

City of Mt. Angel  
City Council Meeting Minutes

Drafted for Approval/Subject to Amendment

**CITY COUNCIL**

**7:00 PM**

**FEBRUARY 2, 2009**

The City of Mt. Angel's City Council met in a regular session Monday, February 2, 2009 at the Community Meeting Room, 290 E. Charles Street, Mt. Angel, Oregon.

**I. CALL MEETING TO ORDER:**

Mayor Schiedler called the meeting to order at 7:00 p.m.

**II. FLAG SALUTE:**

Mayor Schiedler led the salute to the flag.

**III. ROLL CALL:**

**COUNCIL**

Rick Schiedler, Mayor  
Ray Eder, Council President  
Darren Beyer  
Michael Donohue, Councilor  
Kelly Grassman, Councilor  
Andy Otte, Councilor  
Vacant

**STAFF**

Jim Hunt, City Administrator/ Recorder  
Megan Raymond, Assistant to City Administrator  
Brent Earhart, Police Chief  
Tracy Grambusch, Finance Director  
Dan Bernt, P.W. Superintendent  
Chris Crean, City Attorney

**IV. PRESENTATION OF FISCAL YEAR 2007/2008 AUDIT – GROVE, MUELLER & SWANK:**

Chuck Swank of Grove, Mueller & Swank reviewed the letter that gave an overall report of their findings of the audit. The audit went smoothly and there were no significant findings to report. He said that if there were any questions, he would be happy to answer them.

Councilor Grassman asked for clarification regarding the deadline for filing the audit.

Mr. Swank stated that the audit should have been filed by December 31<sup>st</sup>; however, they filed for an extension on behalf of the city.

A motion was made by Councilor Donohue to accept and file the city audit for fiscal year 2008/2009. Councilor Eder seconded the motion. Motion passed unanimously by the following vote:

**AYES: 5                      NAYS: 0**

**V. APPEARANCE OF INTERESTED CITIZENS:**

Fire District Chief Don Fleck reported that Andy Otte would soon have his Firefighter I certification.

The smoke detector campaign was extremely successful. They gave approximately 60 smoke detectors out, changed batteries, and heightened the awareness of keeping smoke detectors in working order. Anyone who needs a smoke detector can contact the Fire District.

He mentioned that new council members would need to become NIMS compliant. Contact Megan for details on how to complete this training. In order to apply for any federal grant funding the city must be 100% NIMS compliant. NIMS is the National Incident Management System that gives structure to the command system for large events and emergencies.

Chief Fleck also thanked Mayor Schiedler and his wife for the cookies that they delivered on Firefighter Appreciation Day.

The Fire District is still looking for volunteers. If anyone knows someone interested, please have him or her contact the Fire District.

He wanted to publicly thank Brent Earhart for fostering a good working relationship between the police department and Fire District. Chief Earhart promotes professionalism and teamwork. The District and City have worked together on many projects successfully.

**VI. CORRESPONDENCE FROM CITIZENS AND OTHERS:**

Correspondence consisted of:

- a letter from Mid-Willamette Valley Council Of Governments offering a training opportunity for Planning Commissioners on March 7, 2009;
- an announcement for Basic Budget Training in various cities on different dates;
- a letter from Beery, Elsner & Hammond announcing they do not intend to raise rates for the fiscal year of 2009/2010;
- a letter and rate schedule from Murray, Smith, and Associates;
- a letter from Sheriff Russ Isham thanking Mt. Angel Police Department for their support during the Woodburn bombing; and
- Notice of proposed rulemaking from DEQ.

Councilor Grassman stated that she intended to go to one of the Budget Work-sessions if anyone was interested in riding with her.

**VII. APPROVAL OF ACCOUNTS PAYABLE:**

Council discussed several clarifying questions with staff regarding the accounts payable.

A motion was made by Councilor Beyer to approve the Accounts Payable as presented. Councilor Otte seconded the motion. Motion passed unanimously by the following vote:

**AYES: 5                      NAYS: 0**

**VIII. CONSENT AGENDA:**

**a. Approve City Council Minutes of December 1, 2008**

A motion was made by Councilor Otte to approve the Consent Agenda as presented. Councilor Grassman seconded the motion. Motion passed unanimously by the following vote:

**AYES: 5                      NAYS: 0**

**IX. POLICE DEPARTMENT REPORT:**

Police Chief Brent Earhart provided a written staff report that was included in the council packet. Chief Earhart stated that he passed out the monthly call report. He revised it, so that it would be easier to read and briefly went over some of the calls and an explanation.

Councilor Grassman told Chief that she really appreciated the report.

**X. PUBLIC WORKS SUPERINTENDENT REPORT:**

Public Works Superintendent Dan Bernt provided a written staff report that was included in the council packet. Superintendent Bernt stated that he had nothing to add.

Councilor Eder asked if they are working their way towards the railroad tracks with the cold patch.

Superintendent Bernt said they are working on it.

**XI. FINANCE DIRECTOR'S REPORT:**

Finance Director Tracy Grambusch provided a written staff report that was included in the council packet. Finance Director Grambusch stated that she had nothing to add.

**XII. CODE ENFORCEMENT OFFICER'S REPORT:**

Code Enforcement Officer Jacqueline Keller-McCormick provided a written report that was included in the council packet.

**XIII. OLD BUSINESS:**

**a. Appoint City Council member to vacant seat**

Jim Kosel of 745 St. Marys Circle stated that he would like to know what the process for filling the city council vacancy would be.

Mayor Schiedler stated that he would open for nominations.

Mr. Kosel stated that on his behalf he has many years of experience and education working in local government. Since November of 2007 when he first moved here, he has attended every city council meeting. He works well with the city council and on many occasions have made suggestions that the city council has adopted. Finally, when he ran for city council in this last election, he did receive 20% of the votes. He would like the city council to consider these things when they make their decision to fill the council vacancy.

A motion was made by Councilor Otte to accept all three applicants for consideration to fill the council vacancy. Councilor Donohue seconded the motion. Motion passed unanimously by the following vote:

**AYES: 5                      NAYS: 0**

Councilor Grassman suggested that the process used for filling appointed boards to be used for the appointment of the councilor's vacancy. This would be that each member places the name of who they wish to fill the vacancy on a ballot then have the results read into the record.

	<i>Candidate Karl Bischoff</i>	<i>Candidate Teresa Kintz</i>	<i>Candidate Jim Kosel</i>
<b>Councilor Darren Beyer</b>		√	
<b>Councilor Mike Donohue</b>		√	
<b>Councilor Ray Eder</b>		√	
<b>Councilor Kelly Grassman</b>		√	
<b>Councilor Andy Otte</b>			√

Deputy Recorder Megan Raymond read the result aloud into the record.

Deputy Recorder Raymond administered the oath of office to the newly appointed city councilor Teresa Kintz.

**b. Appointments to Planning Commission, Budget Committee, and Tree Board**

Mayor Schiedler recommended that since there were two vacancies for Planning Commission and two applicants that the city council by motion accept Greg Savage and Ryan Kleinschmit to the Planning Commission.

A motion was made by Councilor Grassman to accept Greg Savage and Ryan Kleinschmit to the Planning Commission. Councilor Beyer seconded the motion. Motion passed unanimously by the following vote:

**AYES: 5                      NAYS: 0                      ABSTAIN: 1**

Councilor Andy Otte abstained from the vote.

Ballot sheets were distributed for the selection of Budget Committee members, since there were two positions and three applications for the vacant seats. The results were as follows:

	<i>Applicant Tania Bochsler (Incumbent)</i>	<i>Applicant Cindy Buchheit</i>	<i>Applicant Shayne Kleinschmit</i>
<b>Councilor Darren Beyer</b>	√	√	
<b>Councilor Mike Donohue</b>	√	√	
<b>Councilor Ray Eder</b>	√	√	
<b>Councilor Kelly Grassman</b>	√	√	
<b>Councilor Teresa Kintz</b>		√	√
<b>Councilor Andy Otte</b>	√		√

Deputy Recorder Raymond read the ballots aloud into the record. The prevailing vote for the two applicants to fill the position of the two seats for Budget Committee was Tania Bochsler and Cindy Buchheit.

There were no applications for Tree Board to be reviewed.

**XIV. NEW BUSINESS:**

**a. Review and Adopt Budget Calendar for 2009/2010 Budget Session:**

A motion was made by Councilor Donohue to adopt the Budget Calendar for Fiscal Year 2009/2010. Councilor Grassman seconded the motion. Motion passed unanimously by the following vote:

**AYES: 6                      NAYS: 0**

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

City Administrator Hunt stated that he wanted to congratulate Chief Earhart for earning the Mt. Angel Chamber's First Citizen Award. In addition, Tom Bauman was recognized by the Mid Willamette Valley Council of Governments for his leadership.

**XVI. COUNCILOR COMMENTS/DISCUSSION:**

Councilor Otte stated that he recalled Mr. Hunt stating he received a request to explore changing the makeup of the Tree Board. He would like staff to work on amendments to Ordinance 706, increasing the board's membership from five to seven.

Councilor Beyer asked if it would be possible to add page numbers to the packet.

Megan stated she would work on something; however, sometimes the size of the packet makes it difficult to number the pages.

Councilor Eder asked why the minutes from January's council meeting were not included in this packet.

City Administrator Hunt stated that he just was not able to finish them in time for the packet.

Councilor Otte asked if the Code Enforcement Report could be done in some kind of order that would be easier to follow.

Megan stated that she would work with Jacque to correct that.

**XVII. MAYOR COMMENTS/DISCUSSION:**

Mayor Schiedler reported that the League of Oregon Cities training would take place on February 9<sup>th</sup> at 6:00 p.m.

He reported that he attended the Mayors' Day at the Capital on January 28<sup>th</sup>. He learned that the State is expecting a shortfall of \$550 to \$750 million. The stimulus monies coming from the Federal Government will likely only fund "shovel ready" projects.

**XVIII. ADJOURN REGULAR MEETING:**

Mayor Schiedler adjourned the meeting at 8:15 p.m.

**I. CALL EXECUTIVE SESSION TO ORDER:**

Mayor Schiedler called the Executive Session to order at 8:20 p.m., pursuant to ORS 192.660(2) (f) to consider information or records that are exempt by law from public inspection. The executive session regarding ORS 192.660(2) (b) was not called, as previously posted.

**II. ADJOURN EXECUTIVE SESSION**

Mayor Schiedler adjourned the Executive Session at 9:15 p.m.

**III. CALL REGULAR MEETING BACK TO ORDER:**

Mayor Schiedler called back the regular session at 9:20 p.m.

Mayor Schiedler stated his intent, pursuant to section 10 of the City Charter, to place the City Administrator on administrative leave and directed the city attorney to negotiate a separation agreement. Councilor Beyer moved to give the City Council's consent to the mayor's decision and Grassman seconded. Motion passed by the following vote:

**AYES: 5                      NAYS: 0                      ABSTAIN: 1**

Councilor Kintz abstained from voting.

City Administrator Hunt stated he has not been aware of any complaints. He did not understand how this decision was made.

He said that he has learned that past actions of former city employees taint the credibility of current employees. However, the City has the most dedicated staff members. The City is under staffed. Abuse of city staff is not their job.

Stability of city government during the economy is essential. This is the time to plan.

Mr. Hunt believed that it would be difficult to find somebody who will want to fill this position.

He finished with his thanks to the community and staff for their support.

**IV. ADJOURN:**

Mayor Schiedler adjourned the meeting at 9:25 p.m.

Respectfully submitted by:

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Megan Raymond, Council Secretary

ATTESTED BY:

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Richard Schiedler, Mayor