

The City Council for the City of Junction City, met in regular session at 6:30 p.m. on Tuesday, September 10, 2019, in the Council Chambers of City Hall, 680 Greenwood Street, Junction City, Oregon.

PRESENT: Acting Mayor, Bill DiMarco; Councilors Sandie Thomas, Robert Stott, Andrea Ceniga, John Gambee, and Dale Rowe; Excused Absence: Mayor Mark Crenshaw; City Administrator, Jason Knope; City Attorney, Carrie Connelly; Police Chief, Bob Morris; Public Works Director, Gary Kaping; Finance Director, Mike Crocker; and City Recorder, Kitty Vodrup.

1. Call to Order and Pledge of Allegiance

Acting Mayor DiMarco called the meeting to order at 6:30 p.m., and Councilor Ceniga led the Pledge of Allegiance.

2. Changes to the Agenda

No changes.

3. Approval of Minutes – August 13 and 27, 2019

Councilor Rowe noted a correction to the August 13th minutes under Council Comments/Questions to change \$150,000 to 150,000.

Councilor Gambee arrived at the meeting at 6:33 p.m.

MOTION: Councilor Rowe made a motion to approve the August 13, 2019 minutes as amended, and the August 27, 2019 Minutes. The motion was seconded by Councilor Stott and passed by unanimous vote of the Council.

4. Review of Previous Month's Expenditures

Acting Mayor DiMarco asked if there were any Council comments or questions on the previous month's expenditures.

Councilor Thomas asked about some expenditures. Director Crocker responded that he did not have the Accounts Payable information in front of him and would get back to Councilor Thomas on the detail of these expenditures.

5. Public Comment on Items not Listed on the Agenda

None.

6. JCHS Noise Parade Street Closure Request

Director Kaping presented the street closure request from JCHS (Junction City High School) to hold the annual Homecoming Noise Parade. There were no staff objections. The Public Works Committee reviewed on September 4, 2019 and recommended forwarding to Council for approval.

MOTION: Councilor Ceniga made a motion to approve the Street Closure request for the JCHS Homecoming Noise Parade on October 2, 2019. The motion was seconded by Councilor Rowe and passed by unanimous vote of the Council.

7. JCHS Street Signs Request

Director Kaping presented the request from JCHS to add loading zone signs in front of the high school; JCHS would pay for the signs, paint, installation, and maintenance. A map had been included in the Council packet. The Public Works Committee reviewed on September 4, 2019 and recommended forwarding to Council for approval.

MOTION: Councilor Rowe made a motion to allow the Junction City School District to place loading zone signs along 6th Street in front of the High School. The signs shall read "Loading zone 7:00 a.m. to 8:30 a.m. and 2:00 p.m. to 3:30 p.m. Regular parking all other hours" and paint the curb white as shown on the attached map. The motion was seconded by Councilor Stott and passed by unanimous vote of the Council.

8. Tote Purchase

Director Kaping reviewed the request to purchase garbage, recycling, and yard debris totes, to replenish the needed inventory. Three companies were asked to provide bids and one bid was received. The Public Works Committee reviewed on September 4, 2019 and recommended forwarding to Council for approval.

MOTION: Councilor Rowe made a motion to approve the purchase of the garbage, recycling, and yard debris totes from General Equipment Company in the amount of \$13,780 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.

9. **Dumpster Purchase**

Director Kaping reviewed the purchase request, to replace dumpsters that could not be repaired and replenish the needed inventory. Three companies were asked to provide bids and two bids were received. The Public Works Committee reviewed on September 4, 2019 and recommended the purchase from Rule Steel.

MOTION: Councilor Ceniga made a motion to approve the purchase of dumpsters from Rule Steel in the amount of \$26,126 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.

10. **Municipal Judge Agreement Extension**

Director Crocker presented the agreement to extend the Municipal Judge contract with Judge Wiese for 1 year. The original contract was approved on October 12, 2017 and was a two-year agreement that could be renewed up to three times for one-year renewals. The Finance and Judiciary Committee reviewed on September 5, 2019 and recommended approval.

Acting Mayor DiMarco noted that the Finance and Judiciary Committee had an informal arrangement to have the judge visit every six months and the last visit was December of 2018; however, the Committee recommended that Judge Wiese be scheduled to make a presentation to the Council, no later than December.

Councilor Rowe stated that in section three of the Judge's agreement, it read that the Mayor appoints and supervises the Municipal Judge. He asked for clarification on if the Mayor or Council provided supervision of this position. Attorney Connelly responded that the Council had been involved in drafting the RFP and contract to read that the Mayor provided supervision, as the Charter did not make that clear.

Councilor Rowe noted that if the Judge had a conversation with Council or the Finance and Judiciary Committee, the Mayor should probably be in attendance, since he was her direct supervisor. Attorney Connelly responded that was correct and the contract also read that the Council informs the supervisory role, so having the entire Council receive the annual report was a great idea and sufficient to satisfy the contractual language and then the more informal semi-annual reports could be given to the Finance and Judiciary Committee.

It was asked if the court report could be provided to the Council for the meeting that Judge Wiese would be making her presentation. Director Crocker responded that he would do that.

MOTION: Councilor Thomas made a motion to approve the 1-year extension for the Municipal Judge Agreement with Ashlee Wiese and authorize the Mayor to sign the necessary documents. The motion was seconded by Councilor Ceniga and passed by unanimous vote of the Council.

11. **NCHIP Livescan Equipment Grant**

Chief Morris stated that the City had received a \$24,000 grant from the Oregon State Police to purchase fingerprinting equipment and staff was requesting approval to purchase the equipment. The total cost of purchasing the equipment from Data Works Plus would be \$24,091.85, and the City's cost on the 10% match would be \$2,400 plus \$91.85. Once the equipment was purchased, the City would be reimbursed the \$24,000. Four bids were received; the Public Safety Committee reviewed on August 20, 2019 and recommended purchasing from Livescan.

MOTION: Councilor Stott made a motion to approve the participation in the grant and purchase of the Livescan equipment and to authorize Chief Morris to sign the necessary documents. The motion was seconded by Councilor Rowe and passed by unanimous vote of the Council.

12. Council Agenda Forecaster

Administrator Knope presented the forecaster. Updates included: There would be no September 24th Council Work Session, and Mr. Goodwin's Council Agenda Item request on plans to modify Council/Committee procedures/public comments on the City Website would be moved to the October 22, 2019 Council Work Session. Add to October 8, 2019 meeting Energizing Junction City Funding Request to Replace Banners.

13. Staff Reports

Attorney Connelly reported: She had drafted an ordinance instead of a resolution to make the City Attorney, City Engineer, City Prosecutor, and City Public Defender appointees of the Council as City Officers. That would be coming to the Council on October 8th.

Director Crocker reported: The City auditors would be coming out this week to do the audit, and the Finance Department would be busy with that. On September 5th, the Finance and Judiciary Committee had discussed that the state had allocated 100 million dollars in their budget to help offset PERS costs. If the City wanted to make a contribution to that account, the state would match 25% of that contribution over a 20-year period; this would help the City with future PERS costs which would only continue to increase.

Director Kaping reported: Public Works had been busy doing projects before the rain started and had done a lot of hot taping last week at the railroad crossings on Holly Street. Public Works started installing water quality equipment throughout town and would continue until it was all installed. Staff had been in close contact with Knife River on when they would begin the downtown paving project, which had been scheduled to start next week. The City was recently awarded an Outstanding Performance Award from the state for the City's Water System. This was the 2nd time the City had received this award, and the first time was five years ago under then Director Knope. Director Kaping distributed copies of the award and noted that this was a difficult award to receive and keep, as it only took one deficiency to lose the award. Very few cities received this award, and the department was very proud to receive it again.

The Council congratulated Public Works on this achievement.

Councilor Stott asked about the status of the burned building at 7th and Ivy. Director Kaping responded that the fence had been taken down, as payment had not been made. He added that the original owner was trying to foreclose on a land sales contract and obtain possession of the property so he could abate the property.

Chief Morris: Officer Brandon Seifried was able to administer lifesaving CPR a couple of weeks ago on a call where a person's heart and breathing had stopped. Burgers with Bob would be held on September 12th at Laurel Park with live music, NW Bicycle Safety Coalition donating 300 to 400 helmets, a bicycle mechanic on site, and a rock-climbing wall from the National Guard. Tomorrow Police Department staff would be participating in the 2nd 911 Memorial Ride from Eugene to DPSST (Department of Public Safety Standards and Training) in Salem. On the way back, they would pass through Junction City and make a stop at Founders Park. The Fire Department would be using two ladder trucks to display the flag across Highway 99 again this year.

14. Councilor Comments/Questions

Councilor Rowe noted that to tag in with what Chief Morris said, he encouraged everyone to not forget about September 11th and to keep those impacted in our thoughts.

Councilor Gambee asked how much the discount would be if the City participated in the PERS lump sum payment. Director Crocker responded that for discussion purposes, he used the example of a \$600,000 contribution, which would offer a 1 to 2% discount to the City on the PERS rates over a 20-year period. The state divided entities into various tier levels, based on the percentage of their unfunded PERS liability. Entities with an unfunded liability of 200% or more of their annual payroll were in the 1st tier and had the first chance to apply to participate in the program. Junction City was in the 2nd tier at 186% and that application period would begin in December. The Finance and Judiciary Committee would be discussing this and other PERS funding options at their October meeting.

Councilor Gambee stated that a constituent had mentioned that if the City had a budgeted position like the Grant Writer but decided not to fill that position, City staff could take money

and spend it however they wanted. Administrator Knope responded that was not the case and with the Grant Writer position, that was to be funded from State Revenue. Since the position was not filled, the money remained in State Revenue and dropped down into the Ending Fund Balance at the end of the year. In other cases, if a position was not filled, staff did not have the authority or ability to move funds out of personnel services to another category to be spent; that type of action would have to be done via a supplemental budget resolution approved by Council.

It was noted that staff was always open to answer citizen questions on the budget.

Councilor Gambie congratulated Director Kaping and Public Works on the award.

Councilor Thomas asked where the money came from to fund the Burgers for Bob event. Chief Morris responded that it was supported by donations; Viking Inn donated hamburgers, Franz Bakery donated buns, etc.

Councilor Ceniga congratulated Director Kaping and his team on the water award and Officer Seifried on saving a life. She asked if Officer Seifried would be recognized. Chief Morris responded that Officer Seifried would be receiving a Lifesaving Award at a future Council meeting.

Councilor Thomas noted that introduction of new staff members had occurred at a recent Community Services Committee meeting and she asked if it would be possible to meet all the Police Department staff. Chief Morris responded that could be done and he would have officers on duty come into Council meetings.

15. Mayor’s Comments

Acting Mayor DiMarco commended Public Works for their award and expressed appreciation for everybody’s hard work. He added that he wanted to underline what Councilor Rowe had said about the 911 anniversary, and he thanked Chief Morris for participating in the 911 Memorial event.

16. Adjournment

As there was no further business, the meeting was adjourned at 7:42 p.m.

ATTEST:

APPROVED:

Kitty Vodrup, City Recorder

Bill DiMarco, Acting Mayor