

The City Council for the City of Junction City, met in regular session at 6:30 p.m. on Tuesday, June 11, 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, Mark Wolf; Police Chief, Bob Morris; Public Works Superintendent, Jeremy Tracer; Finance Director, Mike Crocker; 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. Approval of Minutes – May 14, 2019**

**MOTION:** Councilor Stott made a motion to approve the May 14, 2019 Council Minutes. The motion was seconded by Councilor Rowe 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. Lianne Dickenson, 22730 Highway 36, Cheshire, stated that she and her husband owned a business in Junction City and she was there to represent the residents of Junction City. She wanted to make it clear that that they were not calling into question the Junction City Police Department or the job they do, as they were pleased with that. She continued that she was co-admin of a Neighborhood Watch Facebook page and it was evident that there was a serious lack of policing in the evenings and homes were being burglarized every night in the area. She urged the Council to think about how they could hire more officers, as people were paying their taxes for protection, but it was not happening.

Ms. Toni Mathieson, 93720 Pitney Lane, Junction City, stated that there had been comments made that if nothing was done to get more policing that a group would be formed to take it upon themselves. She added that it was very bad out there and she was concerned that someone was going to get hurt.

**6. Travel Lane County Presentation – Andy Vobora**

Andy Vobora, Travel Lane County, presented an update on Travel Lane County and Connect Lane. In 2018, close to a billion dollars was spent by visitors in Lane County. Agri-tourism was big business and people were going out to visit farms, wineries, artisans, etc. Travel Lane County was active on social media and their website received 800,000 visitors each year and included a page for Junction City.

Mr. Vobora continued that Connect Lane was about bicycling, and Oregon was the first in the nation to have scenic bikeways. They were currently working on a project funded by Travel Oregon to develop bicycle routes, maps, and signs to connect all the communities in Lane County east of the coast range, without having to ride on state highways. Phase II would pull in Florence. They may be coming back to the Council in the future to request a letter of support for grants, helping install signs in JC, etc.

**7. Public Hearing – Fiscal Year 2019-20 Budget**

**A. Public Hearing**

Mayor Crenshaw opened the public hearing for the Fiscal Year 2019-20 Budget.

**Staff Report**

Director Crocker stated that this public hearing was for adoption of the Fiscal Year 2019-20 budget, as approved by the Budget Committee on May 2, 2019. Notice of the hearing was published in the local newspaper on May 16, 2019. He distributed a document that included a list of changes made to the proposed budget by the Budget Committee.

**Public Testimony.** None.

**Council Questions/Comments**

Councilor Rowe stated that he had voted against the approved budget, as a contingency had been added of \$125,000 that caused a deficit budget (local definition). He noted that when they went with the bucket system four years ago and implemented the Rowe Doctrine (expenditures must be equal to or less than revenues), they had tackled deficit spending but did not make any provisions for receiving excess revenue and putting it into next year's budget without it being a deficit. The Finance and Judiciary Committee reviewed and came up with a solution on how to transfer an excess from a previous year's budget to the next year.

Councilor Rowe continued that his second point was there was a water problem in town and the citizens deserved clean, clear water. They would be talking about a plan later in the meeting, but the \$125,000 would allow them the freedom to put some money towards the water problem. While this budget was technically \$125,000 in deficit, when he weighed public safety versus his personal bias on the Rowe Doctrine, public safety won, so he would be supporting this budget.

Councilor DiMarco expressed appreciation to Councilor Rowe for his comments and noted that in this current fiscal year, no matter what they did, they would not violate the spirit of the Rowe Doctrine as the City did take in more than was budgeted; the budget included a 4% growth in property taxes and came in around 7%, so that was roughly \$150,000. He noted that the Finance and Judiciary Committee had found a way to account for additional revenue, and he commended Councilor Rowe on the great job he had done over the years of getting the City to a balanced state.

Mayor Crenshaw closed the public hearing.

**B. Resolution No. 1** – A Resolution Adopting the Budget; Making Appropriations; Imposing the Taxes; and Categorizing the Taxes for Fiscal Year Beginning July 1, 2019 and Ending June 30, 2020.

**MOTION:** Councilor Rowe made a motion to approve Resolution No. 1 adopting the Fiscal Year 2019-20 approved budget, making appropriations as shown on Schedule A of Resolution No. 1, imposing a tax rate of \$6.0445 per \$1,000 of assessed value for the permanent rate tax levy, and categorizing taxes by tax levy. The motion was seconded by Councilor DiMarco and passed by unanimous vote of the Council.

**8. 2019 Scandia Run Street Closure Request**

Administrator Knope presented the street closure request for the annual Scandia Run. The Community Development Committee reviewed on June 5, 2019 and recommended approval.

**MOTION:** Councilor Stott made a motion to approve the street closure request for the 45<sup>th</sup> Annual Scandia Run on August 10, 2019 as conditioned in Attachment B with the nonexclusive use of city streets for street closure from 7:45 a.m. to 12:00 p.m. The use of City streets will apply to the route shown in Attachment A. The motion was seconded by Councilor Ceniga and passed by unanimous vote of the Council.

**9. 2019 Truck Function in Junction Street Closure Request**

Administrator Knope presented the street closure request for the annual Truck Function in Junction. The Community Development Committee reviewed on June 5, 2019 and recommended approval.

**MOTION:** Councilor Stott made a motion to approve the street closure request for the Annual Truck Function in Junction on July 13, 2019 as conditioned in Attachment B with the nonexclusive use of city streets for street closure from 6:00 p.m. to 10:00 p.m. The use of City streets will apply to the route shown in Attachment A, contingent upon approval from the Oregon Department of Transportation. The motion was seconded by Councilor Ceniga and passed by unanimous vote of the Council.

**10. State Shared Revenue Resolutions**

Director Crocker presented the required resolutions for the City to be able to receive State Shared Revenue.

**A. Resolution No. 2** – A Resolution Declaring the City of Junction City's Election to Receive State Revenues.

B. Resolution No. 3 – A Resolution Certifying the City of Junction City's Eligibility to Receive State Shared Revenues under ORS 221.760.

**MOTION:** Councilor Rowe made a motion to approve Resolutions No. 2 and 3. The motion was seconded by Councilor DiMarco and passed by unanimous vote of the Council.

#### 11. Water Quality Improvement Plan

Administrator Knope presented the Water Quality Improvement Plan. As part of the City's rate structure increases, \$75,000 a year would be dedicated in the Water Fund for capital projects. Of that, \$45,000 was intended to be for in house replacement of older pipes, valves, and things of that nature. The remaining \$30,000 would be earmarked to specifically start addressing water quality within the system.

Administrator Knope continued that the first element of the plan would be expansion of the City's Water Filtration Plant, which would be considered later in the meeting. Once that was done, automatic flushing devices would be installed to help reduce the water age, which was an issue due to the oversized pipe on the north and west side of town that provided capacity to the Department of Corrections (DOC) site. The problem was that line was designed to deliver a flow of 900 gallons per minute to serve approximately 5300 people at the DOC site; however, because the prison did not come in and based on the current size of the mental hospital, the flow was 20 to 25 gallons per minute. The City was not able to replace this pipe with a smaller one, due to the City's IGA with the state that required the City to have the ability to supply the 900 gallons per minute flow at any given time to that site. The Water Quality Improvement Plan also included installing sampling stations throughout town, so they could collect better data and continue to recommend additional projects and improvements. This would also give the City the data needed to hopefully begin discussions with the state and try to come up with an agreement to help the City address the issue with that pipeline in the long run.

Originally, staff was trying to keep the project within that \$30,000 cap and so the project was split into two phases. The Public Works Committee discussed and recommended that the City try and come up with a way to fund both phases in one year instead of two. The overall cost of both phases was approximately \$180,000 and there was \$35,000 currently budgeted in the Water Capital Fund. Staff went to the Finance and Judiciary Committee to discuss options for funding the remainder of the project cost of \$150,000 in the upcoming fiscal year. The Committee discussed taking \$75,000 from State Shared Revenue and \$75,000 from the General Fund Contingency. The Committee talked about making an adjustment to the approved budget before it was adopted; however, due to budget law the Council could only increase expenditures within a fund by 10% and putting \$150,000 into the Water Capital Fund would exceed that threshold. So, if the Council would like to move forward with this, staff would bring back a transfer resolution to the regular July meeting.

Public Works had already begun working on some short-term improvements in changing how they flushed the system to include directional flushing, which provided a higher scouring velocity to break up and clean ground water minerals that built up in the pipes. Some valve work would be needed in places, as well as installing blow offs in cull de sacs to assist with the directional flushing. Once authorized, staff would move rapidly to implement the short-term improvements of the automatic flushing and monitoring equipment, which could be installed this summer.

**MOTION:** Councilor Rowe made a motion to adopt the Water Quality Improvement Plan, with the modification to combine both phases of the project. The motion was seconded by Councilor DiMarco and passed by unanimous vote of the Council.

#### 12. Fiscal Year 2019-20 Compensation Schedules

Director Crocker presented the resolution to approve the Fiscal Year 2019-20 Compensation Schedules for management/non-represented and temporary/seasonal employees.

A. Resolution No. 4 – A Resolution to Approve the Fiscal Year 2019-2020 Compensation Schedules for Management and Non-Represented Positions and Temporary and Seasonal Positions.

**MOTION:** Councilor Rowe made a motion to approve Resolution No. 4. The motion was seconded by Councilor Stott and passed by unanimous vote of the Council.

**13. Intergovernmental Agreement with Lane County for Building Inspection Services**

Administrator Knope reviewed the Intergovernmental Agreement (IGA) with Lane County to provide back-up building inspection services. This IGA would allow the City and County to trade one inspection for another and would also set a flat fee for an inspection of \$70.00. The Public Works Committee reviewed on June 3, 2019 and recommended approval.

**MOTION:** Councilor Stott made a motion to approve the intergovernmental agreement with Lane County for Building Inspection Services 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.

**14. Water Plant Filters Purchase**

Administrator Knope presented the request to purchase two additional filters for the Water Treatment Plant; this would bring the total number of filters from four to six, which was the capacity of the original design for the facility. This was a Sole Source Procurement to purchase filters from Loprest, the original manufacturer of the equipment. The Public Works Committee reviewed on June 3, 2019 and recommended this purchase.

**MOTION:** Councilor DiMarco made a motion to purchase two additional filters from Loprest Water Treatment Company in the amount of \$131,200 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.

**15. City of Coburg Dispatch Contract**

Chief Morris presented the two-year contract renewal for the City of Junction City to provide dispatch services for the City of Coburg. The Public Safety Committee reviewed on May 21, 2019 and recommended approval.

**MOTION:** Councilor Stott made a motion to approve the contract with the City of Coburg for dispatch services and authorize the City Administrator to sign the necessary documents. The motion was seconded by Councilor Ceniga and passed by unanimous vote of the Council.

**16. Junction City Rural Fire Protection District Dispatch Contract**

Chief Morris presented the four-year contract renewal for the City of Junction City to provide dispatch services for Junction City Rural Fire Protection District. The Public Safety Committee reviewed on May 21, 2019 and recommended approval.

**MOTION:** Councilor Ceniga made a motion to approve the contract with the Junction City Rural Fire Protection District for dispatch services and authorize the City Administrator to sign the necessary documents. The motion was seconded by Councilor Stott and passed by unanimous vote of the Council.

**17. City of Monroe Police Contract**

Chief Morris presented the one-year contract renewal for the City of Junction City to provide traffic enforcement services for the City of Monroe. The Public Safety Committee reviewed on May 21, 2019 and recommended approval.

Discussion followed on the some of the details of the contract. It was noted that the contract read that Junction City shall provide Monroe services of one or more officers an average of 15 hours per week. Administrator Knope added that the contract was used by the Police Department to fund part time officers that helped fill in gaps in the department to focus on higher traffic enforcement and other public safety issues for Junction City.

Discussion followed on the contract and on Police Services in Junction City.

**MOTION:** Councilor Stott made a motion to approve the contract for police services with the City of Monroe and to authorize Chief Morris to sign the necessary documents. The motion was seconded by Councilor Rowe and passed by a vote of 4 to 2, with Councilors Stott, Gambia, Rowe, and DiMarco voting in favor and Councilors Thomas and Ceniga voting against.

**18. 4<sup>th</sup> Street from Greenwood East to the Alley Paving Project**

Administrator Knope stated that this was the first of six paving projects for the downtown area. The Public Works Committee reviewed all bids and recommended using Knife River on all the projects, as they offered an \$11,000 discount if obtaining all six bids and were the lowest

bidder overall. Staff also recommended adding a 10% contingency on each project. Funding source for these projects was through the State of Oregon Fund Exchange, with the City's cost being about 6%. Projects would begin after the festival, with projects completed around mid to late September.

Administrator Knope stated that this project included curb, gutter, and alley approach work, as well as restoring the failing base in the road.

**MOTION:** Councilor Rowe made a motion to award the project to Knife River in the amount not to exceed \$49,869 and authorize the Public Works Director to sign the necessary documents. The motion was seconded by Councilor Stott and passed by unanimous vote of the Council.

**19. 4<sup>th</sup> Street from Greenwood to Holly Paving Project**

Administrator Knope presented this paving project bid.

**MOTION:** Councilor Stott made a motion to award the project to Knife River in the amount not to exceed \$73,688 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.

**20. Greenwood from 4<sup>th</sup> to 5<sup>th</sup> Street Paving Project**

Administrator Knope presented this paving project bid. Most of this would be surface restoration and some concrete work for ADA ramps and curb and gutter work that needed to be done to help with realignment of the drainage in that area.

**MOTION:** Councilor Gambie made a motion to award the project to Knife River in the amount not to exceed \$53,871 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.

**21. 5<sup>th</sup> Street from Greenwood to Front Paving Project**

Administrator Knope presented this paving project, which included redoing 600 linear feet of curb and gutter and some alley approaches to address drainage issues.

**MOTION:** Councilor Stott made a motion to award the project to Knife River in the amount not to exceed \$93,474 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.

**22. 5<sup>th</sup> Street and Greenwood Intersection Paving Project**

Administrator Knope presented this paving project, which included work on ADA ramps and bringing the intersection into ADA compliance. Also curb and gutter work to address drainage issues.

**MOTION:** Councilor Gambie made a motion to award the project to Knife River in the amount not to exceed \$64,657 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.

**23. 4<sup>th</sup> Street and Greenwood Intersection Paving Project**

Administrator Knope presented this paving project, which included bringing the intersection into ADA compliance and addressing drainage issues.

**MOTION:** Councilor Ceniga made a motion to award the project to Knife River in the amount not to exceed \$46,962 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.

**24. Oregon Business Development Loan**

Administrator Knope reviewed that the City was notified by Oregon Health Division that a new seismic review portion would be required for the Water Master Plan and this would add \$20,000 worth of work to complete the plan. Oregon Business Development Department (OBDD) had a forgivable loan, so cities could complete the Seismic Risk and Mitigation Plan. If the City met all the terms of the agreement, the loan would be forgiven.

A. Resolution No. 5 – A Resolution of the City of Junction City Authorizing a Forgivable Loan from the Safe Drinking Water Revolving Loan Fund by Entering into a Financing Contract with the Oregon Infrastructure Finance Authority.

**MOTION:** Councilor Rowe made a motion to approve Resolution No. 5 and authorize the Mayor to sign the necessary documents. The motion was seconded by Councilor Stott and passed by unanimous vote of the Council.

**25. Council Agenda Forecaster**

Administrator Knope presented the forecaster.

**26. Staff Reports**

Chief Morris reported that the 3<sup>rd</sup> Annual Human Trafficking Symposium would be held at the Baptist Church on June 22<sup>nd</sup>.

Superintendent Tracer reported that Public Works finished flushing last week and they were very happy with the results of the new way of flushing the large trunk line. The pool project was completed, and Laurel Elementary was doing school swim this week. ODOT (Oregon Department of Transportation) would be installing concrete Jersey barriers on the Highway 99 median between Milliron and Aubrey Lane.

Director Crocker reported that a Senate Bill was awaiting the governor's signature and would possibly reduce the City's PERS rate by 4% or \$100,000 in the biennium starting in 2021.

Attorney Wolf reported that the legislature was poised to pass a bill related to union access and union authorization cards.

**27. Councilor Comments/Questions**

Councilor DiMarco noted that a bill banning plastic bags across the state was also headed to the governor's desk.

Councilor Rowe stated that he was chair of the Public Works Committee and invited the public to attend their monthly meetings and provide input. He added that the City was working diligently to solve the water problem.

Councilor Gambie noted that he voted for the Monroe Contract, as he believed in economies of scale and that it was a benefit to the City. He provided comments on his policing philosophy and commended Public Works on addressing the water quality issues. He thanked citizens for their comments and participation.

Councilor Thomas stated that they were all wanting what was best for Junction City and looked at it in different ways. She felt they needed to address what the people wanted, as they paid good money in taxes and she felt the City could do better.

Councilor Stott recommended that people watch a 30-minute live feed that Rick Dancer did last week on the Human Trafficking Symposium, as it was well worth watching.

Councilor Ceniga noted that she supported the Police Department and working with other agencies and communities but voted no on the Monroe Contract, as the conversation was brought to a stop before she was able to have all her questions answered. She wanted to make sure that it was a priority that local citizens were protected before doing traffic in Monroe. She thanked staff and Committee for their hard work on the water and asked if ODOT would be installing rumble strips. Chief Morris responded that rumble strips were in ODOT's overall plan.

**28. Mayor's Comments**

Mayor Crenshaw thanked everyone for their participation and noted that citizen comments did not go unheard. They all wanted to move the City forward in the best way possible and sometimes that was a slow process in local government. He noted that the fact that the Council considered things and had an issue where they had a divided vote that they did not agree on, showed that they do have diversity of thought in the community and that the Council was taking the time to consider issues all the way through. He thanked everyone for attending the meeting.

**29. Other Business**

Mr. Jack Sumner, 1061 Quince Drive, Junction City, commended the Public Works Committee and Public Works staff on their water quality work. He asked about two recent public safety events and why certain protocol was followed.

Councilor DiMarco called a point of order and shared that there was a Council approved process for requesting that items be placed on a Council agenda.

Mr. Zane Goodwin, 474 W. 8<sup>th</sup>, Junction City, asked if the Council agenda request information could be placed on the City's website.

Councilor DiMarco invited Mayor Crenshaw to consult with his peers, LCOG (Lane Council of Governments), and legal counsel on best practices on what should be allowed under Other Business and on inviting the public to deliberate when a motion was on the floor.

**30. Adjournment**

As there was no further business, the meeting was adjourned at 9:02 p.m.

ATTEST:

APPROVED:

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Kitty Vodrup, City Recorder

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Mark Crenshaw, Mayor