

The City Council for the City of Junction City, met in regular session at 6:30 p.m. on Tuesday, April 22, 2014, in the Council Chambers of City Hall, 680 Greenwood Street, Junction City, Oregon.

PRESENT: Mayor, David Brunscheon; Councilors Karen Leach, Bill DiMarco, Jim Leach, Randy Nelson, Steven Hitchcock; and Herb Christensen; City Attorney, Carrie Connelly; City Administrator, Melissa Bowers; Police Chief, Mark Chase; Public Works Director, Jason Knope; Finance Director, Mike Crocker; and City Recorder, Kitty Vodrup.

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

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

II. CHANGES TO THE AGENDA

None.

III. PUBLIC COMMENT ON ITEMS NOT LISTED ON THE AGENDA

Ms. Leslie Cromer, 467 SW Quince, Junction City, read a letter from a neighbor and expressed objections to a ball field being developed behind their homes in Raintree Meadows. She referred to the amount of wildlife in that area.

Councilor Nelson responded that a ball field was not being proposed in that area, and he invited Ms. Cromer to attend the Parks Committee meeting on April 23rd.

Ms. Cromer asked if someone from the City could drive through their neighborhood and remind people to clean things up, as piles of dirt, concrete, and other things were lowering everyone's property value.

IV. JC GRANGE REQUEST

Director Knope reviewed that the Junction City Grange had requested use of the City's dumpster at Dutch's Field, free of charge. The Sanitation, Recycling, and Water Committee reviewed and wanted the Council to weigh in on this topic.

Council members expressed concerns about precedent and fairness and noted that the City had denied a past request on dumpster use by the Lion's Club. It was also stated that if an organization is given a City service like this for free, the other ratepayers end up subsidizing that donation.

MOTION: Councilor K. Leach made a motion to deny the request of the Junction City Grange. The motion was seconded by Councilor Nelson and passed by unanimous vote of the Council.

V. SEWER INTERIM IMPROVEMENTS REVIEW

Director Knope reviewed that the lagoon aeration project plan was nearing completion and staff was getting ready to submit the plan to DEQ for review. The formal procurement process for the project will begin soon, as the aeration equipment has a long lead time. The engineer has estimated the project cost at 1.8 million. Staff had originally estimated at 2.3 million, so the project was under budget and still on time.

VI. COUNCIL GOALS WORK SESSION FOLLOW-UP

Mayor Brunscheon asked for Council input on addressing Council Goal #4 on Council rules and protocol.

Councilor K. Leach responded that she had asked each Executive Team staff member if they had any concerns on the way the Council was currently operating and staff had no concerns. She added that she was in favor of keeping this as a pending item.

Councilor Nelson stated that he had brought this up not because of the staff, but because of Council actions and the reflection to the citizens. He added that he just wanted the Council to think about this and would be fine with discussing at the next Council Goals Session.

Mayor Brunscheon added that a draft joint meeting agenda with the School District had been included in the packet. The Council consensus was to approve the agenda.

VII. WATER TREATMENT PLANT**A. FILTER MEDIA REQUEST**

Director Knope reviewed the request to purchase the media for the 2 remaining water filters for the Water Treatment Plant.

MOTION: Councilor Christensen made a motion to authorize the Public Works Director to purchase filter media from Loprest Water Treatment Company in the amount of \$18,605.00. The motion was seconded by Councilor K. Leach and passed by unanimous vote of the Council.

B. PAVING REQUEST

Director Knope reviewed the request to repave the asphalt areas that had been torn apart as part of the Water Treatment Plant project.

MOTION: Councilor Nelson made a motion to award the paving work to Western Asphalt Maintenance in the amount of \$13,550.00 and authorize the Public Works Director to sign the necessary documents. The motion was seconded by Councilor Christensen and passed by unanimous vote of the Council.

VIII. MASTER FEE SCHEDULE

Director Crocker presented the Master Fee Schedule, which summarized citywide fees and was Item #12 on the City's Long Range Financial Plan. He expressed appreciation to Finance Intern Nyssa Rivera for her work on this and noted that all City departments had provided information and review on the document. Director Crocker will post on the City's website.

The Council commended staff on this excellent work.

IX. PLANNING COMMISSION WORK PLAN RECOMMENDATIONS

Administrator Bowers stated that in March 2013, the Council reviewed the Planning Commission Work Plan. In December 2013, the Planning Commission reviewed the work plan and asked contracted planning staff to bring back the tasks and costs to accomplish some of the priority items. The Planning Commission reviewed this information in January of 2014 and recommended to the Council that these be approved and moved forward. Given that the City is in the midst of recruitment for a City Planner, Administrator Bowers would like the discretion to be able to assign this work to the new City Planner.

The Council consensus was in favor of giving Administrator Bowers this discretion.

X. JUNCTION CITY RURAL FIRE PROTECTION DISTRICT CONTRACT

Chief Chase reviewed the Intergovernmental Agreement with the Junction City Rural Fire Protection District for dispatch services. The current agreement ends on June 30th. The contract is at \$41,600, with a 4% increase each year for a period of four years. Mayor Brunscheon asked if this covered actual costs of dispatch. Chief Chase responded that it did not.

MOTION: Councilor Christensen made a motion to approve the Intergovernmental Agreement as presented and direct the City Administrator to prepare and sign the necessary documents. The motion was seconded by Councilor Hitchcock and passed by unanimous vote of the Council.

XI. PARKS COMMITTEE UPDATE

Administrator Bowers provide advisory information to the Council on the 2014-15 Parks Committee projects:

1. Developing a concept for first phase of a community park on the undeveloped park land at the Reserve, which is located at 8th and Oaklea.
2. Developing a green space or natural area on the undeveloped park land at Raintree, which is west of Raintree Meadows, north of Bailey Lane, and west of SW Quince.

XII. REGIONAL HOUSING REHABILITATION PROGRAM IGA

Administrator Bowers reviewed the renewal of the Intergovernmental Agreement (IGA) with Lane County Regional Housing Rehabilitation Program. Updates have been dictated by the state and they are allowing St. Vincent de Paul to act as an agent on behalf of this

program. If the City of Junction City were to serve as an applicant on any grant, that would come before the Council for review at the time of grant application. This IGA is solely for the partnership between the different cities.

MOTION: Councilor K. Leach made a motion to approve the Intergovernmental Agreement as presented and direct the City Administrator to prepare and sign the necessary documents. The motion was seconded by Councilor Hitchcock and passed by unanimous vote of the Council.

XIII. STAFF REPORTS

Chief Chase reviewed that Sergeant Chuck Salsbury had resigned and was working for the City of Eugene. Chief is in process of conducting interviews with applicants to potentially hire a new officer next month, if the School Resource Officer funding is approved. He commended Officer Brandon Nicol on attending MILO training and bringing that to JCPD. He also commended Officer Corey Mertz and the department for receiving accreditation. Junction City was the only city in Lane County to receive this accreditation and one of 20% of cities statewide.

Administrator Bowers reported that staff was in the midst of the selection process for a City Planner and a Community Services Director. She thanked Director Knope for providing detailed information to her on Public Works topics.

Attorney Connelly thanked Director Knope for taking the lead in updating the City's procurement process. She is working on preparing a standard annexation agreement with Administrator Bowers.

Administrator Bowers added that this would be reviewed with the Finance and Judiciary Committee, before coming to Council.

XIV. COUNCILOR COMMENTS/QUESTIONS

Councilor Christensen stated that things were going well.

Councilor Nelson noted that the Sanitation, Recycling, and Water Committee had forwarded the JC Grange trash request, so that the full Council could weigh in. He added that the system worked well and he was proud to be a part of it.

Councilor DiMarco thanked staff for their work on the budget and noted that the April 17th meeting was the best first Budget Committee meeting he had seen. He noted that Councilor Hitchcock was missed at that meeting and expressed appreciation to Councilor Hitchcock on his work and the good process he was making as a new Councilor.

XV. MAYOR'S COMMENTS

Mayor Brunscheon thanked City staff and the Council for their work.

XVI. OTHER COUNCIL BUSINESS

None.

XVII. ADJOURNMENT

As there was no further business, the meeting was adjourned at 7:26 p.m.

ATTEST:

APPROVED:

Kitty Vodrup, City Recorder

David S. Brunscheon, Mayor