

The City Council for the City of Junction City, met in regular session at 6:30 p.m. on Tuesday, May 14, 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, Randy Nelson, Herb Christensen; City Attorney, Carrie Connelly; Interim 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 K. Leach made a motion to approve the consent agenda, consisting of the bills from April and the minutes from April 9 and 23, 2013. The motion was seconded by Councilor DiMarco and passed by unanimous vote of the Council.

IV. PUBLIC COMMENT ON ITEMS NOT LISTED ON THE AGENDA

None.

V. "IF I WERE MAYOR" CONTEST WINNERS ANNOUNCED/RECOGNIZED

Mayor Brunscheon announced the winners and presented local prizes for the "If I Were Mayor" Contest to: Shelby Yearout (Grades 4 -6 Poster Contest) and to Tiffeney Villa (Grades 7 – 8 Essay Contest).

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

Ms. Jodie Jones reviewed that the installation of underground utilities and foundation work continues. Conduit ductwork is being installed along Drea's Way. They are working with Lane County Transit to have a bus stop at the hospital. The hospital project will appear before the Ways and Means Committee on May 31st.

VII. PUBLIC HEARING STATE SHARED REVENUE

Public Hearing

Mayor Brunscheon opened the public hearing.

Staff Report

Director Crocker stated that conducting a public hearing before the Budget Committee and City Council was one of the eligibility requirements for receiving State Shared Revenue, and annually the Council must pass a resolution requesting State Revenue Sharing money. The public hearing before the Budget Committee was conducted on May 2nd and there was no public testimony. The purpose of this public hearing was to give the public a chance to speak directly to the Council on this topic. Copies of the State Shared Revenue budget for Fiscal Year 13-14 were distributed. There is carry forward from last year, and approximately \$45,000 was being projected in new receipts for FY 13-14. There are also a few projects budgeted directly in this fund.

Public Testimony

None.

Questions from the Council

None.

Mayor Brunscheon closed the public hearing.

VIII. JUDGE PRO TEM APPOINTMENT

Mayor Brunscheon reviewed that Pro Tem Judge Robert Dickinson had retired, and Judge Don Loomis had brought forward a recommendation for a new appointment.

Mayor Brunscheon appointed Judge Phillip Williams to serve as Judge Pro Tem.

MOTION: Councilor Nelson made a motion to approve the Mayor's appointment of Judge Pro Tem and to approve the Judge Pro Tem compensation, as laid out in Section 1 of the Agreement with Judge Loomis. The motion was seconded by Councilor Christensen and passed by unanimous vote of the Council.

IX. COUNCIL RECOGNITION POLICY

A. RESOLUTION No. 1 – A RESOLUTION ESTABLISHING A COUNCIL RECOGNITION POLICY FOR INDIVIDUALS, ORGANIZATIONS, AND/OR EVENTS.

Interim Administrator Bowers reviewed that this item came before the Council at their April 23rd Council meeting. The Council reviewed the concept of the policy and provided direction to staff to draft a resolution.

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.

X. INFLOW AND INFILTRATION (I AND I) PROJECT BID AWARD

Director Knope reviewed that before the Council were the results of the I and I project rebid. The project was bid last spring, but bids came in at \$4 million and the budget was \$2 million. TV work was authorized by the Council to look at the sewer lines, of which there is 25,000 linear feet in total. After inspection, it was discovered that there was some pipe in good shape that had been replaced in the late 1960s or early 1970s; consequently, the scope of the project was reduced to focus on 10,000 linear feet of the 1948 concrete pipe. Seven bids were received, and it is recommended that \$120,000 be set aside for contingency for unexpected things that could come up as they are digging in the ground.

MOTION: Councilor Nelson made a motion to authorize the City Engineer to issue the Notice of Intent to Award and once the notice period is complete, to award Schedule A to Emery and Sons Construction in the amount of \$506,700, Schedule B to Emery and Sons Construction in the amount of \$383,000, and Schedule C to NW Kodiak Construction in the amount of \$728,551 and authorize the City Administrator to sign the necessary documents. Councilor Nelson also moved to authorize a contingency for this project not to exceed \$120,000. The motion was seconded by Councilor Christensen and passed by unanimous vote of the Council.

XI. UPDATE ON PENDING LITIGATION

Attorney Connelly reviewed that the Thornburg litigation was voluntarily dismissed by the petitioner. The petitioner negotiated with the City's attorney for each party to bear its own fees and costs and no additional claims can be brought on this basis against the City.

XII. SPECIAL EVENTS PROCESS OVERVIEW

Interim Administrator Bowers reviewed that the Community Development Committee had spent approximately one year on developing a more refined special events process, including special events guidelines and information, an application form, and fees for events. The Committee reviewed a number of samples from other communities and designed an application and process specifically for the City of Junction City. Drafts were also reviewed by the Fire Chief, Police Chief, Public Works Director, and City Recorder. Should the Council like to proceed with adoption of this process, direction could be given to staff to develop an ordinance that would enact the process.

The Council consensus was to have staff draft an ordinance, have legal counsel review, and bring back for Council consideration. Commendations were given to the Committee and staff for their good work.

XIII. VIOLATION PROCESS FOR CITY CODE 17.60.120.C

Interim Administrator Bowers stated that in September of 2012, the Council adopted Ordinance No. 1212, which brought into effect a Wetlands Overlay District. This section of the code prohibits dumping, piling or disposal of refuse, yard debris, or other material in this area. The Department of State Lands (DSL) has a process they follow, if the impact of dumping is more than 50 cubic yards. City staff has developed a process for dealing with dumping of debris that is less than 50 cubic yards.

Director Knope reviewed the process outline and noted that it was developed with the mindset of education and prevention and not punitive measures. The process involves Public Works investigating violations. If the debris is 3 cubic yards to 49 cubic yards, staff will follow a process of letter writing, posting signs if necessary, and clean up. If it is less than 3 cubic yards, the notification process to residents will remain the same, but the debris will be left and cleaned up as part of the quarterly clean up of drainage ways.

The Council expressed appreciation for development of this process.

XIV. STAFF REPORTS

Director Knope provided an update on the waterline project, which is close to 6th and Kalmia.

Chief Chase noted that he coached the High School golf team and one golfer had went to the state tournament.

Attorney Connelly stated that she enjoyed working with staff and Interim Administrator Bowers was doing a wonderful job.

Interim Administrator Bowers stated that a Council Work Session was planned for May 28th at 6:30 p.m. to discuss updates to the Council Goals. New chairs for the Council have been purchased and will be assembled by the next Council meeting.

XV. COUNCILOR COMMENTS/QUESTIONS

Councilor K. Leach thanked everyone for their involvement in the Pet Parade and expressed appreciation to Ms. Bev Ficek and Guaranty Chevrolet. She added her thanks to staff for their hard work on the budget.

Councilor DiMarco reminded everyone about Clean Sweep on Saturday from 9:00 a.m. to noon.

Councilor Nelson noted that he was very proud of the job everyone did on the budget. He noted that it was a wonderful process, thanks to preparation by staff and everyone's hard work.

Councilor Christensen expressed appreciation for how the Budget Committee and staff worked together to have an organized review of the budget, without confusion or chaos. He added that he appreciated the way the Council had been coming prepared to meetings, working together, and checking in with the Interim City Administrator on items outside of the meeting as to not waste time in the meetings.

XVI. MAYOR'S COMMENTS

Mayor Brunscheon thanked everyone for being involved in the Pet Parade. He thanked staff and the Budget Committee for doing a great job on the budget.

XVII. OTHER BUSINESS

None.

XVIII. ADJOURNMENT

As there was no further business, the meeting was adjourned at 7:15 p.m.

ATTEST:

APPROVED:

Kitty Vodrup, City Recorder

David S. Brunscheon, Mayor