

Agenda
Shady Cove Regular City Council Meeting
Thursday, March 17, 2022
6 PM

<https://us02web.zoom.us/j/89054590774?pwd=Zy92OFY1c1MvZ3RJNis1S3ZvTW5Sdz09>

Meeting ID: 890 5459 0774

Passcode: 165988

+16699006833,,89054590774#,,,,*165988# US (San Jose)

+12532158782,,89054590774#,,,,*165988# US (Tacoma)

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 April 7 at 6 PM, both in Council Chambers and via Zoom.
3. The next regularly scheduled meeting of the Planning Commission is March 24 at 6 PM, both in Council Chambers and via Zoom.
4. The next meeting of the Parks and Rec Commission is not scheduled at this time.
5. The next meeting of the Emergency Management Commission is April 12 at 10 AM at the Shady Cove Library.
6. The next meeting of the Events Committee is not scheduled at this time.
7. 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.
8. These meeting dates and times are subject to change.

II. Public Comment on Agenda Items

III. Consent Agenda (pgs 3-8)

- A. Bills Paid Report 02/10/22-03/10/22, \$ 53,415.01
- B. Minutes of 02/17/2022
- C. Acknowledgement of Committee/Commission Minutes

IV. Items Removed from Consent Agenda

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Planning Department at (541) 878-2225. Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to the meeting (28 CFR 35.102-35.104 ADA Title II).

V. Staff Reports

- A. Jackson County Deputy
- B. Fire Chief Winfrey, FD4
- C. Commission/Committee Reports
- D. City Administrator

VI. New Business

- A. Appointment of New Councilor
- B. Welcome Sign Bids (pgs 9-16)

VII. Old Business

- A. Broadband

VIII. Written Communication

IX. Public Comment on Non-Agenda Items

X. Council Comments on Non-Agenda Items

- A. Mayor Tarvin
- B. Councilor Evertt
- C. Councilor Murders
- D. Councilor _____

Adjournment

Report Criteria:
 Summary report type printed

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
13	Avista Corporation	CITY HALL 2	Natural Gas 01/25/252-02/	02/11/2022	238.23	.00	238.23	50288	03/03/2022
Total 13:					238.23	.00	238.23		
21	Bow Wow Waste Products	464155	3000 Single Pull Bags	02/08/2022	163.47	.00	163.47	50279	02/17/2022
Total 21:					163.47	.00	163.47		
24	Canon Financial Services, I	28099660	Contract 02/01/2022-02/31/	02/09/2022	203.82	.00	203.82	50280	02/17/2022
Total 24:					203.82	.00	203.82		
39	Crystal Fresh	C82222	City Hall bottled water 02/0	01/31/2022	52.00	.00	52.00	50291	03/03/2022
Total 39:					52.00	.00	52.00		
43	David Christian	2/17/2022	Radio 02/14-02/18/22	03/01/2022	90.00	.00	90.00	50292	03/03/2022
		2/24/22	Radio 02/21-02/25/22	02/24/2022	90.00	.00	90.00	50292	03/03/2022
		FEB2	Radio 2/7-2/11	02/10/2022	90.00	.00	90.00	50281	02/17/2022
		JAN31	Radio 01/31-02/04/22	02/03/2022	90.00	.00	90.00	50281	02/17/2022
Total 43:					360.00	.00	360.00		
45	Dept. of Consumer & Busin	0512079-0 2	WBF	02/06/2022	138.15	.00	138.15	50282	02/17/2022
Total 45:					138.15	.00	138.15		
74	Jackson County Sheriff	SCJAN22	Law Enforcement Jan 2022	02/16/2022	46,960.84	.00	46,960.84	50283	02/17/2022
Total 74:					46,960.84	.00	46,960.84		
114	Pacific Power	AUNT CARO	Aunt Carolines 01/25/22-02	02/24/2022	24.87	.00	24.87	50296	03/03/2022
		CITY HALL F	City Hall 01/24/22-02/24/20	02/25/2022	192.99	.00	192.99	50296	03/03/2022
		NORK LANE	Nork Lane 01/26-02/26/22	02/25/2022	265.55	.00	265.55	50296	03/03/2022
		STREETLIG	Street lights 02/10/22	02/25/2022	634.38	.00	634.38	50296	03/03/2022
Total 114:					1,117.79	.00	1,117.79		
119	Perfection Cleaning	363008	City Hall office cleaning 02/	02/27/2022	320.00	.00	320.00	50297	03/03/2022
Total 119:					320.00	.00	320.00		
121	Pitney Bowes Global Finan	3315248473	Lease Charges	02/24/2022	144.93	.00	144.93	50298	03/03/2022
Total 121:					144.93	.00	144.93		
122	Pitney Bowes Purchase Po	FEBRUARY	Postage Refill	02/15/2022	63.78	.00	63.78	50299	03/03/2022
		JAN 16, 2022	Postage Refill	01/16/2022	61.43	.00	61.43	50285	02/17/2022
Total 122:					125.21	.00	125.21		
139	Shady Cove Hardware, LL	363572	Supplies	02/28/2022	79.84	.00	79.84	50300	03/03/2022

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 139:					79.84	.00	79.84		
151	Southern Oregon Sanitatio	CITY HALL F	22451 Hwy 62 02/25/22	02/28/2022	40.22	.00	40.22	50301	03/03/2022
		INDIAN CRE	2501 Indian Cr Rd 02/25/2	02/28/2022	58.50	.00	58.50	50301	03/03/2022
		NORK LANE	Nork Ln 02/22	02/28/2022	40.22	.00	40.22	50301	03/03/2022
Total 151:					138.94	.00	138.94		
158	Superior Stamp & Sign Co	21-4044	Ink Stamp and Notary Jour	12/01/2021	49.75	.00	49.75	50302	03/03/2022
Total 158:					49.75	.00	49.75		
160	Teamster Local 223	FEBRUARY	Dues 02/01/22	03/01/2022	153.00	.00	153.00	50303	03/03/2022
Total 160:					153.00	.00	153.00		
167	Upper Rogue Independent	1562	Government Public Notice	02/27/2022	360.00	.00	360.00	50305	03/03/2022
		1605	Council Ad	03/25/2022	25.00	.00	25.00	50305	03/03/2022
		1609	Subscription	03/25/2022	32.00	.00	32.00	50305	03/03/2022
Total 167:					417.00	.00	417.00		
196	Mail Tribune	22469	26 Week Subscription Acct	02/21/2022	129.74	.00	129.74	50295	03/03/2022
Total 196:					129.74	.00	129.74		
221	Hunter Communications	182009	Phone/Internet 02/01/22-02	03/01/2022	594.32	.00	594.32	50293	03/03/2022
Total 221:					594.32	.00	594.32		
252	City of Shady Cove - Petty	02/25/2022	Petty Cash	03/01/2022	33.12	.00	33.12	50289	03/03/2022
Total 252:					33.12	.00	33.12		
255	TouchPoint Networks, LLC	INV-5453	WatchGuard T15W Firebox	03/01/2022	34.10	.00	34.10	50304	03/03/2022
Total 255:					34.10	.00	34.10		
257	AT&T Mobility	2872860881	Cell phones 02/06/22-03/0	02/05/2022	178.48	.00	178.48	50278	02/17/2022
Total 257:					178.48	.00	178.48		
258	WECO - Carson	CP-0018204	Gas/Diesel 01/18-01/20/22	01/31/2022	131.69	.00	131.69	50287	02/17/2022
		CP-0018437	Gas/Diesel 02/09/22	02/15/2022	109.84	.00	109.84	50306	03/03/2022
Total 258:					241.53	.00	241.53		
268	Project A, Inc.	22-0405	web developement/dev/hos	02/15/2022	223.75	.00	223.75	50286	02/17/2022
Total 268:					223.75	.00	223.75		
286	City of Shady Cove - Utilitie	MARCH 202	22451 Hwy 62 02/22	03/01/2022	137.00	.00	137.00	50290	03/03/2022
Total 286:					137.00	.00	137.00		
310	Local Government Law Gr	62133	Attorney Labor	01/31/2022	315.00	.00	315.00	50284	02/17/2022

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 310:					315.00	.00	315.00		
430057	KNBE, LLC	5	March Shop Rent - Celtic C	02/25/2022	865.00	.00	865.00	50294	03/03/2022
Total 430057:					865.00	.00	865.00		
Grand Totals:					53,415.01	.00	53,415.01		

Report Criteria:

Summary report type printed

City of Shady Cove
City Council Regular Meeting and Public Hearing Minutes

Thursday, February 17, 2022, 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 6:00 PM

Council Present: Mayor Tarvin, Councilor Evertt and Councilor Murders

Staff Present: Thomas J. Corrigan, City Administrator

The Pledge of Allegiance was recited.

I.C. ANNOUNCEMENTS

The Mayor made the announcements on the agenda.

II. PUBLIC COMMENT ON AGENDA ITEMS

No Public Comment

II. CONSENT AGENDA

Items in Consent Agenda

- A. Bills Paid Report 01/15/22-1/28/22 \$13356.99
- B. Bills Paid Report 01/29/22-02/09/22 \$282,206.90
- C. Minutes of 1/20/22 Meeting

Motion to Accept Consent Agenda:

Motion: Councilor Evertt Second: Councilor Murders

Motion Carried 3-0

III. ITEMS REMOVED FROM CONSENT AGENDA

None

IV. STAFF REPORTS

- A. Jackson County Deputy – Not in attendance
- B. Chief Winfrey – No fires, triple digit calls in January. Feeling the effects of high call volumes. Staffing Issues affecting the ambulance company which affects how long fire department remains on scene. Rogue Valley Fire Chief Association has changed the call signs.
- C. Chair Hohenstein, Planning Commission – Land Division proposed for west end of Hudspeth, applicant did not show. Continued until next meeting. Shady Cove Smoke Shop was approved with conditions. Two code enforcement issues, neither owner showed. Matter continued to next meeting.
- D. City Administrator – Received Small City Allotment Grant for Train Lane, \$78,647. Received payback on RVSS \$96,000. Using a lot of ¾ minus to fill potholes. Biobags near storm sewers – only able to obtain 20 bags because of the high demand. More labels are on the way for no oil, no dumping. 2000-gallon water storage tank has been installed at City Hall. In discussions with Chase on bench placement. Paint Care will be in Shady Cove in September. FCC radio station license was renewed. The City responded to the LUBA appeal on Mr Kretzer Bridge. Cleveland Street engineering

complete. Two advertisements will go out in March for bid. Bid will open on March 30th. Estimated completion is July 2022. Property letters were sent out to interested parties for sale of City land.

V. NEW BUSINESS

- A. OLCC Temporary Liquor Permit – URCC submitted a temporary permit for chili cook-off.
Motion to approve Temporary Liquor Permit:
Motion: Councilor Murders Second: Councilor Evertt
Motion Carried: 3-0
- B. Volunteers to freshen Welcome Signs – Local Paint Contractor will be approached to see if they can donate time to freshen the signs. City will provide paint.
- C. Budget Committee appointments – 3-year term.
Motion to appoint Tom Anderson to Budget Committee:
Motion: Councilor Evertt Second: Councilor Murders
Motion Carried: 3-0
- D. Events Committee appointments –
Motion to appoint Ruth Strozewski, Terry Weyers, Charlotte Boehm, Patricia Adams Events Committee:
Motion: Councilor Evertt Second: Mayor Tarvin
Motion Carried: 2-1
Nay: Councilor Murders

VI. OLD BUSINESS

- A. Bench Update – Hayneedle 6ft Bench.
Motion to purchase the Hayneedle Benches:
Motion: Councilor Murders Second: Councilor Evertt
Motion Carried: 3-0
- B. SOREDI Grant – Could fund the purchase of benches.
- C. American Rescue Funds – Research further into broadband. Council to have workshop to discuss.

VI. WRITTEN COMMENT

None

VII. PUBLIC COMMENT ON NON-AGENDA ITEMS

Paige Winfrey – Would like to have a published shared calendar so all event committees within the city can coordinate.

Jon Ball – Internet is important but without water we have nothing. Largest city in Oregon who does not have a municipal water system. Approach this problem and try to solve it as a City.

Julie Barnes – Possibility for survey to see if water is something that should be put back on the ballot.

VIII. COUNCIL COMMENTS ON

NON AGENDA ITEMS

- A. Councilor Evertt – Glad the Events Committee is going as we are behind the gun. Have no doubt that the URCC is going to do something big for Easter. The discussion on how we need to work as team. Tired of dissention and the hate and discontent. We are a really good community it’s time to get back there.

- B. Councilor Murders – Couldn’t say that any better. Voted no on the Events Committee, being hopeful that concerns are a non-issue. Look forward to raising my daughter in a community that supports each other. Think we are on the right track.

- C. Mayor Tarvin – RVCOG is requesting the city to send support letters to the Ways and Means Committee for Alert Wildfire. Reminder for upcoming trainings with CIS. New Councilors will have to do an SEI filing by April 15th. Budget committee no later than April 18. Oregon Broadband office, IJJA, covers transportation, water, broadband, wildfire mitigation. Unsure of how much will be given to Jackson County. Two fires in Cave Junction shows us that we still need to pay attention to fire danger. Important to work on getting the fuels down. What we get for our taxes – a particular property paid \$4300 and only \$196 goes to Shady Cove. Last meeting Commissioner Ball commented on the Streets, the Council does not have a final report yet to put on our agenda. There are some concerns regarding properties that were approved with conditions on their permits. Council to task Planning Commission to investigate who has not met those conditions. Planning Commission minutes need to be completed.

IX. ADJOURNMENT

There being no further business before the Council, the Mayor adjourned the meeting at 7:25 PM.

Approved:

Attest:

Shari Tarvin
Mayor

Thomas J. Corrigan
City Administrator

Council Vote:

Mayor Tarvin _____
Councilor Evertt _____
Councilor Murders _____









4880 Airway Drive - Central Point, OR 97502

ESTIMATE

DATE	ESTIMATE #
3/3/2022	E22-0252
ESTIMATE GOOD FOR 30 DAYS FROM THE ABOVE DATE	

NAME / ADDRESS
Customer Billing Info Spencer McMahan smcmahan@shadycover.org 541-601-9325

We've simplified the way we show pricing on your estimate. The price shown includes all volume discounts.

PHONE NUMBER	E-MAIL ADDRESS	PROJECT / PO	REP
541-499-0531	sales@BiGsignfx.com	Shady cove Greet Signs	BDR

ITEM	DESCRIPTION	SF	Price/SF	TOTAL:
File-Qty-Size-...	4x "94" x 42" ACM 110 Total Square Feet		0.00	0.00
6mil ACM 1-Si... Calendered	110 (sf) Digital 1-Sided Prints on 6mil ACM Calendered Laminate - Graphitti Resistant Lamination	110 110	14.83 7.87	1,631.30 865.70

DISCLAIMER: This estimate is not final and is subject to change. Estimate has been based on the information received at the time of estimating. Additional/new information will result in a revised estimate and/or change order. Materials and misc. costs (eg: shipping/delivery charges, graphic art/setup charges, excessive proofs) associated with the job will be included on final invoice.

TOTAL:	\$2,497.00
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94" x 42" sign



12" letters

7" letters

29.5 x 34"

Logo

29.5 x 34"

Logo

94" x 42" sign



12" letters

7" letters



94" X 42" POLYCORE SIGN - DARK BROWN BACKGROUND



NOTE: ALL DESIGN CONCEPTS AND ARTWORK ARE PROPERTY OF THE SIGN DUDE AND MAY NOT BE REPRODUCED WITHOUT PERMISSION. MOCKUPS ARE PROVIDED FOR POSITION ONLY. FINAL PLACEMENT AND COLORS MAY VARY.



94" X 42" POLYCORE SIGN - WOOD GRAIN LOOK BACKGROUND

NOTE: ALL DESIGN CONCEPTS AND ARTWORK ARE PROPERTY OF THE SIGN DUDE AND MAY NOT BE REPRODUCED WITHOUT PERMISSION.
MOCKUPS ARE PROVIDED FOR POSITION ONLY. FINAL PLACEMENT AND COLORS MAY VARY.



The Sign Dude, Inc.
 PO Box 3272
 Central Point, OR 97502
 Ph: (541) 858-2701
 FAX: (541) 858-2702
 Email: orders@thesigndude.com
 Web: http://www.thesigndude.com

Estimate #: 33537

FOLLOW US ON FACEBOOK

Created Date: 3/3/2022 3:20:31PM	Prepared For: CITY OF SHADY COVE
Salesperson: Britney Croslow	Contact: Thomas Corrigan
Email: britney@thesigndude.com	Office Phone: (541) 878-3757
Office Phone: (541) 858-2701	Office Fax: (541) 601-9761
Office Fax: (541) 858-2702	Email: tcorrigan@shadycove.org
Entered by: Britney Croslow	Address: P.O. BOX 1210 SHADY COVE, OR 97539

Description: Replace Welcome Sign

		Quantity	Unit Price	Subtotal
1	Product: Design Description: Design; layouts; proofs; revisions and/or production art • 1 Files • 2 hr Creative Design Time Per File.	1	\$150.00	\$150.00
2	Product: Rolled Prints Description: Welcome Sign • 1- 94 in (W) x 42 in (H) Double Sided Print(s) made from 3165RA - Oracal Gloss 3mil Economy Vinyl 54" stock material • Mounted on: PC - 48"x96" Poly-Core 6mm (1/4") White, PC - 48"x96" Poly-Core 6mm (1/4") White • Laminated with Economy Gloss Laminate on face • Finishing - Drilling (Per Sign): 8	1	\$852.96	\$852.96
3	Product: Bulk Laminate - Per yard Description: Price TBD - Running Yard - Printable Bulk Vinyl • 1yards , Graffiti Resistant Laminate added to inventory	1	\$0.00	\$0.00

Estimate Total: \$1,002.96
Subtotal: \$1,002.96
Total: \$1,002.96
Deposit Required: \$501.48

Payment Terms: Balance due upon receipt.

Client Reply Request

- Estimate Accepted "As Is". Please proceed with Order.
 Changes required, please contact me.

Other: _____
SIGN: _____ **Date:** / /