

City of Mt. Angel  
City Council Meeting Minutes

**CITY COUNCIL**

**7:00 PM**

**April 5, 2010**

The City of Mt. Angel's City Council met in a regular session Monday, April 5, 2010 at the Community Meeting Room, 290 E. Charles Street, Mt. Angel, Oregon.

- I. **CALL TO ORDER:** The regular meeting of the Mt. Angel City Council was called to order at 7:04 pm by Mayor Rick Schiedler.
- II. **FLAG SALUTE:**  
Mayor Schiedler led the salute to the flag.
- III. **ROLL CALL:**
- | <b><u>COUNCIL</u></b>       | <b><u>STAFF</u></b>                           |
|-----------------------------|---|
| Rick Schiedler, Mayor       | Pete Wall, Interim City Administrator         |
| Ray Eder, Council President | Michele Hall, Assistant to City Administrator |
| Darren Beyer, Councilor     | Tracy Grambusch, Finance Director             |
| Michael Donohue, Councilor  | Dan Bernt, Public Works Superintendent        |
| Kelly Grassman, Councilor   | Brent Earhart, Chief of Police                |
| Teresa Kintz, Councilor     |   |
| Andrew Otte, Councilor      |   |
- IV. **PRESENTATIONS, GUESTS, AND ANNOUNCEMENTS:**  
Interim City Administrator, Pete Wall presented Finance Director Tracy Grambusch with a plaque from the Oregon Municipal Finance Director's Association for completion of her certification as a professional finance officer. The Council congratulated Tracy.
- V. **APPEARANCE OF INTERESTED CITIZENS:**  
No one appeared before the Council before to speak.
- VI. **CONSENT AGENDA:**
- a. Approve minutes of March 1, 2010 meeting.
  - b. Approve Liquor License Upgrade for Mt. Angel Sausage Co.
  - c. Approve Street Closure for Mt. Angel Telephone Co.
  - d. Resolution to assign check signers for payroll and accounts payable checks.  
(Recorder's note – This resolution will be numbered Resolution 1324)
  - e. Resolution to adjust budget for Joseph H. Annen Administrative Trust.  
(Recorder's note – This resolution will be numbered Resolution 1325)
  - f. Resolution to adjust budget for ODOT Special City Allotment grant.  
(Recorder's note – This resolution will be numbered Resolution 1326)

Councilor Grassman asked about the ODOT Special City Allotment grant. She wondered if we had already done our project for this year. Mr. Wall reported that last year we did the project a little late.

Councilor Otte asked why we were adjusting the budget now instead of after we actually received the money. Mrs. Grambusch said that she needed to adjust the projections in the budget.

Councilor Donohue moved to approve the consent agenda. Councilor Otte seconded.

The motion was passed with the following vote:

**AYES: 6                      NAYS: 0                      ABSTAIN: 0**

**VII. REVIEW OF ACCOUNTS PAYABLE:**

Councilor Grassman asked about a payment to Capital City Door . Chief Earhart answered that it was for a service call to fix the handicap assessable doors.

She also asked about Tonagel Investigations, LLC. The Chief answered that was the background investigation for the new officers that were hired.

She asked Dan about Owen Equipment. He answered that it was for replacement of the front and side brooms on the street sweeper.

She also asked about State Revenue sharing for MWVCOG. Tracy answered that was for land-use planning. It covered the land-use hearing which was just held and some of it will be reimbursed by the applicant.

Councilor Donohue asked about \$500.00 to Hi-School Pharmacy.

Councilor Eder asked about restroom services, he inquired if they are cleaned frequently enough to warrant that cost. Staff answered that they are cleaned almost daily.

Councilor Eder asked about Aspen Wildlife services, if it was a monthly fee. Dan reported that they got 2 beavers, nutria, and muskrat and a variety of other little critters that break down the berms in the wetland system at the lagoons.

Councilor Grassman asked about the Daily Journal of Commerce. Mr. Bernt replied that it was for the Inflow & Infiltration project.

Donohue asked about MSA and the Water Master plan. Pete said it was part of the payment. The plan is not done yet. The Council was concerned that it was taking quite some time to complete this project. They asked for staff to follow up.

**VIII. COMMUNICATIONS /CORRESPONDENCE:**

Councilor Donohue asked about the payment in lieu of taxes from Marion County. Mrs. Grambusch said that it is not a property that is taxed. Instead we receive a percentage of the revenue from rents, etc.

Councilor Otte asked if we knew when the funding cycle begins for the DLCD. The staff was not aware of the exact date of the next funding cycle.

**IX. UNFINISHED BUSINESS:**

a. Resolution forming City Park/Tree Board

Mr. Jim Kosel wished to speak to the Council. Mr. Kosel asked staff if his application was included in the 2 applicants that were referenced. Mrs. Hall stated that his application was not included as he is serving on the Budget Committee.

Mr. Kosel felt that serving only on one committee was not a good policy for the City. He told the Council about his previous experience in this area.

Mr. Kosel also recommended an addition to the responsibilities for the Park/Tree Board.

Councilor Kintz asked if Mr. Kosel could resign from the Budget Committee after the meetings and apply for the Park/Tree Board. Mr. Wall said this was a Council policy and they could consider it if they desired.

Councilor Grassman asked about the language of Heritage Trees. She wanted to know if there was an existing Heritage Tree program. Mr. Wall explained that there is an existing Heritage Tree program and the Tree Board has been working on that.

Mr. Wall mentioned that there had been some discussion previously about a Council member sitting on the board, he wanted to clarify that is still the Council's desire.

Discussion ensued about the number of members and what would best serve the needs of the City. It has been difficult to recruit enough volunteers for a full 7-member committee. Mrs. Hall suggested that in terms of High School students, they realistically would not be able to commit to a 3-year term, but perhaps they could serve for a term.

The Council came to a consensus to reduce the membership to 5 members. They would like the committee to encourage high school students to be ex-officio members. Councilor Kintz has volunteered to be the Council representative.

Councilor Donohue moved to adopt a resolution establishing a Park/Tree Board for City of Mt. Angel with the above revisions. Councilor Grassman seconded.

The motion was passed with the following vote:

**AYES: 6                      NAYS: 0                      ABSTAIN: 0**

(Recorder's note – This resolution will be numbered Resolution 1327)

**X. NEW BUSINESS:**

a. Planning Commission decision for Mt. Angel Community Building Variance and Site Design Review.

Mr. Wall gave a summary of the decision. According to the City Code the staff is to notify the City Council of the decision. The Council may call it up or it may be appealed. If it is appealed, it will be heard before the City Council.

Mr. John Gooley asked that the building be referred to as the Mt. Angel Community Building from now on instead of the Oktoberfest Community Building. It is a cooperative community effort and will be funded through the Mt. Angel Community Foundation.

Councilor Otte asked who will actually own the building when it gets done. Mr. Gooley explained that it will be owned by the Mt. Angel Community Foundation.

Councilor Grassman asked about a statement in the decision that had some language about the improvements to Cleveland Street.

There was some discussion as to the access from Academy Street.

Mr. Wall explained that at some point in the future the Council will be asked to make a decision about applying for the Community Development Block Grant for Cleveland Street. If the Council decides to do that the county and our engineers will be looking very carefully at the access issues.

**XI. REVIEW OF STAFF REPORTS:**

**a. Police Department**

A written report by Chief Earhart was included in the council packet.

Chief Earhart wanted to add that a new police officer has hired and the police department is now fully staffed. Officer Charlie Hall will be out on his own soon.

He explained the emergency notification system, Everbridge.

He explained that the City is eligible to participate in a crime statistics website. Citizens will be able to get online and see general crime statistics for their area, find out about registered sex offenders, and see crime trends.

Councilor Eder asked about the car that had been in an accident. He had heard several rumors about what happened. Chief Earhart answered that the insurance company did not total the car. It should be back next week.

Councilor Kintz asked how many patrol cars the City has and when they were purchased. Chief Earhart explained that they have 3 patrol cars and the administration car. They were purchased about 2 years ago. The mileage was under 50,000 but now they are over 100,000.

**b. Public Works**

A written report by Dan Bernt was included in the council packet.

Councilor Grassman commented on the fee for the new classification for that was passed by DEQ for the dams at the Wastewater Treatment Plant. Mr. Bernt explained that DEQ is increasing monitoring of earthen dams.

Councilor Grassman asked about the repair and repainting of the barricades that was listed in the report. Dan answered that it has been several years since they have maintained the barricades and they are cleaning them up and making them look better.

Councilor Grassman asked about the bench by Alder St. Dan said he did not know who it belonged to but public works has in the past replaced boards on it. Councilor Grassman said it was looking a little shabby. Dan said they would check on it.

Councilor Beyer asked about Well #6. Dan explained that the State has them measure the depth because if there is a significant reduction they will require a modification in the amount that is being drawn off.

**c. Finance**

A written report by Tracy Grambusch was included in the council packet.

Mrs. Grambusch wanted to report that the 90 day past due accounts are down significantly since she produced the reports. It is down to about \$1200 now. Court revenue is up too.

Councilor Eder asked if the 49 shutoffs were the 90 days past due. Mrs. Grambusch explained that those represented accounts that were 60 days past due. She explained the process that the city goes through to collect on shutoffs.

Councilor Donohue asked if public works padlocks the meters when they are turned off. Dan said they don't padlock them right away. They do take a reading and they go back after a couple of days and padlock them if the customer has not paid. But they don't padlock them right away because most people go into the office and pay within a few hours.

Councilor Kintz asked about financial assistance in these difficult economic times.

Mrs. Grambusch explained that the shelter does help people pay the water bill, but they will not pay the \$50 shut off fee. If people call the office before they are shut-off, the staff will try to work something out to keep them from being shut off and get them back on track.

**XII. CITY ADMINISTRATOR'S REPORT:**

The RFQ's for City Attorney are out and being advertised.

The basement project is underway. Councilor Kintz has been volunteering on a daily basis. There is going to be a moving party on Friday April 9 at about 10 am.

The I & I project is scheduled to be started soon, we are waiting for dates from the contractor.

The West College re-paving project will also start soon.

Susan Muir, the new City Administrator has made a request to meet with each council member and if you would like to schedule a time, please contact Michele.

The Saalfeld House transaction has been completed. The deed has been recorded. Mike Grant has offered to do some work with pavers and make a patio in the garden.

Census forms are available at the library. Mrs. Hall explained that City Hall has been receiving a lot of questions about census forms. She received more current information today about how citizens can access the forms before the census workers begin their door to door campaign and this information will be included in the newsletter. The Census Bureau representatives continue to assure the City that they recognize there was an undercount previously and are working hard to avoid that this year.

**XIII. CITY COUNCILOR'S /COMMITTEE REPORT:**

Councilor Kintz asked about the Library Board minutes and she said that she was a little bit disappointed that the Library doors are not fixed. Mrs. Hall explained that it is her responsibility to accomplish that project and apologized that it has been put off for so long. It is now an active project and Mrs. Hall has

requested the assistance of the Library Board in obtaining bids for the doors. As soon as the bids are in, we will be proceeding with that project. It is staff's goal to have them done before the end of the fiscal year.

Councilor Otte reported on the Communications Committee. He encouraged the Councilors to participate by writing an article. He explained that the committee desires to reach beyond the newsletter now and will be looking at ways to enhance communications in other areas. Some suggestions were town hall meetings and a state of the city address.

Councilor Grassman is attending the LOC Transportation Committee meeting this Friday.

**XIV. MAYOR'S REPORT:**

Nothing to report this evening.

**XV. RECESS REGULAR MEETING:**

Mayor Schiedler recessed the regular meeting at 8:45 p.m.

**XVI. EXECUTIVE SESSION:**

An executive session was called in accordance with ORS 192.660(2) (d) to conduct deliberations with persons designated by the governing body to carry on labor negotiations. Only those authorized by the Mt. Angel City Council may attend. The media is exempt from attendance.

The executive session was convened at 8:55 pm.

The executive session was adjourned at 9:30 pm.

An audio recording was made of the meeting; it is exempt from public disclosure.

**XVIII. RE-CONVENE REGULAR SESSION:**

The regular meeting of the Mt. Angel City Council re-convened at 9:30 pm.

No action was taken.

**XVIV. ADJOURN REGULAR SESSION:**

Mayor Schiedler adjourned the regular meeting at 9:30 p.m.

Respectfully submitted by:

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Michele Hall, Assistant to City Administrator

ATTESTED BY:

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Rick Schiedler, Mayor