

The City Council for the City of Junction City, met in regular session at 6:30 p.m. on Wednesday, November 12, 2025 in the Council Chambers, 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, Andrea Ceniga, Ken Jamieson; and Ken Hancock; Excused Absence: Councilor Sidney Washburne; City Administrator, Jason Knope; City Attorney, Carrie Connelly; Police Chief, Mark Waddell; Public Works Superintendent, Jeremy Tracer; 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.

**3. Staff Introduction**

Chief Waddell introduced new Police Services Technician Jennifer (Jenn) Zaragoza.

**4. Approval of Minutes – October 14 and 28, 2025**

**MOTION:** Councilor Ceniga made a motion to approve the October 14 and 28, 2025 minutes. The motion was seconded by Councilor Thomas and passed by unanimous vote of the Council: Thomas, Ceniga, Leach, Jamieson, and Hancock.

**5. Public Comment on Items not Listed on the Agenda**

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

B. New Comments from Public. None.

**6. Moose Lodge Presentation to Police Department**

Duane Edmonson, Junction City Moose Lodge Youth Awareness Chairman, distributed brochures and shared information about the Youth Awareness Program. He presented framed photos and letters of appreciation to Chief Mark Waddell and School Resource Officer Janet Deckard, for their work on promoting the Moose Youth Awareness Program in local schools. Mr. Edmonson provided stuffed Tommy Moose plush toys to the Police Department, to give to children in distress or need.

**7. Public Hearing – Sanitary Sewer Connection Moratorium Extension**

A. Public Hearing

Mayor Wells read the required statements and asked if any Council member had an actual or potential conflict of interest. There were none. He opened the public hearing at 6:43 p.m.

**Staff Report**

Attorney Connelly stated that this was the second time the City had gone through a public hearing and moratorium extension process. The City entered into a MAO (Mutual Agreement and Order) with DEQ (Department of Environmental Quality) almost a year ago, and that limited the City's sewer connections dramatically. Some connections were available and increased by small amounts every time the City finished a milestone as set in DEQ's MAO, but it was not enough to escape the need for a moratorium. Great progress was being made, and the City was ahead of the milestones set in the MAO, but those had not been completed. The MAO was anticipated to last for 10 years, and so it was necessary to go through this hearing and extension process for this second extension. This moratorium extension would begin on December 10, 2025 and end June 10, 2026. The City would have an opportunity at that time to again extend the moratorium for the third and final time. As noted in the public hearing script, the correct notice was sent to DLCD (Department of Land Conservation and Development) in preparation for tonight's hearing. The proposed resolution extended the moratorium, per the terms that Attorney Connelly had outlined. What was required in order to adopt an extension included holding a public hearing and having findings of fact, as set forth in Exhibit A of the resolution; the resolution and Exhibit A had been in the packet and available for public review and that step satisfied the first requirement of the extension. The second was verifying that the problem giving rise to the moratorium still existed, and staff could attest that it still existed and the City had not satisfied all of the milestones. Good progress was being made, and the City had met Action Items 1, 3, 4ABC, and 9 ahead of schedule. What those items entailed were outlined on the second page of Exhibit A. The findings also must set a specific duration for renewal, which was the maximum allowed of six months.

Councilor Leach asked if this was exactly like the first extension. Attorney Connelly responded that it was not exactly the same, because the City had made progress in the last six months, so the findings differed, but otherwise it was the same extension time period with different dates.

**Public Testimony.** None

**Questions from the Council.** None.

Mayor Wells closed the public hearing at 6:48 p.m.

B. Resolution No. 1 – A Resolution Extending a Moratorium on Development Pursuant to ORS 197.505 to 197.540 Based on Limited Sanitary Sewer Capacity.

**MOTION:** Councilor Leach made a motion to approve Resolution No. 1. The motion was seconded by Councilor Jamieson and passed by unanimous vote of the Council: Thomas, Ceniga, Leach, Jamieson, and Hancock.

## 8. DLCD Grant Application

Administrator Knope reviewed that a resolution was necessary for the City to submit a Technical Assistance Grant to DLCD (Department of Land Conservation and Development). The grant would cover the costs to have LCOG (Lane Council of Governments) do the needed work to bring City owned property on High Pass near the Sewer Treatment Plant into the Urban Growth Boundary and City limits. If the grant was not received, this work would be put on hold.

A. Resolution No. 2 – A Resolution of the City Council of the City of Junction City, Oregon, Authorizing Submittal of a Request to the Department of Land Conservation and Development (DLCD) for a Technical Assistance Grant to Support the Junction City Future-Ready Utilities Urban Growth Boundary Expansion Project.

**MOTION:** Councilor Ceniga made a motion to approve Resolution No. 2. The motion was seconded by Councilor Leach and passed by unanimous vote of the Council: Thomas, Ceniga, Leach, Jamieson, and Hancock.

## 9. Records Retention Resolution

Recorder Vodrup reviewed that at the October 28, 2025 Work Session, the Council consensus was to have the City use the state's City General Records Retention Schedule, with no special longer retention set on specific records and to have staff bring back a resolution to repeal Resolution No. 1141, which had set a longer retention on some City records in 2016.

A. Resolution No. 3 – A Resolution Addressing the City's Record Retention Schedule and Repealing Resolution No. 1141.

**MOTION:** Councilor Jamieson made a motion to approve Resolution No. 3. The motion was seconded by Councilor Ceniga and passed by unanimous vote of the Council: Thomas, Ceniga, Leach, Jamieson, and Hancock.

## 10. Planning Commission Appointments

Planning and Building Technician Dawn Northey stated that there were five Planning Commission vacancies, and two applications had been received.

Mayor Wells appointed Jeff Haag to serve a new regular member position term through October 31, 2029 and to appoint Jack Sumner to serve a regular member position unexpired term through October 31, 2028.

**MOTION:** Councilor Hancock made a motion to approve the Mayor's appointments to the Planning Commission. The motion was seconded by Councilor Jamieson and passed by unanimous vote of the Council: Thomas, Ceniga, Leach, Jamieson, and Hancock.

## 11. Yule Fest Street Closure Request

Superintendent Tracer presented the street closure request from the Scandinavian Cultural Foundation for the annual Yule Fest, which would be held on December 5 and 6, 2025.

**MOTION:** Councilor Leach made a motion to approve the street closure request for the Yule Fest on December 3, 2025 at 5:00 p.m. through December 7, 2025 at 5:00 p.m., as conditioned in Attachment B with the nonexclusive use of City streets for street closure. The motion was seconded by Councilor Ceniga and passed by unanimous vote of the Council: Thomas, Ceniga, Leach, Jamieson, and Hancock.

## 12. Light Parade Street Closure Request

Superintendent Tracer presented the street closure request for the annual Light Parade.

**MOTION:** Councilor Hancock made a motion to approve the street closure request for Light Parade in Junction City on December 5, 2025, as conditioned in Attachment B with the nonexclusive use of city streets from 6:45 p.m. to 8:30 p.m. The use of City streets will apply to the route shown in the attached map. The motion was seconded by Councilor Leach and passed by unanimous vote of the Council: Thomas, Ceniga, Leach, Jamieson, and Hancock.

## 13. Bailey Park Irrigation Replacement

Superintendent Tracer presented the request to approve a bid to replace the irrigation system at Bailey Park. Four bids were received and a 20% contingency would be added.

**MOTION:** Councilor Leach made a motion to approve the bid from Upward Landscape Solutions in the amount not to exceed \$23,796 and authorize the Public Works Superintendent to sign the necessary documents. The motion was seconded by Councilor Ceniga and passed by unanimous vote of the Council: Thomas, Washburne, Ceniga, Leach, Jamieson, and Hancock.

## 14. Water Tower Irrigation

Superintendent Tracer presented the request to approve a bid to add irrigation at the old water tower or the area referred to sometimes as the "Water Tower Plaza." Would be making this area more of a park setting, so irrigation and grade work were needed. The project was included in the Parks Master Plan, so would be funded from the Parks System Development Charge Fund. Three bids were received and a 20% contingency would be added.

**MOTION:** Councilor Hancock made a motion to approve the bid from Upward Landscape Solutions in the amount not to exceed \$22,500 and authorize the Public Works Superintendent to sign the necessary documents. The motion was seconded by Councilor Jamieson and passed by unanimous vote of the Council: Thomas, Ceniga, Leach, Jamieson, and Hancock.

## 15. Liquor License Application – Cherries Snack Shack

Chief Waddell presented the liquor license application from Cherries Snack Shack, 1712 Ivy Street, to add full on premise services. The Police Department reviewed and had no concerns with the Council providing a recommendation to OLCC to approve this license.

**MOTION:** Councilor Ceniga made a motion to recommend approval of the liquor license application for Cherries Snack Shack to OLCC. The motion was seconded by Councilor Thomas and passed by unanimous vote of the Council: Thomas, Ceniga, Leach, Jamieson, and Hancock.

## 16. Council Agenda Forecaster

Administrator Knope presented the forecaster. Added website presentation to November 18th Work Session, and Lock Boxes Ordinance would come back to Council in December.

Councilor Hancock asked when the Stop Sign Policy would come back to Council. Administrator Knope responded he would include that under the Administrator Projects Update at the Work Session.

## 17. Staff Reports

Chief Waddell reported: Two officer candidates were in backgrounds; started training on new CAD and report management systems and hoped to go live on Friday. City IT staff had been great in assisting the PD; finishing mandatory training for PD staff; Chief attended a Small Agency Conference with 28 other small town chiefs, where good information was shared; Officer Deckard went to SRO training in Washington State. She was now one of the top trained SROs in the state of Oregon, was on the SRO Board for Oregon and was highly respected and doing great things; all officers had received CIT (Crisis Intervention Training); PD was doing a community fundraiser, with officers paying for their own cowboy hats and if they wanted to wear the hat, they were to donate to a local charity that had been approved by Chief.

Councilor Leach asked if discussion had occurred on Flock cameras, when Chief Waddell met with other chiefs. Chief Waddell responded yes and they did have a long discussion. At some point, the legislature might codify this into law and pass regulations, which would provide guidance and oversight. There had not been a lot of evidence that the technology was being shared with people that some thought it was being shared with. He supported healthy debate, but it was difficult when people outside of Junction City were trying to influence what Junction City did and that was why staff brought this to Council as an option and to open it up to as much discussion as they could. A lot of small agencies had the cameras and nobody had shown any concern. Some cities were pausing, and he provided examples of the City of Woodburn turning off their cameras after concerns were expressed, and the University of Oregon and some other agencies were waiting on implementation. Chief Waddell continued that the City of Junction City was waiting to see if they were in the running for a grant.

Councilor Leach stated that she was having a hard time wrapping her head around the objections when she had not seen any proof, and the cameras only took photos of the license plates. Chief Waddell noted that he was meeting with the Lane County Chiefs next week and hopefully they would further discuss this topic.

Councilor Thomas said that it sounded like a good idea, if you were not breaking the law.

Councilor Ceniga stated that she did not see what the difference was between these cameras and having cameras on all of the interstates and highways.

Councilor Hancock applauded Chief Waddell for looking at technology and bringing different options to the table to keep the community safe. They were doing their homework, asking questions up front to make sure they understood it, and when they got to a point of making a decision, he did not see them being one of those places that would have to change their minds. It was about due diligence and making sure they understood something before approving it. He was confident the City would have a great policy in place.

Mayor Wells shared that he was glad they had not gone any further yet because other cities who decided to shut off their cameras had already been billed for those services.

Councilor Ceniga said that she had done a lot of research since this was first brought to Council. She noted that when you went into any retail establishment you were on camera and that information was shared for loss prevention. If you had nothing to hide, you should not have anything to worry about. She cited the example of sex offenders having to register, and how that brought awareness and information to keep the community safe. She did not care what anybody outside of Junction City had to say, as her priority and responsibility was Junction City and keeping the community members safe. This was just another upgraded tool, and she had not seen anything that showed that it was not a benefit.

Councilor Leach noted that people were posting pictures of people from their Ring doorbell cameras all the time on Facebook. Councilor Hancock added that the Ring cameras were all connected and could get neighborhood watches on those.

Councilor Leach continued that it was a license plate, not a face or a name. She also did not like an outside entity telling them what they should do or how they should take care of our community. Chief Waddell noted that he met with the reporter from Lookout Eugene/Springfield, who had written an article. The PD was trying to have an open-door policy that if anybody had questions, they had an opportunity to come and let the Council know what those opinions were.

Councilor Leach added that she had not heard anybody in Junction City say anything against the cameras.

Superintendent Tracer reported: Public Works started discharging lagoon effluent to Flat Creek last week; staff was busy picking up leaves and washing the ground storage tanks; staff would be doing the waterline connection from 5<sup>th</sup> to 6<sup>th</sup> on Deal Street and at the same time tie in a few other water system needs; did a Stop Sign map review and evaluation of where Stop Signs were needed; and staff did some street sign evaluation and would be replacing some worn out street signs.

Attorney Connelly reported: She thanked Recorder Vodrup for bringing the records retention schedule resolution to Council. It relieved her mind to know that the City was in compliance

with the state archivist schedule but not exceeding it, which would make everybody's life a lot easier; and she had prepared the lock box ordinance draft that was discussed at the prior meeting, and that would be sent to the Fire District for review. She asked if she should prepare contracts for the two irrigation purchases tonight. Administrator Knope responded yes.

Mayor Wells thanked Attorney Connelly for her help on the public hearing. Attorney Connelly said great job to the Council on getting that done tonight.

Administrator Knope reported: The draft audit had been completed and was under review; the application process for the \$6 million grant/loan was underway, and it was tentatively scheduled for staff to go before the Infrastructure Finance Authority on December 5<sup>th</sup> to present the City's case to get the \$3 million grant and \$3 million low interest loan; he would be attending the League of Oregon Cities Strategic Planning Workshop online on November 17<sup>th</sup> and invited Council members to attend. His attendance at the workshop would qualify the City for a \$2,000 discount, should the City want to hire a consultant to create a Strategic Plan. He would recommend that the City create a Strategic Plan, as it had been many years since that had been done.

#### **18. Previous Month's Expenditures**

Councilor Ceniga asked what the \$455 power washing expenditure with Elite Maintenance was for. Administrator Knope responded that was to pressure wash the Community Center for the grand reopening.

Councilor Ceniga asked why Public Works staff did not do this work, instead of hiring an outside company, so the City could save money. Administrator Knope responded that Public Works staff were not available to do the work in the timeframe needed for the reopening, but normally Public Works staff would do this work.

#### **19. Councilor Comments/Questions**

Councilor Thomas thanked everybody for working hard and noted that she appreciated all the good work.

Councilor Ceniga stated that at each regular meeting, the Mayor read a script under Public Comment that the Council would not respond to comments made but could do so at the end of the meeting under Councilor Comments. She asked why the Council could not comment under Public Comments, so that people would not have to wait through an entire meeting to maybe hear a response.

Attorney Connelly responded that the idea and the issue being addressed here was that if Councilors started talking, they would enter into a conversation with a member of the public. The goal was to let everybody have an opportunity to share their thoughts with the Council and then at the end of the meeting, if the Council as a whole thought that was an important thing for staff to follow up on, they could give direction to staff. The Council could engage with staff or other Councilors but would not be having a dialogue with a member of the public because that could devolve fast and pull Councilors into potentially making promises or assurances that really the Council as a whole needed to think about together and needed to get staff's input before really diving in. This was trying to protect the Council from its own best instincts, which was to try and help immediately. This could be reformulated, as it was the Council's language, but before any potential changes were made, she wanted to talk about why it was like that.

Mayor Wells noted that when they came up with this policy, they were not the only City that was developing that because there were problems statewide. Attorney Connelly responded that this was really common language. It not only helped the Council understand their role, but it helped the public understand why they were not getting their questions answered or action taken immediately, so they did not expect that.

Councilor Ceniga stated that she thought it would be good to have discussion, maybe under Councilor Comments at the end of the night, but then at the next meeting if there were any follow up, for staff to share that under Public Comment - Follow-up from Staff on Previous Comments, so they would all know the outcome. She added that people came and talked but there was never any follow-up given and there was a section for that on the agenda. Administrator Knope responded that staff would be happy to do that.

Councilor Leach thanked Public Works staff for picking up leaves and thanked Chief Waddell for dealing with the Flock camera considerations. She expressed appreciation to Police

Dispatcher Bobby Baird for all of his hard work during the transition of the Police Department no longer having dispatch. She thanked everybody for their hard work and noted that she liked to see patrol out on the street.

Councilor Jamieson thanked everybody for their hard work and thanked Public Works for picking up the leaves. He said that he could not be happier about the Police Department and had known every police chief in town since 1971. He was impressed by Chief Waddell and Superintendent Tracer and expressed appreciation to everybody.

Councilor Hancock noted that last year was the first year of the Yule Fest, and it was a wonderful event that a lot people went to after the Light Parade. He had watched for several years that the City contracted out a lot of work, and he wondered if there was a way the City could do some work on projects to save the taxpayers money. He provided an example of saving money on a personal waterline issue by digging the trench himself and then having the contractor change the line. He appreciated Councilor Ceniga initiating discussion on Council members response to public comments and noted that Junction City was a small community and he looked forward to finding a solution to provide appropriate response and follow up.

Administrator Knope stated that maybe the Council would like to modify the agenda and add a standing item right after public comment that would allow Council members to talk about a public comment at that time instead of waiting until the end of the meeting. Councilor Hancock responded that he thought that would help a lot.

Councilor Ceniga responded that she thought it was great for staff to respond to a commentor, but to just make sure staff shared about that follow-up at the next meeting.

Mayor Wells stated that they needed to be careful, because sometimes the Council needed to pass something on to staff and staff needed time to think about something and make the right decision and not make an emotional decision on the spot.

Administrator Knope noted that part of what fed into the language that they have today was that staff would sometimes be kind of ambushed during public comment and did not have the research or homework to be able to provide information on the spot to have that discussion. By adding an agenda item right after public comment, staff could communicate that they needed to do more research and would bring back information or they could answer something immediately if applicable. If something were to come back, staff could then provide the follow-up under Public Comment - Follow up from Staff on Previous Comments.

Councilor Ceniga stated that she understood that there may be some issues that staff would need to research, and she also understood what Attorney Connelly was saying about not getting into a back and forth with people. She just wanted to make sure that the follow-up was shared at the next meeting, so everybody was aware of that.

Councilor Hancock added that it came down to good judgment and from what he had seen, the Council members had good judgment.

**20. Mayor's Comments**

Mayor Wells shared that this Friday he and Councilor Leach and possibly Councilor Hancock would be attending a Small Cities meeting in Coburg. He continued that the estimate for tonight's meeting had been 8:30 p.m. but everyone came prepared and had done their homework, staff did a great job, and they had plenty of time for discussion. They would be ending the meeting around 8:00 p.m., and he appreciated everyone being prepared and doing a great job, as this was a busy time of the year for everyone.

**21. Adjournment**

As there was no further business, the meeting was adjourned at 8:02 p.m.

ATTEST:

APPROVED:

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Kitty Vodrup, City Recorder

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Kenneth Wells, Mayor