

# **CITY OF ROGUE RIVER**

# **City Council Minutes**

**THURSDAY, AUGUST 25, 2016**

**CITY HALL COUNCIL CHAMBERS**

**CITY OF ROGUE RIVER, JACKSON COUNTY, OREGON**

**CALL TO ORDER** The Regular Council meeting was called to order by Mayor Pam VanArsdale at 7:00 p.m.

**INVOCATION** Pastor Jim McKinney with the Grace Baptist Church delivered the Invocation

**PLEDGE OF ALLEGIANCE** Mayor Pam VanArsdale led the Council and audience in the Pledge of Allegiance

**QUORUM** **COUNCIL MEMBERS PRESENT:**

Mayor Pam VanArsdale  
City Councilor Bill Jones  
City Councilor Fred England  
City Councilor Robert Catherwood  
City Councilor Shelli Spencer  
City Councilor Don Daugherty  
City Councilor Mark Poling

**ALSO PRESENT:**

Mark Reagles, City Administrator  
Carol Weir, City Recorder  
John Krawczyk, City Engineer  
Ken Lewis, Chief of Police  
Chris Snyder, Corporal

**NEWS MEDIA PRESENT:**

Brad Smith, Rogue River Press

A quorum was present and due notice had been published.

**APPROVAL OF MINUTES:**

MOVED (SPENCER), SECONDED (CATHERWOOD) AND CARRIED TO APPROVE THE MINUTES OF MAY 26, 2016.

Mayor Pam VanArsdale welcomed

**COMMITTEE REPORTS:**

**Community Relations:** City Councilor Shelli Spencer reported that she attended the meeting at the Community Center commenting that they were still in the process of obtaining a grant to upgrade the food pantry and it was discussed to do a T-shirt

Fundraiser, more to come on that. She had also attended the Chamber of Commerce meeting and they wanted to thank the City for the water faucet and hose outside of the kiosk.

**Finance Committee:** City Councilor Bob Catherwood reported that they had met twice during the month to review and approve 94-checks totaling \$175,325.19, commenting that there was still money in the bank.

**Personnel Committee:** City Councilor Mark Poling reported that they were still in the process of looking for a police officer.

**Planning Commission Liaison:** City Councilor Mark Poling reported that he did not appear to the public hearing due to the fact that it could be appealed to the City Council.

**Police Commission:** City Councilor Bill Jones reported that they had met and reviewed the statistical reports for the prior month and discussed the repetitious offenders that are arrested and released.

**Rogue Valley Council or Governments:** Mayor Pam VanArsdale reported that the highlight of the meeting was that they received a bequest from a long time supporter of Food and Friends of a little more than \$340,000 left to the Food and Friends Program so they were setting up an endowment fund for the money with hopes to keep the principal and using just interest but yet to be decided. Other good news was that the City of Grants Pass voted to approve to use their CDBG Funds to hook up with the new Food and Friends building being built in Grants Pass. Along with the other grants they had obtained they had pretty much reached their target goal of \$520,000 of non CDBG Funds needed for the project. She said they were still working on a couple more grants, but things were looking good.

City Councilor Bob Catherwood asked if they would be using any of the endowment as collateral?

Mayor Pam VanArsdale stated that they did not want to leave the endowment intact and use the interest to go toward the Food and Friends Program without eating into the principal. They passed a Resolution for the Endowment Fund to go to and they are working on a policy for how to spend the money.

**Middle Rogue Metropolitan Planning Organization:** Mayor Pam VanArsdale reported that they made amendments to the Regional Transportation Plan to add projects, one being an ODOT Project. The money wasn't coming from the MPO but the project needed to be in the plan so that the projects could be done because they overlapped into the MPO Boundary.

**NEW BUSINESS:**

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**AGENDA ITEM 1** **Council Bill No. 16-2327:** An Ordinance granting a Non-exclusive Franchise to Falcon Cable System II, LLP, dba Charter Communications, to operate and maintain a cable communications system within the City limits of the City of Rogue River, Oregon, and Repealing Ordinances No. 00-298.O, 01-305-O, 04-321-O and 09-359-O.

MOVE (SPENCER), SECONDED (DAUGHERTY) AND CARRIED TO ADOPT COUNCIL BILL NO. 16-2327.

**AGENDA ITEM 2** **Presentation:** Present Chief Ken Lewis with a memento of his 15-Years of Service with the City of Rogue River, Oregon.

City Administrator Mark Reagles announced that the City held a going away lunch for Chief Lewis. He commented that Chief Lewis was his first Police Chief to work with, being his trial. He said it had been a pleasure to work with him for the last 15-years that it was his ethics and values that he brought to the City that had meant so much to him. Not to say that there weren't some troubles and trials but had been able to count on each other and work through their disagreements. He said that over the last month how relaxed Chief Lewis had become since Chief Lewis pulled the trigger and set a date. He said he was looking forward to being able to spend some time off with Ken and do some hunting together. Chief Lewis was presented with a shadow box of his badge, lapel pins, name tag, stars. He was also presented with his retirement badge.

Mayor Pam VanArsdale thanked Chief Lewis' wife Janelle for sharing him with the City all these years.

**AGENDA ITEM 3** **Agreement:** An Employment Agreement between Chris Snyder, Chief of Police-Select and the City of Rogue River, Oregon.

MOVE (SPENCER), SECONDED (JONES) AND CARRIED TO APPROVE THE EMPLOYMENT AGREEMENT BETWEEN CHRIS SNYDER, CHIEF OF POLICE-SELECT AND THE CITY OF ROGUE RIVER, OREGON.

Signatures were made by both the City Administrator Mark Reagles and Chief Chris Snyder signed the Employment Agreement which was attested by City Recorder Carol Weir.

**AGENDA ITEM 4** **Oath of Duties:** Administer the Oath of Duties to Police Chief Chris Snyder.

City Administrator Mark Reagles administered the Oath of Duties to Chief Chris Snyder. He was then presented with his Chief Badge who was pinned on by outgoing Chief Lewis and a second badge placed in a wallet was given to Chris.

City Administrator Mark Reagles commented that Officer Snyder was promoted to

Corporal position several years back with the intention that at some point in time he would be promoted to Chief and he was proud to say that it worked as planned even though they did not anticipate Chief Lewis retiring when he did.

Also, in attendance to witness the change of the guard was the entire police force consisting of Officers Robert Buren, Donny Jordan, Nathan Staller and John Foster.

Mayor Pam VanArsdale officially dismissed the Officers.

**AGENDA ITEM 5** **Contract Review Board:** City Council to serve as Contract Review Board to review the Bid documents for Berglund Street Water Line Replacement Project #W16-01, the Wards Creek Road Shoulder Widening Project #T16-01 and the East Main Street Wards Creek Bridge Repair Project #T16-02.

City Administrator Mark Reagles informed the City Council that they had received and opened bids two days prior for the water project and one day prior the Wards Creek project. In order to get the projects started in a timely manner they wanted get it before the City Council without having to hold a Special Council meeting.

Bid #W16-01 was bid two ways, as C-900 which was a PVC pipe, not a pipe used in the past on City projects because the City Ordinance requires that the pipe be of ductile iron C-52 but because they had been told the C-900 pipe was a much better deal they bid both ways to see where those prices came in at. The bidders were CBC Construction and West Coast Pipeline. CBC Construction came in at \$101,00 for the C-900 and \$113,600 for the ductile iron. West Coast Pipeline came in at \$99,025 for the C-900 and \$117,025 for the ductile iron.

City Councilor Bob Catherwood asked if they accepted the bid for the C-900 would they need to change the Ordinance?

City Administrator Mark Reagles said that staff was not going to recommend to accept the bid for the C-900 based on the fact that the Ordinance calls for the ductile iron.

City Engineer/Public Works Director John Krawczyk commented that the bid for the ductile iron did not come in much higher than some of the contractors were saying.

City Administrator Mark Reagles said that several reasons for using ductile iron over PVC. The suppliers would say that it was an un destructible product, it's slick and not much drag on the water as it traveled through the pipe, it's light and easy to work with. But ductile iron was made out of metal making it easy to connect onto with a locators and trace it out, it's tougher, cement lined so it doesn't rust out.

City Administrator Mark Reagles said that staff's recommendation was to accept the ductile iron at \$113,600 from CBC Construction.

City Administrator Mark Reagles moved onto the Wards Creek Pedestrian Improvement Project bid for the Wards Creek road widening, adding pedestrian lanes and the Wards Creek Bridge widening, also adding ADA pedestrian lanes. There was only one bidder, Roxy Ann Rock Inc., who bid \$183,849.25 which was about \$83,000 over the Engineers estimate.

City Administrator Mark Reagles said that it was staff's recommendation to reject the bid and allow staff to negotiate with the contractor and someone else to split the project up, having the road widening project bid and the bridge project bid to see if it works out better.

City Engineer/Public Works Director John Krawczyk stated that they did not need to negotiate with the contractor to split up the project, the City has the right to reject any and all bids and since that price was higher than the Engineer's estimate and the fact of only getting one bid. He said that because the Wards Creek Road project was all pavement work and the bridge project was almost all concrete so if the contractor was subbing out most of the project the price was going to go up. Separating them out may bring in more bidders. And with the Street Improvement Project still active the City could negotiate to add the Wards Creek Road paving to Copeland's contract.

Mayor Pam VanArsdale commented that bid came in way too high for them to consider.

City Engineer/Public Works Director John Krawczyk commented that as an example the Water Main Project came in right about on the Engineer's estimate so he didn't think the estimate for the Wards Creek projects were off too far, it was just mixing the two jobs and the scheduling of the pavement contractors who were really busy.

The City Council discontinued serving as a Contract Review Board.

**AGENDA ITEM 6** **Bid Proposal:** Authorize staff to proceed with the Contract process for the Berglund Street Water Line Replacement Project #W16-01.

MOVE (CATHERWOOD), SECONDED (SPENCER) AND CARRIED TO AUTHORIZE STAFF TO PROCEED WITH THE BERGLUND STREET WATER LINE REPLACEMENT PROJECT #W16-01 WITH CBC CONSTRUCTION IN THE AMOUNT OF \$113,600 FOR DUCTILE IRON.

**AGENDA ITEM 7** **Bid Proposal:** Authorize staff to proceed with the Contract process for the Wards Creek Road Shoulder Widening Project #T16-01 and the East Main Street Wards Creek Bridge Repair Project #T16-02.

MOVE (CATHERWOOD), SECONDED (JONES) AND CARRIED TO REJECT THE

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WARDS CREEK ROXY ANN ROCK INC., FOR WARDS CREEK ROAD SHOULDER WIDENING PROJECT #T16-01 AND THE EAST MAIN STREET WARDS CREEK BRIDGE REPAIR PROJECT #T16-02.

**AGENDA ITEM 8** **Voting Delegate:** Designate the Mayor as the Voting Delegate at the Annual Membership Meeting of the 2016 League of Oregon Cities Conference September 29 to October 1, 2016.

MOVE (SPENCER), SECONDED (ENGLAND) AND CARRIED TO DESIGNATE THE MAYOR AS THE VOTING DELEGATE AT THE ANNUAL MEMBERSHIP MEETING OF THE 2016 LEAGUE OF OREGON CITIES CONFERENCE SEPTEMBER 29 TO OCTOBER 1, 2016.

**AGENDA ITEM 9** **Liquor License Renewals:** Annual Renewal of the following Liquor Licenses' as recommended with a ✓ by Staff:

- ✓ Abby's Pizza Inn
- ✓ BACI's Pizza & Pasta
- ✓ Bee Gee's Diner
- ✓ Best Western Inn at the Rogue
- ✓ Cattlemen's Saloon
- ✓ Chevron Mini Mart
- Dollar General Store #16274
- ✓ Lil' Pantry Rogue River
- ✓ Paisano's Italian Kitchen
- ✓ Ray's Food Place
- ✓ Rogue Burrito
- ✓ Rogue River Liquor & Smoke
- ✓ Taqueria La Guacamaya
- ✓ Tarasco Mexican Restaurant
- ✓ The Double R Pub (On & Off Premises)
- ✓ VFW Post #4116 Rogue River

**City Recorder Carol Weir commented that she had received the necessary paper work from the VFW Post #4116 Rogue River**

MOVE (SPENCER), SECONDED (DAUGHERTY) AND CARRIED TO APPROVE THE ANNUAL LIQUOR LICENSE'S AS RECOMMENDED BY STAFF.

**AGENDA ITEM 10** **Request:** Request from the Rogue River Fire Department to hang their "FireMed" banner across Depot Street to advertise their Annual Health and Safety Carnival Open House from September 10 to October 16, 2016.

MOVE (CATHERWOOD), SECONDED (JONES) AND CARRIED TO APPROVE THE REQUEST FROM THE ROGUE RIVER FIRE DEPARTMENT TO HANG

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THEIR "FIREMED" BANNER ACROSS DEPOT STREET TO ADVERTISE THEIR ANNUAL HEALTH AND SAFETY CARNIVAL OPEN HOUSE FROM SEPTEMBER 10 TO OCTOBER 16, 2016.

**AGENDA ITEM 11** **Request:** Request from Jinny Neiswanger, Proactive Community Member, to close down Depot Street to hold an Art Walk and Art Show to conduct a Fundraiser for the Rogue River Mural Society on Saturday, September 25, 2016.

Jinny Neiswanger told the City Council that they would actually be holding the event on the following Saturday, September 25, 2016.

MOVE (SPENCER), SECONDED (CATHERWOOD) AND CARRIED TO APPROVE THE REQUEST FROM JINNY NEISWANGER, PROACTIVE COMMUNITY MEMBER, SHUTTING DOWN DEPOT STREET TO HOLD AN ART WALK AND ART SHOW TO CONDUCT A FUNDRAISER FOR THE ROGUE RIVER MURAL SOCIETY ON SATURDAY, SEPTEMBER 25, 2016.

City Councilor Dan Daugherty asked Ms. Neiswanger if they were able to provide the City with insurance coverage for the event.

Proactive Community Member, Jinny Neiswanger stated that she had a policy through Spritz, Farmers Insurance.

**AGENDA ITEM 12** **Request:** Request from JJ Moses, Director of the Rogue River Half Marathon, to host a half marathon and 5K race in John F. Fleming Memorial Park on Saturday, February 18, 2017, sponsored by Dutch Bros.

MOVE (SPENCER), SECONDED (CATHERWOOD) AND CARRIED TO APPROVE THE REQUEST FROM JJ MOSES, DIRECTOR OF THE ROGUE RIVER HALF MARATHON, TO HOST A HALF MARATHON AND 5K RACE IN JOHN F. FLEMING MEMORIAL PARK ON SATURDAY, FEBRUARY 18, 2017, SPONSORED BY DUTCH BROS.

**AGENDA ITEM 13** **Surplus Property:** Declare a 2002 Dodge Fleet #009, VIN #2B3HD46V92H282950 as surplus property and direct staff how to dispose of the vehicle.

MOVE (ENGLAND), SECONDED (JONES) AND CARRIED TO DECLARE A 2002 DODGE FLEET #009, VIN #2B3HD46V92H282950 AS SURPLUS PROPERTY AND DIRECT STAFF HOW TO EXPEDITIOUSLY DISPOSE OF THE VEHICLE.

City Administrator Mark Reagles explained that staff would advertise and accept sealed bids for the vehicle.

City Councilor Bob Catherwood asked if they could donate it to the Mural Society?

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City Administrator Mark Reagles commented that if the vehicle was not bid on staff would consider donating it to a nonprofit organization that could use it or has it towed away.

**OTHER BUSINESS:**

Mayor Pam VanArsdale read an e-mail that was received by Police Clerk Erin Reed regarding an incident with Chief Snyder that stated "She flagged you down this weekend for help with issues of her sister who was a Rogue River resident, she wanted to express her genuine thanks and praise to you, she stated that you were professional and kind and took the time to share with her information which was helpful and you put her at ease. She wanted to make a donation but understood regarding a gratuity and I let her know that I would reply her thanks to both you and our administration." Mayor VanArsdale said she wished she had read the letter while the officers were still here but wanted to comment to the City Council what the City was getting in our new Chief.

City Administrator Mark Reagles reminded the City Council that they would be canceling the workshop to attend City Hall Day in Grants Pass.

City Administrator Mark Reagles informed the City Council that he had put a copy of an e-mail from Sam Becker regarding a meeting being held on September 23, 2016 from 8:00 a.m. - 10:00 a.m. at the Talent City Hall but he had no information about what the meeting was about. No one was interested in attending.

**ADJOURN**

There being no further business to come before the City Council and upon motion duly made (CATHERWOOD), seconded (ENGLAND) and carried, the meeting adjourned at 7:59 p.m.

**ATTEST:**

Carol J. Weir, MMC  
City Recorder