

The Sewer and Streets Committee of the City Council for the City of Junction City met on Monday, June 6, 2016, at 7:00 p.m. in the Council Chambers of City Hall, 680 Greenwood Street, Junction City, Oregon.

Present Were: Councilors, Randy Nelson (Chair), and Jim Leach, and Herb Christensen; Public Works Director, Gary Kaping and' city Administrator, Jason Knope.

Absent Were: None.

1. Call to Order

Councilor Nelson called the meeting to order at 7:08 p.m.

2. Changes to the Agenda

Director Kaping added Curb Painting to the agenda. Item 4 on the Agenda, Utility Code Update, was removed.

3. Curb Painting

Director Kaping said Raquel Cope contacted him regarding curb painting. Her request included going door-to-door to pre-sell in July and come back at a later to date to paint the curbs. The basic paint would be black and white unless the customer opted to pay more for school colors (JCHS, U of O, or OSU).

It was a fundraiser for the Cheerleading squad.

Consensus: Consensus of the Committee was to forward to Council with recommendation to approve.

4. Approval of Minutes – May 2, 2016

The consensus of the Committee was to approve the minutes as written.

5. Stop Sign ARSOP

Director Kaping stated the previous changes made by the Sewer and Street Committee had been added to the stop sign map. Sandow Engineering was making a map with the old stop sign locations, a separate map with the proposed new locations and a map for Director Kaping with all the information.

The ARSOP was intended as an internal policy containing stop sign procedures for stop sign requests (locations not on the approved stop sign map), how those requests would be processed and set eligibility requirements.

6. Computer Equipment Replacement Program

The Computer Equipment Replacement Program was part of the Administrative Task List. The plan covered all city departments. The intent of the program was to plan for anticipated computer hardware needs. This was done through inventory and evaluation of replacement intervals for current equipment. The program outlined

replacement schedules which allowed for equipment replacement budgeting. The program did not cover software.

7. Vehicle Replacement Plan

The plan was in the initial stages and included light duty vehicles for both the Police Department and Public Works. Public Works staff would continue to work on the plan to include all Public Works Vehicles. There was an existing plan for the Police Department vehicles which was being reviewed by the Public Safety Committee.

The plan was intended to assist with budgeting each year. The Committee discussed the public Works fleet. With committee support, staff would continue to put the rest of the plan together.

8. Agenda Forecaster Review

Director Kaping made the following changes to the agenda forecaster:

- a. Removed the Rate Payer Assistance program
- b. Added the Computer Equipment Replacement Plan (Pending Business)
- c. Added the Vehicle Replacement Plan (Pending Business)
- d. Removed the new job description

9. Other Business

The standing meeting date for the July Sewer and Street Committee would be moved to July 11, 2016 as July 4, 2016 was a holiday.

Shirley Kaping, 260 Crona Street, Junction City Oregon said at the April 12, 2016 Council meeting, the audience was told the Rate Payer assistance program was repealed but that a new one would be formed. There were not many cities the size of Junction City that did not have some sort of assistance program for their low-income families and senior citizens.

The Committee responded that there were many discussions about the Rate Payer Assistance program at previous meetings.

10. Adjournment

The meeting was adjourned at 8:06 p.m.

Respectfully submitted,

Tere Andrews
Secretary