



City of Molalla
City Council - Regular Meeting
Minutes – November 12, 2025
Molalla Civic Center | 315 Kennel Ave. | Molalla, OR

CALL TO ORDER

The Molalla City Council Regular Meeting for November 12, 2025 was called to order by Mayor Scott Keyser at 7:00 pm.

COUNCIL ATTENDANCE

Present: Mayor Scott Keyser, Council President Eric Vermillion, Councilor Leota Childress, Councilor Doug Gilmer, and Councilor Martin Bartholomew, Councilor K.C. Bisenius
Absent: Councilor Terry Shankle

STAFF IN ATTENDANCE

Dan Huff, City Manager; Mac Corthell, Assistant City Manager; Sam Miller, Engineering Section Manager; and Christie Teets, City Recorder

APPROVAL OF AGENDA

City Recorder Teets requested that Public Comment be moved to item #4 on the agenda, immediately before Presentations, Proclamations, and Ceremonies. Council agreed to the update by consensus.

CONSENT AGENDA

A. City Council Meeting Minutes – October 29, 2025

ACTION:

Councilor Childress made a motion to approve the Consent Agenda as presented; Council President Vermillion seconded. Motion passed 6-0.

AYES: Gilmer, Childress, Vermillion, Bartholomew, Bisenius, Keyser

NAYS: None.

ABSTENTIONS: None.

PUBLIC COMMENT

Jill Sprague, Jennifer Taylor, of Molalla and Connie Sharpe, of Beavercreek, OR: presented a challenge to the City of Molalla Council and Staff to participate in a citywide Sock Drive. The proposed drive would benefit local senior homes and churches with clothing closets. With the Council's approval, the group requested the drive run from November 12th to December 10th. Group requested a Council representative to partner with the Chamber's representative to conduct an official count. The winning group would receive a trophy. Council agreed to participation by show of thumbs-up.

PRESENTATIONS, PROCLAMATIONS, CEREMONIES

A. Pudding River Watershed Council

Assistant City Manager Corthell introduced the City's new partnership with the Pudding River Watershed Council (PPWC) and programs Executive Director, Kurt Berning, noting that the City's recent designation as a management agency under the updated TMDL brings increased stormwater responsibilities. Mr. Berning explained that although Molalla is commonly associated with the Molalla River, roughly 90% of the City limits actually lie within the Pudding River Watershed. Mr. Corthell reported the City has already benefited from its early partnership with the PPWC, sharing their assistance and expertise has provided cost-effective solutions and strengthened the City's ability to pursue environmental grants. *(For full report see YouTube recording minutes 15:00 – 25:36)*

ORDINANCES AND RESOLUTIONS

A. Resolution No. 2025-23: Authorizing an Intergovernmental Agreement with Clackamas County Relating to the Bear Creek Culvert Replacement and Molalla Ave Shoulders Improvement Project and the Transfer of Responsibility for and Jurisdiction over a Portion of South Molalla Avenue

Assistant City Manager Corthell and Engineering Section Manager Miller shared review of Intergovernmental Agreement with Clackamas County involving two coordinated projects: the County's Culvert Replacement at Bear Creek near 7th and S. Molalla Avenue, and the City's upgrade of the South Molalla Lift Station. The work will resolve long-standing flooding issues and being designed to meet the City's transportation standards, allowing future sidewalks without rework. By partnering with the County, the City will save significantly on costs and avoid procurement responsibilities. The City's share is approximately \$1.815 million, with funds available through current budgeting, reserves, and SDC eligibility. Mr. Miller noted construction is expected to begin in early 2026, with completion estimated for Fall 2026. *(For full report see YouTube recording minutes 25:00 – 34:46)*

ACTION:

Council President Vermillion moved to approved Resolution No. 2025-23: Authorizing an Intergovernmental Agreement with Clackamas County Relating to the Bear Creek Culvert Replacement and Molalla Ave Shoulders Improvement Project; Councilor Gilmer seconded. Motion passed 6-0.

AYES: Gilmer, Childress, Vermillion, Bartholomew, Bisenius, Keyser

NAYS: None.

ABSTENTIONS: None.

B. Resolution No. 2025-25: Approving a Contract for Water Intake Design Services and Authorizing the City Manager to Prepare and Execute the Necessary Agreements

Mr. Corthell presented the next phase of the Water Intake Project, noting Tetra Tech has performed strongly and will continue with the design phase. The design and permitting work totals approximately \$1.02 million with \$815,000 already budgeted for the current year and shared the City secured a \$4.6 million Infrastructure Finance Authority loan to fully fund the project. *(For full report see YouTube recording minutes 35:03 – 38:24)*

ACTION:

Council President Vermillion moved to adopt Resolution No. 2025-25: Approving a Contract for Water Intake Design Services and Authorizing the City Manager to Prepare and Execute the Necessary Agreements; Councilor Gilmer seconded. Motion passed 6-0.

AYES: Gilmer, Childress, Vermillion, Bartholomew, Bisenius, Keyser

NAYS: None.

ABSTENTIONS: None.

C. Resolution No. 2025-26: Authorizing a Loan from the Special Public Works Fund by Entering into an Interim Financing Contract with the Oregon Infrastructure Finance Authority

Mr. Corthell shared the Infrastructure Finance Authority (IFA) will fund the project. The IFA uses an interim loan process, similar to DEQ's (Department of Environmental Quality) method for the Wastewater Plant. It would not alter City cost. He further noted City continues to seek grant funding not to be repaid. Mr. Corthell explained the water system is currently debt-free, which puts the City in a strong position. *(For full report see YouTube recording minutes 38:24 - 40:59)*

ACTION:

Councilor Childress moved to approve Resolution No. 2025-26: Authorizing a Loan from the Special Public Works Fund by Entering into an Interim Financing Contract with the Oregon Infrastructure Finance Authority; Councilor Gilmer seconded. Motion passed 6-0.

AYES: Gilmer, Childress, Vermillion, Bartholomew, Bisenius, Keyser

NAYS: None.

ABSTENTIONS: None.

GENERAL BUSINESS:

A. Moving City Council Meeting Start-Time from 7:00pm to 6:00pm

Mayor Keyser shared the proposal to move future Council Meetings to 6:00 p.m. and Work Sessions to 5:00 p.m. Staff noted the change could improve efficiency as employees complete their day at 4:30 p.m. and wouldn't have to wait several extra hours for a meeting to begin. City Manager noted staff would prepare and present an Ordinance at the next meeting. *(For full detailed discussion see YouTube recording minutes 41:29 - 49:00)*

B. RV Parking Ordinance Review and Discussion

Mr. Corthell presented an update sharing staff compiled the key points for discussion and future ordinance drafting such as public streets, the proposal includes a 24-hour limit, extended to 72 hours in front of one's residence or an adjacent lot and prohibits slide-in or truck-bed campers left on streets long-term. Regarding private property, staff highlighted residency concerns: permits would be issued for 30 days to avoid legally establishing residency, with caregiver accommodation permits available for up to one year. Council discussed removing restrictions on smaller campers, confirmed a reset period after 72 hours, and confirmed no extensions beyond 30 days to avoid residency issues. *(For full report see YouTube recording 40:29 - 100:23)*

STAFF COMMUNICATION

- **City Recorder Teets:** shared open Planning Commission seat limited to a City limit residents only.
- **Assistant City Manager Corthell:** reported grants for the Aquifer Storage and Recovery Feasibility Studies have been secured, totaling approximately \$480,000, with data collection and field work beginning in the coming months. He also noted progress on a PAS mitigation study, now about 60% complete, with draft reports expected soon. Additionally, announced James Clifton has been promoted to Lead Water Plant Operator, Mr. Corthell praised Clifton's dedication and achievements, including previous recognition as Operator of the Year.
- **City Manager Huff:** reported the library design RFP received ten proposals, indicating strong interest in the project. Mr. Huff emphasized that the current budget covers only the design phase, with **no** bonds, increased taxes, or higher fees

involved, and the construction funding decisions will be made at a later time. He also discussed potential consideration of hiring a lobbyist or funding a specialist in the future to pursue grant opportunities. Regarding City facilities Mr. Huff confirmed the Library would be relocated to the Civic Center. Community Development team will move to City Hall and the Police Department will move into the new facility in late November/December.

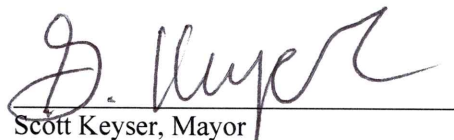
COUNCIL COMMUNICATION

- **Councilor Childress:** shared Fred Meyer Black Friday is a good place to prepare for Sock Drive and added the City's Christmas Tree Lighting is scheduled for Saturday, December 6th and the public is encouraged to attend.
- **Council President Vermillion:** attended C4 meeting as the alternat noting the meeting focused on initiatives, including the Housing Production Strategy presented by Planning Director Don Hardy, the citywide transit report by Transit Director Todd Wood, and an economic update from Economic Director Jamie Strickland, whose energetic presentation stood out.
- **Councilor Bartholomew:** no report.
- **Councilor Gilmer:** shared a Library event November 19th for Medicare eligible individuals at 02:00pm.
- **Councilor Bisenius:** attended the Clackamas County State of the County with county commissioners. The meeting provided a unique opportunity to hear about the county's challenges and opportunities and looks forward to seeing progress.
- **Mayor Keyser:** shared he toured the Wastewater Treatment facility and also visited the new Police Facility, sharing impressive upgraded spaces and equipment. He noted upcoming locations for the transportation referendum confirming volunteers needed to collect signatures before December 30th, with the goal of placing measures on next year's ballot.

[For the complete video account of the City Council Meeting, please go to YouTube
City of Molalla | Oregon – November 12, 2025](#)

ADJOURN

Mayor Keyser adjourned the meeting at 8:20 PM.


Scott Keyser, Mayor

PREPARED BY:


Crystal Robles, Deputy City Recorder

ATTEST:


Christie Teets, CMC - City Recorder