

The City Council for the City of Junction City, met in regular session at 6:30 p.m. on Tuesday, October 13, 2015, in the Council Chambers of City Hall, 680 Greenwood Street, Junction City, Oregon.

PRESENT: Mayor, Michael Cahill; Councilors Karen Leach, Bill DiMarco, Jim Leach, Randy Nelson, Steven Hitchcock, and Herb Christensen; City Attorney, Carrie Connelly; City Administrator, Jason Knope; Police Chief, Mark Chase; Public Works Director, Gary Kaping; Finance Director, Mike Crocker; City Planner, Jordan Cogburn; Community Services Director, Tom Boldon; Police Sergeant, Eric Markell; and City Recorder, Kitty Vodrup.

1. Call to Order and Pledge of Allegiance

Mayor Cahill called the meeting to order at 6:30 p.m. and led the Pledge of Allegiance.

2. Changes to the Agenda

None.

3. Consent Agenda

MOTION: Councilor Nelson made a motion to approve the bills from September and the September 8 and 22, 2015 Council minutes. The motion was seconded by Councilor Hitchcock and passed by unanimous vote of the Council.

4. Public Comment on Items not Listed on the Agenda

Mr. Brad King, 93592 River Road, Junction City, on behalf of the Junction City Veterans of Foreign Wars and Junction City Lions, thanked Public Works for their work on the new sidewalks on 6th Street and placement of the flag pole holders.

Mr. Bill DiMarco, on behalf of the Budget Committee, submitted Council agenda item requests based on Budget Committee recommendations for: 1. Council consideration of a hiring freeze, with designated exceptions of new or vacant positions through the scheduled January 21st Budget Committee meeting; and 2. Council consideration of outlook going forward of the shortfall in budgeted court revenues.

5. Junction City High School Noise Parade Street Closure Request

Planner Cogburn presented the JCHS annual Noise Parade request. There were no staff concerns.

MOTION: Councilor Hitchcock made a motion to approve the street closure request for the Annual Light Parade on Friday, December 11, 2015 as conditioned in Attachment B with the nonexclusive use of City streets for "no parking" from 5:30 p.m. to 9:00 p.m. and the nonexclusive use of City streets for street closure from 6:45 p.m. to 8:30 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 K. Leach and passed by unanimous vote of the Council.

6. Nuisance Abatement Amendment

Director Kaping shared that Administrator Knope had asked him to work with Attorney Connelly to amend City Code and provide the legal ability for the City to enter onto a citizen's property to abate a nuisance, by either consent or an administrative warrant issued by the municipal judge. The penalty language was updated to remove the criminal component of jail time and makes non-compliance a violation with a fine not to exceed \$1,000.

A. Ordinance No. 1 – An Ordinance Amendment the Nuisance Abatement Procedures of Junction City Municipal Code Chapter 8.10.

Attorney Connelly read Ordinance No. 1 in full.

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

Attorney Connelly read Ordinance No. 1 by title only.

MOTION: Councilor K. Leach made a motion to adopt Ordinance No. 1. The motion was seconded by Councilor Christensen and passed by unanimous vote of the Council.

7. Springfield Police Jail Contract

Sergeant Eric Markell stated that the Junction City Police Department (JCPD) has had an informal agreement with the Springfield Police Department for jail services, and before the Council was a contract to formalize this agreement. This enables JCPD to take inmates to the Springfield Jail, when the JCPD jail is at capacity or when behavioral or medical assistance is needed. The fee per day is \$80 for actual bed use.

MOTION: Councilor Hitchcock made a motion to approve the Jail Contract with the City of Springfield and authorize the Police Chief to sign the agreement. The motion was seconded by Councilor Christensen and passed by unanimous vote of the Council.

8. Fund Balance Policy for Community Services Funds

Director Crocker presented the fund balance policy for the Community Center Fund and the Viking Sal Senior Fund, which was reviewed by the Finance and Judiciary Committee. This will be added to the City's other fiscal policies and reads:

"Measurement of the Community Center Fund and Viking Sal Senior Fund ending balances will occur annually on June 30th. The minimum targeted unassigned fund balances shall be no less than 15% of next year's budgeted expenditures (exclusive of transfers and contingency). For purposes of this calculation, the expenditures shall be the budget as originally adopted for the subsequent year. The unassigned fund balance amount shall be in addition to non-spendable, restricted, committee, or assigned fund balance amounts."

MOTION: Councilor K. Leach made a motion to adopt the "Fund Balance – Community Services Funds" fiscal policy, as recommended by the Finance and Judiciary Committee. The motion was seconded by Councilor Hitchcock and passed by unanimous vote of the Council.

9. Lane Radio Interoperability User Group Agreement

Chief Chase reviewed the contract to extend the Lane Radio Interoperability User Group Agreement through June 30, 2016; the original agreement was March 1, 2015 through June 30, 2015. The agreement allows JCPD to continue using and testing the radio channel, which can be used as a backup if the JCPD radio goes down and/or to communicate with other agencies in emergency situations.

MOTION: Councilor Christensen made a motion to approve the LRIG User Agreement and authorize the City Administrator to sign the agreement. The motion was seconded by Councilor K. Leach and passed by unanimous vote of the Council.

10. Vista Dale Engineer's Report

Director Kaping stated that the City had been discussing the water, sewer, street, and sidewalk improvements needed for Vista Dale Subdivision for many years, and the topic was revisited by the Sewer and Street Committee in July of 2015. The Committee recommended forwarding to the Council, and the Council discussed at the July 28, 2015 Work Session. The Council consensus was to move forward on the water and sewer improvements at this time, which prompted HBH Engineering to do the engineering report.

Director Kaping continued that the Council consensus was to extend the water and sewer services to the property line and also install the water meters. It would be the responsibility of the property owner to hook up to the water service and they would not be required to hook up to the sewer line immediately, unless they chose to do so or their septic failed.

Attorney Connelly added that once the Council approves the engineering report that includes assessments, staff would bring back a resolution that would set the public hearing date where citizens could provide comments on assessments and formation of a Local Improvement District (LID). The LID and final determination of assessments would be set by ordinance and would include payment terms and possible incentives for hooking up earlier.

MOTION: Councilor Nelson made a motion to approve HBH Vista Dale Engineering Report for October 13, 2015. The motion was seconded by Councilor K. Leach and passed by unanimous vote of the Council.

11. Purchase of Body-Worn Camera System

Sergeant Markell presented the request to purchase 11 Body-Worn cameras for the department police officers. City County Insurance will provide a risk management incentive of \$7500, as well as a \$1,000 grant towards this purchase. System price is \$13,689 and individual cameras are around \$1,000. After further discussion, the Council consensus was to add 4 more cameras for reserve officers. This would bring the total out of pocket for the City to be around \$9,200 and could come out of State Revenue Sharing.

MOTION: Councilor DiMarco made a motion to approve the purchase of the body camera system with the amendments as discussed, bringing it up to 15 cameras and the funding source being State Revenue Sharing. The motion was seconded by Councilor K. Leach and passed by unanimous vote of the Council.

12. Master Fee Schedule

Director Crocker stated that this was the first annual review of the Master Fee Schedule. There were no changes to the fees and this was the formal process to adopt the schedule on an annual basis.

MOTION: Councilor Hitchcock made a motion to adopt the 2015 Junction City Master Fee Schedule. The motion was seconded by Councilor K. Leach and passed by unanimous vote of the Council.

13. City Code on False Information to a Police Officer

Chief Chase reviewed that a citizen has requested that the City add code language that would make it unlawful for a person to provide false information to a police officer. It was noted that the federal constitution allows regulation of commercial and other different areas of speech, but the Oregon constitution includes a higher level of protections on speech. The department defers to state statutes.

After discussion, the Council consensus was to take no action.

14. Oregon Public Works Cooperative Assistance Agreement

Director Kaping presented the Oregon Public Works Cooperative Assistance Agreement, which allows Public Works to help other cities or for other cities to assist Public Works in times of emergency.

MOTION: Councilor Christensen made a motion to approve the Oregon Public Works Cooperative Agreement and authorize the Public Works Director to sign the necessary documents. The motion was seconded by Councilor K. Leach and passed by unanimous vote of the Council.

15. Planning Commission Appointment

Mayor Cahill appointed Patricia Phelan to fill the Planning Commission alternate position unexpired term. The vacancy was created when Kevin Cross resigned.

16. Pretreatment Ordinance

Director Kaping reviewed the option of making an ordinance amendment for sewer pretreatment. The amendment was reviewed by the City's engineer, staff, Committee, and legal counsel and would change violation fines from \$25,000 per day to up to \$1,000 and remove the penalty of imprisonment.

MOTION: Councilor Nelson made a motion to add the language for the fines in the pretreatment ordinance to read, "Up to \$1,000.00" and strike the language that deals with imprisonment. The motion was seconded by Councilor Hitchcock and passed by unanimous vote of the Council.

17. Council Agenda Forecaster

The Council consensus was to add the two requested items from the Budget Committee to the October 27, 2015 work session.

18. Staff Reports

Director Boldon reported: The two barn structures at the Reserve were taken down. The pool was drained and two new drain covers were installed. The 16th annual Big Hush was held last Sunday. Tracy Berry was the MC and Bob Welch signed and sold books. Great event but attendance a bit low. He expressed appreciation to all that were able to help.

Planner Cogburn reported: TSP draft contract with Sandow Engineering has been signed and work will begin; contract expires February 2016.

Director Kaping reported: St. Vincent de Paul's road project at 1st Street and High Pass is nearing completion. The 6th Street ADA project is underway and going well. The 11th and Elm Well construction is underway and completion should be done December 10th. Accident today at 12th and Holly where a train diesel tank was punctured and diesel spilled all over the road. Director Kaping is working with hazmat to determine how much of that intersection will need to be torn up and repaved.

Chief Chase reported: He and Sergeant Markell would be happy to answer any questions or provide information on hiring process, traffic enforcement, philosophy, or priorities for the Police Department, related to the recent Budget Committee meeting. He added that his number one priority was the health and welfare of the officers and dispatchers and that police employees appreciated hearing positive comments from the Council.

19. Councilor Comments/Questions

Councilor Christensen thanked Councilor Nelson for his hard work on the Vista Dale Subdivision improvements. Council members expressed their agreement.

Councilor Hitchcock expressed appreciation to staff for their due diligence and sticking to tasks.

Councilor Nelson thanked the Council for working together as a team.

Councilor J. Leach asked Director Kaping to pass along appreciation to his staff for their work around town and on 6th Street.

Councilor DiMarco echoed Councilor J. Leach's comments and noted that the Big Hush was a classy event that would improve with time. He noted that citizens appreciated the crosswalk and sidewalk work being done in town.

Councilor K. Leach expressed appreciation to Public Works staff on the crosswalk and sidewalk work and to Director Boldon for the great job on the Big Hush. She added her appreciation to all City staff.

20. Mayor's Comments

Mayor Cahill announced Don Johnson's retirement party on October 23rd at noon. He expressed appreciation in having two police officers respond quickly to a recent call near his home.

21. Other Business

None.

22. Adjournment

As there was no further business, the meeting was adjourned at 8:07 p.m.

ATTEST:

APPROVED:

Kitty Vodrup, City Recorder

Michael J. Cahill, Mayor