



**Minutes of the Molalla City Council Regular Meeting
Molalla Adult Center
315 Kennel Ave., Molalla, OR 97038
Wednesday, April 10, 2019**

CALL TO ORDER OF THE MOLALLA CITY COUNCIL MEETING; the regular meeting of Wednesday, April 10, 2019 was called to order by Mayor Keith Swigart at 7:00 P.M.

COUNCIL ATTENDANCE:

Mayor Keith Swigart – Present
Councilor Elizabeth Klein – Present
Councilor Leota Childress – Present
Councilor DeLise Palumbo – Present
Councilor Terry Shankle – Absent
Councilor Jody Newland – Present
Councilor Open Position – Present

STAFF IN ATTENDANCE

Dan Huff, City Manager - Present
Gerald Fisher, Public Works Director - Present
Chaunee Seifried, Finance Director – Present
Rod Lucich, Police Chief - Absent
Kelly Richardson, City Recorder - Present
Diana Hadley, Library Director - Present
Chad Jacobs, City Attorney - Absent

Convene Meeting and Roll Call
Pledge of Allegiance

PUBLIC COMMENT/COMMUNICATIONS AND PRESENTATIONS

1. 2017/2018 Audit Presentation
Tonya Moffitt, CPA with Merina & Co., presented the audit for the City of Molalla and the Molalla Urban Renewal Agency for FY end June 30, 2018 to Council and explained the audit received an unmodified opinion which is the highest rating to receive. Moffitt stated there were no concerns on how staff followed the public purchasing standards and the GASB rules.

Following the presentation Mayor Swigart had a question regarding insurance benefits. Hearing no other questions from Council everyone thanked Moffitt for the presentation.

(Citizens are allowed up to 3 minutes to present information relevant to the City but not listed as an item on the agenda. Prior to speaking, citizens shall complete a comment form and deliver it to the City Recorder. The City Council does not generically engage in dialog with those making comments but may refer the issue to the City Manager. Complaints shall first be addressed at the department level prior to addressing the City Council.)



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ADOPTION OF AGENDA

Motion made by Councilor Childress to adopt the April 10, 2019 agenda as presented, Seconded by Councilor Palumbo

Voting Yea: Councilor Klein, Councilor Childress, Councilor Palumbo, Mayor Swigart, Councilor Newland

CONSENT AGENDA

Motion made by Councilor Childress to approve the consent agenda as presented, Seconded by Councilor Newland.

Voting Yea: Councilor Klein, Councilor Childress, Councilor Palumbo, Mayor Swigart, Councilor Newland

2. City Council Minutes March 27, 2019
3. Library Board Minutes January 17, 2019

ORDINANCES, RESOLUTIONS, PROCLAMATIONS

4. Resolution 2019-04 Setting A Special Events Fee
City Manager Huff explained to Council this was not a Park Use Fee and clarified it was a Special Events Fee that is charged for events that are large in scale and require/request City services.

Mayor Swigart clarified that this fee is already in existence and is just a housekeeping item. Councilor Palumbo stated that she had done some research and the City of Silverton didn't have such a fee. Councilor Childress had concerns regarding the size requirements in relation to the fee amount proposed.

Following a brief discussion with staff Council decided the Resolution was incomplete and needed to come back at the next meeting and asked staff to clarify the criteria better.

5. Resolution 2019-06 Utility Fees
Motion made by Councilor Childress to approve as presented, Seconded by Mayor Swigart.
Voting Yea: Councilor Klein, Councilor Childress, Mayor Swigart, Councilor Newland
Voting Nay: Councilor Palumbo

6. Resolution 2019-07 City Hall Admin Fees
Motion made by Councilor Childress to approve as presented, Seconded by Councilor Klein.
Voting Yea: Councilor Klein, Councilor Childress, Mayor Swigart
Voting Nay: Councilor Palumbo, Councilor Newland

7. Resolution 2019-08 Police Department Fee Schedule

Following a brief discussion and Council decided there needed to more information presented.

Motion made by Councilor Palumbo to table until next meeting, Seconded by Councilor Klein.

Voting Yea: Councilor Klein, Councilor Childress, Councilor Palumbo, Mayor Swigart, Councilor Newland table.



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8. Resolution 2019-09 Library Fee Schedule
Motion made by Councilor Palumbo to approve as presented, Seconded by Councilor Newland.
Voting Yea: Councilor Klein, Councilor Childress, Councilor Palumbo, Mayor Swigart, Councilor Newland
9. Resolution 2019-10 Adopting the Court Processes and Fee Schedule
Motion made by Councilor Newland to approve as presented, Seconded by Councilor Childress.
Voting Yea: Councilor Klein, Councilor Childress, Councilor Palumbo, Mayor Swigart, Councilor Newland

NEW BUSINESS

10. Allocation of Clackamas County Registration Fee
Motion made by Councilor Palumbo to table this until May, Seconded by Councilor Newland.
Voting Yea: Councilor Klein, Councilor Childress, Councilor Palumbo, Mayor Swigart, Councilor Newland
11. Allocation/Update of System Development Charges
PWD Fisher presented the updated/proposed System Development Charges to Council and following a lengthy discussion and clarification period, Council came to consensus and directed staff to prepare a resolution for the next meeting. The consensus of Council accepted the proposed increase at 50% effective January 2020 and 50% effective July 1, 2020. Fisher also reminded Council that at any time this can be brought back and adjusted to fit the growth patterns of Molalla.
- Motion made by Councilor Childress to take a ten-minute recess, Seconded by Councilor Palumbo.
Voting Yea: Councilor Klein, Councilor Childress, Councilor Palumbo, Mayor Swigart, Councilor
The meeting reconvened at 9:17 PM.
12. Discussion Item Chapter 2.06 Hearing Bodies and Their Duties
City Manager Huff presented chapter 2.06 Hearing Bodies and Duties to remove language that is out of date or no longer needed.
Two members of the audience spoke in favor of leaving in language to allow at least two Commissioners the ability to reside outside the City limits. The audience members were current members of the Molalla Planning Commission Jennifer Satter 1115 N. Molalla Avenue and Raelynn Botsford 226 Ridings Avenue. Following the comments of Satter and Botsford, Council discussed the necessity due to lack of interest of its citizens to serve on these boards/commissions to have some type of allowance for membership outside the City limits. Some of the items discussed were;
- Within 5 miles
 - Within the school district
 - Within the 97038-zip code
 - Within 3 miles
- Council directed staff to return with examples to reflect the above items at the next Council meeting.

OLD BUSINESS

13. Discussion Update on Heritage Art Walk
City Manager Huff pointed out newly proposed locations in Long Park for Coyote and Grizzly because the original location at MCC park area fell through. Huff stated that they should be placed by the July 4th weekend.



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REPORTS AND ANNOUNCEMENTS

Councilor Newland reported that at the Library this week it is food for fines week. Bring a donation of canned food in to pay any overdue fines you may have on Library books. For every canned food donation, the Library will forgive a dollar of fines. Newland congratulated the FFA students who competed in state that will be moving onto the Nationals competition.

Councilor Palumbo reminded the community about the open positions on the exploratory committee for the Arts Commission and asked them to email her directly.

Mayor Swigart, Councilor Childress and Councilor Klein did not report anything currently.

City Manager Huff and City Recorder Richardson had nothing more to report at this time.

EXECUTIVE SESSION

Held pursuant to Oregon Public Record Law, ORS 192.660(2):

Motion made by Councilor Klein to cancel the executive session and move it to the May meeting, Seconded by Councilor Childress.

Voting Yea: Councilor Klein, Councilor Childress, Councilor Palumbo, Mayor Swigart, Councilor Newland

14. Held pursuant to Oregon Public Record Law, ORS 192.660(2): (a) To consider the employment of a public officer, employee, staff member or individual agent.

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ADJOURN

Motion made by Councilor Childress to adjourn the April 10, 2019 meeting at 9:55 PM, Seconded by Councilor Newland.

Voting Yea: Councilor Klein, Councilor Childress, Councilor Palumbo, Mayor Swigart, Councilor Newland

Mayor, Keith Swigart

April 24, 2019

Date

ATTEST:

Kelly Richardson, CMC

City Recorder