



# City of Mt. Angel

City Council Packet

January 3, 2017

# MT. ANGEL CITY COUNCIL MEETING AGENDA

290 East Charles Street – Community Meeting Room

Tuesday, January 3, 2017

## **7:00 p.m. REGULAR MEETING**

- 1. Call to Order**
- 2. Flag Salute**
- 3. Roll Call**
- 4. Presentations, Guests, and Announcements**
  - a. Oaths of Office – Marion County Commissioner Sam Brentano
- 5. Appearance of Interested Citizens** - *please limit comments to three (3) minutes.*
- 6. Review Correspondence**
- 7. Review Written Staff Reports**
- 8. Review Accounts Payable**
- 9. Consent Agenda**
  - a. Approve City Council Meeting Minutes for December 5, 2016
  - b. Approve FY 17-18 Budget Calendar
- 10. Unfinished Business**
- 11. New Business**
  - a. Appointment of City Councilor
  - b. Election of City Council President
  - c. Ordinance – Amending the Mt. Angel Municipal Code Title IX 97.07 “Nuisances Affecting Public Peace”
  - d. Definition – Work in the Right-of-Way
  - e. Discussion of Future Agenda Items
- 12. City Manager’s Report**
- 13. Councilor/Committee Reports**
- 14. Mayor’s Report**
- 15. Adjournment**

*Mt. Angel Community Meeting Room is handicapped accessible. If special accommodations are required please contact City Hall at least one business day in advance at 503-845-9291. Hearing Impaired may call TTY (800) 648—3458. Interpretive services may be available with sufficient prior notice of need.*

CITY OF MT. ANGEL

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January 2017

# Department Reports

*Amber Mathiesen*  
City Manager  
amathiesen@ci.mt-angel.or.us  
503-845-9291

## ADMINISTRATION

### **Staffing**

We had 8 applicants for the Administrative Analyst position, we interviewed 4 of the 8 applicants. Tara, Justin, and Darlene participated in the interviews to help ensure that the hire would be a good fit with the office and community. We hired Tony Reed, he holds a bachelors degree in in Political Science/History. His background includes a variety of work experience including working for the Provo, Utah City Council on a landlord/tenant relations project, as well serving as a project manager for an environmental impact study. Tony learned of our posting through ELGL(Engaging Local Government Leaders). Welcome Tony!

Justin's last day is tentatively scheduled to be January 6, 2017 as he moves on to become the City Administrator for the City of Amity.

We have begun the recruitment for the Assistant City Manager position and job posting closes January 9, at 4:00 p.m. The posting was posted to the League of Oregon Cities, Facebook, ELGL, LinkedIn as well as shared with other professional organizations.

### **Facilities**

We will be adding the cleaning of the bathrooms to the list of services provided by our City Hall cleaning service. They will do a deep clean weekly when they clean City Hall, and Public Works will refill soap and paper supplies on Fridays. We will monitor the level of service and determine if this meets our needs. We may need to adjust the service or consider another provider for the bathrooms if they need more frequent cleaning since additional cleanings from the same service would not be cost effective.

We have contacted several more contractors regarding the repairing/replacing the door on the south side of City Hall, so far none who have looked at the job have been willing to submit a quote for construction. Several contractors have expressed concern for removing the door due to nature of the building's construction.

*Justin Hogue*  
*Assistant City Manager*  
jhogue@ci.mt-angel.or.us  
503-845-9291

## COMMUNITY DEVELOPMENT

### **Development Code Update**

Due to inclement weather, the Planning Commission public hearing on the Development Code, Legislative Amendment 2016-01, was rescheduled for January 19, 2017.

The City Council public hearing on the Development Code is scheduled for February 6, 2017.

### **Mt. Angel Heritage Trail Project**

The City was awarded a \$10,000 grant by the Oregon Heritage Foundation for constructing physical kiosks for the Mt. Angel Heritage Trail. We will hold a meeting with the Heritage Trail Committee, a subcommittee of the Chamber, at the beginning of January to discuss next steps.

### **Permit**

The City received building applications for five units to be built at the Grandview development. We are in the process of reviewing those plans.

### **Planning**

City staff met with the County and Mt. Angel School District (MASD) for a pre-application meeting on constructing sidewalks along a northern portion of E. Marquam Street fronting the High School. Depending on the bid results, the MASD may have enough within their budget to include sidewalk improvements along the northern portion of E. Marquam Street that fronts the sports complex, which would provide a paved walk between the Middle and High School.

*Justin Hogue*  
*Assistant City Manager*  
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503-845-9291

## FINANCE

### **Audit**

Staff filed for an extension, which will allow up to February 22, 2017 to complete the audit. The City's portion of the audit has been completed. We are now waiting for the auditors to compile, proof, and finally print the audit information.

### **Budget**

The FY 17-18 Budget Calendar has been included within this meeting packet for Council approval. The first official Budget Committee meeting is set for April 20th at 6:30 in the Community Room. There is currently one vacancy on the Budget Committee formerly held by Jan Donohue. If you are aware of anyone that would be interested in serving on the Budget Committee please have them contact the City for an application or visit the website.

### **Court**

Court fine revenues for the month were \$1,715.00. Out of that, a check in the amount of \$225.00 was sent to Oregon Department of Revenue, and a check in the amount of \$91.00 was sent to Marion County Treasurer. These amounts represent the assessments that were due for the month of November.

Three checks were received totaling \$573.62. This amount represents citations that were written outside of the City limits that were either prosecuted in Justice Court or Circuit Court for traffic and criminal matters.

The next court date will be January 11<sup>th</sup>.

Carrie Alexandria Caster  
 Library Director  
 ccaster@ci.mt-angel.or.us  
 503-845-6401

# LIBRARY

## **Food for Fines donated food totals**

Mt. Angel Senior Center and St. Joseph's Shelter tabulated the total pounds of food collected and donated by library patrons for a total of 414 lbs of food donated by our community during our Food for Fines event in November 2016. This is wonderful news! We plan to repeat this program again next year.

## **The Children's Corner at Hazelnut Fest**

We had a very successful and fun couple of days at Hazelnut Fest, providing fun activities from Kids Crafting and Science Time programs at this year's Hazelnut Fest. We tallied that 478 people stopped by to enjoy our activities, as well as to buy raffle tickets for our fundraiser holiday backpack. We distributed many program flyers and spread the word on the many great things happening at our library and were excited to give away over 200 free books to children, as sponsored by Race Northwest.

## **Inclement weather closures**

The early winter snowstorms forced a couple of closures for the library this month due to the hazardous driving conditions. We had to postpone some programs, but have rescheduled our very important Santa Claus visit to the library to happen on Friday, December 23rd! We also will reschedule our Adult Craft Club and Teen Magnet Crafting programs for later in the winter. Many other libraries in CCRLS also closed or had very limited schedules during the storm. Assistant Librarian Marilyn did manage to brave the still slippery roads to open the library last Saturday after our 2 day closure!

## **Our Town article**

Our Homework Help program volunteer tutor Diane Strutz was featured in an article in Our Town newspaper. The article highlighted her sharing of her time and talents with students during this weekly program. We were very grateful to reporter Nancy Jennings for her article and coverage of one of our library programs and talented volunteers. We've had many positive responses to the article already and even had children seek out tutoring over the holiday break.

## **TAB holiday card-making project and video**

Our TAB (Teen Advisory Board) members worked hard on making special holiday cards with drawings and special notes of good cheer which we delivered for distribution to patients/residents at Providence Benedictine Nursing Center. Activities Director Valisa Day distributed the festive cards from our teen volunteers to folks who might be in need of an extra bit of holiday cheer or without family close by. We've shared some photos on our Facebook page of their lovely cards. The teens also enjoyed making a festive holiday video which showed them dressed up as dancing elves, also shared on our Facebook page!

## **Winter Film Festival**

We've had great turn-out at our Winter Film Festival so far, where we are showing 6 new family-friendly movies over 2 weeks (each Wednesday, Thursday and Friday). We expect to have around 30 people for each showing.

**Stephanie and Marilyn on vacation in January**

Our children's programs will take a small hiatus in January while Youth Services Stephanie is away on vacation. Marilyn will also take a vacation in January (not at the same time). I am adjusting the schedule to cover shifts and breaks as needed. We are letting patrons know that there will be no Children's Programs such as Storytime Artists, Toddler Storytime, Kids Crafting, Science Time, TAB or Indoor Playtime during the weeks of January 15th-31st. All regular programs return February 1st. We will continue to have our Movie Matinee ("Storks") during this time (on Friday, January 20th). Our new program brochures with this information are out now.

**Circulation/patron visits stats**

Items circulated in **November 2016: 2879** (November 2015: 2574)

**October 2016: 2602** (October 2015: 2593)

**September 2016: 2453** (September 2015: 2297)

**August 2016: 3273** (August 2015: 2297)

Patron visits in November 2016: *not yet available--will report next month* (November 2015: 880 visits)

Patron visits in October 2016: **1258** (October 2015: 1040)

Patron visits in September 2016: **939** (September 2015: 988)

Patron visits in August 2016: **1181** (August 2015: 1043)

*Michael D. Healy*  
*Chief of Police*  
mhealy@ci.mt-angel.or.us  
503-845-9294

# POLICE

## **PD Staffing**

Officer Anela Javor successfully graduated from the Basic Police Academy on December 9<sup>th</sup> and is now back on the road training with Noe Martinez.

Our newest officer, Marion Kaftanchikov, has passed all of the required employment screening. He will begin with us full-time on January 3, 2017. He too will attend the Basic Police Academy sometime this winter.

Reserve officer interviews are on-going. It's been a little more difficult of late finding the caliber of applicants we are looking for.

## **Inclement Weather**

The City seemed to weather the snow and ice without injury or damage.

## **Pursuit Policy**

We are working with all Marion County law enforcement agencies to complete an updated County-wide vehicle pursuit policy.

Dan Bernt  
 Public Works Superintendent  
 dbernt@ci.mt-angel.or.us  
 503-845-6260

## PUBLIC WORKS

### Water Department

- Finished routine water meter reading.
- Installed 4 new water meters for new construction.
- Did 6 delinquency shut offs, and many special meter reads for service starts and stops.
- Reworked the well column shaft drain at well #6. We also completed installation of the block heater for the emergency generator at well #6.
- Collected 4 routine water samples. We have been assisting the contractor in his attempts to collect water samples on the new water line at the Grandview Estates project.

### Sewer Department

- Discharge of treated effluent is going well. The lagoon levels are looking good.
- The nutria activity has increased. Along with the trapping contractor we are working to control the damage to the wastewater dikes and berms.
- Monitored sanitary sewer lateral work for a home on Academy St. and a home on E. Marquam Street.
- Sanitary Sewer mainline CIPP work continues on Main Street

### Parks Department

- Mowing and spraying were done around City Hall, the Library, and at Saalfeld Park.
- Bush trimming was done around the Gazebo.
- Did fence repairs at Ebner Park.
- We are in the process of repairing the Gazebo benches.

### Streets Department

- The street sweeper was out 3 times in December.
- We are in the process of getting bids for ADA ramp and curb work on E. College ahead of the street improvements next summer.
- Did bucket truck tree trimming in 3 locations.
- We continue to monitor the sidewalk work along the public portion of the Grandview Estates project.
- Did rock work on several of our gravel streets.
- Did storm line jetting and basin cleaning.
- Hung the pole mount Holiday Decorations and put up new roofline lights at the Gazebo.

Other

- Performed shop work and vehicle maintenance.

## Report Criteria:

- Detail report.
- Invoices with totals above \$0.00 included.
- Paid and unpaid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
<b>ACCESS</b>						
12971	ACCESS	1744379	Shredding services/monthly(split w/PD)	11/30/2016	17.50	01-02-62420 Supplies & Services
12971	ACCESS	1744379	Shredding services/monthly(split w/PD)	11/30/2016	17.50	01-01-62420 Supplies & Services
Total ACCESS:					35.00	
<b>AIRGAS USA, INC</b>						
1225	AIRGAS USA, INC	905773087	One cylinder sulfur dioxide for WWTP	11/23/2016	639.89	26-26-62730 Maintenance & Supplies
1225	AIRGAS USA, INC	9058174786	4 150# cylinders of chlorine gas for WWTP	12/08/2016	2,278.53	26-26-62730 Maintenance & Supplies
1225	AIRGAS USA, INC	9941181476	Carbon dioxide for waterline freeze kit	11/30/2016	10.00	25-25-62730 Maintenance & Supplies
1225	AIRGAS USA, INC	9941181476	Chlorine & sulfur dioxide cylinder rental @ WWTP	11/30/2016	107.51	26-26-62730 Maintenance & Supplies
Total AIRGAS USA, INC:					3,035.93	
<b>ARCHAEOLOGY</b>						
12950	ARCHAEOLOGY	DEC2016	Subscription	12/01/2016	18.00	01-05-62475 Serials & Publications
Total ARCHAEOLOGY:					18.00	
<b>ARNZEN ELECTRIC, LLC</b>						
12762	ARNZEN ELECTRIC, LLC	1286	Repair soft start on WWTP well	11/22/2016	112.50	26-26-62730 Maintenance & Supplies
12762	ARNZEN ELECTRIC, LLC	1286	Trouble shoot reservoir telemetry control box	11/22/2016	75.00	25-25-62730 Maintenance & Supplies
Total ARNZEN ELECTRIC, LLC:					187.50	
<b>Aspen Wildlife Services, LLC</b>						
1545	Aspen Wildlife Services, LLC	49	Wildlife mgmt program/monthly	12/05/2016	375.00	26-26-62730 Maintenance & Supplies
Total Aspen Wildlife Services, LLC:					375.00	
<b>Baker &amp; Taylor Books</b>						
1710	Baker & Taylor Books	4011759826	Childrens books	11/15/2016	164.15	01-05-62595 Childrens Program
1710	Baker & Taylor Books	4011764528	Books	11/21/2016	574.86	01-05-62461 New Books
1710	Baker & Taylor Books	4011773951	Books	12/02/2016	170.22	01-05-62461 New Books

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
Total Baker & Taylor Books:					909.23	
<b>Bochsler Hardware</b>						
2090	Bochsler Hardware	DEC2016	Gloves, bolts, small electrical supplies	11/30/2016	40.37	11-11-62730 Maintenance & Supplies
2090	Bochsler Hardware	DEC2016	Keys, soap, pipe caps, liquid nails	11/30/2016	14.53	25-25-62730 Maintenance & Supplies
2090	Bochsler Hardware	DEC2016	Bleach	11/30/2016	12.98	26-26-62730 Maintenance & Supplies
2090	Bochsler Hardware	DEC2016	Drill bits, screen	11/30/2016	5.19	01-06-62730 Maintenance & Supplies
2090	Bochsler Hardware	DEC2016	Supplies for holiday decorations	11/30/2016	10.06	01-05-62420 Supplies & Services
2090	Bochsler Hardware	DEC2016	Garbage can, batteries	11/30/2016	24.93	01-02-62420 Supplies & Services
Total Bochsler Hardware:					108.06	
<b>BRETTHAUER OIL COMPANY</b>						
12947	BRETTHAUER OIL COMPANY	CL54484	Police Dept fuel	11/30/2016	701.83	01-02-62790 Vehicle Operation
12947	BRETTHAUER OIL COMPANY	CL54484	Public works fuel by dept.	11/30/2016	218.87	26-26-62790 Vehicle Operation
12947	BRETTHAUER OIL COMPANY	CL54484	Public works fuel by dept.	11/30/2016	249.31	11-11-62790 Vehicle Operation
12947	BRETTHAUER OIL COMPANY	CL54484	Public works fuel by dept.	11/30/2016	214.48	25-25-62790 Vehicle Operation
12947	BRETTHAUER OIL COMPANY	CL54484	Public works fuel by dept.	11/30/2016	85.84	01-06-62790 Vehicle Operation
Total BRETTHAUER OIL COMPANY:					1,470.33	
<b>CARROLL CONSULTING LLC</b>						
12982	CARROLL CONSULTING LLC	DEC2016	Background/new hire(officer)	11/22/2016	531.75	01-02-62572 Hiring Expense
Total CARROLL CONSULTING LLC:					531.75	
<b>CATHOLIC COMMUNITY SERVICES</b>						
7750	CATHOLIC COMMUNITY SERVI	6140	Public restrooms cleaning/monthly	11/30/2016	315.00	11-11-62730 Maintenance & Supplies
Total CATHOLIC COMMUNITY SERVICES:					315.00	
<b>CDW Government, Inc.</b>						
2740	CDW Government, Inc.	GBH5759	New monitors/chiefs office	11/18/2016	388.00	17-21-64066 Police-Computer Replace
2740	CDW Government, Inc.	GCT5876	Replacement computer/chiefs office	11/29/2016	1,150.00	17-21-64066 Police-Computer Replace
Total CDW Government, Inc.:					1,538.00	
<b>CENTURY LINK</b>						
12583	CENTURY LINK	156	503-845-2720/WWTP long dis.	12/05/2016	.00	26-26-62430 Telephone
12583	CENTURY LINK	156	845-6260,2852,PWWorks	12/05/2016	2.72	25-25-62430 Telephone

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
12583	CENTURY LINK	156	lines,9291,9292,6261	12/05/2016	9.36	01-01-62430 Telephone
12583	CENTURY LINK	156	845-6401/library long dist.	12/05/2016	.16	01-05-62430 Telephone
12583	CENTURY LINK	156	40009294,9848, Pdept long dist	12/05/2016	12.67	01-02-62430 Telephone
Total CENTURY LINK:					24.91	
<b>City of Silverton</b>						
2960	City of Silverton	64	PD dispatch services	12/05/2016	23.12	01-02-62530 Dispatch Services
Total City of Silverton:					23.12	
<b>Confederation of Oregon School Admin.</b>						
13040	Confederation of Oregon School	4451430	SRO conference	12/01/2016	219.00	01-02-62535 Travel,Training,Certificatio
Total Confederation of Oregon School Admin.:					219.00	
<b>Cooke Stationery Co.</b>						
3300	Cooke Stationery Co.	DEC2016	Pens, receipt book, evidence labels	11/30/2016	116.79	01-02-62420 Supplies & Services
Total Cooke Stationery Co.:					116.79	
<b>DEMCO</b>						
3710	DEMCO	6012233	Bookmarks, program favors for holiday party	11/21/2016	64.40	01-05-62420 Supplies & Services
Total DEMCO:					64.40	
<b>ENGINEERED CONTROL PRODUCTS</b>						
4410	ENGINEERED CONTROL PROD	63633	Chemical injection, system maintenance @ WWTP	11/28/2016	379.91	26-26-62730 Maintenance & Supplies
Total ENGINEERED CONTROL PRODUCTS:					379.91	
<b>FARMERS TOILET CO.</b>						
4610	FARMERS TOILET CO.	A-40064	Portable toilets/Parks	11/30/2016	166.00	01-06-62760 Utilities
Total FARMERS TOILET CO.:					166.00	
<b>G. CAM LTD</b>						
12873	G. CAM LTD	DEC2016	Refund/utility account 1010 Hayes	11/30/2016	8.89	26-26-10800 Sewer Deposits
Total G. CAM LTD:					8.89	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
<b>GREG'S AUTOMOTIVE</b>						
5195	GREG'S AUTOMOTIVE	12120	Vehicle #01 oil change	11/03/2016	39.30	01-02-62550 Vehicle Repairs
Total GREG'S AUTOMOTIVE:					39.30	
<b>Hall, Charlie</b>						
5385	Hall, Charlie	DEC2016	Duty boots(reimburse towards \$200 allowance)	12/05/2016	132.00	01-02-62575 Uniforms
Total Hall, Charlie:					132.00	
<b>Hall, Michele Lynn</b>						
5350	Hall, Michele Lynn	5	Consultant svcs/minutes	12/10/2016	58.50	01-01-62525 Consultant Services
Total Hall, Michele Lynn:					58.50	
<b>ICMA MEMBERSHIP RENEWALS</b>						
5860	ICMA MEMBERSHIP RENEWAL	DEC2016	City Manager memebership/AM	12/08/2016	680.00	01-01-62535 Travel,Training,Certificatio
Total ICMA MEMBERSHIP RENEWALS:					680.00	
<b>K &amp; E ROCK PRODUCTS, LLC</b>						
13038	K & E ROCK PRODUCTS, LLC	7004	Stock rock for water projects	11/17/2016	461.52	25-25-62730 Maintenance & Supplies
Total K & E ROCK PRODUCTS, LLC:					461.52	
<b>Laborers' Local 483</b>						
6510	Laborers' Local 483	DEC2016	PW union dues,monthly/emp.paid	11/28/2016	433.96	01-00-20635 Accrued Union Dues
Total Laborers' Local 483:					433.96	
<b>LAING, STEPHANIE</b>						
12937	LAING, STEPHANIE	DEC2016	Reimburse for hazelnut fest corner supplies	12/06/2016	51.61	01-00-40675 LIBRARY Donations
Total LAING, STEPHANIE:					51.61	
<b>Les Schwab</b>						
6740	Les Schwab	23000211131	Replacement tire for parks mowing tractor	11/18/2016	61.04	01-06-62790 Vehicle Operation
Total Les Schwab:					61.04	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
<b>Marion County Treasurer</b>						
7050	Marion County Treasurer	7	Court assessments/monthly	12/05/2016	91.00	01-03-62520 Assessments
Total Marion County Treasurer:					91.00	
<b>METCOM 9-1-1</b>						
12715	METCOM 9-1-1	1394000756	Dispatch 800 line/vestibule	12/06/2016	17.80	01-02-62530 Dispatch Services
Total METCOM 9-1-1:					17.80	
<b>Mid-Willamette Council of Gov</b>						
7440	Mid-Willamette Council of Gov	1617172	Grandview P2015-01/CUP2015-03,04(Plat review)	12/06/2016	79.00	01-04-62515 Planning Fees
7440	Mid-Willamette Council of Gov	1617172	DARP 2016-03/Regular planning services	12/06/2016	217.25	01-04-62515 Planning Fees
7440	Mid-Willamette Council of Gov	1617172	Regular planning services/possible variance, pc followup, reports	12/06/2016	256.75	01-04-62515 Planning Fees
7440	Mid-Willamette Council of Gov	1617172	Development code update/reg. planning services	12/06/2016	551.00	01-04-62515 Planning Fees
Total Mid-Willamette Council of Gov:					1,104.00	
<b>Moonlight Maintenance, Inc.</b>						
7590	Moonlight Maintenance, Inc.	161	City Hall cleaning	12/05/2016	172.00	01-01-62460 Building Maintenance
7590	Moonlight Maintenance, Inc.	162	Police Dept. cleaning/monthly	12/05/2016	226.00	01-02-62460 Building Maintenance
7590	Moonlight Maintenance, Inc.	163	Library cleaning/monthly	12/10/2016	144.00	01-05-62460 Building Maintenance
Total Moonlight Maintenance, Inc.:					542.00	
<b>Mt Angel Police Association</b>						
12582	Mt Angel Police Association	DEC2016	Union dues/emp paid/monthly	11/10/2016	330.00	01-00-20635 Accrued Union Dues
Total Mt Angel Police Association:					330.00	
<b>Mt Angel Telephone Company</b>						
7820	Mt Angel Telephone Company	473	WWTP 2 lines+internet	12/05/2016	123.20	26-26-62430 Telephone
7820	Mt Angel Telephone Company	474	City Well	12/05/2016	59.16	25-25-62430 Telephone
7820	Mt Angel Telephone Company	475	PWShops 2 lines+internet/split	12/05/2016	93.98	25-25-62430 Telephone
7820	Mt Angel Telephone Company	475	PWShops 2 lines+internet/split	12/05/2016	23.49	11-11-62430 Telephone
7820	Mt Angel Telephone Company	476	City Hall Fax	12/05/2016	48.16	01-01-62430 Telephone
7820	Mt Angel Telephone Company	477	Library phone	12/05/2016	41.51	01-05-62430 Telephone
7820	Mt Angel Telephone Company	478	Pdept 911 line	12/10/2016	33.69	01-02-62530 Dispatch Services
7820	Mt Angel Telephone Company	479	City Hall, 2 lines	12/05/2016	107.87	01-01-62430 Telephone
7820	Mt Angel Telephone Company	480	Police Dept lines	12/05/2016	155.28	01-02-62430 Telephone

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
Total Mt Angel Telephone Company:					686.34	
<b>NAPA Auto Parts</b>						
7910	NAPA Auto Parts	DEC2016	Filters, oil	11/25/2016	83.43	26-26-62790 Vehicle Operation
7910	NAPA Auto Parts	DEC2016	sawsall blade, hoses, clamps, tank heater	11/25/2016	153.44	25-25-62730 Maintenance & Supplies
7910	NAPA Auto Parts	DEC2016	Oils, lubricants	11/25/2016	111.80	25-25-62790 Vehicle Operation
7910	NAPA Auto Parts	DEC2016	sUV side marker lamps	11/25/2016	8.00	01-02-62550 Vehicle Repairs
Total NAPA Auto Parts:					356.67	
<b>Northwest Natural Gas Co.</b>						
8210	Northwest Natural Gas Co.	101	City Hall bldg,split w/pdept	12/05/2016	115.79	01-01-62760 Utilities
8210	Northwest Natural Gas Co.	101	City Hall bldg,split w/pdept	12/05/2016	115.78	01-02-62760 Utilities
8210	Northwest Natural Gas Co.	102	Library building	12/10/2016	56.83	01-05-62760 Utilities
Total Northwest Natural Gas Co.:					288.40	
<b>OAMR</b>						
12925	OAMR	00578	Membership renewal/1 year(AM)	12/06/2016	50.00	01-01-62535 Travel,Training,Certificatio
Total OAMR:					50.00	
<b>OCCMA</b>						
8330	OCCMA	DEC2016	annual membership dues/City manager	12/06/2016	187.86	01-01-62490 Membership and Dues
Total OCCMA:					187.86	
<b>One Call Concepts, Inc</b>						
8460	One Call Concepts, Inc	6110439	REG. TICKETS/locating services, monthly	11/30/2016	34.32	26-26-62730 Maintenance & Supplies
Total One Call Concepts, Inc:					34.32	
<b>Oregon Department of Revenue</b>						
8610	Oregon Department of Revenue	7	State of OR court assessments	12/05/2016	225.00	01-03-62520 Assessments
Total Oregon Department of Revenue:					225.00	
<b>Pacific Power Group</b>						
8960	Pacific Power Group	445174-00	Annual load testing on emergency Generator at well #6	11/11/2016	400.00	25-25-62730 Maintenance & Supplies
8960	Pacific Power Group	4454171-00	Annual load testing on emergency Generator at well #7	11/11/2016	400.00	25-25-62730 Maintenance & Supplies

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
Total Pacific Power Group:					800.00	
<b>PETER HALL CONSTRUCTION</b>						
13033	PETER HALL CONSTRUCTION	1072	Cell floor repair	12/05/2016	125.00	01-02-62460 Building Maintenance
Total PETER HALL CONSTRUCTION:					125.00	
<b>PGE</b>						
9220	PGE	892	195 Main/decor lites	12/25/2016	21.97	11-11-62910 Street Lighting Contract
9220	PGE	893	905 W. Marquam/PW shops, split	12/25/2016	29.34	11-11-62760 Utilities
9220	PGE	893	905 W. Marquam/PW shops, split	12/25/2016	58.71	25-25-62760 Utilities
9220	PGE	893	905 W. Marquam/PW shops, split	12/25/2016	58.71	26-26-62760 Utilities
9220	PGE	900	200 GarfieldGazeb/decor lites	12/25/2016	20.45	11-11-62760 Utilities
9220	PGE	901	204 Humpert/Reservoir telemetry	12/25/2016	17.14	25-25-62760 Utilities
9220	PGE	902	460 E. Marquam/Well #7	12/25/2016	1,472.53	25-25-62760 Utilities
9220	PGE	903	290 E. Charles/Library bldg.	12/25/2016	177.88	01-05-62760 Utilities
9220	PGE	904	12334 Mt.Angel-Gervais/WWTP	12/25/2016	1,114.21	26-26-62760 Utilities
9220	PGE	905	615 May St/Fisher Park	12/25/2016	17.14	01-06-62760 Utilities
9220	PGE	906	700 Spruce/Ebner Park	12/25/2016	32.19	01-06-62760 Utilities
9220	PGE	909	105 Church/Blinking Xwalk @214	12/25/2016	18.34	11-11-62910 Street Lighting Contract
9220	PGE	910	Well #6	12/25/2016	757.12	25-25-62760 Utilities
9220	PGE	911	10991 Saratoga/res. telemetry	12/25/2016	34.83	26-26-62760 Utilities
9220	PGE	912	Street Lights Contract	12/25/2016	1,637.76	11-11-62910 Street Lighting Contract
9220	PGE	913	120 Main/Fountain area	12/25/2016	196.21	11-11-62760 Utilities
9220	PGE	914	95 Gar./CH bldg,split w/pdept.	12/25/2016	235.62	01-01-62760 Utilities
9220	PGE	914	95 Gar./CH bldg,split w/pdept.	12/25/2016	235.61	01-02-62760 Utilities
Total PGE:					6,135.76	
<b>Postmaster</b>						
9420	Postmaster	DEC2016	Postage due account/prepaid utility bill postage	12/05/2016	750.00	25-25-62440 Postage
9420	Postmaster	DEC2016	Postage due account/prepaid utility bill postage	12/05/2016	750.00	26-26-62440 Postage
Total Postmaster:					1,500.00	
<b>Quill Corporation</b>						
9600	Quill Corporation	2284737	Paper, trash bags, hand sanitizer	12/01/2016	63.57	01-05-62420 Supplies & Services
Total Quill Corporation:					63.57	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
<b>Republic Services #456</b>						
1310	Republic Services #456	56	Garbage services/monthly	12/05/2016	103.10	25-25-62760 Utilities
Total Republic Services #456:					103.10	
<b>Russell, Carolia</b>						
10075	Russell, Carolia	2007154	Court Intrepreter Services/Nov. court	11/30/2016	30.00	01-03-62526 Interpreter Services
Total Russell, Carolia:					30.00	
<b>S.O.S LOCK SERVICE</b>						
13039	S.O.S LOCK SERVICE	60167	Reset combination to interior coded door	12/05/2016	105.00	01-01-62460 Building Maintenance
Total S.O.S LOCK SERVICE:					105.00	
<b>Silverton Sand and Gravel</b>						
10680	Silverton Sand and Gravel	396	Road rock	12/02/2016	900.00	11-11-62730 Maintenance & Supplies
Total Silverton Sand and Gravel:					900.00	
<b>SPEER HOYT, LLC</b>						
10795	SPEER HOYT, LLC	38211,12,15	Attorney fees O'fest	11/30/2016	1,196.80	01-02-62500 Attorney Fees
10795	SPEER HOYT, LLC	38211,12,15	Directlink correspondence	11/30/2016	336.60	11-11-62500 Attorney Fees
Total SPEER HOYT, LLC:					1,533.40	
<b>US Bancorp Service Center</b>						
11810	US Bancorp Service Center	DEC2016	Amazon:Bathroom paper towels	11/25/2016	47.97	01-01-62420 Supplies & Services
11810	US Bancorp Service Center	DEC2016	Safeway: Flowers for CM welcoming	11/25/2016	19.99	01-01-62510 City Council Expense
11810	US Bancorp Service Center	DEC2016	Vistaprint: City manager & accounting clerk	11/25/2016	44.99	01-01-62420 Supplies & Services
11810	US Bancorp Service Center	DEC2016	Ergoprise: Chief computer lift system	11/25/2016	530.00	01-02-62472 Computer Equipment
11810	US Bancorp Service Center	DEC2016	OACP: Chief H & Charpilloz conference registration	11/25/2016	380.00	01-02-62535 Travel,Training,Certificatio
11810	US Bancorp Service Center	DEC2016	OEDI: Annual membership/ELTS	11/25/2016	45.00	01-02-62490 Membership and Dues
11810	US Bancorp Service Center	DEC2016	Norvac: computer parts	11/25/2016	54.40	01-02-62560 Equipment Repair
11810	US Bancorp Service Center	DEC2016	76 Station: Propane	11/25/2016	8.25	11-11-62730 Maintenance & Supplies
11810	US Bancorp Service Center	DEC2016	Quality concrete: Rock for WWTP	11/25/2016	363.44	26-26-62730 Maintenance & Supplies
11810	US Bancorp Service Center	DEC2016	Code 4 public safety: Training/Court clerk	11/25/2016	99.00	01-01-62535 Travel,Training,Certificatio
11810	US Bancorp Service Center	DEC2016	Lakeshore: backpacks for Hazelnut fest raffle	11/25/2016	109.14	01-00-40675 LIBRARY Donations
11810	US Bancorp Service Center	DEC2016	Amazon, bmart, goodwill, drugstore: decorations, toner, supplies	11/25/2016	152.15	01-05-62420 Supplies & Services
11810	US Bancorp Service Center	DEC2016	USPS: postage for returned books	11/25/2016	13.26	01-05-62440 Postage
11810	US Bancorp Service Center	DEC2016	Amazon: DVD's	11/25/2016	120.97	01-05-62474 Audio Visuals and CD's

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
11810	US Bancorp Service Center	DEC2016	Amazon, Old Stone: Books for programs,Gift certificates	11/25/2016	284.86	01-05-62595 Childrens Program
11810	US Bancorp Service Center	DEC2016	Oregon Library Assoc.: Annual membership for Assist. Librarian	11/25/2016	30.00	01-05-62535 Travel,Training,Certificatio
11810	US Bancorp Service Center	DEC2016	New York Magazine: subscription renewal	11/25/2016	12.00	01-05-62475 Serials & Publications
11810	US Bancorp Service Center	DEC2016	Costco, Goodwill: books	11/25/2016	150.90	01-05-62461 New Books
11810	US Bancorp Service Center	DEC2016	Costco: Portable hard drive	11/25/2016	119.99	01-05-62470 Computer Supplies & Servi
11810	US Bancorp Service Center	DEC2016	CCREDIT: return dvd	11/25/2016	2.97-	01-05-62474 Audio Visuals and CD's
Total US Bancorp Service Center:					<u>2,583.34</u>	
<b>USA Bluebook</b>						
11870	USA Bluebook	118778	1/2" ball valve, filters, cylinder tags for WWTP	11/28/2016	241.50	26-26-62730 Maintenance & Supplies
Total USA Bluebook:					<u>241.50</u>	
<b>VantagepointTransfer Agents457</b>						
11950	VantagepointTransfer Agents457	DEC2016	Deferred Comp/emp. paid	12/13/2016	100.00	01-00-20645 Deferred Comp
Total VantagepointTransfer Agents457:					<u>100.00</u>	
<b>Westech Engineering, Inc.</b>						
12260	Westech Engineering, Inc.	21991	SCA Grant	11/30/2016	461.50	11-11-62848 Engineering Fees
12260	Westech Engineering, Inc.	21991	P2015-01/CUP2015-03,04,SDR2015-03, 04	11/30/2016	71.00	01-04-62516 Engineering Fees
12260	Westech Engineering, Inc.	21992	CIPP project bidding services	11/30/2016	268.00	26-26-64040 Collection Improve-I&I Proj
12260	Westech Engineering, Inc.	21993	Engineering & design work on waterline project W. Marquam, John, Monroe, Main	11/30/2016	1,300.00	27-27-64058 Monroe/Marquam Waterli
12260	Westech Engineering, Inc.	21993	Engineering & design work on waterline project W. Marquam, John, Monroe, Main	11/30/2016	1,227.50	29-29-64078 Monroe/Marquam Waterli
Total Westech Engineering, Inc.:					<u>3,328.00</u>	
<b>WILCO-WINFIELD, LLC</b>						
12315	WILCO-WINFIELD, LLC	1145005	Vegetation control/WWTP	11/08/2016	253.28	26-26-62730 Maintenance & Supplies
Total WILCO-WINFIELD, LLC:					<u>253.28</u>	
Grand Totals:					<u><u>33,160.09</u></u>	

Dated: \_\_\_\_\_

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Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
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Report Criteria:

- Detail report.
  - Invoices with totals above \$0.00 included.
  - Paid and unpaid invoices included.
-

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

**CITY COUNCIL****December 5, 2016****7:00 PM**

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 7:03 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  
 Ray Eder, Councilor  
 Don Fleck, Councilor  
 Pete Wall, Councilor  
 Karl Bischoff, Councilor  
 Noe Jinez, Student Councilor

**STAFF**

Amber Mathiesen, City Manager  
 Justin Hogue, Assistant City Manager  
 Mike Healy, Police Chief  
 Carrie Alexandria Caster, Library Director  
 Daniel Bernt, Public Works Superintendent

**ABSENT**

Darren Beyer, Councilor

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

Paul Power, President of DirectLink gave a presentation to the City Council about the continued integration of Mt. Angel Telephone and Canby Telephone. He informed the Council that as of January 1, 2017, Mt. Angel Telephone would be operating as a co-op. They have been improving efficiencies within the system and will be creating a Master Plan for the Mt. Angel area, particularly focusing on broadband and fiber optics upgrades. Mr. Power said that he was pleased with the process for updating the franchise agreement, but that there are some questions they have about some of the discussion items that came out of that process. In the past, they paid for right-of-way permits for new construction, but in past practice, they did not need right-of-way permits for repairs. The company is seeking clarification and a definition for when right-of-way permits will be needed. He also would like some clarification on the City's expectation for handling emergency outages as it is not feasible to wait for a permit process to restore service to customers.

Councilor Wall stated that he expects every franchisee to be treated the same way. The various franchisees have similar needs and there should be some continuity in how they are regulated by the City.

Councilor Grassman agreed with Councilor Wall.

City Manager Mathiesen said that she believes DirectLink, as well as staff, would appreciate a clearer definition of when those activities require a permit as well, so they can apply that across the board to all utilities.

Councilor Grassman asked if those things had not been clarified in the negotiations for the franchise agreements.

City Manager Mathiesen explained the City Code does not have a clear definition of when a permit is required to work in the right-of-way.

Mr. Hunsaker, DirectLink's attorney stated that there are three types of demarcations they use for work. One of those involves cutting into the right-of-way, cutting into the road, and putting conduit in, which affects the integrity of the road. For those types they often utilize flaggers as there are public safety concerns. Then there is the type of work that is commonly performed where the worker physically enters the right-of-way, but they are just repairing wiring that is already in place or perhaps just counting the wires that already exist, this may not require disrupting surfaces or traffic. This where clarification would be helpful. The company desires a good working relationship with the City and understanding the boundaries are important.

City Manager Mathiesen explained this discussion is not only related to DirectLink. These issues affect all utility franchises working within the City.

Councilor Fleck says that from what he has seen, if something is torn up, then there needs to be a permit and City oversight. Other times, they are just parked making some minor repairs to their equipment. Things that have a major impact in the community need permits. Councilor Grassman agreed.

Mayor Otte asked where things stood currently. City Manager Mathiesen said that according to the current language, if they entered the right-of-way, they need a permit. Mayor Otte said that there needs to be work done on the language for a discussion at the January meeting. Council discussion seemed to concur with the idea that major work would require a permit, but that minor work could potentially be done without a permit if not creating obstructions or was on private property.

Councilor Bischoff asked where the work was performed. One of representatives of DirectLink said that a lot of their work is done in the right-of-way. Sometimes on boxes, sometimes in manholes, but the work there is not obstructing anything.

Mayor Otte requested that staff work on the language to define when a permit is required to work in the right-of-way.

**5. APPEARANCE OF INTERESTED CITIZENS:**

None

**6. REVIEW CORRESPONDENCE:**

None

**7. REVIEW WRITTEN STAFF REPORTS:**

Councilor Grassman asked how things were going with the business licenses. City Manager Mathiesen said they have not received any feedback either positive or negative. She reported that one business, Mt. Angel Sausage Company, had submitted their business license application. City Manager Mathiesen asked if the Councilors had received any feedback, which they had not. City Manager Mathiesen reported that the City sent out a letter, followed by a brochure, and then application packets to all local businesses. Councilors Wall and Grassman said the brochures were very nice.

Mayor Otte had a discussion with Councilor Beyer and he said he would be happy to be re-appointed if the Council agrees. City Manager Mathiesen pointed out that Councilor Beyer missed the 5:00 p.m. deadline to accept the write-in votes, but the Council could still appoint him.

**8. REVIEW ACCOUNTS PAYABLE:**

None

**9. CONSENT AGENDA:**

- a. Approve City Council Regular Meeting for November 7, 2016

Councilor Eder and Mayor Otte both indicated corrections to the minutes.

Councilor Grassman moved to approve the consent agenda as amended; Councilor Bischoff seconded.

<b>Beyer:</b>	<b>ABSENT</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>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. Approve the Abstract of Election Results for Mt. Angel for November 8, 2016 election and appointment of City Councilor.

Mayor Otte reviewed the options available to the Council. They can accept the election results and the elected will assume their roles at the meeting on Tuesday, January, 3, 2017 or the Council could reject the vote.

Councilor Grassman moved to adopt Resolution 1464 Canvassing the Votes Cast at the General Election on November 8, 2016; Councilor Wall seconded.

<b>Beyer:</b>	<b>ABSENT</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>AYE</b>
<b>Fleck:</b>	<b>AYE</b>	<b>Jines:</b>	<b>AYE</b>

The motion passed.

Mayor Otte commented that the 77% voter turnout was huge.

**b. Bank Signature Authorization: A Resolution Designating Authorized Check Signers Within the Council Body and City Staff Effective December 5, 2016**

Councilor Grassman confirmed the resolution was appointing City Manager Mathiesen to sign and leaving the other signers in place.

Councilor Grassman moved to approve the proposed resolutions updating the LGIP authorized signers for the City of Mt. Angel and designating authorized check signers within the Council body and City staff; Councilor Bischoff seconded.

<b>Beyer:</b>	<b>ABSENT</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>AYE</b>
<b>Fleck:</b>	<b>AYE</b>	<b>Jines:</b>	<b>AYE</b>

The motion passed.

**c. Worker’s Compensation Coverage: A Resolution Extending Workers Compensation Coverage to Volunteers of the City of Mt. Angel.**

Assistant City Manager Hogue reported that CIS contacted the City stating that the format of the current resolution extending coverage to the City’s volunteers was now obsolete and needed to be updated.

Councilor Bischoff moved to approve the attached worker’s compensation resolution extending coverage to the volunteers of the City of Mt. Angel; Councilor Eder seconded.

<b>Beyer:</b>	<b>ABSENT</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>AYE</b>
<b>Fleck:</b>	<b>AYE</b>	<b>Jines:</b>	<b>AYE</b>

The motion passed.

**d. Train Depot Storm Drainage**

The Council and staff discussed the City Manager's report on the situation at the old train depot property. The train depot owner is concerned that some recent improvements in the area could have affected his drainage. The owner and his attorney have been advised of the options for maintaining the storm drain. The City has not observed any drainage issues at that location. The Council discussed drainage in the vicinity of the train depot.

**e. Discussion of Future Agenda Items**

City Manager Mathiesen asked the Council to set a date and time for goal setting. There was discussion on availability and possible time and dates. The Council reached a consensus to schedule the goal setting meeting for Monday, January 9, 2016 at 7:00 pm. The Council requested an invitation be extended to the Budget Committee.

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

City Manager Mathiesen said staff is working to make the meter reading routes more efficient and is considering monthly utility billing as opposed to the current process of billing every other month. She explained that some customers are really struggling with a larger payment every two months and believes that monthly billing would improve the situation for customers on a fixed income. She believes the impact for staff will be manageable.

Mayor Otte asked if this would be for all utility customers or just on an opt-in kind of basis. City Manager Mathiesen said that she was envisioning it being community wide to avoid billing issues that could arise if some customers were billed differently than others.

The Council thought it could be helpful to citizens, especially those that struggle with shutoffs. Councilor Eder asked about other options such as equal billing. Councilor Bischoff said it might be helpful especially with possible rate increases ahead. The Council discussed the various options.

City Manager Mathiesen gave a report on the Administrative Analyst recruitment.

**13. COUNCILOR/COMMITTEE REPORTS:**

Councilor Wall reported on the successful Hazelnut Fest. He thanked Library staff for providing activities in the children's area. The children seemed very happy with the activities and also with being able to visit with Santa. The turnout was great this year and the vendors appeared to experience an increase in sales. This year, there were a lot of sponsorships, enabling the Chamber to offer the event with no entrance fee.

Councilor Eder asked about the south wall of City Hall. Assistant City Manager Hogue reported that it has been very difficult to obtain a bid on the project. They have had contractors out to look at the issue, but no one has submitted an actual bid.

Councilor Grassman asked how they would handle the vacant City Council position. Mayor Otte said Darren Beyer would need to fill out an application for appointment in order to be considered for appointment at the following Council meeting.

Student Councilor Jinez gave a report on School District activities. Mayor Otte requested that Student Councilor Jinez explain the Advancement Via Individual Determination (AVID) program, which is a college readiness program.

Councilor Wall has been serving on the Strategic Planning Committee for the School District and he feels it has been a great process and will benefit the students greatly in the coming years.

**14. MAYOR’S REPORT:**

The Mayor thanked the Council and City staff for all their work throughout the year.

**15. ADJOURNMENT:**

Mayor Otte adjourned the meeting at 8:08 p.m.

Respectfully submitted by:

\_\_\_\_\_  
Justin Hogue, Assistant City Manager

Attested by:

\_\_\_\_\_  
Andrew Otte, Mayor

**City of Mt. Angel**  
**Budget Calendar**  
**FY 2017-18**

<b>Action</b>	<b>Proposed Date</b>
City Council goal setting session	Monday, January 9, 2017
Department head Kick Off budget meeting	Tuesday, January 31, 2017
City prepares DRAFT budget	February through April
Publish legal notices in newspaper, in newsletter, on website and social media with key dates and opportunities for public input as part of budget process. (Publish twice, 10 days before meeting, 1 newspaper, 1 web)	Per state budget law requirements
Proposed budget document available at City Hall and posted online	Thursday, April 13, 2017
Budget Committee meeting #1 – orientation, budget message and public hearings	Thursday, April 20, 2017
Budget Committee meetings – additional meetings <u>as needed and announced</u> to review funds, discuss amendments and make a recommendation on the budget and tax rate/levy	Through May 11, 2017
Publishing on line and to paper by (publish once not later than 5 days before meeting)	Wednesday, May 24, 2017
City Council adopts budget, makes appropriations, imposes and categorizes property tax NOTE: Must be completed by June 30, 2014	Monday, June 5, 2017

**CITY OF MT. ANGEL**  
**REQUEST FOR COUNCIL ACTION**

<b>DATE ACTION REQUESTED: January 3, 2017</b>			
<b>Ordinance</b> <input type="checkbox"/>	<b>Resolution</b> <input type="checkbox"/>	<b>Motion</b> <input checked="" type="checkbox"/>	<b>Information</b> <input type="checkbox"/>
<b>Date Prepared: December 22, 2016</b>		<b>Dept.: Administration</b>	
<b>SUBJECT: Appointment of City Councilor</b>		<b>Contact Person for this Item: Justin Hogue, Assistant City Manager, jhogue@ci.mt-angel.or.us, (503) 845-9291</b>	

**RECOMMENDATION:** Appoint an applicant to the City Council for a four (4) year term ending December 31, 2020.

**BACKGROUND:** Oregon voters have the option of writing in the name of a candidate for any office instead of voting for a candidate printed on the ballot. Write-in votes are tallied together with a lump sum recorded for each office unless there is no candidate on the ballot, or the total number of write-in votes exceeds the candidate with the most votes.

Darren Beyer received the 3<sup>rd</sup> most votes for the position of Mt. Angel City Councilor and the most write-in votes for the position of Mt. Angel City Councilor. Mr. Beyer did not file to accept the nomination to office. As a result, there remains one (1) vacancy on the City Council.

The Council has the authority to appoint an applicant to the vacant City Council position. The City received one (1) application for appointment to the City Council from Mr. Beyer.

**PROPOSED MOTION:** *"I move to appoint \_\_\_\_\_ to the Mt. Angel City Council for a four (4) year term ending December 31, 2020."*

**ATTACHMENT A:** Application for Appointment to City Council - Darren Beyer

RECEIVED  
DEC 13 2009

BY: .....

**APPLICATION FOR APPOINTMENT TO CITY COUNCIL**

Full Name: Darren J. Beyer

Address: 310 W Church St. (P.O. Box 773) Mt. Angel, OR 97362

Home Phone: [REDACTED] Business Phone: [REDACTED]

Fax: \_\_\_\_\_ E-mail: [REDACTED]

Qualified state elector? Yes  No \_\_\_\_\_

City resident for 12 years, 2 months

What experience or educational background might be significant to serving on the Mt. Angel City Council?

*8 years already on council*

What are your community interests (commissions, organizations, activities)?

*Council, Knights of Columbus, Sports activities for my kids*



**CITY OF MT. ANGEL**  
**REQUEST FOR COUNCIL ACTION**

<b>DATE ACTION REQUESTED: January 3, 2017</b>			
<b>Ordinance</b> <input type="checkbox"/>	<b>Resolution</b> <input type="checkbox"/>	<b>Motion</b> <input checked="" type="checkbox"/>	<b>Information</b> <input type="checkbox"/>
<b>Date Prepared: December 22, 2016</b>		<b>Dept.: Administration</b>	
<b>SUBJECT: City Council President Election</b>		<b>Contact Person for this Item: Justin Hogue, Assistant City Manager, <a href="mailto:jhogue@ci.mt-angel.or.us">jhogue@ci.mt-angel.or.us</a>, (503) 845-9291</b>	

**RECOMMENDATION:** Deliberate and elect a Council President for a two (2) year term ending December 31, 2018.

**BACKGROUND:** Section I of the City Council rules for Mt. Angel states:

“The Council will elect a Council President at the Council’s first meeting of every odd-numbered year. Ballots will be cast by paper and the vote tabulated by staff.”

The Council President generally presides over the City Council meeting in the absence of the Mayor. Councilor Grassman was elected Council President for the previous ‘term’.

**PROPOSED MOTION:** *“I move to elect \_\_\_\_\_ as Council President for a two (2) year term ending December 31, 2018.”*

**ATTACHMENT:** None

**CITY OF MT. ANGEL**  
**REQUEST FOR COUNCIL ACTION**

<b>DATE ACTION REQUESTED: January 3, 2017</b>			
<b>Ordinance</b> <input checked="" type="checkbox"/>	<b>Resolution</b> <input type="checkbox"/>	<b>Motion</b> <input type="checkbox"/>	<b>Information</b> <input type="checkbox"/>
<b>Date Prepared: December 13, 2016</b>		<b>Department: Police</b>	
<b>SUBJECT: Amending 97.07 “Nuisances Affecting Public Peace”</b>		<b>Contact Person for this Item: Mike Healy, Chief of Police, mhealy@ci.mt-angel.or.us, (503) 845-9294</b>	

**RECOMMENDATION:** Conduct a first reading to approve an ordinance amending Title IX, Chapter 97.07 of the Mt. Angel Municipal Code, adopting permitting and rules for the use and occupation of City property and right of ways for private gatherings or events for the purpose of regulating protesters who are using bullhorns or other sound amplifying devices during Oktoberfest and other City festivals.

**BACKGROUND:** Because the annual Oktoberfest celebration attracts a significant number of visitors during its four-day run each year, people who are interested in protesting a variety of issues are attracted to the celebration. During the 2016 celebration, a number of individuals caused disruptions to the event and to the public peace by protesting and making use of sound amplification devices.

I have worked with the City’s legal counsel to prepare amendments to our current ordinance in order to prevent similar disruptions.

**SUGGESTED MOTION:** *“I move to conduct a first reading to approve: AN ORDINANCE AMENDING THE MT. ANGEL MUNICIPAL CODE TITLE IX, CHAPTER 97.07 “Nuisances Affecting Public Peace”*

**ATTACHMENT A:** Ordinance

**ORDINANCE NO. 755**

**AN ORDINANCE AMENDING THE MT. ANGEL MUNICIPAL CODE TITLE IX, CHAPTER 97.07 “NUISANCES AFFECTING PUBLIC PEACE”**

**WHEREAS**, the Mt. Angel Municipal Code regulates unnecessary noise; and

**WHEREAS**, the Mt. Angel Municipal Code designates various loud, disturbing, and unnecessary noises as a public nuisance; and

**WHEREAS**, the Mt. Angel Municipal Code currently allows all speech occurring between the hours of 7:00 a.m. and 10:00 p.m.; and

**WHEREAS**, the Mt. Angel City Council desires to remove generalized exemptions to more clearly define what constitutes an unnecessary noise;

**NOW, THEREFORE, THE CITY OF MT. ANGEL ORDAINS AS FOLLOWS:**

**SECTION 1.** § 97.07 of the Mt. Angel Municipal Code is hereby amended to read as follows:

**§ 97.07 NUISANCES AFFECTING PUBLIC PEACE.**

*(A) Radio and television interference.*

(1) No person shall operate or use an electrical, mechanical, or other device, apparatus, instrument, or machine that causes reasonably preventable interference with radio or television reception by a radio or television receiver of good engineering design.

(2) This provision does not apply to devices licensed, approved, and operated under the rules and regulations of the Federal Communications Commission.

*(B) Unnecessary noise.*

(1) No person shall make, assist in making, continue, or cause to be made any loud, disturbing, or unnecessary noise which either annoys, disturbs, injures, or endangers the comfort, repose, health, safety, or peace of reasonable persons of ordinary sensitivity.

(2) Loud, disturbing, and unnecessary noises in violation of this section include, but are not limited to, the following:

(a) The keeping of any bird or animal which, by causing frequent or long-continued noise, shall disturb the comfort and repose of any person in the vicinity;

(b) The use of a vehicle or engine, either stationary or moving, so out of repair, loaded, or operated as to create any loud or unnecessary grating, grinding, rattling, or other offensive noise;

(c) The use of a mechanical device operated by compressed air, steam, or otherwise, unless the noise created by it is effectively muffled;

(d) The erection, excavation, demolition, alteration, or repair of a building in residential districts, other than between the hours of 7:00 a.m. and 6:00 p.m., except in the case of urgent necessity in the interest of the public welfare and safety; however, the owner of property may do work on property actually occupied by the owner between the hours of 6:00 p.m. and 10:00 p.m.;

(e) The use of a gong or siren upon a vehicle, other than police, fire, or other emergency vehicle;

(f) The discharge in the open air of the exhaust of a steam engine, internal combustion engine, motorboat, or motor vehicle, except through a muffler or other device that will effectively prevent loud or explosive noises and the emission of annoying smoke;

(g) The use or operation of an automatic or electric piano, phonograph, stereo system, radio, television, loudspeaker, or any instrument for sound producing, or any sound-amplifying device, so loudly as to disturb persons in the vicinity of it or in a manner that renders the use of it a nuisance; and

(h) The conducting, operating, or maintaining of a motor vehicle repair garage within 100 feet of a private residence, apartment, rooming house, or hotel in such a manner as to cause loud or disturbing noises to be emitted from it between the hours of 10:00 p.m. and 7:00 a.m.

(3) *General exemptions.*

(a) The following acts are not unreasonable noises in violation of the prohibition in division (B):

(i) Noise emanating from aircraft and aircraft operations, railway locomotives and non-stationary farming equipment;

(ii) Noise created by the normal operation of construction, street work, street repair, drilling or demolition tools or equipment provided the construction, street work, street repair, drilling or demolition work occurs during the following hours: Monday through Friday 7:00 a.m. to 9:00 p.m., or Saturday 8:00 a.m. to 7:00 p.m.;

(iii) Noise created by the operation of any domestic power tool provided that operation of the domestic power tool occurs during the hours of 7:00 a.m. and 10:00 p.m.;

(iv) Noise created by an outdoor activity or community event conducted on public parks, public streets, playgrounds, and public or private school grounds in accordance with an approved permit or other written authorization from the City;

(v) Noise created by an animal that does not violate division (B)(2)(a);

(C) *Exterior lighting.* No person shall knowingly allow an exterior lighting fixture to shine glaring light that unreasonably interferes with another person's use or enjoyment of property.

(D) *General nuisance.*

(1) When, in the opinion of the city representative, a nuisance exists which is not specifically enumerated, a public hearing before the Council may be held for Council determination of whether a nuisance in fact exists. Every thing, substance, or act which is determined by the Council at a public hearing to be offensive, injurious, or detrimental to the public health, safety, or welfare of the city shall be declared to be a nuisance and may be abated as provided in this chapter.

(2) Prior to the public hearing the city representative shall cause a notice to be posted on the premises or at the site of the alleged nuisance and shall cause a notice to be forwarded to a person responsible at the person's last known address. Any error in mailing shall not make the notice void and in such a case the posted notice shall be sufficient. The notice shall contain:

(a) A description of the real property by street address or otherwise on which the nuisance exists;

(b) A general description of the thing, substance, or act which is alleged to be a nuisance;

(c) A statement outlining necessary corrective measures to abate the nuisance;

(d) A statement that, unless the corrective measures are taken within 10 days of the date of posting, the City Council will schedule a public hearing for the purpose of determining on the record whether a nuisance in fact exists, and if it is decided that a nuisance does exist and is not abated within 10 days after the Council's determination or such time as the Council may set, the city may issue a civil infraction citation or may abate the nuisance and the cost of abatement shall be charged to the person responsible or assessed against the property or both;

(e) The date of the proposed public hearing, which shall be at least 10 days later than the date of posting; and

(f) A statement that the person responsible may attend the public hearing and that the person or legal representative of the person may submit evidence and argument relative to the question of whether a nuisance exists.

(3) If corrective measures are not taken within 10 days of the date of posting, the city representative shall cause a notice to be forwarded to a person responsible and shall cause a notice to be posted on the premises or at the site of the alleged nuisance giving notice of a public hearing before the City Council. At the time set for the public hearing the Council will hear the matter de novo and may consider any material it deems relevant and probative. The Council shall allow argument by a person responsible or his or her legal representative, and by the city representative. The Council shall make its decision based upon a determination of whether the thing, substance, or act is offensive, injurious, or detrimental to the public health, safety, or welfare of the city. The Council, after hearing the matter, may determine that no nuisance exists, determine that a nuisance exists and order its abatement, impose conditions on the person responsible, or delay the time for abatement of the nuisance. The Council shall make written findings in support of its decision when a nuisance is determined to exist, and its decision shall be final.

**1st Reading:** Conducted and approved by the City Council this 3<sup>rd</sup> day of January, 2017.

**2nd Reading:** Conducted and approved by the City Council this 3<sup>rd</sup> day of January, 2017, by the following vote:

**AYES:**

**NAYS:**

APPROVED BY THE MAYOR this 3<sup>rd</sup> day of January, 2017.

\_\_\_\_\_  
Andrew Otte, Mayor

ATTESTED BY:

\_\_\_\_\_  
Amber Mathiesen, City Manager

Filed in the office of the City Recorder this 3<sup>rd</sup> day of January, 2017.

**CITY OF MT. ANGEL**  
**REQUEST FOR COUNCIL ACTION**

<b>DATE ACTION REQUESTED: January 3, 2017</b>			
<b>Ordinance</b> <input type="checkbox"/>	<b>Resolution</b> <input type="checkbox"/>	<b>Motion</b> <input type="checkbox"/>	<b>Information</b> <input checked="" type="checkbox"/>
<b>Date Prepared: December 22, 2016</b>		<b>Department: Administration</b>	
<b>SUBJECT: Definition of work in the Right of Way</b>		<b>Contact Person for this Item: Amber Mathiesen, City Manager, amathiesen@ci.mt-angel.or.us, (503) 845-9294</b>	

**RECOMMENDATION:** Information only.

**BACKGROUND:** The City has been working with Direct Link to clarify when a Right-of-Way (ROW) permit is required. At the December 5, 2016 City Council meeting the Council directed staff to develop a guidance for when a ROW permit is required for both the public and utility franchise holders that would set equal permitting expectations. The attached document describes when a permit is required and lists examples of activities that would warrant a permit. This also describes items specifically allowed without a permit, and items expressly prohibited from being located in the public right-of-way.

This information was compiled in a way that will allow it to be posted to the City website to offer both staff, the public and utility franchise holder's guidance for when a permit is required.

**SUGGESTED MOTION:** None

**ATTACHMENT A:** Right of Way Permits Guidance Document

### Right of Way Permits

A right-of-way (ROW) permit is required when there is an obstruction or work is being done in the public right of way. The public right of way includes streets, sidewalks, alleys and other rights of way dedicated to public use.

**A right-of-way permit is required for:**

- Water connections, repairs, and new installations to the public water main
- Sanitary sewer connections, repairs, and new installations to the public sewer main
- Stormwater connections, repairs, and new installations to the public stormwater main
- Street repairs such as curb and sidewalk repairs or new installations
- Temporary obstructions in the public ROW such as moving containers and debris dumpsters
- Bus shelters, and/or benches
- Driveways and property access
- Dust Control
- Water and Stream Measuring Devices
- Utilities connections, repairs, and new installations
- Items not prohibited or specifically allowed without permit

The following are specifically **allowed without permit** provided they do not interfere with the use of the right-of-way or create a sight obstruction or other hazard:

Trees, shrubs, landscaping - see Roadside Vegetation  
Traffic control and other authorized signs placed by the city

The following are **prohibited** in the right-of-way:

Signs not permitted by law or authorized by the City  
Permanent structures  
Water wells  
Septic tanks, drain fields  
Recreation facilities not allowed elsewhere

Anything placed in the right-of-way, permitted or not, is subject to removal without compensation.

If a written permit is not obtained when required, or if the conditions of a permit are not met, or if a sight obstruction or hazard is created, penalties may be assessed and the city's cost to effect compliance may be recovered from the responsible party.

**Mt. Angel City Council**  
**Agenda Calendar**  
12/23/16

February 6<sup>th</sup>                      Development Code Update

March 6<sup>th</sup>

To Schedule/Discuss:

Budget calendar adoption

Council goal setting

Audit report

Business Development and Retention Study

Ordinance: Planning Commission integration of Park/Tree Board duties

Franchise Agreements – Expiration Dates

**Republic Services** 6 year rolling agreement which began January 2006

**Mt. Angel Telephone** agreement expires July 2031 (Ord. No. 750 § 4.4)

**N.W. Natural Gas** agreement expires October 2020

**PGE** agreement expires December 2023

**Wave Broadband** agreement expires July 2020

**Woodburn Ambulance Service Inc.** agreement expires December 2017