

The City Council for the City of Junction City, met in regular session at 6:30 p.m. on Tuesday, August 8, 2023 in the Council Chambers of City Hall, 680 Greenwood Street, Junction City, Oregon and in a virtual meeting format via internet and phone.

PRESENT: Mayor, Kenneth Wells; Council President, Karen Leach; Councilors Sandie Thomas, Sidney Washburne, Andrea Ceniga, John P. Gambee (joined meeting at 6:32 p.m.) and Ken Hancock; City Administrator, Jason Knope; City Attorney, Armand Resto-Spotts; Public Works Superintendent, Jeremy Tracer; Finance Director, Mike Crocker; and City Recorder, Kitty Vodrup.

1. Call to Order and Pledge of Allegiance

Mayor Wells opened the meeting at 6:30 p.m., led the Pledge of Allegiance, and took roll call.

2. Changes to the Agenda

None.

Councilor Gambee joined the meeting at 6:32 p.m.

3. Oath of Office – Police Chief Mark Waddell

Recorder Vodrup administered the oath of office to Police Chief Mark Waddell. He was welcomed by the Council, staff, and citizens.

4. Approval of Minutes – July 11, and 25, 2023

MOTION: Councilor Thomas made a motion to approve the July 11, 2023 minutes. The motion was seconded by Councilor Ceniga and passed by unanimous vote of the Council.

MOTION: Councilor Washburne made a motion to approve the July 25, 2023 minutes. The motion was seconded by Councilor Leach and passed by unanimous vote of the Council.

5. Public Comment on Items not Listed on the Agenda

A. Follow-up from Staff on Previous Comments. None.

B. New Comments from Public.

Michelle Cloutier, 565 Holly Street, Apartment #8, Junction City, stated that her car had recently been towed, and she commented on the difficulties the new procedures for towing had caused her, including having smaller notices that were difficult to see, marking on the street instead of on tires, and only allowing 24 hours to move a car. She added that it would cost \$700 to get her car back, which she did not have. She encouraged the Council and new Police Chief to think about how the procedures impacted citizens, especially low-income individuals who needed their cars to get to work, pay their rent, and not end up homeless.

Paul Barnett, 1416 Farmington Drive, Junction City, stated that he moved to Junction City six months ago and was very fond of the community. He noted that the water was not a new subject and predated the new homes on the west side where he lived, and he asked why it had not been prioritized. He continued that it was not the fault of the new homeowners, as some seemed to imply, nor was he pointing his finger at the City Council where the buck stopped. He referred to the recent Water Curtailment directive from Public Works and noted that a woman had went around the neighborhoods west of Oaklea Drive to look for violators and then reported them to Public Works; consequently, he received a violation letter from Public Works. He noted that he had been watering every night for 14 minutes, which was less than the ordinance curtailment amount allowed per week of 15 minutes per zone which he would now be following.

6. Petersen Street Closure Request

Administrator Knope presented the Petersen Street Closure request.

MOTION: Councilor Leach made a motion to approve the street closure request for the Petersen Street party on August 26, 2023 as conditioned in Attachment B with the nonexclusive use of city streets for street closure from 5:00 p.m. to 11:00 p.m. The use of City streets will apply to the section of 13th Street between Oaklea and Tamarack Street. The motion was seconded by Councilor Washburne and passed by unanimous vote of the Council.

7. JC Retirement and Assisted Living Street Closure Request

Administrator Knope presented the JC Retirement and Assisted Living Street Closure request.

MOTION: Councilor Ceniga made a motion to approve the street closure request for the JC Retirement and Assisted Living Summer Party on August 26, 2023 as conditioned in

Attachment B with the nonexclusive use of city streets for street closure from 8:00 a.m. to 5:00 p.m. The use of City streets will apply to the section of 6th Street between Alder and Birch Streets. The motion was seconded by Councilor Thomas and passed by unanimous vote of the Council.

8. Citizen Appointments to Public Safety Committee

Administrator Knope reviewed that five applications had been received for the two citizen member positions. The Public Safety Committee reviewed on August 1, 2023 and recommended that the Mayor appoint Todd Olson and Jon Edwards.

Mayor Wells stated that he was pleased to see five citizens apply for the two positions on the Public Safety Committee, and he appointed Jon Edwards and Todd Olson to serve as citizen members on the Public Safety Committee.

9. Alder Street Slurry Sealing

Superintendent Tracer presented the request to slurry seal Alder Street from 2nd to Birch Place. The Public Works crew had crack sealed this area, and slurry sealing would prolong the life of the road. Pave Northwest was the only company in the area that met the City's requirements for doing this work. The Public Works Committee reviewed on August 7, 2023 and recommended approval.

MOTION: Councilor Washburne made a motion to award the Alder Street Slurry sealing project to Pave Northwest in the amount not to exceed \$24,840 and authorize the Public Works Director to sign the necessary documents. The motion was seconded by Councilor Hancock and passed by unanimous vote of the Committee.

10. Purchase of Truck/Equipment Lane County Auction

Superintendent Tracer presented the request for Public Works to purchase two trucks from the Lane County Auction if the appropriate trucks came up at that the auction.

MOTION: Councilor Hancock made a motion to approve the purchase of a Service Truck from the Lane County Auction not to exceed \$35,000 and a Truck for the Parks Department not to exceed \$15,000 and authorize the Public Works Director to sign the necessary documents. The motion was seconded by Councilor Thomas and passed by unanimous vote of the Council.

11. Council Agenda Forecaster

Administrator Knope presented the forecaster and noted that a placeholder for a backup Dispatch Services Contract would be added to the August 22, 2023 Council agenda.

12. Committee Reports

Public Safety Committee met on August 1, 2023. Councilor Ceniga reported:

- Was Chief Waddell's first meeting and it went well. Discussed Citizen Member Applications.

Public Works Committee met on August 7, 2023. Councilor Washburne reported:

- Reviewed items discussed tonight. Superintendent Tracer would bring back the answer to when the water tower was last painted. Water status update was provided.

Lane ACT met on July 12, 2023. Councilor Thomas reported:

- Members spent the majority of time answering the question of what projects they would do if they had the funding.

Community Services and Development Committee met on August 2, 2023. Councilor Gambee reported:

- Citizen member Jeff Peterson attended his first meeting and it was a pleasure to have him on board. The Committee reviewed the street closure requests on tonight's agenda.

13. Staff Reports

Director Crocker reported: He was catching up on finance projects, with a new staff member and help from Public Works Utility Billing Clerk Lisa Straw. Had hired an Accounting Technician and were recruiting for the other finance position. He apologized for not having items ready for the Finance and Judiciary Committee.

Superintendent Tracer reported: Staff was preparing for festival. The projects crew replaced two hydrants over the last couple of weeks. Staff continued to monitor the water situation; two wells did not get to shut off capacity over the last few nights, which they had done a few days before. Staff was also busy with maintenance projects.

Councilor Ceniga asked what shut off capacity meant. Superintendent Tracer responded that the ground storage tanks were set to shut off two wells when the tanks reached 36 feet and to shut off two additional wells when the tanks were at 36 ½ feet.

Chief Waddell reported: He stated that it was an honor to be here. Over the last week, he had been doing a lot of assessments on how the processes and programs in the department were working. Successes they recently had included an officer deploying tire deflations devices and taking a driver into custody and recovering a stolen Scandinavian Festival booth, both by collaboration with neighboring agencies.

Councilor Thomas welcomed Chief Waddell and said she was looking forward to seeing him out in the community. She invited Mr. Barnett, who had made public comment on the water, to attend the August 22nd Council meeting, where they would have an in-depth discussion on the Water System.

Administrator Knope reported: Library would be closed during the festival. Were at the tail end of the pool season and hoped to make it through Labor Day. Were in the midst of interviews for the HR Assistant position and hoped to hire someone soon.

Councilor Leach asked about the status of the new City Hall. Administrator Knope responded that they were working on the interior and hoped that work would be done within the next couple of months.

Councilor Ceniga asked for an update on the Alert Stage 2 Moderate Water Emergency. Administrator Knope responded that staff was monitoring, and they were not yet at a level to be able to go to Stage 1. To be able to go to Stage 1, the ground storage tanks needed to fill back up to 36 ½ feet and the wells shut off for a minimum of 4 hours per day for 3 days in a row.

Councilor Leach stated that a citizen had spoken to her and Councilor Thomas and wanted to volunteer to remove graffiti in town. Chief Waddell responded that in his past experience with previous employers, a lot of those volunteer hours would work through the Public Works Department as they had the tools and equipment to clean up graffiti. Councilor Leach thanked Chief Waddell and noted that she would refer the citizen to Public Works.

14. Previous Month's Expenditures. None.

15. Councilor Comments/Questions

Councilor Hancock welcomed Chief Waddell and noted that it was wonderful to see citizens in attendance at the meeting. He expressed appreciation for the Police Department's efforts in recovering the stolen festival trailer and noted that volunteers from the community were helping to paint and repair the damage that had been done to the trailer. He expressed appreciation to Administrator Knope for preparing for the August 22nd Council meeting and hoped that at that meeting, they could set a goal and use that meeting as a springboard for a strategic plan to focus on the next 3 to 5 years and what would be needed to address future developments, needed infrastructure work, etc.

Councilor Leach welcomed Chief Waddell and noted that she was excited for him to be here and for new things to happen. She was looking forward to the August 22nd meeting, where she and others could ask questions and receive information about the water system. She encouraged the public to attend and find out what was really occurring, instead of reading comments on Facebook.

Councilor Gambia thanked Councilors Hancock and Leach for their comments and expressed his agreement with those comments.

Councilor Ceniga noted that she was excited that the City had hired an Accounting Technician to assist Director Crocker with the finance work. She appreciated the slurry seal work, as keeping the roads in good shape was important to the community. She welcomed Chief Waddell and thanked him for the good work on recovering the stolen trailer. She added that

she looked forward to the August 22nd meeting and appreciated the water curtailment status update tonight, as she felt it was important for the Council and public to have those status updates.

Councilor Washburne expressed appreciation to Chief Waddell for coming to Junction City and added that he was very happy to see more patrols on the streets.

Councilor Thomas stated that she was glad Director Crocker was receiving more help, as he had been working really hard. She thanked Chief Waddell for coming to the Junction City and noted that the community was looking forward to getting their community back. She expressed appreciation to Superintendent Tracer, Recorder Vodrup, and Administrator Knope for all of their hard work.

16. Mayor’s Comments

Mayor Wells noted that the Scandinavian Festival would start this week, and the Council had been invited by the Scandinavian Festival Association to participate in the opening day processional and opening ceremonies. He encouraged Council members to attend and thanked the Scandinavian Festival Association for the invitation. He met with Administrator Knope and Chief Waddell recently and had a good meeting. He noted that at the first of the year, he had requested that Councilors meet with the City Administrator at least once a month and he encouraged Councilors to do so, as good communication was key.

Mayor Wells reminded the Council that legal counsel had reviewed in the Council training that the day to day operations and personnel issues were under the purview of the City Administrator, per the City’s Charter. The only employee the Council had input on for job performance was the City Administrator. He added that Councilors could discuss issues with the City Administrator at their monthly meeting.

Mayor Wells continued that the protocol for getting an item on a Council agenda was to complete a Council Agenda Item Request Form. The form would then be reviewed by the Council for consideration of putting that item on an upcoming Council agenda. This process applied to Council members and members of the public and was also used for getting items on a Committee Agenda.

Mayor Wells stated that with the addition of citizen members on the Council Committees, he wanted to remind everyone that no decisions were made at the Council Committee level, and the Committees provided recommendations to the Council where the decisions were made.

Mayor Wells invited the public to attend the August 22, 2023 Council meeting at 6:30 p.m., where they would discuss the Water System Improvements and receive Moratorium information. He noted that there would be a time for the public to ask questions and provide comments. He stated that the water issue would not be solved in one meeting but as Councilor Hancock and Administrator Knope had said, they wanted to make some plans for addressing this issue and quit kicking the can down the road. He encouraged everyone to come prepared to listen and have good discussion.

Mayor Wells welcomed Chief Waddell.

17. Adjournment

As there was no further business, the meeting was adjourned at 7:27 p.m.

ATTEST:

APPROVED:

Kitty Vodrup, City Recorder

Kenneth Wells, Mayor