

**CAVE JUNCTION CITY COUNCIL MEETING  
MINUTES  
April 08, 2024**

**Council met in the Chamber at City Hall located at 222 Lister Street, Cave Junction.**

**ATTENDING MEMBERS:** Mayor Meadow Martell, Councilors, Ethan Lane (via Zoom), Tina Casey Jones, Jean Ann Miles, and Jesse Dugas.

Meeting was available via ZOOM Video Platform: ID: 870 3983 1571 Password: 433812

The Mayor opened the meeting with the pledge of allegiance at 7:00PM.  
The expected meeting protocol was briefed by the Mayor.

**1. COUNCIL UPDATE PROVIDED BY PUBLIC WORKS:**

Alex Ponder, PWD, briefly updated the council on activities by the public works crew. Work at the park is moving forward now that the weather has improved. They are preparing to receive the rubber surfacing in the extended portion of the playground; Harvey's Construction will return to install soil fill between the splash pad and pavilion, they will install the 4' fencing except the south side (so bollards can be installed by city crew), they will stain the concrete. The splash pad features are shipping on the 15<sup>th</sup>. Timber Mountain, the contractor working the new bulk water station will be back to install the power, concrete apron, and they will install the bulk water distribution system when it arrives in approximately 2 weeks. We need 10 good days of dry weather to install the roads. We are also on the downhill side of the Rockydale Road project. We are waiting for the pumps to arrive from the manufacturer. The control panel is almost completed and ready to be installed. Alex has obtained some quotes for a new roof on the front of city hall to resolve the leaking. It appears the cost will be between \$20,000 - \$30,000 just for the front roof. The public works crew does an annual maintenance project on its equipment and vehicles. This project was wrapped up last week. Alex reminded Council and the public that green waste recycling is available at the wastewater plant on Fridays, 10:00 – 2:00pm. This is a program available for all city residents. The public is encouraged to bring their burnable materials so that the city can conduct one hot burn to reduce smoke. The 25-year-old water plant generator needs a new radiator – it has been ordered.

Councilor Miles asked what SDC stands for: Streets, Distribution & Collections

Councilor Dugas asked about the bids for the new roof. Was that asphalt or metal roofing. Two are metal and the other is conventional. Alex added that one challenge is the roof has not been properly vented so it gets extremely hot, which is hard on the roof.

Councilor Jones asked about the permitting required for the green waste recycling. Permits are free and are available at City Hall.

**2. CONSENT AGENDA:**

Minutes of Previous Meeting

Planning Updates

Park Use Requested(s): Siskiyou Community Health Center requested use of the park and amplified sound for the Children's Fair and Pet Parade on May 4<sup>th</sup>, 2024.

*Councilor Jones made a motion to approve the consent agenda.*

*Councilor Miles 2<sup>nd</sup> the motion.*

Discussion: None

*Called to Vote: Councilor Lane – aye; Councilor Jones – aye; Councilor Miles – aye; Councilor Dugas – aye; Mayor Martell – aye.*

*Motion to approve consent agenda passes 5-0.*

### **3. COUNCIL LIAISON REPORTS**

#### **Teresa Stover, IV Library Renovation Project:**

Teresa had provided a written update for the packet. Great news – after two years of reporting, construction has started on March 25<sup>th</sup>. Things are moving quickly. Security fencing, trailers, signage, demolition, site prep, interior works and more are in progress. The schedule is aggressive and their estimated time for completion is August 6<sup>th</sup>. We have found asbestos to be more extensive than originally determined. A proposal has been submitted to the Solid Waste Agency for funding asbestos abatement. We hold weekly owner/contractor meetings on site. The environmental assessment went through its public review time period which allow the construction contract to be signed. A press release about the ground-breaking and start of construction was released last Friday (a copy in the packet).

Councilor Lane: Things have been quiet but busy at work. Ethan appreciated being a part of the ground breaking ceremony at the library. He is attending his regular meetings with the CEDC, IVFD, IV Chamber.

Councilor Jones: Attended the Parks & Rec Meeting on Thursday where there was discussion about the splash pad opening – it is hoped it will coincide with the end of the school year this year. At the meeting, Dick Fowler attended. Dick is a member of the Josephine County Park & Rec Foundation and we are hoping to work with this organization to assist in future funding opportunities.

Councilor Miles: Attended the Solid Waste Agency meeting – there will be a “Tire Take Back” event at the Merlin Transfer Station on April 20<sup>th</sup>. They will accept 4 vehicle tires for free and additional tires at a discounted rate. She attended the CEDC, IV Chamber of Commerce meetings and the Library meetings.

Councilor Dugas: nothing to report right now.

Mayor Martell: Attended the Easter Egg Hunt at Jubilee Park, sponsored by the Lions Club. It was nice to see the park so filled with smiling faces. This is a really good thing that the community does.

### **4. PUBLIC COMMENT**

**No written public comments were received.**

No public comment

**5. Intergovernmental Agreement City/County Solid Waste Agency**

The Solid Waste Agency has decided to modify their IGA and seeks to have Cave Junction's approval and signature on the new agreement.

*Councilor Miles made a motion to approve the IGA with the Solid Waste Agency.  
Councilor Jones 2<sup>nd</sup> the motion.*

Discussion: None

*Called to Vote: Councilor Lane – aye; Councilor Jones – aye; Councilor Miles – aye; Councilor Dugas – aye; Mayor Martell – aye.*

*Motion to approve the Solid Waste Agency's IGA passes 5-0.*

**6. Letter of Support for Boys N Girls Club in their efforts to purchase a 15 passenger van.**

*Councilor Miles made a motion to approve a letter of support for the Boys N Girls Club.  
Councilor Lane 2<sup>nd</sup> the motion.*

Discussion:

Councilor Jones has questions about the content of the letter.

Councilor Miles is very supportive and appreciates that the van could be used in case of an emergency evacuation scenario.

*Called to Vote: Councilor Lane – aye; Councilor Jones – aye; Councilor Miles – aye; Councilor Dugas – aye; Mayor Martell – aye.*

*Motion to approve a letter of support passes 5-0.*

**7. Resolution 981 – Declaring 329 S. Kerby Ave., a nuisance**

The City Recorder read Resolution 981 in full and by title.

*Councilor Lane made a motion to approve Resolution 981 declaring 329 S. Kerby Avenue a nuisance.*

*Councilor Dugas 2<sup>nd</sup> the motion.*

Discussion: None

*Called to Vote: Councilor Lane – aye; Councilor Jones – aye; Councilor Miles – aye; Councilor Dugas – aye; Mayor Martell – aye.*

*Motion to approve Resolution 981 passes 5-0.*

**8. Land Partition – Quasi-judicial – 101 W. Hanby  
(Copy of written procedures for this hearing attached for reference.)**

**The Mayor suspended the council meeting and opened the public hearing.**

Introduction & legal matters were covered by the Mayor.

This was a public hearing to hear a request for land partition submitted by Property known as 101 Hanby Lane, Assessor's Map 39-08-16-DB Tax Lot 121.

- a. Burden of Proof were read out loud by the Mayor.
- b. Conflicts of Interest – None
- c. Ex Parte Contacts – Councilors Lane, Miles, Dugas and the Mayor stated they drive by this property frequently.
- d. Challenges to Planning Commission's jurisdiction – None
- e. Challenges to impartiality of any member of the Planning Commission – None

Staff Report provided by Rowan Fairfield, RVCOG Contract Planner

(Copy of staff report attached to these minutes for reference.)

Applicants Presentation: Lani Hickey, Rhine-cross Group, Engineering, Klamath Falls, Oregon, representing Dale Hurst, HRP LLC stated that the staff report provided was very comprehensive. This is a relatively straight forward proposal.

Councilor Lane asked if the sign that had previously been approved for the Lil' Pantry resides on this property or is closer to golf course. – The city sign will sit on the city's property on the other side of Golf Club Drive closer to the golf course.

Public Testimony

Public comment provided in support of this project: None

Public comment provided in opposition to this project: None

Question of Staff - none

The Mayor closed the Public Hearing and re-opened the Council Meeting.

*Councilor Miles made a motion to approve the request for land partition for 101 Hanby, with conditions 1 through 13 as recommended by staff.*

*Councilor Jones 2<sup>nd</sup> the motion.*

Discussion: none

*Called to Vote: Councilor Lane – aye; Councilor Jones – aye; Councilor Miles – aye; Councilor Dugas – aye; Mayor Martell – aye.*

*Motion to approve land partition at 101 W. Hanby w/condition 1 – 13 stated on the provided staff report passes 5-0.*

6. **Executive Session – ORS 192.660 (2)(b,f,h) {As/If Required}**

7. **COMMENTS:**

**City Recorder:**

The next City Council meeting will be April 22, 2024.

**Councilor Lane:**

**Councilor Jones:**

**Councilor Miles:**

**Councilor Dugas:** Was happy to witness the Little League opening ceremonies last weekend. Games kick off tomorrow. There is also a very important high school game tomorrow as well.

**Mayor Martell:**

8. **ADJOURNMENT:** Meeting adjourned at 7:50PM

Signed:   
MEADOW MARTELL, Mayor

Attest:   
REBECCA PATTON, Recorder