

The City Council for the City of Junction City, met in regular session at 6:30 p.m. on Tuesday, October 27, 2020, in a virtual meeting format via internet and phone.

PRESENT: Mayor, Mark Crenshaw; Councilors Sandie Thomas, Robert Stott, Andrea Ceniga, John Gambee, Dale Rowe, and Bill DiMarco; 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

Mayor Crenshaw called the meeting to order at 6:31 p.m. and led the Pledge of Allegiance.

2. Changes to the Agenda

None.

3. Review of City Prosecutor RFP Results

Director Crocker reviewed that the City had issued the City Prosecutor RFP (Request for Proposal) and three responses were received. Director Crocker, the Court Clerk, and Municipal Judge did an initial review for the purpose of meeting RFP requirements, and one responder did not meet the basic requirements of the RFP. Staff was looking for direction on how the Council would like to proceed.

In response to a question on if Council interviews could be held in Executive Session, Attorney Connelly responded that the interviews and evaluations could be discussed in Executive Session and the process for review was up to the Council.

After discussion, the Council consensus was to have Mayor Crenshaw and Administrator Knope develop pre-determined interview questions and bring those to the November 10th Council meeting for Council review and for the Council to interview both candidates virtually on November 24th.

4. EJC Grant Request – Banners for Light Poles

Administrator Knope stated that the Council had reviewed this request from EJC (Energizing Junction City) at the end of last year and asked that artwork and the agreement come back to the Council for consideration; this had been delayed with the start of COVID early in the year, but Mr. Jeff Curran had provided the artwork and the agreement was now before the Council. The request was for \$1,794.00 for 20 welcome banners and 8 banners for downtown. Staff recommended funding from State Shared Revenue, Projects to be Determined, as the RTMP (Rural Tourism and Marketing Program) dollars had already been earmarked for other county approved projects.

Councilor Rowe noted that this was a worthwhile project and Mr. Curran and the EJC volunteers did a great job, but this was exactly what he talked about a few weeks ago with the grange grant request; this was an off-budget request and he felt the To be Determined line item was not a budgeted item and he could not support this for that reason. He suggested that the Budget Committee look at creating a line item for this in the budget, similar to the Historical Society grant so it would not be an off-budget item and so he could then support it.

Mayor Crenshaw asked if there were any public comments. There were none.

Councilor DiMarco noted that it had become clear over the last few months that they probably needed to better define what the Council and Budget Committee's philosophy was going to be on the To be Determined and contingencies line items that were in the approved budget document; he felt there was not a consensus on what those designations meant and they needed clarity on that. He would vote to approve this, and the Council and Budget Committee could work on addressing this issue in the next budget cycle.

Councilor Ceniga expressed agreement with Councilor Rowe and noted that while they could not have a line item for everything, she felt they should be more specific and have more clarity on what the To be Determined and other line items should be used for and maybe look into some other sources of funding for other projects.

Councilor Thomas expressed her agreement with Councilor Rowe. She noted that she absolutely loved Mr. Curran and what he did for the City, but right now she could not support this request.

Mayor Crenshaw stated that contrary to Councilor Rowe, he felt the projects line To be Determined had been budgeted for and they did not have a crystal ball to be able to name all the projects that might come up during the year. He continued that maybe projects would be awarded on a first come, first serve basis, recognizing the value that those expenditures gave and fit those projects in the To be Determined category. He noted that the value he saw on this banner request was that it helped to promote businesses in Junction City and also fostered the volunteer efforts of the community members in EJC. He added that this would be money well spent to help perpetuate and let the EJC volunteers see the success of the efforts that they give to the community.

MOTION: Councilor Stott made a motion to approve the grant request for Energizing Junction City in the amount of \$1,794.00 and authorize the Mayor to sign the necessary documents. The motion was seconded by Councilor Gambee and passed by a vote of 4 to 2 with Councilors Stott, Ceniga, Gambee, and DiMarco voting in favor and Councilors Thomas and Rowe voting against.

5. Police Department Server Purchase Request

Administrator Knope presented the request to purchase servers for the Police Department (PD), which was part of the IT update project for the City. The City received three bids, with Centerlogic being the lowest bidder. The City was switching the PD servers to a virtualized environment which would allow one server and a backup to replace the four current, outdated servers; this saved the City \$14,000, as purchasing the servers separately would be in excess of \$40,000. This purchase would also add resiliency and redundancy in the system. Funds were budgeted in the Fiscal Year 2020-21 budget.

Mayor Crenshaw asked if there were any public comments. There were none.

Councilor Gambee noted that this was a perfect example of how the City Administrator and staff had repeatedly saved the City money on projects and came in way under budget. He expressed appreciation to staff.

MOTION: Councilor Stott made a motion to award the Police Department Server Replacement Project work to Centerlogic in the amount of \$27,263.56 and authorize the City Administrator to sign the necessary documents. The motion was seconded by Councilor Rowe and passed by unanimous vote of the Council.

6. CMI Contract

Chief Morris presented the CMI contract, which provided the software for the CAD (Computer Aided Dispatch) and Records Management systems for the Junction City Police Department (JCPD). The City had used CMI for many years, and this was a housekeeping issue to formalize a "master agreement" as required by the new company that acquired CMI in 2017 and to add CMI services for the U of O. Chief Morris reviewed the five components related to this agreement:

1. CMI Master Agreement: Contract would renew for a three-year term with no increase in fees, which would result in a \$15,000 to \$17,000 savings over the three years.
2. CMI Order Form for Junction City Police Department (JCPD): \$24,760 software fee amount. This was included in the FY 20-21 budget.
3. CMI Order Form for University of Oregon (U of O): \$26,450.00 software fee amount. When the City entered into the agreement to provide dispatching services for the U of O, it was determined that a CAD system would be used that worked for both agencies. U of O decided to go with the CMI system that JCPD was using. By allowing U of O to become a subagency of JCPD, it saved the U of O money with no cost to the City; the City of Coburg had also been a subagency of JCPD for CMI software. The City would pay the contract amounts (\$26,450.00 and \$14,650.00) for the U of O and then bill the U of O for these fees, so this would just be a pass through of funds with no negative financial impacts to the City of Junction City.
4. U of O Justice Initial License Quote: \$14,650 annual recurring total for the U of O.
5. IGA (Intergovernmental Agreement) for Dispatching Services between JCPD and U of O: This contract would need to have a couple of sentences added to make the U of O a

subagency of JCPD and that JCPD would pay the U of O contract amount and then bill the U of O for those services.

Discussion followed, and it was noted:

- This pass through of funds for the U of O was negotiated after the current budget was approved and would be included as a revenue and expenditure in the FY 21-22 budget.
- The amount the U of O would pay for CMI software would be outside of the \$375,000 dispatch contract.

Mayor Crenshaw asked if there were any public comments. There were none.

MOTION: Councilor Stott made a motion to approve the following agreement as presented, the CMI Master Agreement and CMI Order Form for Junction City Police, including the annual recurring payment of \$24,760.00, the CMI Order Form for University of Oregon, the U of O Justice Initial License Quote, and to authorize the Chief to sign those documents and the existing IGA between the U of O and Junction City Police Department, adding language to join U of O as a CMI Subagency and to pay the additional costs for U of O’s use of the CMI software. The motion was seconded by Councilor DiMarco and passed by unanimous vote of the Council.

7. Attorney Engagement Letter

Director Kaping presented the attorney engagement letter with Stoel Rives, to provide services to the City to challenge the EQC (Environmental Quality Commission) on their ruling for discharge limits.

Mayor Crenshaw asked if there were any public comments. There were none.

MOTION: Councilor Stott made a motion to approve the engagement letter with Stoel Rives, as presented, and authorize the Public Works Director to sign it on behalf of the City. The motion was seconded by Councilor Rowe and passed by unanimous vote of the Council.

8. Other Business

None.

9. Adjournment

As there was no further business, the meeting was adjourned at 8:27 p.m.

ATTEST:

APPROVED:

Kitty Vodrup, City Recorder

Mark Crenshaw, Mayor