

The City Council for the City of Junction City, met for a work session at 6:30 p.m. on Tuesday, May 23, 2017, in the Council Chambers of City Hall, 680 Greenwood Street, Junction City, Oregon.

PRESENT: Mayor, Mark Crenshaw, Councilors Karen Leach, Robert Stott; Jim Leach, John Gambee, Steven Hitchcock, and Bill DiMarco; City Attorney, Carrie Connelly; City Administrator, Jason Knope; Public Works Director, Gary Kaping; Finance Director, Mike Crocker; and City Recorder, Kitty Vodrup.

1. Call to Order and Pledge of Allegiance

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

2. Changes to the Agenda

None.

3. Municipal Court Judge RFP

Director Crocker reviewed that Judge Don Loomis had submitted a letter that he would be retiring on June 30, 2017 after 20 years of service with the City. The Finance and Judiciary Committee had reviewed materials for the Municipal Judge RFP (Request for Proposal) and asked that this discussion be forwarded to the Council. Examples of RFPs from other cities and a RFP that Judge Loomis and City Prosecutor Pat Melendy had drafted, were included in the Council packet.

Discussion followed and included:

- Judge Loomis would be willing to serve as Judge, until a replacement was found.
- The Finance and Judiciary Committee had noted that it would be good to clarify what the Council's role was and what the Judge's scope of services were.
- A RFP was being done, as the judge was an independent contractor, like an attorney or engineer. The RFP would take 4 to 6 weeks for advertising.
- The RFP would set the qualifications for what the City was looking for and would reflect the Charter. The Charter referred to the Municipal Judge and listed 10 things the Judge may do.
- Attorney Connelly suggested adding a contract to the RFP, to eliminate the unknowns from the beginning
- The contract could lay out the expectations, review period, evaluation, etc. Having the Judge provide an annual report could also be added.
- There was a 1997 agreement between the City and Judge Loomis, which included minimum qualifications and an example of duties and responsibilities. This could be provided to the Council.

Attorney Connelly stated that she would bring back a RFP and contract, for Council review at the June 13, 2017 Council meeting.

4. Executive Session per ORS 192.660 (2)(f) to Consider Records Exempt by Law from Public Inspection and ORS 192.660(2)(h) for Consultation with Counsel Regarding City's Legal Rights and Duties Regarding Pending Litigation.

Mayor Crenshaw called Executive Session at 7:13 p.m. and ended at 7:53 p.m.

5. Adjournment

As there was no further business, the meeting was adjourned at 7:53 p.m.

ATTEST:

APPROVED:

Kitty Vodrup, City Recorder

Mark Crenshaw, Mayor