

The City Council for the City of Junction City, met in regular session at 6:30 p.m. on Tuesday, January 8, 2019, in the Council Chambers of City Hall, 680 Greenwood Street, Junction City, Oregon.

PRESENT: Mayor, Mark Crenshaw; Councilors Sandie Thomas, Robert Stott, Andrea Ceniga, John Gambee, Dale Rowe, and Bill DiMarco; City Administrator, Jason Knope; City Attorney, Carrie Connelly; Police Sergeant, Eric Markell; Public Works Director, Gary Kaping; Finance Director, Mike Crocker; City Planner, Jordan Cogburn; 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. Oaths of Office for Elected Officials

Recorder Vodrup administered the Oaths of Office to the officials that were elected in the November 6, 2018 General Election. Oaths were administered to Mayor Mark Crenshaw and City Councilors Dale Rowe, Sandie Thomas, Andrea Ceniga, and John Gambee.

3. Presentations to Councilors Sumner and McDaniel

Mayor Crenshaw presented certificates of appreciation to Mr. Jack Sumner and Ms. Kara McDaniel for their service as City Councilors. He also presented a certificate of appreciation to Sue Huntley, for her 8 years of service on the Budget Committee.

4. State of the City Address

Mayor Crenshaw gave the State of the City Address:

“This being my third opportunity to give the State of the City address as the Mayor of the City of Junction City, I’d like to open with the statement that I actually used to close the other two. From an overall perspective, the state of our City is very positive. We are the envy of many surrounding communities in that we have no debt and that our purposed expenditures do not exceed the anticipated revenues. The Budget Committee has coined ‘The Rowe Doctrine’ which is that we continue to have a balanced budget by a standard higher than what is required by law. We are required to keep our expenditures within the total resources that are available, but the Rowe Doctrine demands that those planned expenditures don’t exceed the revenues. That way, when the unexpected happens, such as an incendiary street sweeper, the resources still are able to cover and keep us balanced within the law.

I am so very proud to live in a community where the citizens recognize the value of self-sufficiency. We have our own Police Department, we manage our own water supply and waste water treatment, and we employ our own sanitation workers to perform curbside recycling and trash hauling. The dollars that we save by self-performing, opposed to contracting out these core and basic services, allow us to enjoy other community service programs that further enrich the lives of the people who live here. The long time running Senior Services Program continues to provide activities and meals for our honored citizens. The Community Center provides opportunities for our younger citizens and families to engage in civic events. And even in spite of an ever-tightening budget, we have been able to keep the Library doors open and our parks clean and safe for all to enjoy.

Economic health here in Junction City appears to continue to be on the rise. Families seem to be moving into houses as fast as they can be built and many more are scheduled to be built this year. Several new businesses have set up shop all over town. A majority of the vacancies in the downtown area have been filled and we are seeing property development push out the boundaries of our City. It’s exciting to see all of the new jobs that are being created. I hope everyone will help perpetuate this by patronizing locally as much as possible.

In these addresses, I also would conclude and am happy to repeat myself again, in pointing out an area in which we will always need to improve, and I wish to challenge all of our citizens of Junction City to increase your level of service. Volunteerism is the key to a successful and progressive community. It doesn’t matter whether a community is a small or a large one, such as our neighbor to the south which is 25 times our size or the metropolis at the north edge of the state which is 10 times larger than that; they both rely heavily on citizens like you and I who give of themselves to fill the gaps in service where there is no room in the budget to hire out for that help. It pleases me that many of our citizens over this last year have answered that call and we have been able to fill committee vacancies as they arise. In the November

election, it was very exciting to see so many people ask the community to consider them for positions here on the Council. Congratulations and thank you to those of you who succeeded in the election. For those of you who did not, there is still a place for you here. I mentioned Committee positions as they come up and I encourage you to keep putting in your name for those. And please do come and attend these proceedings regularly. Your voice will be heard here as it is very much just as important as those on this side of the bench.

And finally, I'll plagiarize myself one more time with and say while I advocate for more and more people to get involved, I wish to strongly thank everyone who already has."

5. Changes to the Agenda

Separate Consent Agenda Items of bills and minutes.

6. 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.

7. Approval of Minutes – December 11, 2018

MOTION: Councilor Rowe made a motion to approve the December 11, 2018 Council Minutes. The motion was seconded by Councilor DiMarco and passed by unanimous vote of the Council.

8. Public Comment on Items not Listed on the Agenda

Mr. Bob Biswell, 1750 W. 1st Avenue, Junction City, congratulated the new Councilors and expressed safety concerns on the intersection of 1st and Maple. He added that he would like to see the speed reduced on 1st and have speed signs placed in better locations.

Mr. Mark Gunther, Kalmia Street, Junction City, submitted a petition that he had circulated on Facebook of 70 supporters asking the City to take action to get the burned building/property on Ivy Street cleaned up.

9. Liquor License Applications

Sergeant Markell presented the liquor license applications for two new businesses and noted that the Police Department did not have any concerns.

MOTION: Councilor Stott made a motion to recommend approval of the liquor license applications for the Beer Station JC, Inc. and Cherries. The motion was seconded by Councilor Rowe and passed by unanimous vote of the Council.

10. Fiscal Policy for Revenue Allocations

Director Crocker shared the fiscal policy for revenue allocations and stated that the Finance and Judiciary Committee had reviewed on October 4, 2018 and December 6, 2018 and recommended approval. The policy only affected allocations to Police, Community Services Divisions, Planning, and Court. The policy read:

Revenue – Allocations

Allocations are set by Council for general revenues which include property taxes, state shared revenue, other taxes, franchise fees, and other general fund revenues as the Council may choose to include. Allocation rates are set by percentage of total revenue by class for each department and Community Services Division. Allocations will be reviewed by Council at least every 5 years.

MOTION: Councilor Rowe make a motion to adopt the fiscal policy for the Revenue Allocations fiscal policy as forwarded by the Finance and Judiciary Committee. The motion was seconded by Councilor Stott and passed by unanimous vote of the Council.

11. Street Sweeper Purchase

Director Kaping presented the request to purchase a used street sweeper. The City's street sweeper had been destroyed by fire and insurance offered \$44,900. Director Kaping presented funding options for the remainder of the cost, including Option 3, which was to use a supplemental budget process to recognize and allocate the insurance payment and unanticipated property taxes that the City had received. The Public Works Committee reviewed on January 7, 2019 and recommended approval.

MOTION: Councilor Rowe made a motion to approve Option Number 3 for the funding of the Sweeper, authorize the purchase of the sweeper in the amount of \$90,927.65 from SWS Equipment, 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.

12. 10th Street Pressure Main

Director Kaping reviewed the request to start working on the Pressure Main project from Oaklea Road to the west towards the Sewer Treatment Plant. The pressure main was scheduled to be replaced in the Sewer Master Plan and staff thought it would be best to replace it now, prior to all the new development that would be occurring west of town. HBH Engineering provided cost estimates for the project, which totaled \$575,000. There was currently \$950,000 in the Sewer Capital Fund that could be used for this project. The first part of the project would be to have the City engineer do the design work and surveying, as well as prepare the bid documents.

MOTION: Councilor Stott made a motion to have HBH Engineering do the engineering, bidding, and surveying for the 10th Street Pressure Main in the amount of \$80,000.00 and authorize the Public Works Director to sign the proper documents. The motion was seconded by Councilor Rowe and passed by unanimous vote of the Council.

13. Appointment of Budget Officer

Director Crocker reviewed that the Council appointed a Budget Officer each year.

MOTION: Councilor Stott made a motion to appoint and designate the City Administrator to be the Budget Officer for the Fiscal Year 2019/20 budget year. The motion was seconded by Councilor Rowe and passed by unanimous vote of the Council.

14. Budget Calendar Fiscal Year 2019-2020

Director Crocker presented the Fiscal Year 2019-2020 budget calendar.

MOTION: Councilor DiMarco made a motion to approve the budget calendar, as presented by staff. The motion was seconded by Councilor Rowe and passed by unanimous vote of the Council.

15. Appointment of Council President

Administrator Knope reviewed that per City Charter, the Council shall appoint a Council President at its first meeting of each odd-numbered year.

MOTION: Councilor Rowe made a motion to appoint Councilor DiMarco as Council President. The motion was seconded by Councilor Stott and passed by unanimous vote of the Council.

16. Council Committee Appointments

Mayor Crenshaw made the following appointments to the five Council Committees:

Community Development Committee

Councilor Gambée – Chair
Councilor Rowe
Councilor Ceniga

Community Services Committee

Councilor Ceniga - Chair
Councilor Stott
Councilor Thomas

Public Works Committee

Councilor Rowe – Chair
Councilor DiMarco
Councilor Gambée

Finance and Judiciary Committee

Councilor DiMarco - Chair
Councilor Rowe
Councilor Thomas

Public Safety Committee

Councilor Stott – Chair
Councilor DiMarco
Councilor Ceniga

17. Council Agenda Forecaster

Administrator Knope presented the forecaster. Rate Study would be added to January Work Session and Utility Code Changes added to February Work Session.

18. Staff Reports

Sergeant Markell: Due to increases in motor vehicle crashes, the department would be working with multiple agencies to do enhanced traffic enforcement. Staff would be working with ODOT (Oregon Department of Transportation) to talk about ways to increase traffic safety on Highway 99, such as using cable barriers, creating a Safety Corridor, etc. Earlier in the year, ODOT installed reflective backing on traffic signals in town as well as tattle tale lights. Next week, they would be installing them at the 1st Avenue traffic signal. ODOT had agreed to do all of this work at no charge (\$40,000 cost).

Councilor Rowe referred to Mr. Biswell's comments on 1st Avenue. Director Kaping responded that 1st Avenue was a county road and he could reach out to the county about safety concerns, if desired by the Council. Director Kaping added that the county lowered the speed limit from 35 to 30 on a section of 1st a few years ago.

Mayor Crenshaw noted that he had a brief discussion with Senator Manning yesterday about the legislature discussing the possibility of communities having the ability to apply speed limit changes for the needs of the community.

Mr. Jack Sumner asked how many qualified officers were at the Police Department. Sergeant Markell responded that they had 8 officers and one was at the academy. Interviews for another officer would occur later in the month.

Director Kaping continued that he and Administrator Knope would be working on the RFP (Request for Proposal) for the City Engineer, which would probably go out in the next month or two. He asked if the Council wanted him to reach out to the county on safety issues for 1st Avenue and the 1st and Maple intersection. Mayor Crenshaw responded that staff should reach out to the county.

Director Kaping stated that he would contact the county and added that Public Works crews were removing holiday decorations and starting winter maintenance.

It was noted that the City had applied for state funding to realign Prairie Road and Maple Street a few years ago but had been denied.

Director Crocker: He was busy working on the Fiscal Year 2019-20 budget and would request that a supplemental budget for the street sweeper be added to the January 22, 2019 Council meeting.

Councilor DiMarco congratulated Administrator Knope on being appointed Budget Officer and asked if the Council would like to schedule a Budget Committee meeting in January. He noted that over the last two or three years the Budget Committee had met quarterly, to keep track of what was going on in the budget.

The Council consensus was to schedule a Budget Committee meeting on Thursday, January 31, 2019 at 6:30 p.m.

Councilor DiMarco shared that a local citizen had expressed concerns on the fence at the new Beer Station meeting code and historical regulation compliance. Planner Cogburn responded that there were a number of conditions with the Temporary Use Permit that the applicant had not yet met and must be completed before they could open. Planner Cogburn added that he would review the fence regulations, once information was submitted.

Attorney Connelly: She welcomed new Councilors and referred to the upcoming Council trainings. Council questions on procedures, protocols, and responsibilities could be routed through Administrator Knope and she would fit them into the training agenda. Their law firm recently hired Jens Schmidt, who has 30 years experience as a litigator.

19. Councilor Comments/Questions

Councilor DiMarco thanked the Council for their trust in appointing him to serve as Council President.

Councilor Rowe thanked Mr. Sumner and Ms. McDaniel for their service, leadership, and guidance. He thanked everyone for attending the meeting and noted that public input was vital. He welcomed the new Councilors and stated that he looked forward to working with them.

Councilor Gambia echoed appreciation to Mr. Sumner and Ms. McDaniel and stated that they did a great job.

Councilor Thomas stated that she was glad to be on Council.

20. Mayor's Comments

Mayor Crenshaw congratulated those who were successful in the last election and said that he was always looking for volunteers. He was glad that the citizens of the community showed the interest to come to meetings and find out what was going on. He encouraged that to continue and noted that he would always make room for public comment.

21. Other Business

None.

22. Adjournment

As there was no further business, the meeting was adjourned at 7:39 p.m.

ATTEST:

APPROVED:

Kitty Vodrup, City Recorder

Mark Crenshaw, Mayor