

City of Mt. Angel
City Council Meeting Minutes

CITY COUNCIL

7:00 PM

May 2, 2011

The City of Mt. Angel's City Council met in a regular session Monday, May 2, 2011 at the Community Meeting Room, 290 E. Charles Street, Mt. Angel, Oregon.

1. **CALL TO ORDER:** The regular meeting of the Mt. Angel City Council was called to order at 7:06 pm by Mayor Rick Schiedler.
2. **FLAG SALUTE:**
Councilor Grassman led the salute to the flag.
3. **ROLL CALL:**

<u>COUNCIL</u> Rick Schiedler, Mayor Ray Eder, Council President Darren Beyer, Councilor Andrew Otte, Councilor Kelly Grassman, Councilor Teresa Kintz, Councilor Karl Bischoff, Councilor	<u>STAFF</u> Susan Muir, City Administrator Kelsey Lewis, Assistant to the City Administrator Dan Bernt, Public Works Superintendent Tracy Grambusch, Finance Director Mike Healy, Police Chief
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4. **GUESTS, PRESENTATIONS, AND ANNOUNCEMENTS:**
None.
5. **APPEARANCE OF INTERESTED CITIZENS:**
None.
6. **CONSENT AGENDA:**
 - a. Approve City Council Meeting minutes for April 4, 2010
Councilor Kintz clarified that regarding city facility reservation fees, she was not suggesting that the City should charge the Council for reserving the Community Room. She stated that federal and county jurisdictions should be charged for reservations. Councilor Kintz also wanted to clarify regarding sidewalks that although she did not agree with the current city ordinance, she felt that the City should make homeowners aware that the under current city code sidewalks are the homeowner's responsibility.
 - b. Resolutions to adjust FY 2010-11 budget
Councilor Otte moved to approve. Councilor Grassman seconded.

AYES: 6 NAYS: 0
7. **REVIEW ACCOUNTS PAYABLE:**
Councilor Kintz asked why there were charges for garbage service in addition to the Allied Waste franchise; Finance Director Grambusch answered that the charges were for additional bins in excess of those provided through the franchise.

Councilor Bischoff commented that he wanted the yardage of gravel to be included on the line item in the accounts payable report.

Superintendent Bernt described the completion of the new Taylor Street sidewalk. Councilors further discussed the Taylor Street sidewalk.

Councilor Eder asked whether, given the current price of fuel, it would be feasible to buy a gas tank and buy fuel in bulk to save money. He requested that staff record how much fuel the City purchases and report back to the Council with that information. Administrator Muir responded that staff would bring back that information.

Councilor Beyer asked Police Chief Healy for his opinion on having motorcycle police officers. M. Healy answered that motorcycles were very effective for traffic enforcement but that it does not work as a patrol vehicle. He stated that the City would still have to have a patrol car out at the same time as traffic motorcycle officer. His experience was that the public respond very positively to motorcycle officers. M. Healy commented that the up-front cost is high to purchase the vehicles but it would be worth it.

Councilor Kintz asked how much tasers cost and why the City has them. Chief Healy answered that Mt. Angel has had them for a number of years and that the cost shown in the accounts payable report was for replacing one taser and batteries. Chief Healy stated that it was absolutely worth the cost and noted that it lowered the injury rate to officers and prisoners in his last department. Councilor Kintz asked about a recent injury to an officer.

Councilor Bischoff asked about street sign costs; D. Bernt answered that the Public Works team will be purchasing signs on a regular basis because of the new regulation requiring all street signs to be highly reflective.

8. **COMMUNICATIONS/CORRESPONDENCE:**

Councilor Grassman commented that the letter from the Department of Environmental Quality in the packet was not very clear about what the City was being asked to do regarding the underground storage tank on City property. Administrator Muir stated that she intended to meet with a DEQ representative about the issue.

9. **UNFINISHED BUSINESS:**

a. Public Hearing on Wastewater Facility Master Plan CDBG application
Administrator Muir described the City's application for Community Development Block Grant (CDBG) funding to write a wastewater facilities plan. This plan would be an update to the 1989 plan currently in place. S. Muir stated that the City is requesting \$140,000 and the COG (Council of Governments) will be assisting us in writing the application. S. Muir also mentioned that this CDBG money has been available for a wider range of projects in the past, including the library and the water master plan.

Councilor Otte asked why the project would take twenty-five months; S. Muir answered that there is seasonal testing to be done that requires time. Superintendent Bernt stated that it could be done in eighteen months and the Council could stipulate in the contract that the project be completed in that time period. Councilor Otte felt that it should not take twenty-five months and the City should make sure that the project is completed in a timely manner. S. Muir clarified that Council is not approving or disapproving this timeline, but rather considering whether or not to apply for the grant.

Councilor Grassman asked if there are other waste water facilities similar to the City's; D. Bernt said that they are becoming more common. Councilor Kintz asked if the facility was really intended to last for twenty years; D. Bernt answered that that is the general expectation based on a population of 5000. Councilor Bischoff asked how much it would cost to build a facility like ours; D. Bernt said he was not sure of a dollar amount.

Mayor Schiedler opened the public hearing to consider applying for approximately \$140,000 in CDBG funding to update the City's waste water facility master plan. As stated in the hearing notice, the application is for \$140,000 of the potential \$15 million in CDBG funds statewide and is expected to serve the entire population of Mt. Angel. He invited members of the public to give comment and gave instructions for giving testimony. Mayor Schiedler stated that the hearing was being held as part of the Community Development Block Grant application process. He said that the purpose of the hearing was for the City Council to obtain citizen views and respond to questions and comments about community development and housing needs, especially the needs of low and moderate income persons as well as other needs in the community that might be assisted with a CDBG project, as well as for the City Council to obtain citizen views and respond to questions and comments about the proposed project on the Wastewater Treatment Plan. With no members of the public present he closed the public hearing.

Councilor Kintz wanted to know if updating the wastewater facility plan was really necessary or if the City was applying because money is available. S. Muir answered that the 1989 plan is so old that it is essentially irrelevant; D. Bernt agreed that the update is needed. Councilor Kintz also asked if applying for this grant would limit the City from applying for other grants; S. Muir stated that applying for this grant does not limit the City from getting additional grants other than through the CDBG program. The City currently has two open slots for CDBG program funding so this would only fill one.

Councilor Beyer wanted to know what kinds of projects the CDBG funding is available for; S. Muir stated that the areas are housing, food, and water; basically community system projects. Councilor Grassman moved to direct the City Administrator to make a grant application for CDBG funding to update the wastewater facility master plan in June 2011. Councilor Otte seconded.

AYES: 6

NAYS: 0

b. Public Hearing on Parks Master Plan ordinance

Assistant to the City Administrator K. Lewis explained that this is the final step in putting the Parks Master Plan into the Comprehensive Plan. That hearing would be the first reading of the ordinance. Mayor Schiedler opened the public hearing; with no members of the public in attendance he closed it.

Councilor Grassman moved to adopt the ordinance to adopt the Parks Master Plan as an element into the Mt. Angel Comprehensive Plan. Councilor Otte seconded.

AYES: 6

NAYS: 0

10. NEW BUSINESS:

a. Budget Committee appointment

S. Muir explained that she hired Cindy Buchheit temporarily to do the City's payroll while the staff is in transition, and because C. Buchheit requested to be a temporary employee she was no longer eligible to serve the rest of her term on the Budget Committee. She resigned and the Council now needed to make an appointment to fill her position. Mayor Schiedler stated that Mt. Angel resident Jan Donohue told him she was willing to do the job. Councilors further discussed candidates and the difficulty in recruiting for Council committees.

Councilor Otte moved to appoint Jan Donohue to the Budget Committee to fill the seat vacated by Cindy Buchheit. Seconded by Councilor Kintz.

AYES: 6

NAYS: 0

11. CITY ADMINISTRATOR'S REPORT:

S. Muir explained that staff was excited to have the budget out and had received many questions about the budget and the new format. She stated that she was creating a log of those questions and would hand them out with answers in paper at the first budget meeting. She asked for questions to add to the staff's question list before the meeting. S. Muir reported that no one attended the budget open house, probably because it was not advertised very much, but that it was a way to start making the budget process more inviting.

S. Muir reported that the tree planned to be donated by the Kraemer family was going to be delayed until the fall because it was too late in the season to transplant. She also reported that the Police Department was working on a code enforcement case on Railroad Street. Councilor Otte stated that he has noticed some progress on the problem. Councilors discussed another property with garbage on Alder Street.

12. REVIEW OF WRITTEN STAFF REPORTS:

a. Police Department: Interim Chief Mike Healy – written report

Councilor Kintz directed staff to respond to a resident who lives around Academy and Gilles Street who feels that the Police Department is harassing her. Administrator Muir and Chief Healy stated that staff will look into it. Councilors asked further questions about the police log.

b. Public Works Department: Superintendent Dan Bernt – written report
Councilor Beyer asked when the water bill notices will be going out by mail; T. Grambusch answered that it would definitely happen for the June billing.

Councilor Otte related a situation that happened over the weekend in which passersby heard a broken toilet leaking water inside the Ebner Park bathroom but the door was locked and no one could get in to turn off the water. He was frustrated that the Police Department called the Fire District, which is staffed by volunteers, to see if anyone had a bolt cutter. He felt that it was not the best use of resources. Chief Healy said that the Police Department would be purchasing bolt cutters shortly. Councilor Beyer, who was one of the passersby, stated that when the police officer did not have anything to open the door, Don Fleck (Fire Chief) was called, but it was not really the intent to call the Fire District to the scene through dispatch. S. Muir stated that she was also called; she brought all the keys from City Hall for the parks and none of them worked with that door. S. Muir stated that Public Works Superintendent D. Bernt was not available at the time; that was why she called officers on duty on their cell phones. Don Fleck actually called for the fire truck. Muir stated that it was not an ideal situation and staff would be checking all the city facility keys soon to prevent something like that from happening in the future. She commented that staff would check with the Fire Chief about procedures as well.

Councilor Beyer asked about the status of the reservoir telemetry repair and asked how much it would cost to buy a new one; D. Bernt stated that a new telemetry system would cost \$50,000-\$100,000. He said that the experts in telemetry recommended a repair instead of replacement but they have had many delays in getting it back from the repair company. They estimated that it would take another two to three weeks. Councilor Otte asked if telemetry system replacement would be eligible for CDBG funding; S. Muir responded that it was unlikely because it was not stated in the City's water master plan, but that she would look into it.

c. Finance Department: Tracy Grambusch – written report
Finance Director Grambusch reported that the City would be closing its U.S. Bank account which is used for payroll taxes; staff would test the electronic transfer with West Coast Bank by the end of the month.

d. Library Department: Collette DeCock – written report
There were no comments.

13. COUNCILOR/COMMITTEE REPORTS:

Councilor Grassman asked if the City has a policy on dealing with situations in which a water customer has a water leak on their property and a very high water bill. S. Muir answered that we do; Finance Director Grambusch explained the policy. Staff will tell customers when their water usage is unusually high. The City asks for a letter from the customer explaining the situation and will give up to 50% discount with City Administrator's approval. The decision is made on a case-by-case basis; so far the standard has been a 20% discount. Councilor Grassman received a complaint from a water customer whose basement flooded. Councilor Grassman said she

would double-check with the person because it sounded like her experience was different than the policy or there was some confusion in the communication of the complaint.

14. MAYOR'S REPORT:

Mayor Schiedler reported that M. Healy, S. Muir, and he met with Randy Traeger about the Virtue First program at the high school and he handed out flyers for a June 18th conference that Traeger invited them to attend. Mayor Schiedler attended the dedication ceremony for the new Mt. Angel medical facility on Marquam Street on April 14th and encouraged Councilors to check it out. He also stated that he would be participating in the Mayor for a Day contest in which students present what they would do if they were mayors for a day. The prize winner will receive a laptop computer. Mayor Schiedler suggested that Council contribute some money for three \$100 savings bonds for winners of the contest. He asked for a motion to use money from Council support line item to fund these prizes. Councilors discussed scholarships or gift certificates instead. S. Muir suggested that the Council approve the dollar amount and the vehicle for the money can be decided later. Councilor Otte suggested they set a \$500 limit and let staff decide what the prizes will be. Councilor Grassman commented that the money would be going back to the community and that she thought it was a good idea. Councilor Otte moved to take \$500 from City Council Expense fund to support the Mayor for a Day program. Grassman seconded.

AYES: 4

NAYS: 2

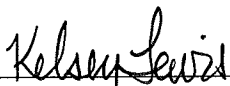
Councilors Eder and Kintz opposed the motion.

Mayor Schiedler thanked Tracy Grambusch for her service to the City for the past ten years and wished her well in the future. Councilors echoed thanks. T. Grambusch said that it was her pleasure and that she was proud of what City Hall has become.

15. ADJOURNMENT OF REGULAR MEETING:

Mayor Schiedler adjourned the meeting at 9:02 pm.

Respectfully submitted by:



Kelsey Lewis, Assistant to the City Administrator

ATTESTED BY:



Rick Schiedler, Mayor