



## Minutes of the Molalla City Council Regular Meeting

Molalla Adult Community Center  
315 Kennel Ave., Molalla, OR 97038  
November 13, 2019

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### 1. CALL TO ORDER AND FLAG SALUTE

*The Molalla City Council Regular Meeting of November 13, 2019 was called to order by Mayor Keith Swigart at 7:00pm.*

### 2. ROLL CALL

#### COUNCIL ATTENDANCE:

Mayor Keith Swigart – Present  
Councilor Elizabeth Klein – Present  
Councilor Leota Childress – Present  
Councilor DeLise Palumbo – Absent  
Councilor Terry Shankle – Present  
Councilor Jody Newland - Present  
Vacant Seat  
Student Liaison Natalee Litchfield - Present

#### STAFF IN ATTENDANCE

Dan Huff, City Manager - Present  
Christie DeSantis, City Recorder - Present  
Gerald Fisher, Public Works Director - Present  
Chaunee Seifried, Finance Director - Present  
Alice Cannon, Planning Director - Absent

### 3. PRESENTATIONS, PROCLAMATIONS, CEREMONIES

#### A. Council Appointment – Open Council Seat from March 2019

*Molalla resident, Crystal Robles, submitted an application for Council Appointment on November 1, 2019. Ms. Robles has been a Molalla resident for most of her life. She is a mother to three children; ages 7, 6, and 5 and is a graduate of Western Oregon University with a double major in Political Science and Psychology.*

***After a brief question and answer session, a motion was made that Ms. Robles be sworn in as a newly appointed Council member by Councilor Childress. Seconded by Councilor Klein. Vote passed 5-0.***

### 4. PUBLIC COMMENT

*(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.)*

### 5. APPROVAL OF THE AGENDA

***A motion was made by Councilor Childress to approved the agenda, seconded by Councilor Klein. Vote passed 5-0.***

## 6. CONSENT AGENDA

- A. Meeting Minutes – October 23, 2019
- B. OLCC Permit Request: Unfettered Renovations, LLC. “The Main Shop”  
Requesting Off-Premises Sales

*Councilor Childress requested that Consent Agenda Item B be removed from the Consent Agenda and moved to General Business. Council approved the request.*

***A motion was made to approved the Consent Agenda without Item B by Councilor Newland, seconded by Councilor Shankle. Vote passed 6-0.***

## 7. PUBLIC HEARINGS

- A. Ordinance 2019-14: An Ordinance repealing language in Chapter 2.17 Art Commission and replacing with new language regarding Community Program Committee (Huff)

*City Manager Huff, explained to Council that this Ordinance had letter “H” added after the packet was posted online. Letter “H” states “All appointments to the Committee may be terminated at the pleasure of the Mayor with the consent of the City Council for the remaining portion of the term”. Council approved of the addition.*

***Mayor Swigart opened the Public Hearing at 7:25pm. Seeing no members of the public wanting to speak on the Ordinance, Councilor Klein made a motion to close the public hearing, seconded by Councilor Childress. Vote passed 6-0.***

*There was no further discussion by Council. The First Reading of Ordinance 2019-14 was read by Mayor Swigart. The Second Reading will take place at the December 11, 2019 Council Meeting.*

## 8. GENERAL BUSINESS

- A. OLCC Permit Request: Unfettered Renovations, LLC. “The Main Shop”  
Requesting Off-Premises Sales

*Per the request of Councilor Childress, Ken Fetters of Unfettered Renovations, LLC. (The Main Shop), addressed Council regarding his OLCC Permit request for Off-Premise Sales.*

*Mr. Fetters explained that Colton Winery has approached him about carrying their wine in his shop. He agreed to act as a distributor for them, which causes the need for an Off-Premises license.*

***A motion was made by Councilor Shankle to approve the Off-Premises Sales OLCC License for Unfettered Renovations, LLC., seconded by Councilor Childress. Vote passed 6-0.***

## 9. REPORTS

- A. City Manager and Staff

*Finance Director Seifried – Nothing to report.*

*Public Works Director Fisher reminded Council of a request that had been made by them regarding utility rate reviews to make sure the City is on track and adjust where needed. Mr. Fisher announced that there would be a rate increase Ordinance in December. Increases will not be for sewer, nor water. There will be a stormwater increase at three percent, which equates to approximately 14 cents per month for an average family household.*

*Mayor Swigart asked what the increase covers. Mr. Fisher listed maintenance and operation, storm drain clean out, man holes, catch basins, repairs, and any other storm related item.*

*Mr. Fisher gave a lengthy report regarding the dangers of flushable wipes to our sanitary sewer system. Council requested a posting on social media, as a reminder to citizens.*

*Mr. Fisher reminded everyone that with the time and season change, visibility of pedestrians is very poor. He asked that drivers slow down and be cautious.*

*City Recorder DeSantis – Nothing to report.*

*City Manager Huff welcomed Ms. Robles as a new Council member. He reminded Council that the City is hosting the Chamber of Commerce breakfast on Thursday, November 14, 2019 and invited all to attend.*

*Councilor Klein asked Mr. Huff about the status of a grant with Ford Family Foundation. Mr. Huff stated that the City received approval from the Ford Family Foundation for an Economic Development grant. The grant funds have been placed in the budget for the current year, as we were anticipating its award. We are in the process of preparing data.*

**B. Mayor**

*Mr. Swigart welcomed Councilor Robles as the newest member of City Council.*

*Mayor Swigart thanked the Middle School for the Veteran's Day assembly that was held recently. He was happy to share that the staff and students did an amazing job with the presentation.*

**City Councilors**

*Councilor Klein welcomed Councilor Robles. Ms. Klein shared that we are in the final iteration of the Visioning process. Ms. Klein is hopeful to share with the community in the very near future.*

*Councilor Childress echoed the statement by Councilor Klein in regards to the Visioning Update. She stated that they've worked on things that the Community has asked to see. Ms. Childress gave an update on behalf of the Molalla Warming Center. The first cold snap of the year came on October 27<sup>th</sup>, which was very early and the Warming Center was not ready to open. Volunteers quickly prepared the space, in time to open the next night, October 28<sup>th</sup>, as it was below freezing again. In the past, one or two people come on opening night. This year the first night yielded 11 people, 13 the following night. Councilor Childress asked the public for assistance, as the Warming Center is in need of volunteers.*

*Mayor Swigart shared that Molalla is a destination for Warming Center patrons, due to surrounding communities not having a facility.*

*Councilor Newland appreciated the hard work of the Middle School Veteran's Day Assembly. She thanked Mr. Clark for assisting the students, as well as thanking all who have served.*

*Councilor Shankle – Nothing to report.*

*Councilor Robles – Nothing to report.*

*Student Liason Litchfield gave a High School report. Fall sports are coming to a close. Molalla FFA Chapter attended the National Convention that took place in Indianapolis, where two teams competed. Work has started for the Share the Love Project that takes place in February. A Shoe Drive is starting soon, the High School has paired with Soles for Souls. New or gently used shoes can be donated.*

10. ADJOURN

*A motion was made by Councilor Childress to adjourn the meeting at 7:45pm, seconded by Councilor Klein. Vote passed 6-0.*

  
Keith Swigart, Mayor

12-11-19  
Date

ATTEST:   
Christie DeSantis, City Recorder