

The City Council for the City of Junction City, met in regular session at 6:30 p.m. on Tuesday, July 11, 2017, in the Council Chambers of City Hall, 680 Greenwood Street, Junction City, Oregon.

**PRESENT:** Mayor, Mark Crenshaw, Councilors Robert Stott, John Gambee, and Bill DiMarco; (Currently three Council Vacancies); City Attorney, Carrie Connelly; City Administrator, Jason Knope; Police Chief, Bob Morris; Public Works Director, Gary Kaping; City Planner, Jordan Cogburn; Community Services Director, Tom Boldon; 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. Presentation to Judge Donald Loomis – 20 Years of Service**

Mayor Crenshaw presented a plaque of appreciation to Municipal Court Judge Donald Loomis for serving 20 years for the City of Junction City.

**3. Changes to the Agenda**

None.

**4. Consent Agenda**

**MOTION:** Councilor Stott made a motion to approve the consent agenda, which included the bills from the month of June and the Council minutes from June 13 and 27, 2017. The motion was seconded by Councilor DiMarco and passed by unanimous vote of the Council.

**5. Public Comment on Items not Listed on the Agenda**

Ms. Sue Huntley, 1065 Laurel Street, Junction City, encouraged the Council to appoint people to fill the Council vacancies that would bring balance and a good representation from the community. She wished the Council well in their appointments and looked forward to the future of Junction City.

**6. 2017 Scandia Run Street Closure Request**

Planner Cogburn presented the request for the Scandia Run street closure.

**MOTION:** Councilor DiMarco made a motion to approve the street closure request for the 43<sup>rd</sup> Annual Scandia run on August 12, 2017 as conditioned in Attachment B with the nonexclusive use of the City streets for street closure from 7:45 to 12:00 p.m. The use of City streets will apply to the route shown in Attachment A. The motion was seconded by Councilor Stott and passed by unanimous vote of the Committee.

**7. 2017 Fund Exchange Agreement**

Director Kaping reviewed the request to approve the agreement with ODOT (Oregon Department of Transportation) for the 2017 Fund Exchange Program. Funds from this program would be used for the Laurel Street projects.

**MOTION:** Councilor Stott made a motion to sign the 2017 Fund Exchange Agreement and authorize the Public Works Director to sign the proper documents. The motion was seconded by Councilor Gambee and passed by unanimous vote of the Council.

**8. Boarding House in Central Commercial Zone**

Councilor Gambee declared an actual conflict of interest, as he was business partners with Mr. Corey Walker, who had submitted the request for this item. He took a seat in the audience.

Planner Cogburn stated that the City had received an agenda item request form from Mr. Walker, who asked the Council to consider initiating a Code Text Amendment to allow boarding Houses in the Central Commercial Zoning district as a permitted use.

The Council consensus was that more information was needed and the Council should wait to further discuss, until after the Council vacancy appointments were made.

Council Gambee returned to the Council dais.

**9. Postage Meter Machine Lease**

Recorder Vodrup presented the agreement with Mail Finance/Bullfrog Enterprises to lease a postage meter machine at City Hall.

**MOTION:** Councilor Gambie made a motion to approve the Lease Agreement with Mail Finance/Bullfrog Enterprises and authorize the City Administrator to sign the necessary documents. The motion was seconded by Councilor DiMarco and passed by unanimous vote of the Council.

#### 10. Department of Corrections Land Use Authorization Request

Planner Cogburn stated that the City received a letter from the Department of Corrections (DOC), asking the City to extend the existing contract for area ranchers to allow sheep grazing on the State owned parcel for the benefit of weed control; however, the City was not aware of such a contract. The City's current code does not allow livestock within the City limits. It was noted that in general, it could be beneficial for properties of a certain size throughout the City to be able to use grazing for weed control, opposed to spraying or mowing.

The Council consensus was to have legal counsel draft an amending ordinance and bring back for Council review.

#### 11. Council Agenda Forecaster

Administrator Knope noted that the Code amendment on livestock in the City limits would be placed on the August 8<sup>th</sup> Council agenda. The discussion on allowing Boarding Houses in the C2 Zone would be put on pending business, until there was a full Council.

#### 12. Staff Reports

Chief Morris: Traffic enforcement was done over the last weekend in the Oak Street area and verbal warnings were issued. He asked the City of Portland about donating some permit parking only signs for this area. The City purchased two used motorcycles from the City of Newberg; these would be used for traffic enforcement and public relations for parades and other events in the region. The department would be hosting another neighborhood meeting to talk about home security.

Director Kaping: Work was continuing on the new Planning office. The department hired Erika Becerra as the new Utility Billing Clerk. The Public Works crew would be working on the storm drain on Maple Street near 3<sup>rd</sup> over the next couple of weeks.

Planner Cogburn: University of Oregon student Kyle Schweizer was serving as an intern with the Planning Department. Access discussions continued between ODOT and a potential development at the "Y" property.

Director Boldon: The 3<sup>rd</sup> Annual JC3.1 Walk/Run was a big success with 56 participants. (19 more than last year). He thanked everyone who participated. The 2<sup>nd</sup> Annual New Orleans Night in the Vineyard would be on July 16<sup>th</sup> at Walnut Ridge Vineyard. The Community Services Department was holding a logo contest this month from July 1<sup>st</sup> to July 28<sup>th</sup> and would also be operating a sausage dog cart during the Scandinavian Festival.

Attorney Connelly: The legislature had adjourned and she would check on relevant items to bring back to the Council.

#### 13. Councilor Comments/Questions

Councilor DiMarco: He thanked Ms. Huntley for her comments and noted that his goal was to have a total consensus, including the Mayor, on appointments to the Council.

Councilor Gambie: He expressed appreciation to Ms. Huntley and echoed Councilor DiMarco's comments. He stated that he was in favor of being efficient with taxpayer dollars and if amending the code to allow livestock saved money, he would be in favor. He commended City management, as he had observed them saving money to run services.

#### 14. Mayor's Comments

Mayor Crenshaw stated that the Revolving Loan Fund (RLF) Committee had held a meeting and identified things that the committee felt were keeping the program from being successful. He noted that a lot of work had already been done, and he felt a solution would be faster than he had originally anticipated. The Committee's next step would be streamlining the process and they would meet again on July 19<sup>th</sup>. He thanked Judge Loomis for his service and echoed the comments of the Councilors. He stated that he was in awe of how much effort staff gave to the City of Junction, and he constantly observed them going above and beyond.

**15. Other Business**

None.

**16. Adjournment**

As there was no further business, the meeting was adjourned at 7:47 p.m.

ATTEST:

APPROVED:

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Kitty Vodrup, City Recorder

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Mark Crenshaw, Mayor