

Minutes of the Molalla City Council Regular Meeting
Molalla Adult Center
315 Kennel Ave., Molalla, OR 97038
Wednesday, April 26, 2017

ATTENDANCE: Mayor Jimmy Thompson, Councilor Leota Childress, Councilor Glen Boreth, Councilor Elizabeth Klein, Councilor Keith Swigart, Councilor Cindy Dragowsky, Absent; Councilor DeLise Palumbo, Present.

STAFF IN ATTENDANCE: Dan Huff, City Manager, Present; Gerald Fisher, Public Works Director, Present; Sadie Cramer, City Recorder, Present.

COMMUNICATIONS, PRESENTATIONS & PUBLIC COMMENT

Minutes

Minutes of February 22, 2017 – Boreth made the motion to approve the minutes with minor spelling amendments. Childress seconded. Motion carried 6-0.

Speakers:

1. Craig Trummel – 4222 SE Cesar Chavez Blvd. First American Title
2. Tina Teel – 12397 S. Groshong Road of Molalla
3. Mindy Chandler – 31015 S Orem Lane of Molalla
4. Harold Hall – 35771 S HWY 213 of Molalla
5. Melinda Villalobos – 135 Shirley Street in Molalla

The 5 speakers brought it to the Council's attention that there is an issue with how the liens for old water bills due to former renter have been sent to collections, placed as liens against the property that is causing issues. The issues brought forward were:

- No notification from the city or the collection agency.
- Interest accrued on amounts that were sent as far back as 2008.
- Possibly effecting owners credit scores.
- Liens are holding up the sale of some properties because the liens have added up with interest and owner is unable to pay them in order to sell the house.
- A couple of the 5 speakers have multiple properties and when they inquired about them at City Hall some had liens as well.

After discussion between the speakers and the Council about process and possible solutions like using an online data base to log liens, contacting the property owner if the tenant is past due on their utilities and possibly making the rent utility inclusive the Council instructed staff to look into the issues brought forward and provide a report. Huff stated that the issue is being worked on and it was verified that only 1 of the speakers had made contact with him regarding the issue about liens and the issue is being worked.

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CONTINUED BUSINESS

Council to Invite Auditor Merina and Company, LLC for Additional Audit Presentation of FY 15/16 Audit. Item was removed from the agenda.

Discussion of Sponsorship 2nd Saturday Event – Ron Cutter of Brown & Brown who is the insurance agent for the City of Molalla informed the Council that the insurance company will not extend coverage to vendors who are participating in an event like this because they do not meet the definition of a employee or volunteer. He recommends that the 2nd Saturday group obtain insurance or have the vendors get a certificate of liability naming the City of Molalla as a secondary insured with coverage of 2 million per occurrence and 3 million aggregate. This is recommended regardless if the city sponsors it or the 2nd Saturday group can obtain insurance coverage for the event and require the vendors to provide a certificate of liability to cover the group. Events like this are normally sponsored by a merchant or chamber of commerce.

Short discussion took place that if the city did not sponsor the event and someone got ill from a vendor selling baked goods that the city could still be liable either knowing or not knowing the event was taking place because it is being held in a city park. Cutter advised against the sponsorship.

Thompson thanked Cutter for his time and advised Council no decision is needed tonight because an event application has not been filed with the city. The Council can address it when one is submitted.

NEW BUSINESS

Contract Award for Pavement Repairs – Fisher said staff requested 3 quotes from contractors Knife River, Canby Excavation and GT Excavating for intermediate procurement to make pavement repairs in the city. 1 bid was received from Knife River in the amount of \$85,888.01 but staff worked with the contractor to remain in the \$70,000 allotted budget. Boreth made the motion to authorize the City Manager to execute the contract with Knife River and make any necessary change orders within the existing budget. Childress seconded. Motion carried 6-0

Contract Award for WTP Effluent Manifold Replacement – Fisher said staff requested 3 quotes from contractors GT Excavating, Cascade Water Works, Inc and Schneider Water Services for intermediate procurement to replace the existing effluent manifold prior to mid-June in advance of the peak water demand in the city. The chlorine has damaged the pipe and this new one will inject the chlorine directly into the stream being treated. 1 bid was received from GT Excavation, LLC in the amount of \$15,980 Boreth made the motion to authorize the City

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Manager to execute the contract with GT Excavating, LLC and make any necessary change orders within the existing budget. Childress seconded. Motion carried 6-0

REPORTS AND ANNOUNCEMENTS

A. Staff and Council:

1. Visioning Meeting Report: April 19, 2017 at 6:30PM at Molalla Adult Center
2. Goal Setting Session Report: April 21, 2017 at 2PM – City Hall
3. Budget Meeting Dates: May 9, 2017 at 6:30PM at Molalla Adult Center

Fisher announced that the contractor is wrapping up the punch list to the Molalla Avenue project. We are hoping that the good weather will hold and the striping on the streets can be completed. Private development update regarding Bearcreek sub-division a plan approval has been issued by the city and we are waiting to hear when construction of the 128 houses will begin. The city also received place for Twin Meadows sub-division which has 30 lots located west of Toliver near the city shops.

Huff spoke regarding development and rumors going around town of what is going to be built. He reminded them that there is a city process and as soon as plans are submitted we will let the Council know what is being built. Staff also informs the Molalla River School District of what is being built because it will affect them as well. The issues related to the ball fields at the middle school being in the right of way of where one of the developments are going in cannot claim adverse possession because it is not property it is right of way. We gave them some suggestions on how to deal with the ball field situation and to resolve the problem. Hezzie Lane is identified in the 2001TSP as a collector street and was planned for so probably by the property owner.

Palumbo thanks Staff and Council for the great job that was done at the Visioning Project meeting and the Council Goal Setting session that took place. A lot of good information and hard work went into both. Swigart agreed with her comments.

Boreth ran the Goat Mountain half marathon here In the Willamette Valley and ran with a man from Florida with a goal of running 1 half marathon each month in 2017. He was humbled by the event and the running community that here.

Childress thanked the Council for their involvement and helping to bring in 44 people for the first meeting to kick off the Visioning Process. This is a good indicator that we will see something similar at the 2nd Visioning meeting. The last time that number of people showed up to a meeting of that nature it was to discuss the increase in utility fees Thompson said. The

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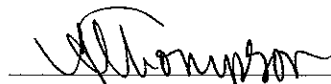
Molalla Chamber of Commerce is looking at flower pots to be placed in downtown that are self-watering.

Klein reported that a link to register for updates has been placed on the city website and work is currently being done on the feedback received to get the survey out in order to get the initial comments in order to prepare to go deep and wide in the second phase of the process to gather additional information. We will be reaching out to the youth as well for input. There will be links in the email and a PDF can be downloaded and printed as well. They will be in Spanish, English and Russian. Also, The Clackamas Cultural Coalition is coming to Molalla and they are doing a listening session to hear about what is going on in Molalla and surrounding area with arts, heritage and humanities. The information gathered at the meeting will help re-work the cultural plan which drives their grant process and funding. Lastly, the 25th annual Molalla River Clean Up will be on April 29th.

Thompson announced May 20th at Long Park the official ribbon cutting ceremony will take place at 2PM. He invited former Mayor Rogge to cut the ribbon and he encourages everyone to attend.

Motion to adjourn made by Boreth at 8:20PM. Childress seconded. Motion carried 6-0.


Sadie Cramer, City Recorder


Jimmy Thompson, Mayor

See Attached



Administration – City Records Office
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December 8, 2017

This letter is to explain the attached minutes the minutes were not signed before the previous City Recorder left the employment of City of Molalla or the signed minutes couldn't be located. This was the best way to rectify the situation as the minutes were already approved they just needed signed.

Kelly Richardson, CMC
City Recorder
City of Molalla
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