

City of Mt. Angel  
City Council Meeting Minutes

**CITY COUNCIL**

**7:00 PM**

**July 6, 2010**

The City of Mt. Angel's City Council met for a work session and in regular session Monday, July 6, 2010 at the Community Meeting Room, 290 E. Charles Street, Mt. Angel, Oregon.

**I. GOAL SETTING MINUTES:**

Council Members in attendance:

Mayor Rick Schiedler

Councilor Mike Donohue

Councilor Kelly Grassman

Council President Ray Eder

Councilor Teresa Kintz

Councilor Andy Otte

Councilor Darren Beyer

Staff in attendance:

Susan Muir, City Administrator

Tracy Grambusch, Finance Director

Brent Earhart, Chief of Police

Michele Hall, Assistant to City Administrator

Mayor Schiedler opened the meeting at 6:10 pm

Ms. Muir gave a summary of the information that she was seeking in this first goal-setting meeting with the City Council. She presented the proposed timeline and ideas of how to reach the community.

She explained the purpose of a vision statement and her hope in asking for this information.

Each Councilor then shared their vision of Mt. Angel in the year 2025.

Ms. Muir summarized the vision that the councilors shared.

She asked for volunteers for a committee to assist her in formulating the council goals based on the various responses from the Council and strategize how to involve citizens. – Councilors Grassman and Otte volunteered.

The Council then discussed the mission statement. She explained that a mission statement describes what business we're in, who our customers are, and what our relationship is with the customer.

The Council participated in an exercise to formulate a revised mission statement. The committee will work on a draft mission statement based on the outcome of the exercise.

The final exercise was a Strength, Weakness, Opportunities, and Threats (SWOT) assessment. Each Councilor was asked to identify 1-2 items in each category.

Ms. Muir read the responses to this exercise and thanked the Council for participating. This information will be the foundation for the goal setting plan.

The Mayor read the quote to enter executive session, meeting closed at 6:50.

**II. EXECUTIVE SESSION:**

The Executive Session held in accordance with “ORS 192.660(2)(d) to consult with deliberations with persons designated by the governing body to carry on labor negotiations” was opened at 6:51 pm. Frank Forbes greeted the Council and introduced Heather Pauley who is a new colleague with LGPI. This executive session is exempt from public disclosure; a recording was made as required by law. Executive Session was adjourned at 7:40 pm.

**III. CALL TO ORDER:** The regular meeting of the Mt. Angel City Council was called to order at 7: 48 pm by Mayor Rick Schiedler.

**IV. FLAG SALUTE:**  
Mayor Schiedler led the salute to the flag.

**V. ROLL CALL:**

**COUNCIL**

Rick Schiedler, Mayor  
Ray Eder, Council President  
Darren Beyer, Councilor  
Michael Donohue, Councilor  
Kelly Grassman, Councilor  
Teresa Kintz, Councilor  
Andrew Otte, Councilor

**STAFF**

Susan Muir, City Administrator  
Michele Hall, Assistant to City Administrator  
Tracy Grambusch, Finance Director  
Brent Earhart, Chief of Police

**VI. APPEARANCE OF INTERESTED CITIZENS:**

Dave Kohler addressed the Council regarding the Community Building. He wanted to answer the question about time lines from the last meeting. The Ford foundation grant has some specific guidelines and dates on when money is released and projects need to be complete. He also stated his support for the completion of Cleveland Street. Councilors Otte and Kintz asked for clarification about the conditions that the Ford Foundation has set on the project. Mr. Kohler explained that they want a commitment that the project will be moving forward before they release the money. Councilor Donohue asked if they considered loans as ‘funds raised.’ Mr. Kohler listed the grants that had been applied for already and stated that there were many other grants they are applying for.

Councilor Grassman inquired if the full amount of the grant was not received, how the foundation intended to proceed. Mr. Kohler replied that they would have to do some more fund raising. Mr. Kohler stated that the Foundation’s goal was that there would be no additional cost for the City above incidental costs.

Councilor Otte asked if an there was any estimate on the cost of the repaving the street. Ms. Muir explained that an estimate had been received for \$430,000.00.

Additional discussion took place.

**VII. CONSENT AGENDA:**

- a. Approve City Council Meeting minutes for June 7, 2010.**
- b. Street Closure – Glockenspiel for a fundraiser July 19, 2010.**

Mrs. Hall explained that a few incidental corrections were pointed out that will be corrected in the final version. Mayor Schiedler corrected the name of the library board appointee, Sarah Wachter.

Councilor Grassman moved to approve the consent agenda. Councilor Beyer seconded the motion.

The motion to approve the consent agenda was passed with the following vote:

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

**VIII. REVIEW ACCOUNTS PAYABLE:**

The Council and Staff discussed Councilor’s questions about the Account’s Payable items.

**IX. COMMUNICATIONS/CORRESPONDENCE:**

The Council expressed appreciation for Officer McDonough’s good work which had received a letter of commendation from the District Attorney’s office.

**X. UNFINISHED BUSINESS:**

**a. Park/Tree Board Appointments.**

The Mayor’s appointments for the Park/Tree Board were Pat Spraurer, Margaret Hoffer, Karl Bischoff, Gary Edwards, and Kristen Beyer and he recommended the student member be Bridgette Donohue.

Some discussion took place about the role of the student on the Park/Tree Board. Staff will look at the resolution again and possibly make some changes to bring back to Council.

Councilor Kintz advocated for having Peter Beyer on the Board. Some additional discussion about the candidates took place as well as a discussion about who should fill the two and four year term slots as this is a new board. The resolution specifies that two members will serve for two years and three members for four years during the first term of office for this board.

Councilor Donohue made a motion to approve the Mayor’s appointments as presented with the Mayor appointing each member to the staggered positions as indicated in the resolution. Councilor Eder seconded.

The motion passed with the following vote:

**Ayes 5                      Nays 1                      Abstain**

Councilor Grassman voted against the motion.

**b. Legal Services – Approve letters of engagement and resolution to dismiss current legal services.**

Councilor Grassman moved to approve the attached engagement letters for legal services with Local Government Law Group and Harrang, Long, Gary & Rudnick. Councilor Kintz seconded the motion.

The motion passed by the following vote:

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

A motion was made by Council President Eder to pass the resolution terminating legal services with Beery, Elsner & Hammond. Councilor Otte seconded the motion.

The motion passed by the following vote:

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

**c. WaveBroadband Franchise Ordinance**

Ms. Muir explained that this is the substantively the same draft that was presented last month. Since they did not take action last month, they would need to read the ordinance by title twice.

**First Reading:**

Councilor Kintz moved to adopt an ordinance granting a non-exclusive franchise to WaveDivision VII, LLC to provide cable service within the City of Mt. Angel, Oregon and declaring an emergency. Councilor Donohue seconded the motion.

The motion to approve the consent agenda was passed with the following vote:

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

**Second Reading:**

Councilor Grassman moved to adopt an ordinance granting a non-exclusive franchise to WaveDivision VII, LLC to provide cable service within the City of Mt. Angel, Oregon and declaring an emergency. Councilor Otte seconded the motion.

The motion to approve the consent agenda was passed with the following vote:

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

**XI. NEW BUSINESS:**

**a. Community Development Block Grant Presentation and discussion.**

Ms. Muir introduced Renata Wakely from Mid-Willamette Valley Council of Governments who is the staff person at the COG who works with grant applications.

Ms. Muir reviewed the items presented in the packet with Council. Ms. Muir explained that she had met with the State representatives that work with CDBG. They explained that with the changing economy, the state is moving away from downtown projects and more toward projects that provide housing, food, shelter, and water systems. Staff wanted to bring these projects to Council to get direction so that a public hearing can be scheduled in August and possibly apply for the September grant cycle.

Ms. Muir presented background details for each grant opportunity: St. Joseph’s Shelter, Taylor Street, Cleveland Street, and Railroad Avenue. Each project was evaluated on the State’s point scale.

Councilor Otte asked if there were other creative projects that could be looked at as qualifying for these funds.

Councilor Kintz said that she felt that Oktoberfest makes a lot of money and they would be able to fund their own street project. She feels that it would not benefit the most residents. She is also concerned about contamination that might be encountered because of the oil tanks under the City parking lot adjacent to Cleveland Street.

Councilor Beyer said that he feels that if we can stair step grant opportunities, he feels that any street that can be paved is beneficial. He is concerned about potential cost overruns however.

Mr. Kohler restated that the Community Foundation does not want to create a liability for the City.

Councilor Kintz asked if after 5 years the Community Foundation will hand the community building back over to the Oktoberfest. She wanted to know who was going to get to the proceeds of the rentals and other money making activities held in the community building.

Mr. Kohler said the intention is for it to stay under the ownership of the Community Foundation. The Organizations renting the building would maintain the proceeds.

Councilor Grassman stated that she was concerned and that she is not confident that the citizens would support Cleveland Street. She also wanted to state that she is the wife of an Oktoberfest Board member and that she received no direct financial benefit from Oktoberfest or the Community Foundation and that she believed she could enter into the discussion and vote without bias. Councilor Grassman also expressed concern that citizens were not give an active role, as she had hoped in the design and purpose of the new community building. She felt that while the Community Foundation had spoken with many organizations in town and garnered support, they were presenting a pre-planned project instead of seeking public input.

Several Councilors were concerned about the possibility that the project would cost more than the grant would cover and the City would be responsible for paying unexpected costs when money is extremely tight. Ms. Wakely suggested that a sub-grant agreement could be entered into that would protect the City's interests.

Councilor Donohue made the point that getting any street paved would be of benefit and that since the engineering work on Cleveland Street was already complete, this project seemed the logical choice. Other projects would cost the City additional money and time to get to the stage the Cleveland Street project is already at.

After discussion about several concerns related to this grant, the councilors came to consensus that the City should schedule a public hearing regarding submitting and application a community development block grant on Cleveland St. with the condition that a sub-grant agreement be made with the Community Foundation.

Councilor Donohue moved to direct the City Administrator to schedule a public hearing on August 2, 2010 to apply for a Community Development Block Grant for Cleveland St  
Councilor Beyer seconded the motion.

The motion to approve the consent agenda was passed with the following vote:

**AYES: 5**

**NAYS: 1**

**ABSTAIN:**

Councilor Grassman voted against the motion.

Councilor Donohue moved to direct the City Administrator to work on the terms of a sub-grant agreement with the Mt. Angel Community Foundation. Councilor Beyer seconded.

The motion passed by the following vote:

**AYES: 5**

**NAYS: 1**

**ABSTAIN: 0**

Councilor Grassman voted against the motion.

**XII. CITY ADMINISTRATOR REPORT:**

Ms. Muir reported that an all staff meeting was held recently. It was an opportunity to talk as a team. It was a good time to talk as an organization about how we will be responding to the Council goals.

She had a meeting with City County Insurance Services about their online training program that will help the City stay on top of the best management practices.

Ms. Muir also met with Nick Harville from SEDCOR, which stands for strategic economic development corporation. This is a non-profit economic development organization in Marion & Polk County whose mission is to enhance & diversify our economy. They are eager to work with us.

The staff has been doing a lot of work on grants including sending a notice of intent to apply for a transportation enhancement grant on Taylor and a bike/ped grant application will be going out on July 9<sup>th</sup>. In addition, Ms. Muir has met with the state office of Infrastructure Finance Authority to find out about additional financing opportunities.

The library door project has been completed.

The staff has been working with the State Department of Human Services to get some volunteer employees through their JOBS program. If we can find someone with the right skills, we may have a volunteer doing some grounds work and painting at the Saalfeld House or other City facilities.

Ms. Muir will be attending the Oregon City County Manager’s Association summer conference in Bend July 13-15 where the programs are focused on collaborative leadership.

Councilor Otte asked about the funding for the Transportation Enhancement grant. Ms. Muir explained that the staff has been told that the City could use the Special City Allotment grant as matching funds for this grant.

**XIII. REVIEW OF STAFF REPORTS:**

**a. Police Department**

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

Summer is here and the calls are adjusting to the usual summer concerns. They are especially working on overgrown yard complaints. The new car is up and running and was in the parade. Wells Fargo awarded a grant for bike helmets. On 4<sup>th</sup> of July there was a fire at the Tower’s, otherwise it was fairly quiet. Councilor Eder asked who pays for the officer overtime on the 4<sup>th</sup>. The Chief explained it was budgeted overtime and the reserves were on duty as well. The Mayor asked about illegal fireworks, he said there

were several incidences; they tried to address them as they could. The high school also asked that no pets or fireworks be allowed on school grounds which may have driven them into the neighborhoods.

**b. Public Works**

A written report by Dan Bernt, Public Works Director was included in the council packet.

Councilor Kintz asked about the other 20 hp pump was down. Mr. Bernt answered that they were purchasing one new one and repairing the other.

He also contacted the boring company about the BNC project should run around \$10,000.

There is a paint shortage this summer, so they are not able to get more street paint. Possibly there will be some available in the fall. There is a national shortage of road paint.

Councilor Grassman asked about the liquid dust control. She wanted to know what it was. Mr. Bernt said that it is a vegetable based product. It wasn't as good as oil based, but it was one of the better products.

**c. Finance**

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

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

Councilor Donohue said "good job" to staff for their quick work on salvaging the CIS grant.

Councilor Grassman reminded everyone of the LOC conference in August. We are going to be hosting the Region II luncheon the Thursday of Oktoberfest.

**XIV. MAYOR'S REPORT:**

The Mayor thanked Susan and the Staff for all of their effort on the CDBG.

SEDCOR is having a luncheon in the area that he and Susan will attend.

He was in the 4<sup>th</sup> of July parade riding with the new City Administrator. It was a great celebration. I rode in Kay and Mark Wiesner's army jeep. I also judged the parade entries and selected the Cadillac as my choice for the Mayor's award. Thanks to everyone who came to the parade this year.

The Mayor will be attending the Mayor's conference in Cottage Grove at the end of this month and hope to connect with other Mayors from across the State.

**XV. ADJOURN REGULAR SESSION:**

Mayor Schiedler adjourned the regular meeting at 9:50 p.m.

Respectfully submitted by:

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Michele Hall, Assistant to City Administrator

ATTESTED BY:

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Rick Schiedler, Mayor