

Agenda
Shady Cove Regular City Council Meeting
Thursday, May 6, 2021
6 PM

This meeting will be held via Zoom with Council being present at City Hall.
Attendees will click on the link or call in to the listed number.

<https://us02web.zoom.us/j/83494828292?pwd=Q3Bic3M3Ulp0RVJxKzdTREdqNkhsZz09>

Meeting ID: 834 9482 8292

Passcode: 429175

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I. Call to Order

- A. Roll Call
- B. Pledge of Allegiance
- C. Announcements by Presiding Officer

- 1. This meeting is being digitally recorded.
- 2. The next regularly scheduled meeting of the City Council will be held on May 20 at 6 PM, with Council members present in Council Chambers and the public to attend via Zoom.
- 3. The next regularly scheduled meeting of the Planning Commission is May 13 at 6 PM, with Commission members present in Council Chambers and the public to attend via Zoom.
- 4. The next meeting of the Parks and Rec Commission is on June 1 at 6 PM to be held via Zoom.
- 5. The next meeting of the Emergency Management Commission is on May 18 at 10 AM to be held via Zoom.
- 6. Public may comment on agenda items - Public must state name, address and standing to discuss an issue. Issues must have a City-wide impact and not be personal issues. Depending on number of comments and time constraints, Council may limit the amount of time to 3 minutes per speaker.
- 7. These meeting dates are subject to change by the circumstances related to COVID-19.

II. Public Comment on Agenda Items

III. Consent Agenda

- A. Bills Paid Report – 4/13/21-4/26/21 \$6,846.89
- B. Minutes of April 1, 2021

IV. Items Removed from Consent Agenda

V. Staff Reports

- A. City Administrator
- B. Jackson County Deputy
- C. Fire Chief Winfrey, FD4

VI. New Business

- A. Special Election to Fill Vacancy
- B. Music in the Park 2021
- C. Special Events for Summer – Committees
- D. Fireworks Signage/Enforcement

VII. Old Business

- A. Avista Franchise Agreement

VIII. Written Communication

IX. Public Comment on Non-Agenda Items

X. Council Comments on Non-Agenda Items

- A. Mayor Tarvin
- B. Councilor McGregor
- C. Councilor Nuckles
- D. Councilor Evertt

Adjournment

Check Issue Date	Check	Payee	Description	Amount
4/26/2021	45259	American Planning Association	Oregon Chapter Membership 07/01/21-06/30/22	55.00
4/26/2021	45260	AT&T Mobility	Cell phones 04/06/21-05/05/21	164.09
4/26/2021	45261	Canon Financial Services, Inc.	April lease	203.82
4/26/2021	45262	Celtic Circle, LLC	April & May rent	1,730.00
4/26/2021	45263	David Christian	Radio Program 04/12/21-04/16/21	90.00
4/26/2021	45264	Hunter Communications	May phone/internet	596.77
4/26/2021	45265	Mass Marketing	2x4 map advertisement	230.00
4/26/2021	45266	Postmaster	Sewer postage	350.46
4/26/2021	45267	Project A, Inc.	Dev/Hosting April	247.50
4/26/2021	45268	RVCOG	R Nolan 03/2021	2,689.63
4/26/2021	45268	RVCOG	B Benton 03/2021	329.13
4/26/2021	45269	WECO - Carson	Gas/Diesel 04/01/21-04/09/21	160.49
		Grand Totals:		<u>6,846.89</u>

City of Shady Cove
City Council Regular Meeting Minutes
Thursday, April 1, 2021, 6:00 PM

Meeting was held via Zoom with members of Council being present at City Hall.

I. CALL TO ORDER

Mayor Tarvin called the Regular City Council Meeting to order at 6:01 PM

Council Present: Mayor Tarvin and Councilor Evertt, with Councilor McGregor and Councilor Nuckles via Zoom

Staff Present: Thomas J. Corrigan, City Administrator

The Council recited the Pledge of Allegiance.

I.B. ANNOUNCEMENTS

The Mayor made the announcements on the agenda.

II. PUBLIC COMMENT ON AGENDA ITEMS

None.

III. CONSENT AGENDA

Motion to Accept Item A Bills Paid Report, Item B Minutes of March 4, 2021, Budget to Actual Report

Motion: Councilor Nuckles

Second: Councilor Evertt

Motion Carried 4-0

IV. ITEMS REMOVED FROM CONSENT AGENDA

None.

V. STAFF REPORTS

A. City Administrator:

- The feasibility study for infrastructure will cost \$20,000, if the City qualifies Business Oregon would pay the feasibility costs. Ultimately it could lead to a Community Development Block Grant (CDBG). The limit is \$3.5 million and has no required match.
- A Wildfire Grant through Business Oregon for a \$10,000 planning study. It would be to identify and map priority properties that could be saved or assist in defensible living space work. They will use GIS layers that and include likely wildfire numbers and County GIS data. Upon completion of this grant the City could apply for a FEMA Hazard Mitigation Grant which has statewide approximately \$160 million to award.

Mayor Tarvin asked if the grants were connected, Mr. Corrigan stated the two were separate grants and that you could conduct the feasibility study and not identify suitable locations therefore not needing the Hazard Mitigation Grant, but anyone receiving that grant would have needed to have received the grant for the feasibility study.

- The AARP Grant found by Mayor Tarvin, ODOT was agreeable to the "right of way" regarding benches and walkable areas in the downtown area. All changes would need to be approved by ODOT who does have a list of requirements such as mapping and following ADA guidelines. Mr. Corrigan provided the Council with cost estimates for benches that would meet the requirements for federal, state, and local guidelines.
- Two incidents of building into the river. A bridge and a boat ramp. County Inspectors and City Community Service Officers will be in contact with the property owners and the Planner sent a letter. Mr. Corrigan outlined how it would be preferable to contact the City prior to building along or into the river and how a minimal conversation with them could prevent wasted cost while providing the homeowner with the solution or expansion they were looking for.
- A citizen has requested the City take over Mallory Lane now that it is paved. Mr. Corrigan provided some background on the area and how some of the funding could be accrued.
- SOS Annual Report was submitted. The following meeting should include the RVCOG Annual Report which may be one of Michael Cavallaro, RVCOG Executive Director's last meetings.
- Work on the "hammerhead" area has begun on Brophy.
- Work with the school and ODOT for tree trimming has begun. The school is committed to being complete by May 1st, 2021. The City has been working in the park taking three trailer loads away, the Dog Park portion will be completed the following day. ODOT will start their project earlier than projected. The Community Justice Crew will work the Indian Creek side of the park on the 8th and 9th of April, 2021.
- Did a walk thru with the Rogue River Watershed Council (RRWC) of the riparian area of the park to see the growth. There was some vegetative loss due to deer. A representative of RRWC explained that a nearby wildfire likely pushed the deer into the new area. They will bring in 15 new plants and this time provide protective cages to help get the plants through a growing season. The Oregon Grape were left alone but just about all the other vegetation was eaten.

- More PPE will arrive the following week. Local business' requested more PPE and it was made available on the same day. Extra large gloves should be in soon. Additionally, the City was one of the first municipalities to apply for reimbursement for delivering the PPE.
- A reminder that by May 1st, 2021 all properties should meet the City's Weed Abatement Ordinance that includes invasive species mandates.
- Water levels are extremely low, the City is focused on minimizing fire hazards everywhere and may be available to assist others. Two weed whackers are available at City Hall, calling ahead helps to assure availability when you arrive. The equipment will be fully charged and all line is provided.

B. Fire Chief Winfrey, Fire District 4 (FD4): The statistical report from January included 80 calls, nothing significant. Response times average 4.9 minutes in town and 8 minutes in the outlying areas. No report for February. Chief Winfrey provided a brief history of FD4 and its formation, jurisdictional limitations and organizational information. Burning is permitted but it is recommended that you contact the City burn number to find out if burning is allowed on the day in question. It gets windy in the afternoon and it is dry. They have had multiple responses to burn piles that have gotten out of control, please be careful.

- Mayor Tarvin and Mr. Corrigan explained that FD3 had a yard waste disposal area open to citizens within FD3. Shady Cove is in FD4. It is to drop off certain yard waste products for free and a large trailer could be brought to your property if you set it up in advance (two weeks is asked). Mayor Tarvin asked if FD4 could look into this even if it was partnership with FD3 or the City. After some discussion Chief Winfrey said that he would look into it.

C. Jackson County Deputy Heise: Nothing to exciting, just routine calls.

- Mr. Keys asked what the most common illegal activity. Deputy Heise stated that theft is the most common offense and often linked to drug use.

VI. NEW BUSINESS

A. Resolution 21-03 Authorizing Bank Signatures for Chase

Motion to Adopt Resolution 21-04 Authorizing Bank Signatures for Chase.

Motion: Councilor Evertt

Second: Councilor Nuckles

Mr. Corrigan explained the document was similar to the Banner Bank Resolution previously approved. The local bank is prepared to move forward, however, this is a corporate requirement. In clarifying comments both Mayor Tarvin and Mr. Corrigan explained that both Banner Bank and Chase accounts would be active for short period of time during the transition over which will take place April 30th, 2021 and that the current Resolution being presented reflected as much.

Correction: Agenda Item VI. A Resolution 21-03 should be changed to Resolution 21-04.

Based on roll call vote the motion was approved unanimously (4-0)

B. Letter of Support for Jackson County Park Boat Ramp

Motion to Accept the Letter of Support for Jackson County Park Boat Ramp.

Motion: Councilor Nuckles

Second: Councilor McGregor

Mr. Corrigan explained that based on conversations with Mr. Lambert that he had kept the letter simple.

Based on roll call vote the motion was approved unanimously (4-0)

VII. OLD BUSINESS

- A. *Avista Franchise Agreement.* Mr. Corrigan described this as a place holder in case new information was available which was not. Specifically, information about the automatic renewal was being sought, the Attorney had found a prohibition against automatic renewals going past a certain time frame. The utility tax is still being debated.

Regarding cable providers Pacific Power has agreements in place to take care of their lines, however, Century Links agreements are set to expire and ownership changes may make that a little more difficult to research and update.

VIII. WRITTEN COMMUNICATION

Letter from Tanda Murders, Shady Cove citizen, read by Mr. Corrigan.

IX. PUBLIC COMMENT ON NON-AGENDA ITEMS

- Mr. Hohenstein thanked the City Council for changing banks. He also echoed wishes expressed in Ms. Murders letter to the City Council regarding the City Council electing a member to the City Council prior to the next election.
- Ms. Boucher explained she would read from a letter she had just written. She began by congratulating the Mayor on being elected and provided her reasons for why she believes Mayor Tarvin was successful. Afterwards she informed Council Member McGregor that she felt he had failed to respond to previous question and recommended that the City Attorney look into the matter and that Council Member McGregor be removed from his position on the City Council citing his residency in Shady Cove without a Certificate of Occupancy.

Mayor Tarvin informed Ms. Boucher that if she were to submit the letter to the City the Council would be able to receive and review it.

X. COUNCIL COMMENTS ON NON AGENDA ITEMS

A. Councilor Nuckles:

- SOREDI meeting on March 9th, 2021: Avista and Pacific Power on to brief them on infrastructure plans and future energy trends. Pacific Power is focusing on renewable energy such as wind in an effort to replace coal. Additionally, they are upgrading above ground equipment to prevent sparking issues. Avista adamantly asks for citizens to call prior to digging. Fence post digging and landscaping are the primary causes of gas line ruptures.
- Thanked the attendees for their interest but expressed concern over Council Members being "attacked" and while unfamiliar with how this was typically handled suggested everyone to be civil toward each other and encouraged any letters be submitted to the City Council. She added that she would appreciate Mr. Corrigan's input on what she perceived to be an attack on someone.

B. Councilor McGregor:

- RVAC March 9th, 2021: Fairly uneventful, the next meeting will be in May.

C. Councilor Evertt:

- Thanked everyone in attendance and for the community support.

D. Mayor Tarvin:

- Thanked Commissioner Roberts for her attendance.
- Referenced a March 26th, 2021 Medford Mail Tribune article discussing the removal of flammable debris from gutters and returning home after fires. She explained that it was actually from the Siskiyou Klamath Wildlands Center which is offering tips fireproofing tips for free in a guide downloadable at: <https://www.kswild.org/>
- Referenced the Firewise link provided on the City website.
- Reiterated her wish for the City and FD4 to coordinate and find out more information about FD3's yard waste program.
- Citizens are encouraged to assist those who may need help in cleaning out gutters or other Firewise activities or contact the City. She will continue looking for a local group whom Mayor Tarvin believes assisted in these types of community assistance efforts previously.
- Citizens are again encouraged to call first to determine weed whacker availability.
- The snow pack is at 80%. Lakes are low. The fire season may begin early.

- Covid shots are being offered at the Shady Cove Pharmacy but you need to sign up at www.healthmart.com do not call the pharmacy they cannot sign you up. Other pharmacies are offering the shots and you will likely need to sign up on their websites as well. The Aging and Disability Resource Connection (ADRC) can assist in getting the homebound their Covid shots (541-618-7572).
- Lost Creek Lake as of April 1st, 2021 becomes a County Park.
- The Army Corps of Engineers has road closure signs in preparation for work near Lost Creek Lake.
- The ShakeAlert application is live, originally only on Android phones but now available on iPhones via the QuakeAlert application. The application is a background application on most Androids and available in the Google Playstore.
- A resident held an essay contest providing cash prizes to the winners. Having held this contest last year as well the Mayor wanted to recognize all winners.

Recognizing 2020's elementary student winners: Daniel O'Connor, Elizabeth Earhardt, Holly Hogan, Mariah Brewer, Mila _____.

Recognizing 2021's grades 6th through 9th winners: Piper Keegan and Gideon Flack were co-winners having both submitted excellent essay's.

A special recognition to Elizabeth Earhardt who was recognized in a letter read by Mayor Tarvin on behalf of the Board of Directors, Southern Oregon Youth Program thanking her for participating in the Giving Tree Project.

- The City Councilors were encouraged to participate in speaking with business owners in the downtown area regarding the placement of benches discussed in the AARP Grant discussed earlier in the meeting. Based on the ADA regulations many of the benches would need to be placed on the business owner's property and gaining their approval was both necessary but time consuming for one or two people.

Councilor Nuckles said that she would be interested in participating. Some discussion on bench locations took place.

- Mr. Corrigan added that Commissioner Roberts sent a message stating the Jackson County had submitted a Declaration of Drought to the Governor's Office. Based on this Mayor Tarvin implored citizens to be careful and be mindful of the conditions.

XI. ADJOURNMENT

There being no further business before the Council, the Mayor adjourned the meeting at 7:14 PM.

Approved:

Attest:

Shari Tarvin
Mayor

Thomas J. Corrigan
City Administrator

Council Vote:

Mayor Tarvin
Councilor McGregor
Councilor Nuckles
Councilor Evertt

DRAFT