



City of Molalla
City Council - Regular Meeting
Minutes – January 8, 2025
Molalla Civic Center | 315 Kennel Ave. | Molalla, OR

CALL TO ORDER

The Molalla City Council Meeting of January 08, 2025, was called to order by City Manager Dan Huff at 7:00pm.

COUNCIL ATTENDANCE

Present: Councilor Leota Childress, Councilor Terry Shankle, Councilor Eric Vermillion, Councilor RaeLynn Botsford, Councilor Martin Bartholomew, Councilor Doug Gilmer, and Mayor Scott Keyser.

STAFF IN ATTENDANCE

Dan Huff, City Manager; Mac Corthell, Assistant City Manager; Christie Teets, City Recorder; Bobby Call, Molalla Police Lieutenant; Cindy Chauran, Finance Director; and Diana Hadley, Library Director.

PRESENTATIONS, PROCLAMATIONS, CEREMONIES

- A. Swearing-In Ceremony
 - a. Mayor-elect Scott Keyser
 - b. Councilor-elect Eric Vermillion
 - c. Councilor-elect Doug Gilmer

City Recorder Teets began the swearing-in ceremony of Mayor-elect Scott Keyser who took the Oath of Office. Following, Mayor Keyser individually conducted swearing-in ceremonies for Councilors-elect Vermillion and Gilmer.

APPROVAL OF AGENDA

Approved as presented.

CONSENT AGENDA

- A. Regular Session Meeting Minutes – December 11, 2024

ACTION:

Councilor Vermillion moved to approve the Consent Agenda as presented; Councilor Shankle seconded. Motion passed 6-0.

AYES: Vermillion, Shankle, Childress, Botsford, Gilmer, Keyser

NAYS: None.

ABSENTIONS: None.

ORDINANCES AND RESOLUTIONS

- A. Resolution No. 2025-01: Certifying the Results of the November 5, 2024, General Election

City Manager Huff addressed the certification of the 2024 General Election Results, which required a recount for Councilor-elects Martin Bartholomew and Darcy Lightner. Mr. Bartholomew secured enough votes to be elected to the Council. City Manager Huff highlighted the fiscal impact of \$4,592.80 for the recount, a cost to the City.

ACTION:

Councilor Botsford made a motion to approve Resolution No. 2025-01, Certifying the Results of the November 5, 2024, General Election; Councilor Shankle seconded. Motion passed 6-0.

AYES: Childress, Shankle, Botsford, Vermillion, Gilmer, Keyser

NAYS: None.

ABSENTIONS: None.

GENERAL BUSINESS

- A. Swearing-In Ceremony: Councilor-elect Martin Bartholomew

Mayor Keyser conducted the swearing-in ceremony for Councilor-elect Martin Bartholomew; Councilor-elect Bartholomew took the Oath of Office and joined Council at the dias.

B. 2025 Council President and Liaison Appointments

City Recorder Teets had explained in effort to simplify the process for selecting the 2025 Council President and Liaison Appointments, a consensus-based approach would be made by through a show of hands. The following nomination motions passed unanimously, with no objections.

Council President: Councilor Eric Vermillion

Liaison to Chamber of Commerce: Councilor Raelynn Botsford

Liaison to Beautification and Culture CPC Liaison: Councilors Terry Shankle and Leota Childress

Liaison to Molalla Public Library: Councilor Martin Bartholomew

Liaison to Parks CPC: Councilors Eric Vermillion and Doug Gilmer

C4 Alternate Appointment: Councilor Eric Vermillion

C. New Police Facility Update

City Manager Huff introduced Joshua Dodson, OTAK Project Manager for the new police facility, to provide an update on the project's status. Mr. Dodson shared a detailed update, most importantly noting the project is currently on schedule. For a complete report please refer to the January 8, 2025, Meeting Packet and/or view the [YouTube video recording of the City Council Meeting](#) (minutes 18:28-50:50) for full details.

PUBLIC COMMENT

Jody Newland, Molalla, OR: Mrs. Newland provided information on the upcoming Parks CPC Meeting, scheduled for Thursday, January 16, 2025, at 5:30 PM, at Molalla City Hall.

STAFF COMMUNICATION

Bobby Call, Molalla Police Lieutenant: Expressed excitement about the progress of the new facility and witnessing the structure take shape. Lieutenant Call also noted that the recruiting process is ongoing for one vacant position.

Diana Hadley, Library Director: Director Hadley shared the (Vision and Action) survey remains open with nearly 300 responses so far, and staff continuing to distribute survey cards at different programs. Director Hadley shared that the Winter Reading program concludes at the end of January.

Cindy Chauran, Finance Director: Informed Council copies of the audited financials and reports were placed at their seats, including a new summary report, a simplified version of the 124-page audit (see Meeting Minute Attachments). Director Chauran also informed Council that Finance has also issued an RFP for banking services. She also provided a reminder auditors would be present at an upcoming February meeting; and encouraged Council to prepare any questions in advance.

Christie Teets, City Recorder: City Recorder's office announced open seats on several boards and commissions, including the Library Board, Budget Committee, and Planning Commission. The Library Board is open to both City residents and non-residents, while the Budget Committee and Planning Commission seats are restricted to City residents. Budget Committee applications are due to the City Recorder by March 12th to prepare/coordinate duties by May.

Mac Corthell, Assistant City Manager: Informed Council a Community Development Quarterly Report would be presented at the January 22nd Meeting, along with the Economic Opportunities Analysis (EOA). The Parks Master Plan with Planning Commission modifications, will be discussed at the February 12th Council Meeting, including a Public Hearing.

Construction for the Wastewater Treatment Plant has begun, with a groundbreaking ceremony to be planned. A time-lapse camera will not be used due to high costs; instead, a game camera will provide periodic updates.

City Manager, Dan Huff: Provided an update regarding the auction of the bowling alley lanes which potentially raised over \$5,000, funds will cover the cost of the art installation in front of the new police station and contribute to the Park Fund as a fundraiser for future projects.

COUNCIL COMMUNICATION

Councilor Bartholomew: Thanked the community for their vote and reaffirmed his commitment to preparing the City for potential disasters. Mr. Bartholomew expressed pride in the City's progress and emphasized the importance of balanced growth, good planning, and patience to ensure a bright future.

Councilor Gilmer: Thanked the community and those who voted for him! He shared his lifelong connection to Molalla. Mr. Gilmer emphasized a desire to engage more with the community, listen to residents, and their ideas.

Councilor Botsford: Reminded everyone of Chamber Networking Meeting the following morning at the Molalla Fire Station at 8:00AM, also announcing the Chamber Annual Banquet on January 25th, noting one of their biggest fundraisers. Councilor Botsford congratulated all the re-elected and newly elected officials.

Councilor Shankle: Reminded everyone that the pool would be closed Saturday for a swim meet and announced swimming lessons will resume with the second session starting on February 17th and 18th. Councilor Shankle welcomed new Councilors and shared excitement for the year ahead.

Councilor Childress: Congratulated newly sworn-in Councilors and Mayor, expressing excitement to work with them. Additionally, Councilor Childress shared a successful caroling event in December, which was well attended by families and individuals, despite the cold weather.

Council President Vermillion: Thanked Council for his nomination and appointment of Council President and acknowledged the contributions of the previous president setting a high bar for leadership. Council President also shared his excitement for the goals and projects in the year ahead.

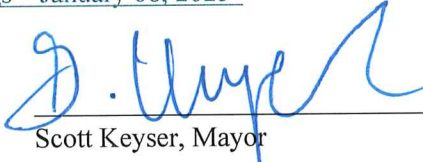
Mayor Scott Keyser: Welcomed new Council Members and expressed gratitude to Council Members' families for their support. Mayor announced he would be starting bi-weekly live streams on YouTube to keep the community informed. Mayor Keyser also thanked City staff for continued dedication and hard work, especially during the holiday season.

ADJOURN

Mayor Keyser adjourned the City Council Meeting at 8:23pm.

For the complete video account of the City Council Meeting, please go to [YouTube](#)

"Molalla City Council Meetings – January 08, 2025"


Scott Keyser, Mayor

PREPARED BY:


Crystal Robles, Records Specialist

ATTEST:


Christie Teets, CMC, City Recorder

Meeting Minute Attachments:

- 2024 Popular Annual Financial Report – For the Fiscal Year ended June 30, 2024
- Molalla Urban Renewal Agency (A Component Unit of the City of Molalla) Financial Report June 30, 2024
- City of Molalla, Oregon Annual Comprehensive Financial Report Year Ended June 30, 2024