

The Public Works Committee of the City Council for the City of Junction City met on Monday, July 1<sup>st</sup>, 2019, at 6:30 p.m. in the Council Chambers of City Hall, 680 Greenwood Street, Junction City, Oregon.

**PRESENT WERE:** City Public Works Director Gary Kaping, Councilors Dale Rowe, John Gambée, and Bill DiMarco.

**ABSENT WERE:** None.

**I. CALL TO ORDER**

Chairman Dale Rowe called the meeting to order at 6:30pm.

**II. CHANGES TO THE AGENDA**

There were no changes to the agenda.

**III. APPROVAL OF MINUTES – June 3, 2019**

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

**IV. CLAIR CONTRACT**

Director Kaping informed the Committee that before them tonight is a request to review the Clair contract for building inspections. This contract is in place in case the City's Building Inspector is ever sick or on vacation. It was created when the Building Inspector was first hired. This request is for its renewal. It is good for a year but can be canceled in 7 days if needed. Director Kaping then informed the Committee that Clair has not been used since the last contract was made.

**ACTION:** The Consensus of the Committee was to forward the contract to the Council with the recommendation to approve.

**V. WATER QUALITY IMPROVEMENT EQUIPMENT PURCHASE**

Director Kaping stated that this request is to purchase the Water Quality Improvement Equipment that goes inside of the cabinets at the pump stations. The equipment would routinely pull data and then Public Works Technician, Tiffany Shafer, would rather the data and start a database to track the City's water quality. Discussion followed.

**ACTION:** The consensus of the Committee is to forward the request to the Council with the recommendation to purchase the equipment from USA Bluebook.

## **VI. WATER QUALITY AUTO FLUSHING EQUIPMENT PURCHASE**

Director Kaping informed the Committee that this request is for the portable equipment to pull water quality data. City Staff is recommending to purchase the equipment from USA Bluebook. Discussion followed.

**ACTION:** The Consensus of the Committee was to forward the request to the Council with the recommendation to approve.

Councilor DiMarco asked if there was enough money in the budget to purchase valves and other items that may need to be replaced while the work is being done.

Director Kaping responded that he should have enough in operating materials and supplies to purchase small items like this.

## **VII. PARKS AND OPEN SPACES SUPERVISOR JOB DESCRIPTION**

Director Kaping would like the Committee to review a new job description for the Parks and Open Spaces Job. The job description has gone through the City Administrator and the AFSCME Union, neither of which had an issue with it. Discussion followed.

**ACTION:** The consensus of the Committee was to forward the request to the Council with the recommendation to approve.

## **VIII. AGENDA FORECASTER REVIEW**

Director Kaping removed the completed items and added tonight's items to current business.

## **IX. OTHER BUSINESS**

Councilor Rowe noted that the next scheduled meeting is August 5<sup>th</sup> which is move in day for the festival. He asked if the Committee would like to tentatively schedule the meeting, or if they would like to cancel it? Discussion followed.

Director Kaping stated that he will tentatively schedule the meeting, but if there is nothing pressing on the agenda he will cancel it.

Director Kaping notified the Committee that he and Superintendent Jeremy Tracer met with Lane County today to see if they would be willing to team up on installing sidewalks that are missing in areas where County meets City. An example of this is where the Jamie Paddock Project at 6<sup>th</sup> and Oaklea could be connected to the High Pass Meadows subdivision. Director Kaping explained that Lane County is willing to apply for the grants needed if the City provides the match money required.

Lane County would like to know if the City is interested in teaming up with them on creating a cohesive plan for Highway 99. Discussion followed.

The Committee likes the idea of cohesiveness and would like Director Kaping to move forward with it.

Councilor Rowe asked for an update on the building on 7<sup>th</sup> and Ivy Street.

Director Kaping responded that he reached out to the insurance company and they stated that it was still under investigation. Director Kaping is asking the City Attorney if there is anything that the City can do legally. He is also asking her what would need to be changes in the City Code to be able to act if something like this happens again. Discussion followed.

Director Kaping informed the Committee that he has a meeting scheduled with the DEQ in August.

**X. ADJOURNMENT**

As there was no further business, the meeting was adjourned at 7:01 p.m.

Respectfully submitted,

Tiffany Shafer  
Public Works Technician