

Agenda

Shady Cove Regular City Council Meeting

Shady Cove City Council Chamber
22451 Highway 62, Shady Cove, Oregon
Thursday, September 15, 2016
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 September 22 at 6:30 p.m. in the Council Chamber.
3. The next scheduled meeting of the City Council is October 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. Presentation

None

V. Consent Calendar

- A. Regular Meeting Minutes of August 18, 2016 (pg. 3-4)

VI. Written Communications

None

VII. Staff Reports

- A. Bills Paid Report, August 19, 2016 – August 25, 2016; \$41,485.03 (pg. 5)

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).

B. City Administrator

C. Deputy McGrath

VIII. Unfinished Business

None

IX. New Business

A. Discussion – October 6 Council Meeting

B. Resolution to Reduce or Repeal the Water System Capital Improvement Fund
(pg. 6-11)

X. 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.

XI. Council Comments on Non-Agenda Items

XII. Executive Session

A. Pursuant to ORS 192.660(2)(i) – to review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.

B. Pursuant to ORS 192.660(2)(a) – to consider the employment of a public officer, employee, staff member or individual agent.

C. Pursuant to ORS 192.660(2)(e) – to conduct deliberations with persons designated by the governing body to negotiate real property transactions

XIII. Adjournment

City of Shady Cove
City Council Regular Meeting Minutes
Thursday, September 1, 2016

CALL TO ORDER

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

Council Present: Mayor Anderson, Councilor Ulrich, Councilor Sanderson, Councilor Burgess. Councilor Mitchell arrived at 6:05 p.m.

Staff Present: Aaron Prunty, City Administrator; Bonnie Pickett, Administrative Assistant

ANNOUNCEMENTS

Mayor Anderson led the audience in the Pledge of Allegiance and made the announcements on the agenda.

CONSENT CALENDAR

Regular Meeting Minutes of August 18, 2016

Motion to Approve the Consent Calendar

Motion: Councilor Ulrich Second: Councilor Sanderson

All ayes. Motion carried 4-0

STAFF REPORTS

The city administrator answered questions on the bills paid report for the council. The city administrator advised that the new public works employee will be going to public works training in two weeks. He also noted that the public works employee was awarded a scholarship to help cover the cost of the training.

Jackson County Sheriff - Deputy Campbell advised that they have been busy over the last few weeks with theft calls.

UNFINISHED BUSINESS

A. Resolution 16-24 – Approving ODOT TE Project Amendment 2

The City Administrator read the resolution in its entirety.

Motion to Approve Resolution 16-24 – Approving Oregon Department of Transportation (ODOT) Contract 28032, Amendment Number 02 Local Agency Agreement Transportation Enhancement Program Project – OR 62: Rogue River Drive – Cleveland Street Sidewalk/Streetscape

Motion: Councilor Ulrich Second: Councilor Burgess

All ayes. Motion carried 5-0

NEW BUSINESS

A. Resolution 16-25 – Awarding a Contract for Storm Water Improvements

Motion to Approve Resolution 16-25 – Authorizing a City of Shady Cove Contract with Upper Rogue Excavation for Storm Drainage Improvements: Kinworthy, Cleveland, Detention Pond

Motion: Councilor Mitchell Second: Councilor Ulrich

All ayes. Motion carried 5-0

B. Discussion – Additional Public Works Employee

Mayor Anderson advised the council of his reasoning for a street utility fee, to pay for an additional employee. Council agreed there is a need for an additional employee, but do not wish to implement a fee at this time. The council asked staff to research other options for funding an additional position.

PUBLIC COMMENTS

None.

COUNCIL COMMENTS

Councilor Ulrich noted that the City has been working diligently to improve the streets of Shady Cove over the past two years.

Councilor Burgess noted that there are going to be issues that will not be resolved before the end of the current council.

Councilor Mitchell stated that he will be attending the League of Oregon Cities Small Cities meeting on September 8 in Myrtle Creek regarding tiny houses.

Mayor Anderson noted Music in the Park for September will be on the 17th from 6:00 p.m. to 8:00 p.m.

ADJOURNMENT

There being no further business before the council, the mayor adjourned the regular meeting at 7:04 p.m.

Approved:

Attest:

Tom Anderson
Mayor

Aaron Prunty
City Administrator

Council Vote:

Mayor Anderson _____
Councilor Ulrich _____
Councilor Sanderson _____
Councilor Burgess _____
Councilor Mitchell _____

Date	Check	Payee	Description	Amount
09/09/2016	42718	Banner Bank	Vehicle Maintenance	227.00
09/09/2016	42719	Caselle, Inc.	Software Maintenance and Support	585.00
09/09/2016	42720	CIS Trust	Training	20.00
09/09/2016	42721	Danny Byrd	30 Tons 3/4" -	381.87
09/09/2016	42722	David Christian	Radio Programming, 5 hrs.	224.00
09/09/2016	42723	Ewing Irrigation	Landscape Supplies - Park	374.76
09/09/2016	42724	Jackson County Sheriff	Law Enforcement Services- Monthly	35,710.92
09/09/2016	42725	Jermain, Debby	Per Diem	234.00
09/09/2016	42726	Medford Fuel	Public works gasoline/diesel	122.78
09/09/2016	42727	Pitney Bowes Global Financial	Lease Charges	154.47
09/09/2016	42728	Richard Joseph Nelson	Promotion & Tourism	400.00
09/09/2016	42729	RVCOG	Planning	2,810.16
09/09/2016	42730	Shady Cove Hardware, LLC	Park	240.07
Grand Totals:				41,485.03



**City Council Agenda Item Summary
City of Shady Cove, Oregon**

Meeting Date: September 15, 2016

Prepared By: Aaron Prunty, City Administrator

Issue/Agenda Title: Resolution 16-26 – Reducing or Repealing the Amount Budgeted for Water System Capital Expenses

Attachments: Letter dated September 2016 – Rod Edwards, Fire Chief
Two versions of a new resolution, Resolution 16-26

Issue Before the Council: Previously the council directed staff to budget \$200,000 for water system capital expenses, for fire hydrants and upsizing of mainlines where necessary. Council requested additional information related to whether additional fire hydrants or capacity was required. Rod Edwards, Fire Chief, provided an attached letter to the council.

Before the council are two versions of a resolution, to eliminate (repeal) or reduce the amount of money budgeted for water system capital expenses.

Other Alternatives Considered: Council can reduce or eliminate the amount budgeted for water system capital expenses, or can choose not to adopt either new resolution, leaving the budgeted amount at \$200,000.

Staff Recommendation: None.

Proposed Motion:

“I MOVE TO APPROVE RESOLUTION 16-26, (insert text from the title of the resolution, per council consensus)”

Fire Hydrants in the City of Shady Cove

By Rod Edwards, Fire Chief – September 2016

Fire hydrants are one of the most essential parts of any water distribution system. They provide a high-volume and dependable connection point to the water supply which greatly supports manual firefighting operations.

Local building and fire codes establish the location and number of hydrants based on factors such as the inherent fire hazard of an area, water flow requirements, and in some cases even insurance requirements.

EXAMPLE: The Dollar General Store measures 9,000 square feet. Based on its construction type, the Oregon Fire Code determines that the required fire flow for the building is 2000 gallons per minute for a 2-hour period. It further requires that the fire flow must be provided by two fire hydrants spaced an average of 450 feet apart.

Most jurisdictions typically require hydrants where streets intersect, or when the distance from hydrant to hydrant exceeds a maximum interval.

For residential areas, the typical interval between hydrants is between 500 to 600 feet or less. In commercial and industrial areas, the interval might be as little as 300 feet. In addition to the distance and interval requirements, the number of hydrants within an area or associated with a specific structure may hinge on the amount of hose carried by a fire apparatus, or the fire flow required for the area.

Flow, pressure, and duration are the three key factors that determine the health and performance capability of the water system and the fire hydrants. Most standard fire hydrants have one large outlet (4 – 4 ½ inches) and two smaller outlets (2 ½ inches). The water lines that feed the hydrants should be no less than 6 inches in diameter and must have a control valve installed between the water supply and the hydrant for maintenance / shut-off purposes. A hydrant is generally considered to be capable of flowing 1000 gallons per minute for at least two hours.

For safety reasons, hydrants should be located at least 40 feet from the nearest structure to avoid falling debris or radiant heat from a structure fire. Hydrants located in high traffic areas should be protected with traffic barriers, such as bollards.

A water system will usually develop, expand, and improve as the community and neighborhoods around it develop and grow. Shady Cove is quite different in that the communities, road systems, and neighborhoods are already well established, and the water system is now trying to find its place after the fact. All of the planning, system development, and expansion that would have likely occurred as the water system grew with the town hasn't happened.

Following is a quick overview of the capability of fire suppression equipment and a regional response to a fire in Shady Cove.

A fire in a structure is one of the most demanding emergencies we encounter. Courtesy of our mutual aid agreements with neighboring fire departments throughout Jackson and Josephine counties, we will have a minimum of 3 to 4 fire engines, two Chief Officers, and a water tender responding to a 1st alarm emergency. Each of the engines will arrive with 700 to 1000 gallons of water, and thousands of feet of fire hose – supply line and attack line. The water tender will arrive with an additional 2000 to 3000 gallons of water.

Each additional alarm that is called brings additional structural engines, chief officers, water tenders, and even ladder trucks if they are requested. There is no cost to the city or to District 4 for calling these additional resources. We have response programming through a 4th alarm, with a system to call structural strike teams or task forces beyond that for additional resources.

Fire engines with access to fire hydrants are usually equipped with 1000 feet or more of large diameter supply line. This essentially allows a fire engine to “move the hydrant” closer to the fire. For longer distances we can place fire engines in a line from the hydrant to the scene, each engine deploying its full complement of supply line to pass the water to the next engine in sequence who pumps it on through. This is called “relay pumping”.

The first fire engine to arrive at a structure fire becomes the most important engine. The engineer will immediately start using his on-board water to supply the attack lines being deployed by the Captain and firefighters. The second-due engine is tasked with providing water supply to the “attack engine”. Ideally the second-due engine finds a hydrant nearby and lays a supply line from the hydrant to the attack engine. Other options include the second-due engine transferring his tank water to the attack engine to buy more time while a reliable water supply is established. Water tenders can be brought in to either “nurse” the attack engine or to set up portable ponds that the engine can draft water from.

Right now in Shady Cove, our water supply problem really depends upon our proximity to the nearest hydrant. We will either be able to lay enough supply line to bring the water to the fire, or we will have to shuttle water from the closest hydrant to the fire. We are prepared and trained to operate either way, or use a combination of those methods together. We also have access to several hundreds of thousands of gallons of stored water located strategically around town. As a last resort, we can draft water directly from the river.

Using the Good, Better, Best method for describing desired fire protection in Shady Cove, here is what this might look like:

Good: Shady Cove has several hydrants located throughout the city, all with good flow and pressure. The fire department has added large-diameter 4-inch supply line and the required adapters and appliances to its structural engine stationed in town.

Better: The business / commercial district along Highway 62 is well protected with hydrants located every 1000 feet or so along the Highway 62 corridor. Hydrants are located both north and south of the bridge. A few of the commercial occupancies, and some homeowners have retrofitted fire suppression sprinkler systems.

Best: Hydrants are located approximately every 500 feet along the Highway 62 / commercial corridor. Most intersections and neighborhoods have hydrants in place. Many businesses and target hazards such as the Edgewater Inn, the schools, several churches, the market, and several homeowners throughout town have added fire suppression sprinkler systems.

To address some specific questions:

Are there enough hydrants along Highway 62 to fight a fire or is it necessary to have more?

If we had hydrants located every 500 feet throughout town, I would then venture to say we have “enough”. Right now there are not enough, more is always better. But we have ways of making what is currently available work for us. Every new hydrant that appears immediately makes the surrounding area safer.

What would additional hydrants along Highway 62, north of the bridge, do for the fire department?

More is better. It really is that simple. The more hydrants we have, the faster we can establish a reliable water supply to the scene of a fire. “The closest hydrant” to a fire becomes a very important determinant in how fast the fire is going to go out. Having hydrants located at least every 1000 feet or so along Highway 62 would be a wonderful thing.

Fire District 4 is dedicated to the protection of our citizens and taxpayers. We welcome any improvements that make our job easier or increase our chances of a successful outcome in dealing with any emergency.

Rod Edwards
Fire Chief
Jackson County Fire District 4

City of Shady Cove

Resolution No. 16-26

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHADY COVE,
OREGON, REPEALING RESOLUTION 16-09**

Whereas, the City Council of the City of Shady Cove passed Resolution 16-09 on April 21, 2016, authorizing staff to budget for water system capital improvements along Hwy 62; and

Whereas, after additional consideration, the City Council has determined there exists adequate water lines and fire hydrants along Hwy 62; and

Whereas, the City Council no longer considers it advantageous to finance additional private water system capacity.

Now, therefore be it resolved, Resolution 16-09 is hereby repealed in its entirety.

Adopted by the City Council of the City of Shady Cove, Oregon this 15th day of September, 2016.

Approved:

Attest:

Tom Anderson
Mayor

Aaron Prunty
City Administrator

Council Vote:

Mayor Anderson _____
Councilor Ulrich _____
Councilor Sanderson _____
Councilor Burgess _____
Councilor Mitchell _____

City of Shady Cove

Resolution No. 16-26

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHADY COVE, OREGON, AUTHORIZING STAFF TO BUDGET FOR CAPITAL IMPROVEMENTS FOR WATER SYSTEMS

Whereas, the City of Shady Cove has no municipal water system; and

Whereas, the City Council recognizes a community-wide benefit of additional fire protection and clean drinking water; and

Whereas, the City Council wishes to finance additional water system capacity for the benefit of the entire community.

Now, therefore be it resolved, by the City Council of the City of Shady Cove, Oregon, that City staff is directed to budget \$_____ for capital improvements for private water system improvements along Hwy 62.

Resolution 16-09 is hereby repealed.

Adopted by the City Council of the City of Shady Cove, Oregon this 15th day of September, 2016.

Approved:

Attest:

Tom Anderson
Mayor

Aaron Prunty
City Administrator

Council Vote:

Mayor Anderson _____
Councilor Ulrich _____
Councilor Sanderson _____
Councilor Burgess _____
Councilor Mitchell _____