



Molalla City Council – Meeting Agenda
Meeting located at: Molalla Adult Center
315 Kennel Ave, Molalla, OR 97038
April 26, 2017

WORK SESSION BEFORE MEETING 6:30PM

Business meeting will begin at 7:00PM. The Council has adopted Public Participation Rules. Public comment cards are available at the entry desk. Request to speak must be turned into to the Mayor prior to the start of the regular Council meeting.

Executive Session : N/A

1. **CALL TO ORDER – 1,777th Regular Meeting**
 - A. Call the meeting to order – Mayor Thompson
 - B. Flag Salute and Roll Call

2. **COMMUNICATIONS, PRESENTATIONS & PUBLIC COMMENT**
 - A. Minutes: February 22, 2017

3. **PUBLIC HEARING**

4. **CONTINUED BUSINESS**
 - A. Discussion Item: Council to Invite Auditor Merina and Company, LLC for Additional Audit Presentation of FY 15/16 Audit. – Huff/Council
 - B. Discussion of Sponsorship 2nd Saturday Event – Thompson

5. **NEW BUSINESS**
 - A. Contract Award for Pavement Repairs – Fisher
 - B. Contract Award for WTP Effluent Manifold Replacement – Fisher

6. **ORDINANCES**
7. **RESOLUTIONS**

8. **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

9. **EXECUTIVE SESSION**

10. **ADJOURNMENT**

**Minutes of the Molalla City Council Regular Meeting
Molalla Adult Center
315 Kennel Ave., Molalla, OR 97038
Wednesday, February 22, 2017**

ATTENDANCE: Mayor Jimmy Thompson, Councilor Leota Childress, Councilor Glen Boreth, Councilor Elizabeth Klein, Councilor Keith Swigart, Councilor Delise Palumbo, Councilor Cindy Dragowsky.

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

LETTER FROM KIWANIS

To Whom it May Concern:

Molalla City Council % Dan Huff, Molalla Buckeroo Association, Ford Foundation Committee, and Molalla Communications Board

Greeting from The Molalla Kiwanis.

This is a FYI that because of a loss of funding from the past and the deteriorated faded 4th of July Street banners, the Molalla Kiwanis Club is informing you that we will not be putting up the street banners in the future.

We also understand that the city will be putting up the brackets for the new Ford Foundation Banners. We are asking that the city remove our two brackets and 4 lag bolts from the PGE poles from Church Street to Dibble House, North and South on Molalla Ave., East and West from the Y to Alan's Big Burger, Shirley Street from Molalla Ave. to Hwy 211 and Cole from 211 to Shirley Street. Thank you for your consideration in doing this for us at the same time you are working on Ford Foundation Banners. If you choose to help us; Please return the lag bolts and brackets to Charlie Williams, 530 N Molalla Ave., Molalla, Or 97038. Kiwanis banner Co- Chairman 503-802-5421 cell.

Note: We will be continuing the business banner rental as it is our largest fundraiser providing the funds to do Community Easter Egg Hunt, Community Ray Ferland Fishing Day for kids and sponsor two Key Clubs from both High School's. IE Molalla High School 40 member students and Country Christian H.S. 46 student members. The Molalla Kiwanis Ace Hardware Letters to Santa, The Molalla Buckeroo Kiwanis Kiddies Parade Sponsored by Country Christian Key Club and the Molalla Fire Department in Coordination with the Molalla Kiwanis Club. One Special note you need to know is that the Molalla Communication Company is awarding us grants for Student Leadership Education and for stocking the Fish for the Fishing Day

Thank you to our community partners, we will be adding to the Business Banner inventory as Molalla is growing and for your support in this fundraising effort in the past and in the future from the 36 members of The Molalla Kiwanis Club.

Respectfully submitted,



Charlie Williams

CO- Chair Banner Fundraising

CC: Bob Yoder

CC: Byron Wakefield

PRESENTATIONS

Council Orientation - Chad Jacobs, City Attorney reviewed the materials as presented in the packet for training purposes only.

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CONTINUED BUSINESS

Findings, Facts and Decision of Shirley Bank Sub-Division Appeal

Council reviewed the Findings of Fact and Decision with Huff. Per Council at the public hearing a prior meeting, the document has revised as voted. Huff referenced page 4, conditions 7 and 13. A 2.

Council discussed amending the noted sections for more clarity. Boreth made a motion to amend Condition 7, seconded sentence to “Applicant shall provide a temporary removable wall allowing for the future pathway.” Palumbo seconded. Motion carried 7-0.

Fisher confirmed with Council that the temporary wall will match the existing wall.

Boreth made a motion to approve the ODOT Appeal for P45-2016 as amended. Dragowsky seconded. Motion carried 7-0.

NEW BUSINESS

Library Board Appointment

Klein made a motion to appoint Mary Gilson, Valerie Coy and Paula Beck to the Library Board. Childress seconded. Motion carried 7-0.

Authorize a Change in Capital Improvement Expenditures

Fisher addressed Council. The tanker truck that we have has failed and a new one is needed. Staff looked at repairing the leaking tank but were advised it’s only a temporary fix based on the bad condition of the truck. Bids were furnished to Council for consideration from the state procurement program. \$129,048 and additional warranty and service plans for \$2,600 and \$600. The current tanker truck will go to surplus and those funds will go back into the water, sewer and street funds that were affected by authorized change.

Fisher is asking Council to move what we would have put into budget next year for the tanker truck back into the Capital Improvement Expenditure in the next fiscal cycle since the project that was going to be considered under this general ledger line item has been put on hold. This will allow us to make the purchase this year instead of next. Childress made the motion to authorize the proposed change. Boreth seconded. Motion carried 6-0-1. Swigart recused due to conflict of interest.

Swigart recused himself from the vote because a family member works for company we would be purchasing the truck from.

ODOT Joint Letter with City of Molalla and Molalla River School Dist.

Thompson stated that discussion have taken place between the parties and would they would like city staff to draft a joint letter to ODOT for a crosswalk improvement on HWY 211 from Stone Place

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Apartments to the other side of HWY 211 for public safety. Dragowsky made the motion to instruct staff to draft the letter to ODOT. Boreth seconded. Motion carried 7-0.

STUDENT LIASION

Thompson will be reaching out to the Principal of the High School for possible candiates for this position. The city has a formal process in place that has be reviewed by legal. Thompson hopes to have applicants in the next 2 months.

RESOLUTIONS

Resolution 2017-04: Recreational Immunity Resolution

Huff stated that current house bills before the legislature are trying to bring back recreational immunity. The Leagues of Oregon Cities has drafted the resolution in the packet and has asked all Oregon cities to approve in support of the bill giving recreational immunity back to municipalites. Palumbo made the motion to approve resolution 2017-04. Childress seconded. Motion carried 7-0.

REPORTS AND ANNOUNCEMENTS

A. Staff and Council:

1. Budget Meeting Dates: April 26, 2017 and May 3, 2017 at 6:30PM
2. Molalla Avenue Street Construction – Fisher confirmed with PGE that they will be installing the lights on Monday. They will remain on site until complete. Landscaping spot have been prepped and all of the new water lines are operational. Concrete repairs will be done in order to prepare for the final top layer of asphalt on the roads. Current penalites accrued by the contractor is \$25,000. The contractor will be filling a request for consideration that delayed the project.

EXECUTIVE SESSION

Thompson read the executive session script. Under ORS 192.660 (2) (E) Real Property Transactions. Motion to exit out of regular session into executive session made by Childress. Boreth seconded. Motion carried 7-0.

After discussion of real property transactions Boreth made the motion to enter back into public session. Klein seconded. Motion carried 7-0.

Motion to adjourn made by Councilor Childress. Councilor Klein seconded. Motion carried (7-0).

Sadie Cramer, City Recorder

Jimmy Thompson, Mayor

City Of Molalla

City Council Meeting



Agenda Category: New Business

Subject: 2017 Pavement Repairs

Recommendation: Council Approval

Date of Meeting to be Presented: April 26, 2017

Fiscal Impact: Budgeted in Street Fund

Background:

Staff requested quotes from three contractors (Knife River, Canby Excavating, and GT Excavating) under an intermediate procurement to make pavement repairs throughout the City. One bid was received and deemed responsive from Knife River in the amount of \$85,888.01. The project budget is \$70,000 and staff worked with the contractor to reduce quantities to remain within budget. Staff recommends awarding the contract to Knife River in the not-to-exceed amount of \$70,000 and authorize the City Manager to execute the contract and any necessary change orders within the existing budget.

SUBMITTED BY: Gerald Fisher, Public Works Director
APPROVED BY: Dan Huff, City Manager

City Of Molalla

City Council Meeting



Agenda Category: New Business

Subject: WTP Filter 3 & 4 Effluent Manifold Replacement

Recommendation: Council Approval

Date of Meeting to be Presented: April 26, 2017

Fiscal Impact: Budgeted in Water Fund

Background:

Staff requested quotes from three contractors (GT Excavating LLC, Cascade Water Works Inc, and Schneider Water Services) under an intermediate procurement to replace the existing effluent manifold prior to mid-June in advance of our peak water demand. One bid was received and deemed responsive from GT Excavating LLC in the amount of \$15,980. Staff recommends awarding the contract to GT Excavating LLC and authorize the City Manager to execute the contract and any necessary change orders within the existing budget.

SUBMITTED BY: Gerald Fisher, Public Works Director
APPROVED BY: Dan Huff, City Manager



Public Works Department
117 N Molalla Avenue
PO Box 248
Molalla, Oregon 97038
Phone: (503) 829-6855
Fax: (503) 829-3676

April 17, 2017

TO: Dan Huff, City Manager

FROM: Gerald Fisher, Public Works Director

RE: WTP Filter 3 & 4 Manifold Replacement

Hi Dan,

The following images are of the effluent manifold on filter #3 and #4. This manifold is severely



corroded and is in need of repair before it begins to leak. We have investigated several

alternatives and determined that the existing material is too thin to perform repair weld and due to the configuration and condition of the manifold we will also not be able to install a temporary repair band. Our only option at this time is to replace this section of the system in advance of our peak water demand this summer and this effluent pipe is critical to the operation of filter #3 and #4. Filtered water is pumped via two centrifugal pumps and past two wafer check valves. Over the years the steel pipe has corroded at the chlorine point of injection. If the manifold develops a leak, staff will be forced to take these filters offline and we will not have the capacity to meet the summer water demands. We are required to inject sodium hypochlorite for disinfection and Soda Ash for corrosion control. These two chemicals get injected into the manifold before the water travels into the finished water reservoirs. The new pipe will be built of stainless steel and we will add two injection quills that will inject the Sodium Hypochlorite and Soda Ash into the center of the pipe instead of the edge of the pipe. This will keep this problem from happening again. Included with this memorandum is a summary of the intermediate procurement results for replacement of the manifold.

Thank you and let me know if you need any additional information.



Water Treatment Plant

32899 S. Molalla Forest Rd, PO Box 248,

Molalla, Oregon 97038

Phone: (503) 829-5408 Fax: (503) 829-3676

DATE: April 17, 2017

TO: Gerald Fisher

FROM: Ryan Hepler

SUBJECT: Replacement effluent pipe manifold on Filter #3 and #4

I am requesting approval to repair and/or replace the effluent pipe on Filter #3 and #4. The current pipe is corroded at the chlorine injection port and the steel is too thin to repair. The (2) wafer checks on the manifold are leaking and will also be replaced. The new pipe will be made of stainless steel and injection quills be installed to prevent this from happening in the future. We have requested (3) bids for the repairs.

1. GT Excavating, LLC
10333 Wiseacre LN NE
Aurora, OR 97002
Bid - \$15,980.00
2. Cascade Water Works Inc.
3415 Commercial St Se #112
Salem, OR 97302
Bid – No response
3. Schneider Water Services
21881 River Rd. NE
St. Paul, OR 97137
Bid – No response