

Agenda
Shady Cove Regular City Council Meeting
Thursday, January 19, 2023
6 PM

<https://us02web.zoom.us/j/85128427660?pwd=d0hiNmRUZW5lSytUY1AvREFwcUR4QT09>

Meeting ID: 851 2842 7660

Passcode: 377801

One tap mobile

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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 February 2, 2023 at 6 PM, both in Council Chambers and via Zoom.
3. The next regularly scheduled meeting of the Planning Commission is January 26 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 not scheduled at this time.
6. The next meeting of the Events Committee is January 20 at 11:45 AM at the Shady Cove Library.
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

- A. Minutes of 01/05/23
- B. Bills Paid 01/01/23 - 01/10/23 - \$7,888.19

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. 2023-2024 City Goals
- B. Schedule Public Forum – American Rescue Funds (Covid Funds)
- C. Events Committee
- D. Workshop with Oregon Business Organizations
- E. Grant Request to State for Water
- F. Parking Lot Fee
- G. Commission/Committee Terms

VII. Old Business

- A. Community Calendar

VIII. Written Communication

IX. Public Comment on Non-Agenda Items

X. Council Comments on Non-Agenda Items

- A. Mayor Ball
- B. Councilor Nuckles
- C. Councilor Winfrey
- D. Councilor Hubbard

Adjournment

City of Shady Cove
City Council Regular Meeting
Thursday, January 5, 2023, 6:00 PM
Meeting was held at City Hall and on Zoom

I. CALL TO ORDER

The City Administrator called the Regular City Council Meeting to order at 6:00 PM

The Pledge of Allegiance was recited.

Swearing in on New Council

Mayor and Councilors were sworn in.

I.C. ANNOUNCEMENTS

Roll Call

Council Present: Mayor Ball, Councilor Hubbard, Councilor Nuckles, Councilor Winfrey

Staff Present: Thomas J. Corrigan, City Administrator

The Mayor made the announcements on the agenda.

II. PUBLIC HEARING

None

III. CONSENT AGENDA

Items in Consent Agenda

A. Minutes of 1/5/23

B. Bills Paid Report 12/1/22-12/29/22, \$22,404.54

Motion to Accept Consent Agenda with the Minutes of 12/15/22 as Amended

Motion: Councilor Nuckles

Second: Councilor Winfrey

Motion Carried: 4-0

IV. ITEMS REMOVED FROM CONSENT AGENDA

None

V. STAFF REPORTS

- A. Fire Chief Winfrey - December slow month with about 100 calls. District moving forward on advertising for his position with applications open until first part of February and hoping to fill position by first of May, which is when he will be officially retired after 47 years in fire service. Received a grant from Oregon Mercy Management on a new aluminum low water sled. Been working on couple fuel reduction grants for fire district. Fire station does have brushes to loan to clean out your chimney.
- B. Deputy Amaya- Congratulated Mayor and City Councilors on their new positions. His goal is to make sure that through the City of Shady Cove there is a thorough

investigation done when there are burglaries and other issues that come up in the City. School zone speed limit is still number one project. Will continue to monitor it and try to be present the entire time the lights are flashing. Working fraud case on local business and generated a suspect out of Klamath Falls with subsequent elude and apprehension. Also working on a theft of some gold and silver burglary. Deputy McClennan introduced himself.

- C. Hank Hohenstein Chair-Planning Commission-Congratulated Mayor and members of Council. Working on foundation documents. Have one member that has decided to leave the Planning Commission so there will be a vacancy.
- D. City Administrator Tom Corrigan – Discussed emails and the importance of public documents similar to Ipads. Have an appointment with Ethics Commission to discuss the last complaint. Upcoming meeting with Pacific Power to meet new local contact. Website has Frequently asked Questions section which gives procedure to contact Pac Power, re: streetlights. Rogue Reimagined, the long-term recovery group for aftermath of the fires has meeting on February 9, 2023 at the Upper Rogue Community Center and recommend that all attend. Will assist in forward progress for fuel reduction. Upcoming Community Wildfire Preparedness Day in the Southern Oregon. The County and the City discussing Community State Fire Marshalls Office Wildfire Risk Reduction Grant. Virtual meeting for CIS training coming up. DEQ survey for recycling due in April. Finalized the purchase of the shop.

VI. NEW BUSINESS

- A. Council Introductions-Mayor asked each Councilor to introduce themselves and give background.
- B. Nomination of Council President.

Motion for Councilor Nuckles as Council President

Motion: Councilor Winfrey

Second: Councilor Hubbard

Motion Carried: 4-0

- C. Assign Bank Signatory

Motion to Add Councilor Nuckles for Signatorie

Motion: Mayor Ball

Second: Councilor Winfrey

Motion Carried: 4-0

Mayor discussed starting up a workshop two times a month on Tuesdays. The first one will be on January 10 at 10:00am. Workshop is to discuss goals that can be presented to the public.

- D. City Council Rules of Government - Copies were given out previously and can discuss at next workshop.
- E. January Roadmap for Organization - Discuss at workshop
- F. Public Communication
Councilor Nuckles discussed:
 - 1. Newsletter needs to be started back up again-Quarterly
 - 2. Public Forums-Bring back, discuss at workshop.
 - 3. Zoom - Investigate a reconfiguration of Zoom meetings. Staff to investigate.
 - 4. Events Calendar - Too late for a hard calendar for 2023 but can still work on a digital calendar.
- G. Boat Ramp Approach and Letter to County - Letter was read by Mayor Ball.

Motion to Approve Letter to Steve Lambert, County Parks Director
Motion: Mayor Ball Second: Councilor Hubbard
Motion Carried: 4-0
- H. Grant Monies to Commit -Discuss at workshop so community can help with decisions.
- I. Commissions and Open Seats – Advertise Openings for 5 on Parks, 5 on Emergency Mgt, 1 on Planning, 2 on Events Comm, and 1 Council Seat opening.

VII. OLD BUSINESS

None

VIII. WRITTEN COMMENT

None

IX. PUBLIC COMMENT ON NON-AGENDA ITEMS

Sandra Barber-This new Council brings hopefulness in addressing some of our most pressing problems and is very happy to be supportive of the new wave and she believes they are all on the same page and she appreciates you all. She wants data on Hiland water situation.

Motion to Extend Meeting 30 Minutes to 8:30

Motion: Councilor Nuckles Second: Councilor Winfrey
Motion Carries: 4-0

Mayor thanked Sandra and discussed issues with water and will discuss at workshop about gathering more information on water situations.

Hank Hohenstein - Recently City of Shady Cove has been transferred from Urban Status to a Rural designation. Would like Council to consider adding a prayer after the Pledge of Allegiance.

Jay Taylor - Asking if an Agenda needs to be prepared before the workshop and if so, he would like to add the Chamber of Commerce discussion to that.

Dick McGregor-The idea of an agenda for workshop is a great idea.

X. COUNCIL COMMENTS ON NON-AGENDA ITEMS

Councilor Hubbard-Appreciates everyone for being there and also for staying late. Looks forward to working together with everyone.

Councilor Nuckles-Thanked all for coming. The turnout was amazing and hope to see old faces and new ones join our council meetings where we have all the seats filled because that's when we can truly make a difference.

Councilor Winfrey-Agrees with Councilor Nuckles about looking forward to the first meeting. Thanked everyone for coming. Excited to see we are doing the workshops.

Mayor Ball-Thanked everyone for coming. When running for Mayor, someone told him the beauty of smalltown politics is it is really non-partisan.

IX. ADJOURNMENT

There being no further business before the Council, the Mayor adjourned the meeting at 8:17 PM.

Approved:

Attest:

Jon Ball
Mayor

Thomas J. Corrigan
City Administrator

Council Vote:

Mayor Ball

Councilor Nuckles

Councilor Winfrey

Councilor Hubbard



JACKSON COUNTY FIRE DISTRICT 4

1200 HWY 62 • SHADY COVE, OR • 97539 • (541) 878-2666

Jackson County Fire District 4

Monthly Report: December 2022

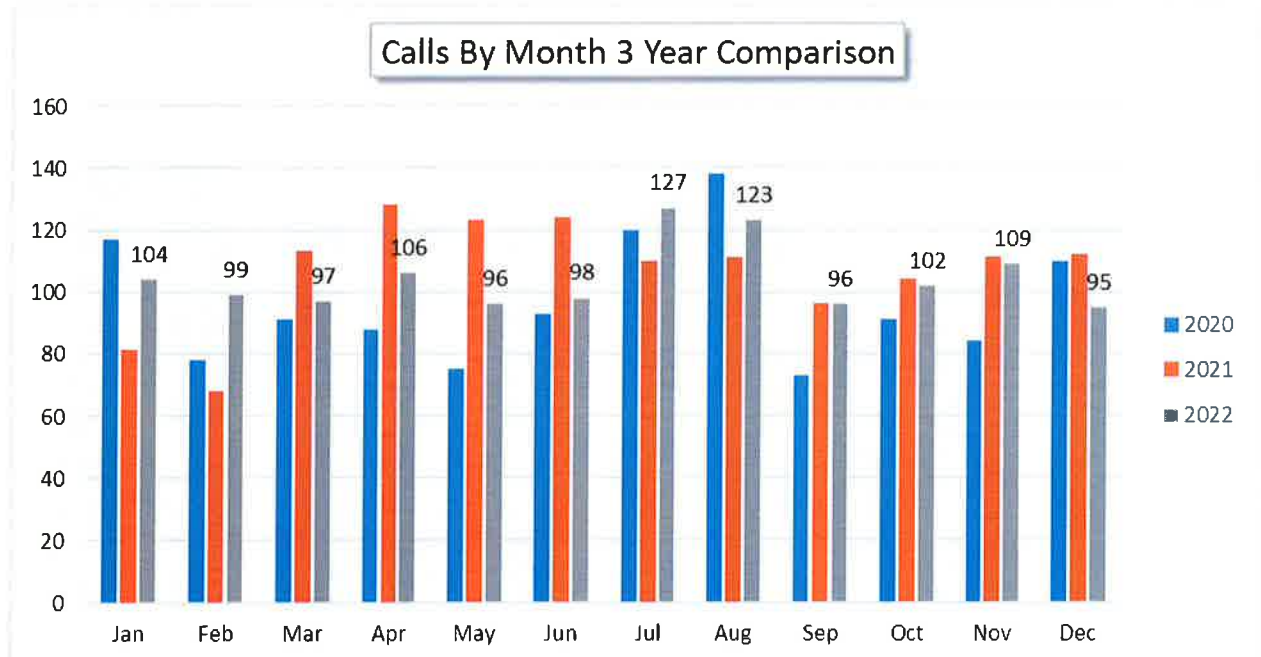
Total Number of Incidents for December 2022 95

Average Response time

Dispatched and cancelled enroute calls have been excluded

	Average Response Time	# of Calls
City limits	6:06	66
Non City/Rural	11:35	29

Monthly Call Volume



3rd January 2023

Paul Rydings Longbow computers

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	4941620000	Natural Gas 11/18/2022-12	12/22/2022	308.00	.00	308.00	50065	01/05/2023
Total 13:					308.00	.00	308.00		
25	Canon Solutions America, I	6002825704	Copier Maintenance	12/25/2022	50.88	.00	50.88	50066	01/05/2023
Total 25:					50.88	.00	50.88		
43	Christian, David	12192022	Radio 12/19/2022-12/23/20	12/22/2022	180.00	.00	180.00	50067	01/05/2023
Total 43:					180.00	.00	180.00		
47	Desert Pump	121243	4 hour flow test, real estate	12/20/2022	430.00	.00	430.00	50070	01/05/2023
Total 47:					430.00	.00	430.00		
114	Pacific Power	32847641-00	Street lights 12/2022	12/28/2022	869.75	.00	869.75	50073	01/05/2023
Total 114:					869.75	.00	869.75		
119	Perfection Cleaning	065424	City Hall office cleaning 12/	12/31/2022	400.00	.00	400.00	50074	01/05/2023
Total 119:					400.00	.00	400.00		
138	SESAC, Inc.	10609836	Contract No:20151-1 Jan	01/01/2023	187.00	.00	187.00	50075	01/05/2023
Total 138:					187.00	.00	187.00		
151	Southern Oregon Sanitatio	1223202288	490 Nork Lane 12/2022	12/23/2022	138.94	.00	138.94	50076	01/05/2023
Total 151:					138.94	.00	138.94		
255	TouchPoint Networks, LLC	INV-6518	WatchGuard T40 Firebox	01/01/2023	107.00	.00	107.00	50077	01/05/2023
Total 255:					107.00	.00	107.00		
256	J & J Tree Service, LLC	122722	Remove 1 dying tree w/cle	12/27/2022	2,400.00	.00	2,400.00	50071	01/05/2023
Total 256:					2,400.00	.00	2,400.00		
258	WECO - Carson	CP-0021744	Gas/Diesel 12/2022	12/16/2022	156.25	.00	156.25	50078	01/05/2023
Total 258:					156.25	.00	156.25		
264	Upper Rogue Independent	1991	Plan comm. setback & auto	12/29/2022	335.00	.00	335.00	50679	01/05/2023
Total 264:					335.00	.00	335.00		
286	City of Shady Cove - Utilitie	12302022	2501 Indian Creek Rd 12/3	12/30/2022	140.75	.00	140.75	50068	01/05/2023
Total 286:					140.75	.00	140.75		
430020	Confident Staffing, Inc.	49221	S. Bandfield work week 12/	12/18/2022	1,087.30	.00	1,087.30	50069	01/05/2023
		49236	S. Bandfield work week 12/	12/25/2022	869.84	.00	869.84	50069	01/05/2023

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 430020:					1,957.14	.00	1,957.14		
430087	Murders, Tanda	01022023	LOC Annual Conference B	12/29/2022	227.48	.00	227.48	50072	01/05/2023
Total 430087:					227.48	.00	227.48		
Grand Totals:					7,888.19	.00	7,888.19		

Report Criteria:

Summary report type printed

2023 Candidate Council Goals

- Step 1 of City-Wide water:
 - Define multi-phase city water strategy approach;
 - Implement City Hall, Library, URCC & School water connection;
 - Seek water rights.
- Determine usage for COVID19 funds: Grant writer/admin should be considered as part of this.
- Partnerships: Establish liasons to key organizations/cities with regular reporting to Council
- Fill EM Commission
 - CERT Program
 - Outdoor alert system (restart work previously performed)
 - Reader Board Project (Coordinate with Fire Dept on possible collaboration)
 - EM education to the public
- Fill Parks & Rec Commission
 - Community Calendar
 - Establish City Branding & Tourism Strategy
 - BLM land opportunities
- Business forum: How can we help you?
- Improve public communication: Newsletter, public forums, improved website, FB information page
- Improve Zoom equipment
- WIFI: AC Park, Workshop, and City Hot Spot. This will enable security at AC Park & Shop, plus allow AC Park auto restroom locks.
- Incremental Charter Revision (just address the blatant holes)
- Sidewalks south of bridge
- Finish and Implement a Street Improvement/Maintenance Plan (financials required)
- Relocate (to Workshop) and organize all paper forms of city documents and complete digitization.
- Restructure Revenue Resources to eliminate Public Safety Fees
 - Need more info on this: How do mobile home and trailer parks currently handle fees? How are these properties taxed (property tax)?
- Finish Audits 2021 and 2022
- City Festival: Chuck Huntington will assist
- Fix City URCC relationship
- Repeal City Hall parking lot usage fee
- Welcome sign improvements
- Banner across Hwy 62
- Citizen Committee for fuel reduction services: trailer haul services, dump sites.

Topics for upcoming Council meeting

- Repeal City Hall parking lot usage fee
- Discuss Reader Boards as a goal so that discussions can be held with FD4
- Schedule Jan 24 Workshop for presentations from SOREDI, Business Oregon, Travel Oregon, Upper Rogue Chamber
- Public Forum to discuss goals and COVID fund usage. Note: Council may decide to use