

The City Council for the City of Junction City, met in regular session at 6:30 p.m. on Tuesday, August 14, 2018, in the Council Chambers of City Hall, 680 Greenwood Street, Junction City, Oregon.

**PRESENT:** Mayor, Mark Crenshaw; Councilors Kara McDaniel, Robert Stott, Jack Sumner, John Gambee, Dale Rowe, and Bill DiMarco; City Administrator, Jason Knope; City Attorney, Carrie Connelly; Police Chief, Bob Morris; Public Works Director, Gary Kaping; Finance Director, Mike Crocker; 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. Changes to the Agenda.**

Mayor Crenshaw recognized long time community member and former City Councilor Shirley Kaping, who passed away on July 20<sup>th</sup>. He led everyone in a moment of silence.

**3. Approval of Minutes – July 10 and 24, 2018**

**MOTION:** Councilor Rowe made a motion to approve the July 10 and 24, 2018 Council Minutes. The motion was seconded by Councilor Stott and passed by unanimous vote of the Council.

**4. Review of Previous Month's Expenditures**

Mayor Crenshaw asked if there were any Council comments or questions on the previous month's expenditures. There were none.

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

Ms. Sue Huntley, 1065 Laurel Street, stated that on behalf of the Scandinavian Festival Board, she wanted to thank the City for their cooperation on another great festival. She noted that in spite of the heat, there were many people that attended, and at one point it was estimated that there were 250 people in line for Swedish Meat Pies. The nightly community dancing stage was full each night, with people of all ages dancing, smiling, and laughing.

Mayor Crenshaw noted that special events were definitely a driver for the economy in small towns, and the Scandinavian Festival was a long standing event that was recognized by citizens around the world.

**6. Dumpster Purchase**

Director Kaping reviewed the request to purchase dumpsters, to restock inventory and keep up with demand. Three companies were contacted, and two bids were received.

**MOTION:** Councilor Rowe made a motion to approve the purchase of the dumpsters from Wastequip in the amount of \$13,556.00 and authorize the Public Works Director to sign the necessary documents. The motion was seconded by Councilor DiMarco and passed by unanimous vote of the Council.

**7. Tote Purchase**

Director Kaping presented the request to purchase garbage, recycling, and yard debris totes, to restock inventory and keep up with demand. Three companies were contacted, and two bids were received.

**MOTION:** Councilor Stott made a motion to approve the purchase of the garbage, recycling, and yard debris totes from General Equipment Company in the amount of \$14,170.00 and authorize the Public Works Director to sign the necessary documents. The motion was seconded by Councilor Rowe and passed by unanimous vote of the Council.

**8. Audit Arrangement Letter**

Director Crocker reviewed the Audit Arrangement Letter from Isler and Co. to provide Fiscal Year 2017-18 audit services. The Finance and Judiciary Committee reviewed on June 7, 2018 and recommended approval.

**MOTION:** Councilor Rowe made a motion to direct the City Administrator to sign the arrangement letter with Isler CPAs for Fiscal Year 2017-18. The motion was seconded by Councilor McDaniel and passed by unanimous vote of the Council.

**9. Council Agenda Forecaster**

Administrator Knope presented the forecaster. Add to August 28, 2018 Work Session: Police Association Contract and City Administrator Evaluation. Add to September 11, 2018 Regular Session: Police Association Contract.

It was noted that the Community Development Committee was rescheduled to August 16<sup>th</sup> and it was unknown if staff would be bringing back new information on the Boarding, Rooming House Discussion. The Public Works Committee meeting was rescheduled to August 22<sup>nd</sup> and would be discussing the old water tower.

**10. Staff Reports**

Chief Morris reported: Festival was relatively quiet, but the department was busy with a fatal crash on Highway 36 and medical calls. Recent new officer hires included Fernando Serrano, Mike Wilson, and Douglas McGee. Another part time officer would be hired to strictly focus on traffic enforcement on one of the motorcycles. Chief was excited to have phenomenal staff on board and noted that 8 of the 10 officers had college degrees, which was a first for the department. He gave a Crime Prevention Program on phone scams, internet fraud, and credit card fraud at the retirement center on 6th, which was well received. Chief continues to provide safety information to KEZI News.

Director Kaping reported: The festival went well, and Sue Huntley had done a good job of working out details before the festival started. Public Works staff had been busy addressing a few water leaks.

Mayor Crenshaw noted that citizens had asked him when Greenwood Street would be resurfaced. Director Kaping responded that he was waiting on bids from vendors and once received, he would submit paperwork to ODOT for the Exchange Program. They were anticipating the work to be done in spring or summer of next year.

Director Crocker reported: He updated the monthly financial report to match the Police Department divisions format in the budget. Finance staff was busy working on documents for the audit.

Director Boldon reported: Summer Camp, Pool, and the Summer Reading Program were in their final two weeks. There were 16 Library volunteers and they were doing a good job covering 2 full days at the Library; Library staff member Freda Darling covered 4 days a week. Many compliments had been received from the community on the volunteers doing a great job. Things were going smoothly at Viking Sal Senior Center, and Kate Cross had been hired by Lane Council of Governments to coordinate the Meals on Wheels and Café 60 programs.

Mayor Crenshaw noted that a few patrons had communicated that they missed the Community Services booth of serving hot dogs at the festival.

**11. Councilor Comments/Questions**

Councilor Gambie expressed appreciation to staff for obtaining multiple bids on projects and saving the City and citizens money. He noted that he had observed Director Boldon vacuuming the library and efforts like that and the efforts of the volunteers to help the City save \$100,000 this year would continue to pay huge dividends down the road as that amount would be saved year after year.

Councilor McDaniel thanked Public Works for their great work on 6<sup>th</sup> Avenue, with the new paint and parking spots. She noted that it looked wonderful for the festival.

**12. Mayor's Comments**

Mayor Crenshaw recognized the citizens of Junction City for stepping up to volunteer at the Library to fill a hole, where the City could no longer afford to maintain all staff. He noted that this was an election year, and he encouraged citizens to consider volunteering for a position on the City Council. He expressed appreciation to current Council members who had filed their paperwork with the City Recorder and submitted signatures.

**13. Other Business**

None.

**14. Adjournment**

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

ATTEST:

APPROVED:

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Kitty Vodrup, City Recorder

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Mark Crenshaw, Mayor