

City of Mt. Angel  
City Council Meeting Minutes

Draft/Subject to Approval

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**CITY COUNCIL**

**7:00 PM**

**September 8, 2009**

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The City of Mt. Angel's City Council met in a regular session Monday September 8, 2009 at the Community Meeting Room, 290 E. Charles Street, Mt. Angel, Oregon.

I. **CALL TO ORDER:** The regular meeting of the Mt. Angel City Council was called to order at 7:03 pm by Mayor Rick Schiedler.

II. **FLAG SALUTE:**  
Mayor Schiedler led the salute to the flag.

III. **ROLL CALL:**

**COUNCIL**

Rick Schiedler, Mayor  
Ray Eder, Council President-Excused Absence  
Darren Beyer, Councilor  
Michael Donohue, Councilor  
Kelly Grassman, Councilor  
Teresa Kintz, Councilor  
Andrew Otte, Councilor

**STAFF**

Pete Wall, Interim City Administrator  
Michele Hall, Assistant to City Administrator  
Brent Earhart, Police Chief  
Tracy Grambusch, Finance Director

IV. **APPEARANCE OF INTERESTED CITIZENS:**

Dave Kohler representing the Mt. Angel Community Building fundraising committee addressed the Council regarding the possibility of the City applying for a Community Development Block Grant (CDBG) to improve Cleveland Street. He thanked Mayor Schiedler, Councilor Grassman, Mr. Wall, and Mrs. Grambusch for meeting with him and other representatives as well as the grant writer. The grant writer feels that the City would have a good chance of obtaining a CDBG because the street is in the downtown core, is a possible access for businesses, and is an access to low-income housing. Cleveland Street would be an important access for the new Community Building.

Jim Kosel gave a report on the Economic Stimulus money that other cities have received in Oregon and felt that maybe there were some things the City could do to present our case for grants more creatively and possibly qualify for some stimulus money.

V. **APPROVE ACCOUNTS PAYABLE:**

Councilor Beyer asked about the fee for Quality Codes. The fee is a carry-over from the code update that was performed last year. They provide a means by which the code can be accessed by the internet but is maintained on their server so they can perform updates easily.

Councilor Kintz asked about the ORCPP membership fees. They were charged to both administration and police. Finance Director Grambusch explained that the cost was split between the two departments.

She also asked about the expense for Notary services and wondered if the City provided those services. Mrs. Grambusch explained that the police administrative assistants were both notaries and that they did not provide a public service. The Assistant to the City Administrator is working on getting her notary.

Councilor Donahue questioned the bill to Murray, Smith, and Associates (MSA) regarding the Water Master Plan. He wanted to know if there was progress being made and if we were scheduled to meet the deadline. Mrs. Grambusch explained that we were recently able to provide the necessary data to MSA and they were currently now working with the data. The City has also applied for an extension for the completion date. The deadline is now March 2010.

Councilor Donahue moved to approve Accounts Payable. Councilor Grassman seconded the motion.

The motion was passed with the following vote:

**AYES: 5                      NAYS: 0                      ABSTAIN: 0**

**VI. CONSENT AGENDA:**

Councilor Kintz requested that approval of the minutes be held over until the next meeting. She had some questions on the minutes but had misplaced her notes. With Council consent, the Mayor granted her request.

**VII. CORRESPONDENCE:**

The Correspondence provided in the packet in a letter from Marion County Board of Commissioners appointing Jacqueline Keller-McCormick to the Marion County Weed Advisory Committee. There were no comments on the correspondence.

**VIII. STAFF REPORTS:**

**a. Police Department**

Chief Earhart submitted a written report in the Council Packet along with the monthly call log.

Councilor Beyer asked the Chief how much time he was spending on Oktoberfest planning. The Chief began keeping a log and as of the date of the Council meeting, he had spent 48 hours. He also reported that the next two weeks would largely be devoted to Oktoberfest.

Councilor Kintz noted that the suspect in the Sharrar case was found not guilty and wondered if there was anything the Chief could report. Chief Earhart reported that the case had gone to trial in front of a judge but the suspect was found not guilty because there was no one who could positively identify the suspect nor place him at the scene.

**b. Public Works**

A written report submitted by Dan Bernt, Public Works Superintendent was included in the council packet.

Councilor Beyer asked how many times the parks are mowed. Mr. Bernt stated that in the spring and early summer they are mowed about once per week but later on in the summer, it is done on an as needed basis. Councilor Beyer asked about volunteers for watering parks that are not getting water now.

Councilor Otte inquired about how often the City gets a Rural Urban Commuting Area (RUCA) report.

Mr. Bernt reported that this was the first report of this kind that the City has had. It is unclear when and if they will do it again. Mr. Wall said that he understood that this was a pilot program. He didn't think it would be an annual report.

**c. Finance**

A written report from Finance Director Grambusch was included in the council packet. There were no questions for Mrs. Grambusch.

**d. Code Enforcement**

A written report from Code Enforcement Officer Jacque Keller-McCormick was included in the council packet. Councilor Otte was concerned about the Pit Bull cases especially with the children walking around going to school.

**B. Communications Committee**

The minutes of the Communications Committee were included in the Council Packet. Councilor Otte expanded on the report. The committee recommends moving forward with creating a monthly newsletter. They are awaiting further cost estimates. No action was taken by the Council.

**IX. OLD BUSINESS:**

Council requested a discussion to review the rule that a person could serve on only one council committee at a time. Mr. Wall reported that extensive research revealed no resolution, policy or ordinance that prohibits a person from serving on more than one committee. While it is unknown where the rule came from, it appears to have been in place for some time.

Councilor Kintz wanted to know if the one year residency requirement was on the application. She felt it should be because in the past an attorney was contacted because someone was unaware of that requirement. Mrs. Hall said she would follow up on that.

Councilor Grassman asked about the Parks/Tree Committee and if a Councilor would be a representative on that committee. The council came to a consensus that they would like to see if they could recruit volunteers for that committee, specifically two students from the high school. Councilor Grassman agreed to follow up with the High School.

Councilor Otte, returning to the question of whether a person should serve on more than one committee, asked if the Council should still have the rule in light of the fact that it has been so difficult to recruit volunteers to serve on the committees.

Councilor Beyer, referring to a letter from Maureen Ernst that was handed out to the Council before the meeting, supported her idea that with the rule in place it provides an opportunity for more people to be involved. Councilor Otte responded that while he was in agreement with the content of the letter, realistically we are having trouble filling committee positions and wondered how long we would be waiting to get more people to volunteer.

Councilor Kintz asked if we could draft a letter to people that came to meetings that were involved in the Parks Master Plan and invite them to be on the Park/Tree Board.

**X. NEW BUSINESS:**

- a. Authorize the Interim City Administrator to sign the School Resource Officer Agreement with Mt. Angel School District.**
- b. Resolution to adjust the budget to finance the School Resource Officer position.**

Doug Bochsler was present as a representative for Bob Young, the School Board, the teachers, and the students. They were all anxious to express their support for a school resource officer and have really appreciated the work of Officer Lamoreaux.

Councilor Kintz asked if the School Resource Officer spends all of his time at the High School. Officer Lamoreaux was present and explained his role and function in all the schools as well as handling calls from the police department that specifically related to children and families he works with in the schools. He is only available in extreme emergencies to respond to police calls, for example if a officer was down. Chief Earhart explained that on the first day of school this year, the police department responded to five calls that normally would have been handled by the School Resource Officer and there three others over the weekend that would have normally been referred to the School Resource Officer.

Councilor Kintz wondered if the city really needed another patrol officer on top of the current staff.

Councilor Grassman asked Officer Lamoreaux if he liked his job in the schools. Officer Lamoreaux responded with several examples of positive experiences he had in the schools.

Councilor Donahue asked for a cost breakdown of hiring a new officer. Councilor Grassman asked about the length of time in training and a cost estimate of what the City would pay for a new officer during training. The Chief estimated that the payroll cost would be about \$8000-9000 while the officer was in academy for 16 weeks. The officer would also be in about 16 weeks of training within the city.

A motion was made by Councilor Otte to authorize the Interim City Administrator to sign the School Resource Officer agreement with the Mt. Angel School District and adopt the resolution to adjust the budget to finance the School Resource Officer position. Councilor Kintz seconded the motion.

**AYES: 4    NAYS: 1    ABSTAIN: 0**

Councilor Grassman opposed the motion.

(Recorder's Note: This resolution was assigned the number 1304.)

Mr. Wall briefly explained the new resolution numbering system that will be implemented starting with this resolution. It is being implemented to avoid duplication

**c. Resolution accepting CCIS Risk Management**

Mr. Wall explained that City County Insurance Service (CCIS) is the City's liability insurance carrier. This grant would enable the City to upgrade the Personnel Policies. The amount of the grant is \$6578 and the City has to agree to remain with CCIS for 3 years.

Councilor Otte asked if we anticipated the cost to be \$6578.00. Mr. Wall replied that he did anticipate that. Councilor Grassman asked if it would be more. Mr. Wall explained that contractors would know the amount of the grant so their bids would stay within the amount of the grant.

Councilor Donohue made a motion to adopt the Resolution accepting the CCIS Risk Management Grant. Councilor Otte seconded the motion.

**AYES: 5    NAYS: 0    ABSTAIN: 0**

(Recorder's Note: This resolution was assigned the number 1305.)

**XI. CITY ADMINISTRATOR'S REPORT :**

Mr. Wall gave a verbal report. He reminded the Council of the National Incident Management Systems training on September 28, 2009 at 6:00 pm. The office will send out reminders.

The City received bids on the Preschool Re-roofing project and CAB construction was the successful bidder.

Bids for painting City Hall are in and range from \$6340 - \$17000. Mr. Wall is currently verifying information on the low bidders.

The Children's Development Center cleaned the Gazebo last week in preparation for Oktoberfest.

Allied Waste is doing their annual clean-up for yard debris and metal in the City parking lot on September 12th between 8am – 4 pm.

Councilor Kintz asked about the kiosk in front of City Hall. Councilor Grassman said that she and Councilor Otte were working on getting materials but that it would be replaced completely.

**XII. CITY COUNCILOR'S REPORT:**

Councilor Donahue wished to address the issue of the tree by City Hall. He felt that it should come out as soon as possible. Councilor Otte agreed and wanted it removed before City Hall was painted.

Councilor Donahue would like the project put out for a bid.

After some additional discussion, the Council instructed staff to go out for bid on Tree removal and replacement.

Councilor Grassman reported that she and Councilor Kintz were planning on going to the League Of Oregon Cities Conference. They were waiting to hear if they had received scholarships to attend.

**XIV. MAYOR'S REPORT:**

Mayor Schiedler reminded the Council that the League of Oregon Cities conference was coming up and the deadline for registration is September 11, 2009, if any Councilors still wanted to attend.

**XV. ADJOURN REGULAR MEETING:**

Mayor Schiedler adjourned the meeting at 8:30 p.m.

**XVI. EXECUTIVE SESSION:**

An Executive Session of the Mt. Angel City Council was called pursuant to ORS 192.660(2)(h) in order to legal counsel concerning legal rights and duties regarding current litigation or litigation likely to be filed. The meeting was called to order at 8:40 pm. The meeting was adjourned at 9:15 pm.

**XVII. EXECUTIVE SESSION:**

An Executive Session of the Mt. Angel City Council was called pursuant to ORS 192.660(2)(f) in order to consider "information or records exempt by law from public inspection". The meeting was called to order at 9:15 pm. The meeting was adjourned at 9:55 pm.

**XVIII. EXECUTIVE SESSION:**

An Executive Session of the Mt. Angel City Council was called pursuant to ORS 192.660(2)(e) in order to deliberate with persons designated to negotiate real estate transactions.

The meeting was called to order at 9:57 pm. The meeting was adjourned at 10:08 pm.

Respectfully submitted by:

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Michele Hall, Assistant to City Administrator

ATTESTED BY:

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Rick Schiedler, Mayor