

David S. Brunscheon, Mayor