

Agenda

Shady Cove Regular City Council Meeting

Shady Cove City Council Chamber
22451 Highway 62, Shady Cove, Oregon
Thursday, March 16, 2017
6:00 p.m.

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 meeting of the Planning Commission will be March 23 at 6:30 p.m. in the Council Chamber.
3. The next meeting of the City Council will be April 6 at 6:00 p.m. in the Council Chamber.

II. Public Hearing

None

III. Public Comment

The public may comment on agenda items as they come up for discussion, but before deliberation by the Council.

IV. Consent Calendar

- A. Regular Meeting Minutes of March 2, 2017 (pg. 3-5)

V. Written Communications

None

VI. Staff Reports

- A. City Administrator
- B. Deputy McGrath
- C. Chief Edwards

VII. New Business

- A. Resolution 17-03 – City Council Rules of Government (pg. 6-10)
- B. Southern Oregon Sanitation – Rate Increase (pg. 11-15)
- C. Ordinance Amending Language Related to Inspection of Sewer (pg. 16)

VIII. Public Comment on Non-Agenda Items

Public must state name and address and standing to discuss issue. Issues must have city-wide impact and not be personal issues.

IX. Council Comments on Non-Agenda Items

X. Adjournment

City of Shady Cove
City Council Regular Meeting Minutes
Thursday, March 2, 2017

CALL TO ORDER

Mayor Sanderson called the Regular City Council Meeting to order at 6:00 p.m. in the City Council Chamber.

Council Present: Mayor Sanderson, Councilor Burgess, Councilor Kristich, Councilor McGregor; Councilor Mitchell was absent

Staff Present: Aaron Prunty, City Administrator

ANNOUNCEMENTS

The mayor led the audience in the Pledge of Allegiance and made the announcements on the agenda.

PRESENTATION

Captain Penland, of the Jackson County Sheriff's Office, gave a presentation on the Jackson County Jail.

CONSENT CALENDAR

Regular Meeting Minutes of February 2, 2017

Motion to Approve the Consent Calendar

Motion: Councilor Burgess Second: Councilor Kristich

All ayes. Motion carried 4-0; Councilor Mitchell absent

STAFF REPORTS

The city administrator answered questions on the bills paid report.

Deputy McGrath gave an update, noting that a suspect was arrested in the recent Ma's Restaurant burglary.

NEW BUSINESS

A. Appoint Budget Committee Members

Each applicant had an opportunity to explain to the council why they wished to serve, and answered questions from the council and audience.

Motion to Appoint Joan Reitz to the term expiring 1/31/2018; Shari Tarvin to a position expiring 1/31/2020; Dawn Edward to a position expiring 1/31/2020 and Tom Anderson to a position expiring 1/31/2020.

Motion: Councilor Burgess Second: Councilor McGregor

All ayes. Motion carried 4-0; Councilor Mitchell absent

B. Appoint Planning Commission Members

Each applicant in attendance had an opportunity to explain why they applied for appointment to the planning commission. There was discussion about qualifications of candidates. Applicant Dan Gilbert was not in attendance.

Motion to Appoint Lena Richardson to Position #2, expiring 6/30/2020

Motion: Councilor McGregor Second: Councilor Burgess
Motion carried 3-1 (Kristich - no); Councilor Mitchell absent

Motion to Appoint Shari Tarvin Position #3, expiring 6/30/2017

Motion: Councilor Kristich Second: Councilor McGregor
All ayes. Motion carried 4-0; Councilor Mitchell absent

Motion to Appoint Dawn Edwards to Position #4, expiring 6/30/2020

Motion: Councilor Burgess Second: Councilor McGregor
All ayes. Motion carried 4-0; Councilor Mitchell absent

C. Discussion Item - Council Rules of Government

The council discussed the current council rules of government and asked staff to bring an updated set of rules to the next council meeting for possible adoption by resolution.

D. Amending Language Related to Inspection of Sewer

The city administrator explained that current language in our code references "industrial" users and is inconsistent with Rogue Valley Sewer Services, who would do inspections on behalf of the city. It was suggested the ordinance be changed to "any" user relative to inspection.

Motion to Accept the First Reading of the Ordinance as Presented

Motion: Councilor Burgess Second: Councilor Kristich
All ayes. Motion carried 4-0; Councilor Mitchell absent

PUBLIC COMMENTS

Mary Stirling reminded the council about the American Red Cross presentation to be held at the Upper Rogue Community Center on March 8.

COUNCIL COMMENTS

The council thanked the applicants for the budget committee and planning commission.

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ADJOURNMENT

There being no further business before the council, the Mayor adjourned the regular meeting at 7:50 p.m.

Approved:

Attest:

Tom Sanderson
Mayor

Aaron Prunty
City Administrator

Council Vote:

- Mayor Sanderson _____
- Councilor Burgess _____
- Councilor Mitchell _____
- Councilor Kristich _____
- Councilor McGregor _____

City of Shady Cove

Resolution No. 17-03

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHADY COVE,
OREGON, REVISING RULES OF GOVERNMENT**

WHEREAS, the City Council of the City of Shady Cove desires to conduct city council meetings in accordance with all appropriate rules of order in a professional and organized manner; and

WHEREAS, the existing Shady Cove Council Rules of Government were last updated by Resolution 15-24 on July 16, 2015; and

WHEREAS, the City Council now desires to further update the existing Council Rules of Government.

THE CITY COUNCIL RESOLVES AS FOLLOWS:

The Shady Cove City Council Rules of Government, as attached and labeled Exhibit "A", are hereby adopted; and

The effective date of this Resolution shall be March 16, 2017; and

Resolution 15-24 is hereby repealed.

Adopted by the City Council of the City of Shady Cove this 16th day of March, 2017.

Approved:

Attest:

Tom Sanderson
Mayor

Aaron Prunty
City Administrator

Council Vote:

Mayor Sanderson _____
Councilor Burgess _____
Councilor Mitchell _____
Councilor Kristich _____
Councilor McGregor _____

EXHIBIT "A"

Attachment to City of Shady Cove Resolution 17-03
Adopted March 16, 2017

City Council Rules of Government

Meeting Procedure

The presiding officer shall conduct all meetings in accordance with basic principles of parliamentary procedure in order to facilitate transaction of business and to promote cooperation and harmony.

Ordinance and Resolution Procedure

The City Charter, Chapter VIII, Section 33, identifies conditions under which an Ordinance may be read by title only.

Quorum

The mayor or in his/her absence, the President of the Council, shall call the meeting to order at the hour designated for the meeting. If a quorum is not present, the city administrator shall immediately inform the absent members, except those known to be unavoidably detained, that their presence is required to enable the council to proceed. If the absent member or members do not appear after the notice, the members present shall adjourn until a specific time or until the next regular meeting.

Temporary Chairman

In event of the absence of the mayor and President of the Council, the city administrator shall call the council to order and call the roll of the members; if a quorum is present, those councilors present shall elect, by majority vote, a temporary chairman for that meeting. Should the mayor or council president arrive, the temporary chairman shall relinquish the chair immediately upon the conclusion of the item of business then under consideration before the council.

Agenda

The mayor, or designated representative, will provide the city administrator a list of items to be covered in Unfinished and New Business not later than 3:00 p.m. on Friday the week prior to a

scheduled council meeting. The city administrator will prepare an agenda not later than 3:00 p.m. on the Monday prior to the scheduled council meeting. Agendas will be posted and mailed no later than 3:00 p.m. on the same day.

Complete council packets will be available not later than 3:00 p.m. on the Tuesday prior to a scheduled meeting.

During announcements, the presiding officer may add items to, or delete items from, the agenda. Verbal explanations will be provided for additions and deletions.

Order of Business

City council meeting agendas will reflect the following items and order:

Call to Order

Roll call
Pledge of Allegiance
Announcements
This meeting is being digitally recorded
Next planning commission meeting
Next city council meeting
Any other scheduled public meeting(s)

Recess for Public Hearing if Scheduled

Consent Calendar

Minutes from previous meeting(s)

Written Communications

Staff Reports

Paid Bills Report
Monthly Financial Report

Unfinished Business

New Business

Public Comment on Non-Agenda Items

Public must state name, address and standing to discuss an issue. Issues must have city-wide impact and not be personal issues.

Council Comments on Non-Agenda Items

Recess for Executive Session if Scheduled

Adjournment

Voting

Only one question at a time will be considered at any given time. Every motion will be discussed fully and freely. Each council member has the right to know at all times what the pending question is and to have it restated before a vote is taken. The presiding officer will request a random roll call vote on all motions.

Tie Vote. In case of a tie in votes of any motion, the motion is not approved. A new motion would then be in order.

Decorum

Council members shall be recognized by the presiding officer before speaking. Council members shall address any remarks to the council rather than to the audience unless given permission by the presiding officer

Upon recognition and with permission of the presiding officer, a person in the audience may address the council, not the audience.

Conflict of Interest

Each councilor will be requested to vote, when present, at a regular or special meeting of the council except when that councilor has a conflict of interest (actual or potential), as defined by ORS 244.020(1) and 244.020(12). If a conflict of interest exists, the councilor will so declare and identify the cause of the conflict. A councilor may participate in discussion of the issue for which a potential conflict exists; or, if an actual conflict exists then discussion as well as a vote is prohibited, all in accordance with ORS 244.120.

Rules Revision

Rules may be added, deleted, or revised at any meeting of the Shady Cove City Council.

Meetings of the City Council

Regular city council meetings will be held on the first and third Thursday of each month. Meetings will begin at 6:00 p.m. and end no later than 8:30 p.m. unless by a majority vote of the council.

Public hearings may be scheduled for the regular council meeting or at any time on any other day.

Special City Council meetings can be called for any date, at any time, consistent with the City Charter, Chapter IV, Section 13.

Study sessions will be combined with the council meeting. Order of business will be:

Presentations
Discussion Items
Action Items



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SHADY COVE
ATTN: Aaron Prunty
PO Box 1210
Shady Cove, Oregon 97539

March 9th, 2017

Dear Aaron;

Southern Oregon Sanitation is seeking a rate increase for solid waste collection service in the City of Shady Cove.

The reason for the increase primarily consists of the general inflation since the last approved rate increase in September 2009. The major contributors include: Personnel 10.1%, Equipment 30.2%, Disposal 23.6%, and Insurance 38.5%.

Enclosed, please find the proposed rate Schedule (Exhibit B). These proposed rates constitute an increase below the Consumer Price Index and below the rates approved for the other Jackson County Haulers, Schedule (Exhibit A).

Using the Consumer Price Index of Portland the CPI rate for 2009 and 2016 has increased from 215.647 to 249.426 or a 15.66% increase, our proposed rate increase is 14.44%. For 60% of the residential customers, this will equate to an approximate increase of \$2.00, the largest single service is a single 35 gallon container picked up once a week, this rate will go from \$15.25 to \$17.45, a monthly increase of \$2.20.

Under these considerations, Southern Oregon Sanitation respectfully requests a rate hearing at the next City Council Meeting Scheduled March 16th, 2017.

Sincerely

Nick Fahey
Eagle Point Area Manager
Southern Oregon Sanitation

Exhibit A

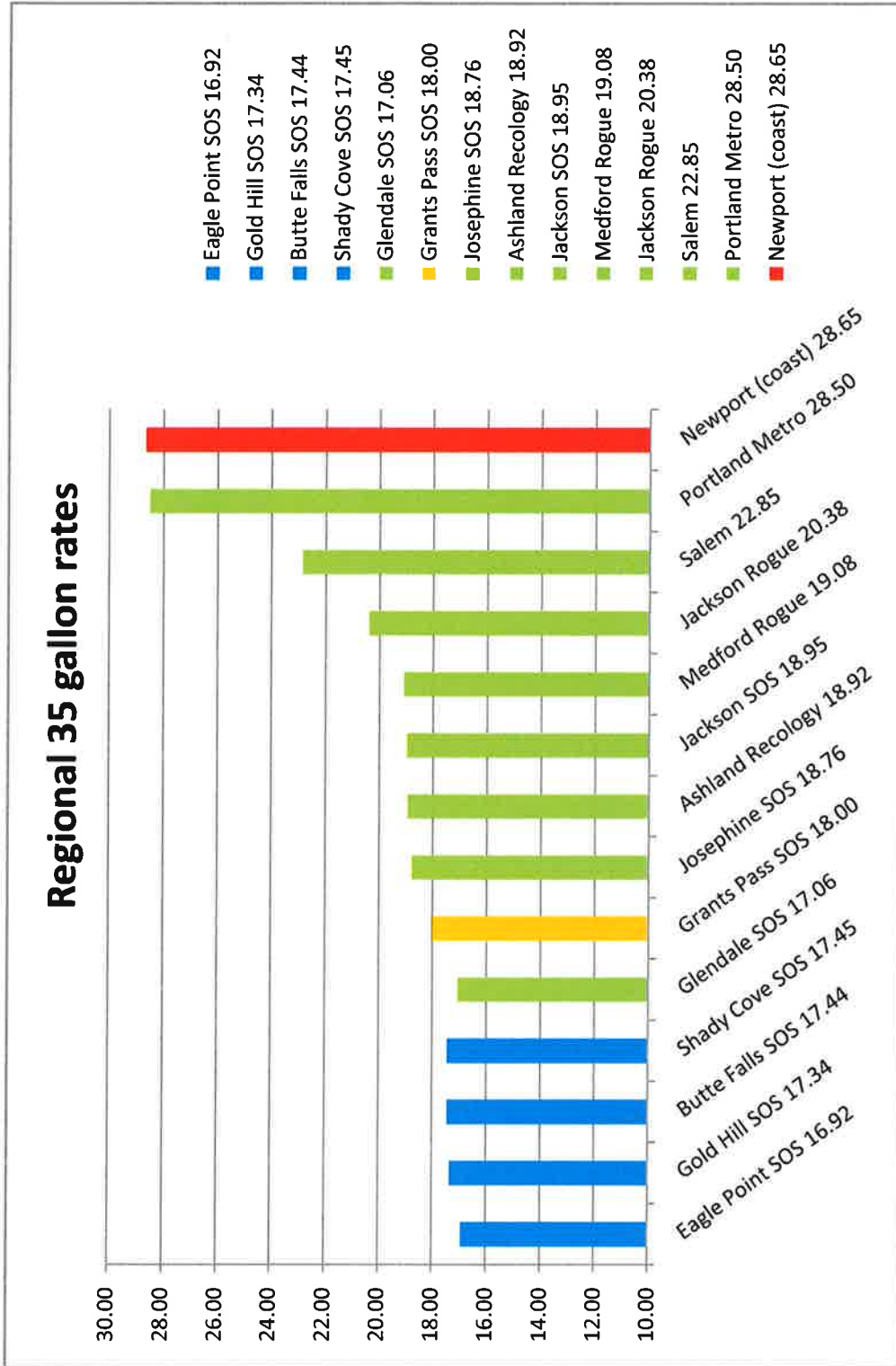


Exhibit B

Regular Service

	Rate
32-35 gallon Roll Cart picked up once a week	17.45
32-35 gallon Roll Cart picked up Every Other Week	10.01
65 gallon Roll Cart picked up once a week	27.47
65 gallon Roll Cart picked up Every Other Week	14.88
95 gallon Roll Cart picked up once a week	37.77
95 gallon Roll Cart picked up Every Other Week	20.03

Call in Service

Rent on 32-35 gallon Roll Cart	3.43
Dump fee on 32-35 gallon Roll Cart	8.58

Mobile Home Parks

Based on single billing, per can at the park's street curb

32-35 gallon Roll Cart – picked up once a week	16.88
65 gallon Roll Cart – picked up once a week	26.89

1 Yard Containers

1 times per week pick up	84.69
2 times per week pick up	169.38
* <i>Every Other Week</i>	57.22

1-1/2 Yard Containers

1 times per week pick up	108.72
2 times per week pick up	217.44
* <i>Every Other Week</i>	65.23

2 Yard Containers

1 times per week pick up	125.89
2 times per week pick up	251.78
* <i>Every Other Week</i>	70.95

3 Yard Containers

1 times per week pick up	168.23
2 times per week pick up	336.46

4 Yard Containers

1 times per week pick up	208.29
2 times per week pick up	416.57
Every Other Week	185.40

6 Yard Containers

1 times per week pick up	314.72
2 times per week pick up	629.44

Commercial Cardboard/Recycling container rent	16.02
Call back for commercial customers per minute	2.29
Re-Delivery on containers 1yds to 6yd	25.00
Padlock/gate fee	11.44

Container **Cleaning** **Damaged**
Maintenance
Services

1 yard container	83.18	550.00
1.5 yard container	83.18	550.00
2 yard container	83.18	550.00
3 yard container	110.90	550.00
4 yard container	110.90	550.00
6 yard container	110.90	550.00

COMPACTOR CONTAINERS

To demine the rate for compactor containers or containers containing compacted material as Size of container x 4.3 x 25.69 (compacted factor) plus 5%
Example: One 2 yard container containing compacted material picked up once per week.

2 yard container x 4.3 = 8.6
8.60 x \$25.69 = \$220.93
\$220.93x 7% franchise fee = \$236.40

DROP BOX RATES – Loose Refuse

Drop box rates (loose)	Maximum Weight	Delivery	Dump Fee	C&D Waste	Daily Rent	Monthly Rent
5 Yard	4,000	50.00	150.59	N/A	7.28	97.90
8 Yard	7,000	50.00	195.86	N/A	7.78	97.90
10 Yard	9,000	75.00	246.84	373.65	8.11	122.30
20 Yard	14,000	75.00	386.42	651.90	10.62	134.36
30 Yard	16,000	75.00	548.55	930.15	12.34	146.71
10 Yard COVERED ORGANICS BOX	9,000	75.00	270.24	N/A	12.34	146.71
Drop box/Compactor cleaning (customer request)			150.00			

Advance payment required on all temporary drop boxes

BIO-WASTE SERVICES

Rate

Call in Commercial Customer Prices

20 gal	34.77
48 gal	48.69

Residential Customers

Residential Sharps	16.64
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Additional Services

Set in Fee	6.87
Extra bags or cans on any service, up to 35 gallon	4.58
Extra per yard charge, same day service	22.18
Call back for residential customers	6.87
Cart delivery on 32-35,65 and 95 gallon Roll Cart	8.58
Cart Replacement fee	83.18
Reinstatement fee	33.27
Recycle Contamination	20.00
95 gal Yard Waste	7.10

This service is limited to urban growth boundary

Miscellaneous Services

Mattresses, box springs	20.00
Stoves, ranges, washers & dryers	15.00
Furniture, small appliance, carpet, ect	15.00

Miscellaneous services may be provided only periodically

Additional Charges

In the case that a can, cart, container or a drop box is overloaded, we charge for the additional waste based upon the driver's recommended charge (per bag, per yard, per ton)

The Contractor is responsible for all Safety Standards as described in Section 3.9. Therefore, the Contractor may refuse to haul a container or drop box that appears to be overweight. If the Contractor is hauling a container or box and is ticketed by the State or County weigh master for being overweight, the generator will be responsible for the ticket.

Customers will be charged a \$33.27 restart fee for all accounts that have been delinquent for 60 or more days and have had services terminated.

Requests for special account information or detailed billing descriptions may be billed at \$60.00 per hour.

** Indicates a grandfathered services no longer offered in the area.*

City of Shady Cove

Ordinance

**AN ORDINANCE OF THE CITY OF SHADY COVE, OREGON AMENDING
ORDINANCE 157, SECTION 13: POWERS AND AUTHORITY OF INSPECTORS**

WHEREAS, the City of Shady Cove desires to ensure that the use of the public wastewater system operated by the City will conform to the best sanitary engineering practices; and,

WHEREAS, the City of Shady Cove wishes to clarify language in Ordinance 157, Section 13: Powers and Authorities of Inspectors, to be consistent with inspection best practices.

THE COUNCIL OF THE CITY OF SHADY COVE ORDAINS AS FOLLOWS:

Ordinance 157, Section 13 and all sub-sections are amended so that the term, "industrial user" shall now read "any user."

PASSED AND APPROVED by the City Council of the City of Shady Cove this _____ day of _____, 2017.

Approved:

Attest:

Tom Sanderson
Mayor

Aaron Prunty
City Administrator

Council Vote:

Mayor Sanderson _____
Councilor Burgess _____
Councilor Mitchell _____
Councilor Kristich _____
Councilor McGregor _____