



**Minutes of the Molalla City Council Meeting  
Molalla Adult Center  
315 Kennel Ave., Molalla, OR 97038  
Wednesday, November 14, 2018**

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**CALL TO ORDER OF THE MOLALLA CITY COUNCIL MEETING; the regular meeting of November 14, 2018 was called to order by Mayor Jimmy Thompson at 7:01 P.M.**

**COUNCIL ATTENDANCE:**

Mayor Jimmy Thompson – Present  
Councilor Elizabeth Klein – Present  
Councilor Leota Childress – Present  
Councilor DeLise Palumbo – Present  
Councilor Glen Boreth – Present  
Councilor Jody Newland – Present  
Councilor Keith Swigart – Present  
Terry Shankle, Chamber Board – Present

**STAFF IN ATTENDANCE**

Dan Huff, City Manager – Present  
Gerald Fisher, Public Works Director – Present  
Chaunee Seifried, Finance Director – Present  
Rod Lucich, Police Chief – Absent  
Kelly Richardson, City Recorder – Present  
Diana Hadley, Library Director – Absent  
  
Chad Jacobs, City Attorney – Absent

Pledge of Allegiance

**PUBLIC COMMENT/COMMUNICATIONS AND PRESENTATIONS**

Mayor Thompson presented certificates of appreciation to members of the Visioning Team and the members of the Celebrate Molalla Team.

*(Citizens are allowed up to 3 minutes to present information relevant to the City but not listed as an item on the agenda. Prior to speaking, citizens shall complete a comment form and deliver it to the City Recorder. The City Council does not generically engage in dialog with those making comments but may refer the issue to the City Manager. Complaints shall first be addressed at the department level prior to addressing the City Council.)*

**ADOPTION OF AGENDA**

Motion made by Councilor Boreth to adopt the agenda as presented. Seconded by Councilor Swigart.

Voting Yea: Mayor Thompson, Councilor Klein, Councilor Boreth, Councilor Childress, Councilor Palumbo, Councilor Swigart, Councilor Newland

**CONSENT AGENDA**

Motion made by Councilor Boreth to approve the consent agenda as presented. Seconded by Councilor Swigart.

Voting Yea: Mayor Thompson, Councilor Klein, Councilor Boreth, Councilor Childress, Councilor Palumbo, Councilor Swigart, Councilor Newland

1. City Council Minutes October 24, 2018
2. Elected Essentials Training Workshop





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***ORDINANCES, RESOLUTIONS, PROCLAMATIONS***

3. Resolution 2018-19

City Manager Huff presented the information from Clackamas County regarding the pending proposed County wide tobacco license. Council discussed the information presented. Councilors had varying concerns:

- Education
- Notifications
- Information
- Proof of compliance/evidence

Following a brief discussion of these varying concerns, it was the consensus of the Council not to support the proposed County wide tobacco license. Councilors also wanted to send a letter of nonsupport stating why Council did not support the fee.

***NEW BUSINESS***

4. IGA Clackamas County Jurisdictional Transfer of Ona Way Road

Motion made by Councilor Swigart approve City Manager Huff to sign the IGA to transfer Ona Way Road to Molalla. Seconded by Councilor Newland.

Voting Yea: Mayor Thompson, Councilor Klein, Councilor Boreth, Councilor Childress, Councilor Palumbo, Councilor Swigart, Councilor Newland

5. Council Procedures & Policies Review

CM Huff presented the information to Council. Huff explained that last year Council had begun updating various policies and that it was time to look at them again and to complete the process. Huff asked Council how they would like to achieve the updates and Council asked for them one at a time. Council wanted to review the Council procedures/rules first.

6. Capital Improvement Program 2018-2023

PWD Fisher presented the second generation of the Capital Improvement Plan 2018/2023 by high, low and medium priority and potential funding sources for the 5-year projects, which is included in the second generation report. The 20 year is the final that shows all the projects and whether they show SDC eligibility or not. The CIP plan also shows how it correlates with TSP and Wastewater Master Plan.

PWD Fisher pointed out an error on the bottom of page 42 of the packet in the table. Which will be updated.

Councilor Swigart asked if the Highway 213 and Toliver Road proposed roundabout effect costs. PWD Fishers stated that this is identified in a few locations in the project plans cost estimates were calculated as worst-case scenario.

Councilor Boreth clarified that if a funding source is not identified then the project is on hold until it is identified. Boreth confirmed with PWD Fisher is happy with the plan and PWD Fisher stated yes, he was happy with the plan moving forward.

Councilor Swigart wanted to know who would choose which high priority projects went first and PWD Fisher stated it's driven by development most of the time.

CM Huff informed Council they would be able to monitor the plan through the budget and awarding projects





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PWD Fisher also informed Council the CIP will be updated yearly to reflect project completions.

Motion made by Councilor Childress to adopt the Capital Improvement Program 2018-2023 as edited. Seconded by Councilor Boreth.

Voting Yea: Mayor Thompson, Councilor Klein, Councilor Boreth, Councilor Childress, Councilor Palumbo, Councilor Swigart, Councilor Newland

7. Future Topics

Councilor Swigart wanted to discuss the probability of a veteran's memorial in Odd Fellows Park. Following a brief discussion, CM Huff asked Swigart to come in and they will discuss what that would look like. Staff is directed to place the item on the agenda until such time it is completed

Councilor Childress wanted to review the sign ordinances. CR Richardson clarified the direction or reason for the review of the sign ordinance and following that discussion it is determined it could be a code enforcement issue. Council directs staff to bring back information regarding signs in relation to closed businesses. Council would then determine if the sign code needed updating or not.

It is the consensus of Council to cancel the December 26, 2018 meeting because of the holidays.

**OLD BUSINESS**

8. Tobacco Retail License

This item was discussed during the Resolution section of the meeting.

9. Council Retreat

It is the consensus of Council to have the retreat February 9, 2019 at Hopkins Demonstration Forest for one day not overnight.

**REPORTS AND ANNOUNCEMENTS**

- **Terry Shankle, Chamber Board** Informed Council that beginning on Saturday after Thanksgiving, lights will be put up around down town and preparation for the tree lighting is on its way.
- **Finance Director Seifried** had nothing at this time.
- **PWD Fisher** informed Council Fenton Avenue project is on time and set for completion December 13 pending weather. Faurie St. waterline project is underway. Wastewater Master Plan (WWMP) is ongoing DEQ is reviewing and it will be presented at the December meeting.  
**CR Richardson** had nothing.
- **CM Huff** informed Council that the meeting with ODOT to discuss funding options specific to Highway 213 and Toliver went well. ODOT provided various options and staff will present final options at the December meeting.
- **Councilor Newland** Informed Council that she took a tour of the Molalla Police Department and observed first hand the working conditions of our staff. Newland encouraged others to take the tour and see for





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themselves. Secondly, Newland was pleased with the turn out for Halloween and encouraged citizens to possibly sponsor a business and help handout candy and treats. Newland also informed everyone that there was a meeting next Monday regarding road improvements in the County.

- **Councilor Palumbo** had nothing.
- **Councilor Swigart** thanked staff for all the time and hard work spent on these various projects.
- **Councilor Boreth** thanked everyone involved with the many hours spent compiling the Capital Improvement Program.
- **Councilor Childress** thanked everyone involved with the Celebrate Molalla Community event. The event was a huge success because of everyone involved. Childress publicly thanked Roxie Smith, Pamela Lucht and Jordan Nesbit because of their level of involvement and hard work. Childress talked about the need for volunteers for the warming center shifts available.
- **Councilor Klein** gave an update on the visioning process. Bill Flood, the facilitator, is compiling all the data and formulating value statements and action items. There will be some community events coming up stay tuned for dates and times. Participation is key, so hopefully citizens will come and partake and provide feedback. It is up to all of us to chart our future.
- **Mayor Thompson** stated that on Tuesday the 20<sup>th</sup> of November that CM Huff, PWD Fisher and himself will be meeting with Ryan Winchiemer with ODOT to discuss the request Thompson had made regarding the development along Highway 211 and the pedestrian improvements. Thompson had requested that Molalla be able to place a temporary crosswalk so that Molalla didn't have to wait until 2020.

***EXECUTIVE SESSION***

*Held pursuant to Oregon Public Record Law, ORS 192.660(2):*

Motion made by Councilor Swigart to enter executive session at 8:25pm. Seconded by Councilor Boreth.  
Voting Yea: Mayor Thompson, Councilor Klein, Councilor Boreth, Councilor Childress, Councilor Palumbo, Councilor Swigart, Councilor Newland

There were no objections to Councilor elect Terry Shankle attending the executive session. Carol Rosen with Pamplin Media attended the meeting and Mayor Thompson clearly stated the executive session protocols regarding confidentiality and reporting of the press and other individuals in attendance.

(i) To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.

Motion made by Mayor Thompson adjourn executive session at 9:05pm. Seconded by Councilor Swigart.  
Voting Yea: Mayor Thompson, Councilor Klein, Councilor Boreth, Councilor Childress, Councilor Palumbo, Councilor Swigart, Councilor Newland

Going back into regular session:





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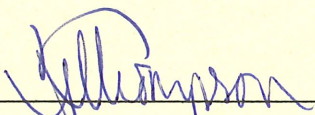
Motion made by Councilor Childress to approve City Manager's wage compensation plan as presented. Seconded by Councilor Newland.

Voting Yea: Mayor Thompson, Councilor Klein, Councilor Boreth, Councilor Childress, Councilor Palumbo, Councilor Swigart, Councilor Newland

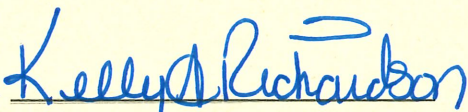
**ADJOURN**

Motion made by Councilor Childress to adjourn the regular meeting of November 14, 2018 at 9:10pm. Seconded by Councilor Boreth.

Voting Yea: Mayor Thompson, Councilor Klein, Councilor Boreth, Councilor Childress, Councilor Palumbo, Councilor Swigart, Councilor Newland

  
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Mayor, Jimmy Thompson

Date 11/28/2018

ATTEST:   
Kelly Richardson, CMC  
City Recorder