

The City Council for the City of Junction City, met in regular session at 6:30 p.m. on Tuesday, December 12, 2017, 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 Superintendent, Jeremy Tracer; Finance Director, Mike Crocker; 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. Changes to the Agenda.

None.

3. Consent Agenda

MOTION: Councilor Stott made a motion to approve the Consent Agenda, which consisted of the bills from November and the November 14 and 28, 2017 minutes. The motion was seconded by Councilor Rowe and passed by unanimous vote of the Council.

4. Public Comment on Items not Listed on the Agenda

Ms. Sandie Thomas, 1225 Kalmia Street, Junction City, stated that the invoices for the recently purchased police cars had not been included in the response to her public records request. Chief Morris responded that he would follow up on that.

Ms. Thomas continued that she was surprised that there were four different people donating money who wished to remain anonymous. She was pro law enforcement and had been asking questions, as she had heard things that did not make sense and was encouraged to attend meetings. She added that it was not a matter of micromanaging, but about making sure the City was accountable, as some things did not make sense.

5. Building Department Fees

Planner Cogburn reviewed that the first reading of the ordinance had occurred and this was back before the Council for consideration. He distributed a proposed fee document that clarified there would be some new fees established.

A. Ordinance No. 1 – An Ordinance Amending Junction City Municipal Code (JCMC) Chapter 15.05 Specialty Codes; which Provides for the Issuance of Permits and Collection of Fees.

Mayor Crenshaw stated that Ordinance No. 1 had been read in full on November 14, 2017, and he read Ordinance No. 1 by title only.

MOTION: Councilor Stott made a motion to adopt Ordinance No. 1. The motion was seconded by Councilor Sumner and passed by unanimous vote of the Council.

B. Public Comment on Fees

Mayor Crenshaw opened the floor for public comments on the new Building Department Fees. There were no comments.

C. Resolution No. 1 – A Resolution Adopting Changes to the Building Department Permit Fees for the City of Junction City.

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

6. Budget Officer Appointment

MOTION: Councilor Sumner made a motion to appoint the City Administrator to be the Budget Officer for the Fiscal Year 2018-19 budget year. The motion was seconded by Councilor Rowe and passed by unanimous vote of the Council.

7. Community Services Purpose Statement

Director Boldon reviewed that the Community Services Committee wanted to update their purpose statement to include the Community Center:

“The Community Services Committee is comprised of three Council members, who have the primary responsibility to provide policy recommendations and guidance to staff, the City Administrator, and the City Council concerning the City’s programs, fees, and facilities in the areas of: Junction City Public Municipal Library, Viking Sal Senior Center, Parks and Open Spaces, City Pool, Junction City Community Center, and school district relations.”

MOTION: Councilor Stott made a motion to approve the revised Community Services Committee Purpose Statement. The motion was seconded by Councilor Sumner and passed by unanimous vote of the Council.

8. Budget Committee Appointment

Mayor Crenshaw reviewed that there were two vacancies on the Budget Committee: Position No. 2 with a term through December 31, 2020 and Position No. 7 with a term through December 31, 2019. An application had been received from Katy Brady.

MOTION: Councilor Rowe made a motion to appoint a new member to the City’s Budget Committee as follows: Katy Brady to Position No. 2. The motion was seconded by Councilor Sumner and passed by unanimous vote of the Council.

9. Police Pay Scale Discussion

Administrator Knope presented a draft pay scale for the Police Department. The need to possibly make some updates came up during the recent recruitment efforts. A salary comparison was made to other cities, and Junction City was very low on the beginning steps of the scale, possibly due to the City combining a training position with the basic certification level. In the proposed scale, the training position for both patrol and dispatch were moved into a separate category and a sixth step added for patrol officers (dispatch already added a sixth step a few years ago). The goal was to be within 10 to 15% of the larger agency scales.

Discussion followed. It was noted that these changes would represent an approximate \$80,000 annual increase. A projected start date for this scale could be the end of March 2018. Staff would see if there was room in the current budget to cover the approximate \$20,000 to implement in the last quarter of this current budget year.

Councilor Rowe suggested making the following changes to the Police Officer training range:

- Remove Step 1 in the amount of \$3578.
- Move Step 2 in the amount of \$3757 to Step 1.
- Move Step 3 in the amount of \$3945 to Step 2.
- Add a new Step 3 in the amount of \$4142 (5% increase).

MOTION: Councilor DiMarco made a motion to approve the pay scales as presented and direct staff to bring a resolution back to Council to adopt the new pay scale, with the changes suggested by Councilor Rowe. The motion was seconded by Councilor Stott and passed by unanimous vote of the Council.

10. Council Agenda Forecaster

Administrator Knope presented the forecaster. The discussions on Certificates of Insurance and the Council Approving Bills was scheduled for the January 23, 2018 Work Session.

11. Staff Reports

Superintendent Tracer: Public Works was continuing with leaf pick up and had been doing de-icing over the last couple of days with the cold weather. The crew was also doing winter maintenance and trying to get caught up on other overdue maintenance.

Planner Cogburn: Staff issued a conditional approval for the Grain Millers Northern Gold Food Facility, so they were cleared to continue with the permitting process. Grain Millers Code Text Amendment for parking standards was unanimously approved by the Planning Commission and would be coming before the Council in January. A tentative date was scheduled for the Lane County Board of Commissioners to review the Enterprise Zone expansion in Junction City.

Director Boldon: He thanked everyone who participated in the Sharing Tree. It was another successful year, with 163 tags. Six new volunteers had come forward to serve at the Library, and it was planned that formal volunteer recruitment and training would occur in January. The

Senior Center holiday luncheon would be held December 19th at noon and everyone was invited.

Attorney Connelly: She planned on attending the January 23rd Work Session and would be working with Recorder Vodrup on updating the City's public records policy to comply with Senate Bill 481, which would go into effect on January 1, 2018.

12. Councilor Comments/Questions

Councilor Sumner stated that he had been involved in a public records request and Recorder Vodrup had been very helpful. He asked what the changes would include. Attorney Connelly responded that there were some changes to timeline responses and other updates could be made.

Councilor Sumner expressed his appreciation to the citizens who participated in the Sharing Tree and to Director Boldon and his staff for doing a great job. He noted that this added to what Junction City did and that was to take care of its people.

Councilor Gambie asked about the status of the Revolving Loan Fund discussion and the possibility of getting this on an upcoming agenda so the program could move forward. Mayor Crenshaw responded that the Committee was in process of working on language changes and would be submitting a draft proposal to the Council.

Councilor Gambie continued that he enjoyed the discussion at the meeting and could attest to hundreds of thousands of dollars that staff had saved in projects. He trusted staff, who did a great job, and he felt it was his job to represent the interests of the citizens who pay fees and taxes. He expressed appreciation to Planner Cogburn for providing clarification on the building fees. Councilor Gambie added that he did not think it was good policy to have laws on the books that were only enforced if there was a complaint issued, and he hoped this could be discussed in an upcoming Work Session.

Councilor Rowe expressed kudos to staff and the Council for having open discussions and taking the City in the right direction. He stated that everyone had the same goal in mind to try and benefit Junction City and make the community better. He paraphrased Jimmy Stewart and said, "It's a wonderful City."

Councilor DiMarco suggested that the Council look at alternatives for increasing affordable housing in the City, as there was a lot of distress over housing issues. He provided the example of many seniors who had lived their whole lives in Junction City, but had to retire to Eugene, as there was not appropriate housing for them in Junction City.

13. Mayor's Comments

Mayor Crenshaw thanked everyone who volunteered in Junction City and noted that he was excited to hear about volunteers signing up for the Library. He encouraged everyone to recognize the season and take the time to embrace and enjoy it, as it was easy to get tied up and busy in all the things that we had to do in life.

14. Other Business

None.

15. Adjournment

As there was no further business, the meeting was adjourned at 8:50 p.m.

ATTEST:

APPROVED:

Kitty Vodrup, City Recorder

Mark Crenshaw, Mayor