

**City of Mt. Angel**  
City Council Meeting Minutes

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**CITY COUNCIL**

**April 5, 2016**

**7:00 PM**

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The Mt. Angel City Council met in a regular session in the Community Meeting Room, 290 E. Charles Street, Mt. Angel, Oregon.

1. **CALL TO ORDER:** The regular session of the City Council was called to order at 7:08 p.m. by Mayor Otte.
2. **FLAG SALUTE:** Mayor Otte led the salute to the flag.
3. **ROLL CALL:**

**COUNCIL**

Andrew Otte, Mayor  
Kelly Grassman, Council President  
Darren Beyer, Councilor  
Karl Bischoff, Councilor  
Don Fleck, Councilor  
Ray Eder, Councilor  
Kelly Grassman, Council President

**STAFF**

Eileen Stein, City Manager  
Mike Healy, Police Chief  
Dan Bernt, Public Works Superintendent  
Chaunee Seifried, Finance Director  
Carrie Alexandria Caster, Library Director

**ABSENT**

Pete Wall, Councilor

4. **PRESENTATIONS, GUESTS, AND ANNOUNCEMENTS:**

The Mayor recognized the Americorp Volunteers and Senior Corps contribution to local communities. He signed a proclamation naming April 5, 2016 as Mayor and County Recognition Day for National Service.

5. **APPEARANCE OF INTERESTED CITIZENS:**

None

6. **REVIEW CORRESPONDENCE:**

A letter was sent to the Council by Bill Schaecher addressing the fees associated with renting the baseball fields. He feels the cost associated with the field rental for a community organization, like Little League, is prohibitive. He asked the Council to consider reducing the fee.

The Council discussed the request in light of the fact that Little League is a community service. The Council is supportive of the community's children being able to play baseball without worrying about being unable to afford to be on a team.

City Manager Stein explained that the fee schedule states that the cost is \$300 for a league per season. She suggested that the Council may consider a youth league category and not specifically just Little League as there are other sports leagues for children.

There was discussion among the Council and staff about considering a breakdown of park rental fees into a more detailed structure at a future meeting.

At this time, the Council decided to grant a waiver of the fee to Little League for this season. The regular deposit will be collected.

Dennis Tapp wrote a letter asking the City to consider a crosswalk on E. College from Towers Lane to Humpert Lane, near the abbey. While the Council recognized it as an issue, the proposed location was discussed as an unsafe place to cross the road with high speed traffic and low visibility. The County line is also near that location and the County may have a say in the placement of any crosswalks in that vicinity. City Manager Stein was asked to follow up with Mr. Tapp.

#### **7. REVIEW WRITTEN STAFF REPORTS:**

City Manager Stein asked the Council to review at the report on the Façade project. She reported the progress that the City has made with the applicants. It appears that some of the six applicants may withdraw after receiving feedback from the Design Review Board. Other businesses have inquired about the grant now that they have heard of it. She asked the Council if they would be willing to extend the process to cover some of the businesses that have inquired after the City received the initial applications. She suggested a tier one and tier two type of process with first priority going to the applicants who got their applications in by the January deadline. The Council felt that was acceptable and may put them in good standing with the County for other grant opportunities.

#### **8. REVIEW ACCOUNTS PAYABLE:**

City Manager Stein directed the attention of the Council to the two reports that were presented for accounts payable this month, as was previously requested by the Council. Staff was pleased with the report and wanted to know if the Council preferred it. There was a general consensus that the new report was easier to read and provided more meaningful information to the Councilors.

Mayor Otte asked Superintendent Bernt if this was the year that a smoke test would need to be performed. Superintendent Bernt said they perform yearly tests and will schedule the smoke tests for the drier season.

#### **9. CONSENT AGENDA:**

- a. **Approve City Council Regular Meeting Minutes for March 7, 2016**

A clerical correction was pointed out that it was Councilor Grassman who abstained from the roll call vote on the collective bargaining agreement, not Mayor Otte on page 35 of 73.

Councilor Bischoff moved to approve the Consent Agenda; Councilor Eder seconded.

<b>Beyer:</b>	<b>AYE</b>	<b>Grassman:</b>	<b>AYE</b>
<b>Bischoff:</b>	<b>AYE</b>	<b>Otte:</b>	<b>AYE</b>
<b>Eder:</b>	<b>AYE</b>	<b>Wall:</b>	<b>ABSENT</b>
<b>Fleck:</b>	<b>ABSENT</b>		

The motion passed.

## **10. UNFINISHED BUSINESS**

### **a. Public Comment and Resolution Adopting a Master Fee Schedule**

Finance Director Seifried explained some of the additions to the fee schedule that were added since it was presented last month. The ambulance fee had been calculated. In the course of working on a project, the public records request fee was addressed, as some City forms reflect an amount previously set by resolution that was not indicated on the fee schedule. Discussion ensued about the various fees.

Councilor Grassman asked if the other resolutions needed to be repealed. City Manager Stein explained that the purpose of the Fee Schedule is to gather all City fees into one document, it overrides the fees set in other resolutions. The Council decided they would like to amend the public records request to \$15.00 per hour for administrative requests. After some discussion, City Manager Stein suggested a \$15.00 per hour for public records requests with a deposit of \$30.00 for lengthy requests. The police department has a \$25.00 per hour fee for police records with a deposit of \$50.00 for more lengthy requests.

Councilor Grassman moved to approve a resolution updating fees for services provided by the City of Mt. Angel, as amended. Councilor Beyer seconded the motion.

<b>Beyer:</b>	<b>AYE</b>	<b>Otte:</b>	<b>AYE</b>
<b>Bischoff:</b>	<b>AYE</b>	<b>Grassman:</b>	<b>AYE</b>
<b>Eder:</b>	<b>AYE</b>	<b>Wall:</b>	<b>ABSENT</b>
<b>Fleck:</b>	<b>ABSENT</b>		

The motion passed.

### **b. Appointment to Planning Commission**

Councilor Grassman asked about the interview process for filling the Planning Commission vacancies as discussed during the last meeting. It was her understanding that the proposed interviews did not take place. City Manager Stein explained that there will be another seat opening in July, so they now have two openings to fill. So with two applicants and two vacancies coming up, staff suggested filling both vacancies now. After some discussion about the staff recommendation, City Manager Stein suggested that the current vacancy be filled for the upcoming Planning Commission meeting. The current vacancy will expire this term as well and the applicant would need to be reappointed, so the June appointments for both positions will be addressed at a later date.

Councilor Grassman moved to appoint David Sylvia to the Planning Commission for the remainder of a two (2) year term ending on June 30, 2016; Councilor Beyer seconded.

<b>Beyer:</b>	<b>AYE</b>	<b>Otte:</b>	<b>AYE</b>
<b>Bischoff:</b>	<b>AYE</b>	<b>Grassman:</b>	<b>AYE</b>
<b>Eder:</b>	<b>AYE</b>	<b>Wall:</b>	<b>ABSENT</b>
<b>Fleck:</b>	<b>ABSENT</b>		

The motion passed.

## **11. NEW BUSINESS:**

### **a. Mt. Angel Infrastructure Task Force Report and Recommendations**

There was some discussion about whether to consider moving this discussion to another meeting as the Council members on the Infrastructure Task Force were not able to attend the regular Council meeting. However, two of the citizen members were in attendance at the meeting. Mayor Otte thanked Al Fiedler and the other citizens for their service on the task force. City Manager Stein discussed aspects of the report that were presented in the packet.

The Mayor asked Al Fiedler, who chaired the committee, to comment on what he thought was the most significant element to come out of this committee. Mr. Fiedler said that the committee spent a lot of time trying to understand the current state of the city and the needs that exist to keep the water running and the sewer systems working. He said they found that from 1999 there has only been about a half a percent increase per year in water and sewer rates, which is not enough to maintain the system appropriately. The committee felt that the City needs to frontload the cost, about a \$12 increase per household, to help repair the systems and bring them up to be fully functional and to sustain growth. While they recognized this may be a significant jump, it will help avoid more extreme cost increases in the future if the system were to degrade further.

The Council discussed the proposed rates and information presented in the report. Councilor Grassman asked that a copy of the report be sent to the Budget Committee for their consideration during the budget process.

Steve Ward, City Engineer, gave an explanation of the condition of the water system, sewer system, and the city streets to the Council. He explained that other cities are also having to address the problem of aging infrastructure and some of the ideas that other cities are using to manage the situation. He said he was very excited about the task force and their desire to set up the City for addressing the needs of the future, not all cities are being so thorough or proactive in their approach to significant infrastructure issues. He thought the Committee did an excellent job and was pleased to be a part of it.

Councilor Fleck arrived at the regular Council meeting at 8:12 p.m.

Councilor Fleck said that he realizes that fee increases are a tough pill to swallow, but as the Committee assessed what the condition of the infrastructure really were, they all realized that things need to change. He feels the recommendations are sound and will put the City in a good position to address these problems.

Councilor Grassman asked about some of the scenarios that were presented. City Manager Stein explained some of the reasoning behind the suggested scenarios and how that would also get money flowing through the various funds, so that a broader range of projects could be addressed. She explained that this is a starting place, but in 2018 it will probably need to be evaluated again and perhaps another rate increase. City Engineer Ward, explained that the three year evaluation model seems to be the most effective model to use as it is more representative of what is realistically occurring. In the past, long range plans had been made, 10-20 year plans, but often over that period of time, the plans would end up not being carried out or a significant change would occur that had not been foreseen, which would make the plan obsolete.

City Manager Stein also pointed out the increases in the various fund balances due to the proposed fee structure. She said staff could also investigate how those funds might also be impacted by system development charges (SDCs), which would further enhance the City's ability to utilize those funds for significant improvement projects.

Councilor Bischoff asked what the Council action should be on this, at this point. City Manager Stein answered that all of the suggestions given would be presented as decision packages as part of the budget process.

Mr. Ward asked the Council to remember that these are projections. Some people when faced with a higher bill, will start conserving water and that would have an impact on the fees collected. The rate of conservation is an unknown and so it would be extremely difficult to give an accurate estimate of the impact it might have.

Councilor Eder asked if the public will be made aware of what these rate increases will mean. City Manager Stein said that it would incumbent on the City to let the public know. Staff will work on ways to inform the public and enlist the media to help get the word out. There will also be a public comment period on the budget, so citizens would be invited to come ask questions or convey their concerns.

Further discussion took place about the rest of the report.

Staff is looking at a jurisdictional transfer of E. Marquam Street for the property the County owns within the City. The current arrangement is making needed infrastructure repairs difficult and as it is mainly the street right-of-way, Superintendent Bernt is hoping that they will consider it a relief to not have the responsibility for that land anymore.

**b. Discussion of Future Agenda Items – See Council Agenda Calendar**

City Manager Stein reviewed the upcoming meeting schedule. Primarily, this month will be dedicated to budget preparation.

**12. CITY MANAGER'S REPORT:**

No additional report other than the topics discussed throughout the meeting.

**13. COUNCILOR/COMMITTEE REPORTS:**

Councilor Eder asked if the Council could be heard without microphones tonight. The audience confirmed they could hear the discussion just fine. The audio recording is sufficiently picking up the discussion without the microphones. The Council would like to discontinue use of the old microphones.

**14. MAYOR'S REPORT:**

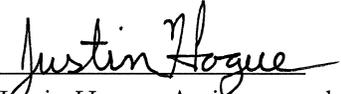
Mayor Otte wanted to remind people to drive safely through the City as youth sports are in full swing. The Mayor said he is planning to attend the Mayor's conference in July.

City Manager Stein reminded the Council that Statements of Economic interest were due to the State soon.

**15. ADJOURNMENT:**

Mayor Otte adjourned the meeting at 8:43 p.m.

Respectfully submitted by:

  
Justin Hogue, Assistant to the City Manager

Attested by:

  
Andrew Otte, Mayor