



## Minutes of the Molalla City Council Meeting

Molalla Civic Center  
315 Kennel Ave., Molalla, OR 97038  
December 14, 2022

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### CALL TO ORDER

The Molalla City Council Meeting of December 14, 2022 was called to order by Mayor Scott Keyser at 7:00pm.

### COUNCIL ATTENDANCE

Present: Mayor Scott Keyser, Council President Jody Newland, Councilor Elizabeth Klein, Councilor Leota Childress, Councilor Terry Shankle, and Councilor Eric Vermillion.

Absent: Councilor Crystal Robles.

### STAFF IN ATTENDANCE

Dan Huff, City Manager; Christie Teets, City Recorder; Mac Corthell, Community Development Director; Andy Peters, Public Works Division Manager; Chaunee Seifried, Finance Director; Cindy Chauran, Senior Accountant; Chris Long, Police Chief; and Bobby Call, Lieutenant.

### CONSENT AGENDA

- A. City Council Meeting Minutes – November 9, 2022
- B. Joint City Council and Planning Commission Meeting Minutes – November 16, 2022
- C. Canvass of Election Results: Clackamas County November 2022 General Election

*A motion was made by Councilor Childress to approve the Consent Agenda as presented. Vote passed 6-0, with all Councilors voting Aye.*

### PRESENTATIONS, PROCLAMATIONS, CEREMONIES

- A. OTAK Update – New Police Facility

Mr. Joshua Dodson with OTAK gave a Police Facility update to Council. Mr. Dodson explained to Council that a Request for Proposal for services when out to the general public, and over twenty (20) contractors showed up for the mandatory meeting. From the twenty, eight (8) qualified contractors presented proposals. The contractors were scored by qualifications, fees, etc. The firm scoring the highest was P & C Construction, earning 134 of 150 points. Mr. Dodson made a recommendation to Council, to allow the City Manager to enter into a contract with the firm.

### PUBLIC COMMENT

- A. Mike Simmons – Public Comment and Documents Submitted

**Mike Simmons, Colton resident**, submitted materials to the City Recorder for Public Comment that are provided in the meeting packet. Mr. Simmons spoke to Council about the joint Work Session between City Council and Planning Commission that was held on November 16, 2022. He shared his comments regarding Urban Growth Boundaries and the presentation by DLCD.

### PUBLIC HEARINGS

None.

### ORDINANCES AND RESOLUTIONS

- A. Ordinance No. 2022-04: Amending Molalla Municipal Code Chapter 5.20 Show Licenses to Chapter 5.20 Special Event Licenses and Amending the Language

Staff presented the original Ordinance with suggested changes, along with the amended (clean) version. Council had two small amendments to the Ordinance. In Section 2 – 5.20.010 Application, Councilor Childress requested that the word “protest” be



changed to “public demonstration”. In the same section, Councilor Klein requested that the word “shows” be changed to “events”. City Recorder Teets acknowledged both changes.

***Councilor Childress made a motion to hold the First Reading of Ordinance No. 2022-04 with the amendments. Vote passed 6-0, with Councilor Vermillion, Councilor Shankle, Councilor Childress, Councilor Klein, Council President Newland, and Mayor Keyser voting Aye.***

***Council President Newland made a motion to hold the Second Reading and Adoption of Ordinance No. 2022-04. Vote passed 6-0, with Councilor Vermillion, Councilor Shankle, Councilor Childress, Councilor Klein, Council President Newland, and Mayor Keyser voting Aye.***

## **GENERAL BUSINESS**

### **A. Contract Award: New Police Facility Contractor**

City Manager Huff explained to Council that the contract amount being request at this time is \$38,000. He also stated that the contract had been reviewed by City Attorney, Chad Jacobs.

***A motion was made by Council President Newland to authorized the City Manager to sign the contract and negotiate as necessary. Vote passed 6-0, with all Councilors voting Aye.***

City Manager Huff and Chief Long thanked the Council, stating that they were looking forward to working with P & C Construction.

### **B. Long Park Gazebo**

City Manager Huff shared his concerns with Council about the shape of the gazebo at Long Park. The gazebo has been being used inappropriately for some time now. The integrity of the building is compromised and is not ADA compliant. There has been discussion about saving the structure, however, that involves a hefty fee.

Councilor Shankle asked if the concrete would be removed as well. Mr. Huff answered yes, that the decommissioning will happen in phases. Councilor Childress is bothered by the gazebo being removed from the community, when a few members of the public are misusing the structure. Council President Newland asked about reinforcing the structure. Community Development Director Corthell explained that due to being a public structure, it would need engineering design work done, then go out for a public contract. He felt the cost of restructuring the gazebo would be the same as building a new gazebo. Councilor Klein shared that sometimes structures move beyond their useful life. Her concern was the safety of the structure, and that perhaps it is better to start over.

***Councilor Vermillion made a motion to authorize the City Manager to remove the gazebo at Long Park. Vote passed 6-0, with all Councilors voting Aye.***

### **C. City of Molalla Personnel Handbook Update**

Finance Director Seifried introduced the updated Personnel Handbook. She explained that a few areas of the Handbook pertain to City Council members. Those sections will be discussed at the January 21, 2023 Goal Setting Conference.

***A motion was made by Councilor Childress to adopt the City of Molalla Personnel Handbook. Vote passed 6-0, with all Councilors voting Aye.***

### **D. City Manager Report**

Mr. Huff shared a half-yearly report with Council that shows what the City and Council have accomplished during the year. The Mayor and Council were pleased with the amount of work that has been completed.

## **STAFF COMMUNICATION**

- Community Development Director Corthell shared his Director report. He explained to Council that the two trees that were taken down in Long Park were done so upon the advisement of an arborist. The arborist stated that the trees were



dead and should be taken down before they fell down. Mayor Keyser wanted to know if city employees performed the work or if an arborist did. Mr. Corthell stated that an arborist and his employees did the work.

- PW Division Manager Peters had nothing to report.
- Lieutenant Call had nothing to report.
- Police Chief Long thanked the Council for all of the support that they have received in their first year as Chief and Lieutenant. Chief Long also thanked the Council for approving the continued work on the new police facility, and is looking forward to working with P & C Construction.
- City Recorder Teets announced that at the January 11, 2023 meeting Councilors Childress and Shankle, and Councilor-Elect Botsford will be sworn in. Ms. Teets thanked Council for adopting Ordinance No. 2022-04. She also shared her thanks to Councilor Klein for all of her support over the last several years.
- Senior Accountant Chauran had nothing to report.
- Finance Director Seifried had nothing to report, however thanked Councilor Klein for her service.
- City Manager Huff thanked Councilor Klein for supporting City staff over the years.

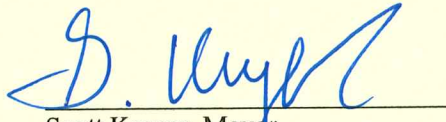
### COUNCIL COMMUNICATION

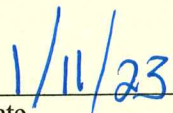
- Councilor Vermillion announced meeting dates and times for MRSD Board and the Chamber. Toni Child, Oregon Outreach School - Molalla site director contacted Councilor Vermillion about speaking to students.
- Councilor Shankle gave her thanks to Councilor Klein for all of her contributions to the community of Molalla.
- Councilor Childress invited the community to sing Christmas Carols at Fox Park the coming weekend. Councilor Childress shared her heartfelt thanks to Councilor Klein. She commended her for the amazing art that has been brought to the community.
- Council President Newland gave an update on the recent joint meeting between Beautification & Culture and the Parks CPC's. Water bottle fillers, garbage cans, and benches are key items that the committees are researching. She thanked Councilor Klein for sharing her knowledge, as well as for caring for our community.
- Mayor Keyser announced where community members could receive a free Christmas tree. Mayor Keyser commended City staff for all of the work that has been done over the year. He thanked the Community Development Department, the Chief and Lieutenant especially, as they are each finishing their first years in new roles. Mayor Keyser thanked the community for voting in the election. Mayor Keyser gave his personal thanks to Councilor Klein for taking him under her wing, when he first became Mayor.
- Councilor Klein shared that when Mayor Hogge asked her to fill a position on Council years ago, she was skeptical about what she was getting into. She thanked her fellow Council members and staff for placing their trust in her, and that she appreciated being a part of the many projects and changes over the last several years.

[For the complete video account of the City Council Meeting, please go to YouTube "Molalla City Council Meetings – December 14, 2022"](#)

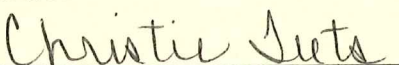
### ADJOURN

Mayor Keyser adjourned the meeting at 8:15pm.

  
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Scott Keyser, Mayor

  
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Date

ATTEST:

  
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Christie Teets, City Recorder