

The City Council for the City of Junction City, met in regular session at 6:30 p.m. on Tuesday, August 13, 2013, 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**

Administrator Bowers introduced Planner Nicole Peterson, the City's new contracted planner from Lane Council of Governments (LCOG).

**III. CONSENT AGENDA**

**MOTION:** Councilor DiMarco made a motion to approve the consent agenda, consisting of the bills from July and the minutes from July 9, 16, and 23, 2013. The motion was seconded by Councilor Nelson and passed by unanimous vote of the Council.

**IV. PUBLIC COMMENT ON ITEMS NOT LISTED ON THE AGENDA**

Mr. Sanford Inouye from Comcast shared information on the Internet Essentials Program, which offers low cost internet /computers to families who qualify for reduced school lunch.

Mr. William Boresek, 27948 Green Oaks Drive, Eugene, thanked the Council and everyone involved on the UGB expansion for their dedication and hard work.

**V. STATE MENTAL HOSPITAL UPDATE – JODIE JONES, PROJECT ADMINISTRATOR**

Ms. Jodie Jones noted that they were getting ready to start doing community outreach.

Mr. Greg Roberts, Superintendent of the Oregon State Hospital, stated that the hospital would open in March 2015 with 125 beds and over 500 jobs. They will be opening three units at the Salem campus in October and begin hiring staff. After the Junction City facility opens, those three units of patients and staff will move to the Junction City facility.

**VI. REQUEST TO USE CITY LOGO**

Administrator Bowers stated that before the Council was a request from a private business to use the City logo. The City does not have a policy on logo use.

Mr. Duane Edmondson, 230 Birch Street, Junction City, reviewed that Little Scandinavia Klassisk Butik was requesting use of the inner field of the City logo only, as they wanted to brand themselves as being in Junction City and promote local Junction City businesses and the festival.

Attorney Connelly noted that absent a policy on logo use that had specified criteria, once the logo use has been authorized for one business, the Council would have no limit on anyone using the logo to promote any message that the Council may or may not approve of.

The Council expressed their support for the business, but felt that it was not appropriate to have a private business use any part of the City logo. The Council consensus was to not authorize use of the City logo and to take no action in drafting a policy on logo use.

**VII. STIP (STREET TRANSPORTATION IMPROVEMENT PROGRAM) UPDATE**

Director Knope stated that the City's application to make improvements at the intersection of High Pass, Maple Street, and Prairie Road had been \$650,000 with a \$150,000 City match. Unfortunately, ODOT's estimate came in at over 1.3 million dollars. The Sewer and Street Committee reviewed and recommended that the City retract the application and have the Committee look at other projects that would fall within the STIP funding amount.

**MOTION:** Councilor Nelson made a motion to direct staff to proceed with the recommendation from the Sewer and Street Committee. The motion was seconded by Councilor Christensen and passed by unanimous vote of the Council.

**VIII. COUNTRY COACH CORPORATION REVOLVING LOAN FUND REQUEST**

Administrator Bowers reviewed that the City had received a request from Country Coach Corporation to increase their current business development loan by \$150,000. There is no language in the RLF criteria on increasing loan amounts. Administrator Bowers provided several options to the Council, for their consideration.

Mr. Ron Lee and Mr. David Diamond from Country Coach stated that since obtaining the \$150,000 loan (remaining balanced is \$100,000) from the City in January of 2011, the company has grown 300% each year and has 35 employees. Their goal is to continue to create jobs and they are requesting the additional funding to purchase the necessary equipment to do in house crating and shipping.

The Council consensus was to not make any revisions to the RLF Criteria at this time and to consider the request at the Council level and to direct staff and legal counsel to prepare a loan amendment and bring back to the Council at the first meeting in September.

**IX. WATER TREATMENT PLANT EQUIPMENT PURCHASE**

**MOTION:** Councilor DiMarco made a motion to award the water treatment plant mechanical parts bid to Ferguson Waterworks in the amount of \$78,391.76 and authorize the City Administrator to sign the necessary documents.

**X. JUNCTION CITY'S PERIODIC REVIEW EXTENSION BY LCDC**

Mayor Brunscheon noted that DLCD had approved the UGB expansion.

**XI. PLANNING COMMISSION APPOINTMENT**

Mayor Brunscheon appointed Mr. Robert Solberg to the Planning Commission.

**MOTION:** Councilor Christensen made a motion to approve the Mayor's appointment of Robert Solberg to an alternate position to the Planning Commission with a term through October 2016. The motion was seconded by Councilor Leach and passed by unanimous vote of the Council.

**XII. TEAM LEADER ADMINISTRATIVE RULES AND STANDARD OPERATING PROCEDURES**

Administrator Bowers reviewed the Team Leader ARSOP, as a Council advisory.

**XIII. I AND I PAY REQUESTS**

**A. Schedule A and B Pay Request #1**

**MOTION:** Councilor K. Leach made a motion to approve Pay Request #1 in the amount of \$155,657.98 to Emery and Sons Construction. The motion was seconded by Councilor Christensen and passed by unanimous vote of the Council.

**B. Schedule A and B Change Order #1**

**MOTION:** Councilor Hitchcock made a motion to approve Change Order #1 in the amount of \$78,342 to Emery and Sons Construction and authorize the City Administrator to sign the necessary paperwork. The motion was seconded by Councilor K. Leach and passed by unanimous vote of the Council.

**C. Schedule C Pay Request #1**

**MOTION:** Councilor J. Leach made a motion to approve Pay Request #1 in the amount of \$241,845.30 to NW Kodiak Construction. The motion was seconded by Councilor K. Leach and passed by unanimous vote of the Council.

**XIV. COMCAST FRANCHISE ORDINANCE**

**A. ORDINANCE NO. 1 – AN ORDINANCE GRANTING COMCAST OF OREGON II, INC. A NON-EXCLUSIVE FRANCHISE FOR THE CONSTRUCTION, OPERATION, AND MAINTENANCE OF A CABLE SYSTEM AND REPEALING ORDINANCE No. 1114.**

Attorney Connelly read Ordinance No. 1 in full.

**MOTION:** Councilor Nelson made a motion to read Ordinance No. 1 by title only. The motion was seconded by Councilor DiMarco and passed by unanimous vote of the Council.

Attorney Connelly read Ordinance No. 1 by title only.

**MOTION:** Councilor Nelson made a motion to approve Ordinance No. 1. The motion was seconded by Councilor DiMarco and passed by unanimous vote of the Council.

**XV. CITY ENGINEERING CONTRACT**

Director Knope stated that before the Council was the contract with HBH Engineering.

**MOTION:** Councilor Hitchcock made a motion to approve the City Engineering Contract and authorize the City Administrator to sign the necessary paperwork. The motion was seconded by Councilor Christensen and passed by unanimous vote of the Council.

**XVI. STAFF REPORTS**

Director Crocker reported that Springbrook software updates would now be received as they occur. He will be working towards a GFOA budget compliance award for small cities.

Attorney Connelly asked for Council direction on responding to the City being named as a defendant in a foreclosure complaint against one of the City's business development loans, Tandj, LLC.

**MOTION:** Councilor Christensen made a motion that the City not appear in the Flagstar Bank foreclosure action. The motion was seconded by Councilor Hitchcock and passed by unanimous vote of the Council.

Staff will bring back options at a future date on collecting the \$14,087.89 that is still owed on the loan.

Administrator Bowers thanked Mr. Boresek for his comments on the DLCD process. She expressed appreciation to Chief Chase, Director Knope, and their departments for their hard work during the Scandinavian Festival.

**XVII. COUNCILOR COMMENTS/QUESTIONS**

Councilor K. Leach expressed appreciation for everyone's great work on the UGB expansion and noted that it was a team effort.

Councilor DiMarco echoed appreciation on the UGB expansion work and commended Public Works, the Police Department, and Administrator Bowers on their good work.

Councilor Nelson stated that he had heard many complaints about the street work, but noted that the end result would be good. He thanked everyone for their great work.

Councilor Hitchcock thanked the Sanitation Department for disposing of a small rodent that had died on a busy street in his neighborhood.

**XVIII. MAYOR'S COMMENTS**

Mayor Brunscheon thanked everyone for their perseverance on the UGB Expansion and thanked staff for their great work.

**XIX. OTHER COUNCIL BUSINESS**

None.

**XX. ADJOURNMENT**

As there was no further business, the meeting was adjourned at 8:08 p.m.

ATTEST:

APPROVED:

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Kitty Vodrup, City Recorder

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David S. Brunscheon, Mayor