

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

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**CITY COUNCIL**

**November 7, 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 7:04 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  
Don Fleck, Councilor  
Pete Wall, Councilor  
Karl Bischoff, Councilor  
Noe Jinez, Student Councilor

**STAFF**

Amber Mathiesen, City Manager  
Jeff Charpiloz, Police Sergeant  
Carrie Alexandria Caster, Library Director  
Daniel Shafer, Public Works, Lead Utility Worker

**ABSENT**

Ray Eder, Councilor

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

None

**4. APPEARANCE OF INTERESTED CITIZENS:**

JC, co-owner of Sure Good Products in Silverton, addressed the Council about the positive uses of non-THC marijuana and hemp. He explained to the Council that many products are now being made with hemp instead of other more toxic ingredients. His goal is to educate the public on the various health and commercial uses of marijuana and hemp and invited members of the Council, as well as citizens, to talk with him about his research and business ventures.

**6. REVIEW CORRESPONDENCE:**

None

**7. REVIEW WRITTEN STAFF REPORTS:**

Councilor Fleck asked if the water account updates were taken care of. City Manager Mathiesen said that she believes all accounts have been updated. Councilor Fleck said that in the future, the Council would like to see information that goes out to the public that has implications for the citizens of that magnitude. When he saw the content of the letter, informing the public of the need to update their accounts, he felt it was harsh.

Councilor Grassman was pleased that the Caselle training has been completed. She is happy for the SCA (Special City Allotment) grant. She also is very impressed with the library report and commented that the statistics presented are really great for a small town. She congratulated Library Director Caster for the leadership she is providing.

Councilor Wall said that he impressed with the new mission statement for the Library.

Mayor Otte expressed concern about a compliance inspection involving DEQ. Lead Utility Worker Shafer said that the inspection went well and that DEQ is working with the City to update some permits that have needed updating for some time. Lead Worker Shafer said that this process will assist the City in achieving full compliance and that it has been a positive process.

Councilor Grassman asked about the line that was jetted to remove grease build-up and if it had been caused by food trucks dumping grease in the storm drain. Lead Worker Shafer stated a local restaurant called about a problem and Public Works discovered a build-up of grease in the sewer line.

Mayor Otte asked Sergeant Charpiloz about the damage to the holding cell. The Mayor said that he had anticipated that the cost would be much more. Sergeant Charpiloz explained that the contractor replaced all the anchors and reinforced the cell in a manner different from what was originally envisioned for repairing the damage. The new reinforcements have made the cell even more secure and the cost of the repairs was much less than anyone had anticipated.

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

Councilor Fleck asked about the Moonlight Maintenance bill of \$700, he asked if something extra had been requested this month. Library Director Caster explained the carpets were very dirty and had been cleaned.

Councilor Beyer asked about the barricade lost during Oktoberfest and if it was going to be paid for by Oktoberfest. Sergeant Charpiloz said that there was one barricade that was lost. The bill is for the full amount of the rental cost and will be covered by Oktoberfest.

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

- a. **Approve City Council Special Workshop Minutes for September 27, 2016**
- b. **Approve City Council Regular Meeting Minutes for October 3, 2016**

Councilor Grassman moved to approve the consent agenda; Councilor Bischoff 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>ABSENT</b>	<b>Wall:</b>	<b>AYE</b>
<b>Fleck:</b>	<b>AYE</b>	<b>Jines:</b>	<b>AYE</b>

The motion passed.

**10. UNFINISHED BUSINESS**

None

**11. NEW BUSINESS:**

**a. Patrol Vehicle Replacement**

Sergeant Charpilloz explained that the request was for the third car in the purchase plan that was presented in the budget.

A motion was made by Councilor Beyer to reaffirm the City Council's decision, as reflected in the FY 2016-17 Mt. Angel City Budget, to replace on police patrol car through a lease/purchase program and authorize the City Manager and Chief of Police to execute the vehicle acquisition in the amount of \$11,502.00 from the Police Vehicle Replacement Fund; Councilor Wall 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>ABSENT</b>	<b>Wall:</b>	<b>AYE</b>
<b>Fleck:</b>	<b>AYE</b>	<b>Jines:</b>	<b>AYE</b>

The motion passed.

**b. Park/Tree Board**

Mayor Otte said that it seems that the Park/Tree Board has been obsolete and he thinks perhaps it is time to consider removing the Board. Councilor Grassman said that she read the roles and responsibilities and wonders why the Board has not been utilized in that capacity.

Councilor Wall suggested that if the Council wanted to continue the duties of the Park/Tree Board, perhaps the Planning Commission could pick up some of the duties of the Park/Tree Board. However, due to grant considerations and compliance with the state requirements for various plan reviews, having another advisory body may be necessary.

Councilor Bischoff asked who is taking care of these duties right now. City Manager Mathiesen explained that because there are no members of the board and no ability to have a quorum, the Planning Commission would naturally be the body to pick up those function.

The Council reached a consensus to pursue assigning the duties of the Park/Tree Board to the Planning Commission.

**c. Discussion of Future Agenda Items**

City Manager Mathiesen said that in December they will bring a resolution before the Council to change the signers on the checks.

City Manager Mathiesen said that traditionally the Council has their goal setting in January, she would like to know if the Council would like to set a date and invite Jennie Messmer to come and lead that goal setting process as has been done in the past.

Councilor Fleck asked if the Council would favor a condensed version what they have done in the past and hold a more concise meeting. The Council agreed that they would prefer a shortened process without Ms. Messmer this year as they have already spent significant time in prior years developing goals.

Mayor Otte mentioned that the sidewalk on E. Marquam and Cleveland Street is dangerous and he would like to see that addressed. Lead Worker Shafer said that is Marion County street frontage so that complicates the process, but they will look into it.

City Manager Mathiesen gave an update of the audit. Interim Finance Director Seifried is completing the last of the documents for the auditors, but there is no major concerns from the auditors.

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

The City did receive the SCA grant in the amount of \$50,000 for the E. College improvement. The City will have about a \$10,000 commitment for that project for ramps, sidewalk, and right-of-way improvements. The Mayor wanted to know if the City was looking at the sidewalks to ensure broken sidewalks would not be located along the new section of road surface.

Lead Worker Shafer said that they have been informed that there will need to be several new ramps to comply with ADA requirements. They have also done flow tests along that stretch of street to catch any maintenance issues that may need to be addressed and reduce the likeliness of having to dig into the new street surface.

Councilor Fleck said that he would like to see some of the residents on the street take advantage of the 50/50 sidewalk replacement program. Councilor Grassman said she thinks there are still many people who do not know about it and perhaps there is an opportunity to educate the public about the program.

Councilor Bischoff asked if there is any curb work that needs to be done. Lead Worker Shafer said there is not much curb work needed at that location. There may be one area that is damaged where some trees were removed, which he will inspect. Councilor Fleck said that he would like the Public Works staff to let the Council know if there are other details that could be addressed and rolled into the project.

City Manager Mathiesen said that the current cleaning contract with Catholic Community Services needs to be revised. Because of some changes in BOLI law, they are no longer able to function as an intermediary between the City and the worker. She presented the option of hiring the person as an employee, creating a contract with the current employee, or pursuing other options. The Council asked that a quote be obtained from Moonlight Maintenance since they already provide cleaning services for other City buildings.

Councilor Fleck reported that the City of Hubbard received a grant to rehabilitate their public restroom, he is now gathering information and exploring whether Mt. Angel could qualify.

City Manager Mathiesen asked the Council what they wanted to do with the Infrastructure Finance Committee. Councilor Fleck suggested waiting until after the goal setting. Councilor Wall said that the committee completed its task, so reviewing that committee's role after goal setting would be wise.

City Manager Mathiesen said the Chief of Police's review is coming up and since she is new to the job, some feedback from the Council would be appreciated.

City Manager Mathiesen asked the Council to consider a restructuring of some positions in the office, especially in light of the difficulty in finding a Finance Director. She suggested an Assistant City Manager position that will encompass some of the duties of a Finance Director and also an Administrative Analyst position that will take on some of the duties of the current Assistant to the City Manager position. The Council consented amending the positions as described.

**13. COUNCILOR/COMMITTEE REPORTS:**

Councilor Otte thanked Chief Healy for holding things together for the last few months as Interim City Manager. Councilor Wall welcomed the new City Manager Amber Mathiesen.

Councilor Fleck wants to know where things are with Caselle and looking at options. He feels that if the City is not using the full spectrum, then he wants a new program that is more cost effective and better meets the City's needs.

Student Councilor Noe Jinez gave his report to the Council.

Mayor Otte congratulated Noe on placing 35<sup>th</sup> in State for the Cross Country team.

**14. MAYOR'S REPORT:**

The Mayor welcomed City Manager Amber Mathiesen to the City.

Lead Worker Shafer announced his resignation and thanked the Council for their support.

**15. ADJOURNMENT:**

Mayor Otte adjourned the meeting at 8:33 p.m.

Respectfully submitted by:



Justin Hogue, Assistant City Manager

Attested by:



Andrew Otte, Mayor

