



## Minutes of the Molalla City Council Meeting

Molalla Civic Center  
315 Kennel Ave., Molalla, OR 97038  
June 14, 2023

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### CALL TO ORDER

The Molalla City Council Meeting of June 14, 2023 was called to order by Mayor Scott Keyser at 7:00pm.

### COUNCIL ATTENDANCE

Present: Mayor Scott Keyser, Council President Jody Newland, Councilor Leota Childress, Councilor Terry Shankle, Councilor Crystal Robles, Councilor Eric Vermillion, and Councilor RaeLynn Botsford.

### STAFF IN ATTENDANCE

Dan Huff, City Manager; Christie Teets, City Recorder; Mac Corthell, Community Development Director; Cindy Chauran, Interim Finance Director.

### APPROVAL OF AGENDA

Approved as presented.

### CONSENT AGENDA

- A. Work Session Meeting Minutes – May 24, 2023
- B. City Council Meeting Minutes – May 24, 2023

*A motion was made by Councilor Robles to approve the Consent Agenda, seconded by Councilor Vermillion. Vote passed 7-0, with all Councilors voting Aye.*

### PRESENTATIONS, PROCLAMATIONS, CEREMONIES

None.

### PUBLIC COMMENT

Mayor Keyser asked City Recorder Teets for any public comment submissions, she stated that she had received two emails that would need to be read into the record. Mayor Keyser then made an announcement to the audience. He stated that if anyone was intending to request that Councilor Childress resign her position on Council due to her pending investigation, that he too has a pending investigation at this time.

**Char Penne, Molalla resident**, acknowledged Mayor Keyser's pending investigation, however requested that Councilor Childress resign her position as Councilor, as her investigation reflects poorly on the City.

### PUBLIC HEARINGS

None.

### ORDINANCES AND RESOLUTIONS

- A. Resolution No. 2023-10: Adopting a Master Fee Schedule and Repealing all Prior, Conflicting Fee Resolutions

Interim Finance Director Chauran presented the staff report to Council, explaining the need to update the Master Fee Schedule. She explained that this is something that the City should do annually, and as there was a large update last year, there are only a few changes to this years Schedule.

*A motion was made by Councilor Childress to adopt Resolution No. 2023-10 by title only, seconded by Councilor Botsford. Vote passed 7-0, with all Councilors voting Aye.*



**B. Resolution No. 2023-15: Amending the Financial Policy for Expenditures and Adding a Capitalization Policy**

Interim Finance Director Chauran presented the staff report to Council, stating the reasons for Resolution No. 2023-15. The current auditor raised an issue regarding the lack of a Capitalization Policy. In addition, the City's Expenditure Policy is out of date. During Covid, vendors began to use emailed or electronic invoices exclusively. That policy has not changed. In addition, the City has implemented electronic signatures on checks. This Resolution adopts these items.

*A motion was made by Council President Newland to adopt Resolution No. 2023-15 by title only, seconded by Councilor Vermillion. Vote passed 7-0 with all Councilors voting Aye.*

**C. Ordinance No. 2023-04: Regulating and Prohibiting Public Camping on Public Property**

In order to begin discussion, Mayor Keyser asked for a motion on the Ordinance.

*A motion was made by Councilor Vermillion to hold the First Reading of Ordinance No. 2023-04 by title only, seconded by Councilor President Newland. Discussion followed.*

City Recorder Teets thanked Council for the work they had provided in this Ordinance. Council and Staff have spent a lot of time working on this Ordinance, and she appreciates their efforts. She also brought a few adjustments that Councilor Childress had brought to her attention. Council discussed it as a group.

Councilor Childress questioned Section 4, letter A-2, regarding sidewalks. Her question was does the language leave it open for someone to camp/sleep as long as they leave more than five feet available to be used as a sidewalk? She suggested that it should be worded so there was no camping or sleeping on the sidewalk at all. Councilors agreed that there should be no sleeping or camping on public sidewalks. Councilor Robles noted that Section 2, both letters A and D refer to sidewalks, and to add the word "public" in the front of each. City Recorder Teets agreed to do so.

The final edit was suggested in Section 4, Letter C, number 4, regarding the City not being liable for lost or stolen property. Councilor Childress' suggestion was for the language to read "The City of Molalla is not responsible for theft, damage, etc. to any personal property left unattended on public property. Council agreed by consensus and City Recorder Teets updated the change.

*A motion was restated by Councilor Vermillion to hold the First Reading of Ordinance No. 2023-04 by title only with amendments as discussed, seconded by Councilor President Newland. Vote passed 7-0, with Councilor Vermillion, Councilor Shankle, Councilor Childress, Council President Newland, Councilor Robles, Councilor Botsford and Mayor Keyser all voting Aye.*

*A motion was made by Council President Newland to hold the Second Reading and Adoption of Ordinance No. 2023-04 by title only, seconded by Councilor Robles. Vote passed 7-0, with Councilor Vermillion, Councilor Shankle, Councilor Childress, Council President Newland, Councilor Robles, Councilor Botsford and Mayor Keyser all voting Aye.*

**D. Resolution No. 2023-11: Regulating and Permitting Public Camping on Public Property**

City Manager Huff presented the staff report to Council, explaining that in the Ordinance just adopted, a time, place, and manner are necessary. The Ordinance adopts the time and manner, the proposed Resolution would adopt the place.

*A motion was made by Councilor Vermillion to adopt Resolution No. 2023-11 by title only, seconded by Councilor Shankle. Vote passed 7-0, with all Councilors voting Aye.*

**GENERAL BUSINESS**

**A. Molalla HOPE, Inc. Lease Termination Update**

City Manager Huff shared an update with Council regarding his recent meeting with the Board members of Molalla HOPE, Inc. An amicable discussion was had and it was determined by both parties that the warming shelter will no longer operate at 209 Kennel Avenue. He informed Council that Molalla HOPE requested a 90-day exit, in an effort to find another space available. Mayor Keyser explained to Council that a few options had been discussed by he, Council President Newland and City Manager



Huff. Options being the official 30-day termination according to the lease, a 45-day option presented by Council President Newland, and the 90-day option requested by Molalla HOPE. Mayor Keyser stated that he would entertain any motion presented.

Councilor Childress addressed Mayor Keyser, stating that as an employee of Molalla HOPE, she would like to recuse herself from voting on the termination of the lease. Mayor Keyser thanked her and moved on.

***A motion was made by Council President Newland to terminate the lease between the City of Molalla and Molalla HOPE, seconded by Councilor Botsford. Vote passed 6-0-1. Councilors voting Aye: Councilor Vermillion, Councilor Shankle, Council President Newland, Councilor Robles, and Councilor Botsford. Voting Nay: None. Abstain: Councilor Childress***

**B. Molalla Municipal Code, Chapter 1.02 Council Rules, Section 1.02.080 Order and Decorum**

Councilor Botsford reminded fellow Councilmembers of Council rules on Order and Decorum, specifically to not publicly criticize or attack each other. She feels that the rules are important and should be followed.

**STAFF COMMUNICATION**

- Community Development Director Corthell shared dates for the closure of Hwy 213 for roundabout work that is taking place. He also thanked Knife River Corporation, Molalla Communications, and Sport Court for the contributions they have made towards the pickleball court project.
- Senior Accountant Chauran shared that the auditors were here recently and the visit went well. Resolutions passed this evening were a product of their visit. She also shared that the Budget would be presented to Council for adoption at the June 28<sup>th</sup> meeting.
- City Recorder Teets thanked Council again for their hard work on the Public Camping Ordinance. She shared that at the next meeting, staff would be presenting a Resolution to take the Police Department Bond to the voters.
- City Manager Huff shared a powerpoint presentation that Support Services Supervisor, Nicole Ricker, introduced at a tour of the Police Facility previously in the day. He encouraged Councilors to take a tour of the facility. He provided Council with a copy of the presentation, so they would have accurate information to share.

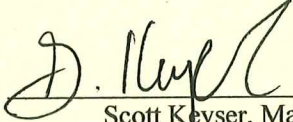
**COUNCIL COMMUNICATION**

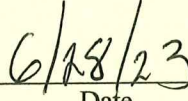
- Councilor Vermillion announced meeting dates for the MRSD Board and Summer School. He expressed his thanks to Andy Peters and feels that our City is losing a great employee. He thanked staff for continued hard work and for citizen involvement.
- Councilor Botsford shared information on the recent Chamber of Commerce meeting. Speed Networking was the theme and it was a great turnout. She also announced that the Giant Parade could use more volunteers for the morning of the Parade.
- Councilor Robles congratulated the Class of 2023 and wished them all well. She also thanked Andy Peters for his contributions to the City. Councilor Robles asked citizens to continue to be involved and thanked them for input on the public camping ordinance.
- Council Shankle announced that the Beautification & Culture Committee is seeking grants for new projects. One project is to earn a grant for lights to wrap the tree trunks on Main Street and Molalla Avenue. She also extended an invitation for new members to join the committee. An announcement was also made regarding Celebrate Molalla and the new location being Clark Park, from 11am-7pm on Saturday, August 26<sup>th</sup>.
- Councilor Childress shared her experience on touring the Police Department and let citizens know that the tour is approximately one hour. It has very detailed information regarding the needs of the department and the reason for the new facility. She commended Nicole Ricker, Police Support Service Specialist on the information provided in the tour. Councilor Childress recently met with a group from the Ant Farm, and shared the many programs that Molalla HOPE will be working on with them.
- Council President Newland announced an upcoming Garage Sale Yo-Yo. All proceeds will go to the Parks Fund. She announced the next Parks CPC date and encouraged folks to get involved.
- Mayor Keyser announced that school is almost out and to watch out for kids on the streets. He also thanked citizens for their participation in the camping ordinance and reminded folks that there could be changes necessary down the road. Mayor Keyser shared his appreciation of Andy Peters, and all of the work that he has done for the City, specific to the Wastewater Treatment Plant.

For the complete video account of the City Council Meeting, please go to YouTube  
"Molalla City Council Meetings – June 14, 2023"

**ADJOURN**

Mayor Keyser adjourned the meeting at 8:26pm.

  
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Scott Keyser, Mayor

  
\_\_\_\_\_  
Date

ATTEST:

  
\_\_\_\_\_  
Christie Teets, City Recorder

**From:** [Carol Maloy](#)  
**To:** [City Recorder](#)  
**Subject:** Public Comment .. Lease at 209 Kennel Avenue  
**Date:** Wednesday, June 14, 2023 11:36:30 AM

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Hello City of Molalla Recorder ..

Asking that this public comment be added to record on above subject. It is our understanding this item will be discussed at City Council meeting tonight, June 14th and we will not be able to attend. If anything additional is needed, please advise.

Comments to City Council concerning continuation of Lease of building at 209 Kennel Avenue.

We are owners of commercial building at 203 Kennel Avenue. Our business, Molalla Machine Shop, Inc., has been operating at this location for thirty plus years, prior to the building of the PAL or DARE building next door. We were given no notice by City of Molalla when the building at 209 Kennel Avenue was leased to a non-profit entity for a period of 10 years.

For the past several years the building has been used for “warming shelter” on nights when the temperatures were low. In the past year or more, we have seen additional activity, and more use. The addition of outdoor showers happened last year (2022), and that brought in more individuals, and we started to notice vans and other forms of transportation which appeared to bring in persons from outside the Molalla community to use the showers. There have also been pot-a-potties located in front of the building, and during warm months the odor could be a bit strong.

There seems to be a steady rise of use, and uses happening at 209 Kennel Avenue. IF the original concept was to lease the building as a Warming Shelter on cold nights to keep people warm, that concept or agreement for what was to occur has been expanded or gone significantly outside the boundaries. Having the building on lease seems to have opened it’s use for “anything or everything” that could be imagined, whether or not the location (next to Molalla Skate Park, and near Long Park) is a good place for all these additional proposed uses. The lease also seems to have allowed for inviting in more users from outside the local area.

We have found trash, food containers, clothing left on our property. We understand, and have seen photos of drug paraphernalia left on residential properties across the street. We have called non-emergency when in the mornings we have had persons lying on the ground near our doors, and have felt unsafe in approaching a person whose mental state we may not be prepared to deal with. The families living across Kennel Avenue are seeing, hearing, and dealing with persons who are in mental health crisis mode, and/or drug hallucinations, withdrawal issues. This is NOT SAFE, and puts local citizens in an unsafe position over and over.

Summary .. We feel the City of Molalla should discontinue the long term lease of the building at 209 Kennel Avenue for use as a social service center.

Thank you for your consideration. Emailed to City Recorder on June 14, 2023 —  
approximately 11:35 AM

N. Scott & Carl Maloy

Carol Maloy  
[maloycarol@gmail.com](mailto:maloycarol@gmail.com)



**From:** [Brian Maloy](#)  
**To:** [City Recorder](#)  
**Subject:** Lease of 209 Kennel  
**Date:** Wednesday, June 14, 2023 12:12:58 PM

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ATTN: City Council of Molalla,

I appreciate the opportunity to be heard on the matter of the lease at 209 Kennel Ave for the Hope entity. I am in favor of NOT renewing the lease for several reasons. I was contacted by a concerned citizen in the neighborhood. I work at Molalla Machine Shop at 203 Kennel Ave, Molalla, OR 97038. I have had to clean up messes, deal with homeless people both camping alongside and entering the shop property, among other things. Distractions are regular, locking cars and doors is now routine. Helping local community members is one thing, but it is my understanding and observation that individuals and parties of individuals coming to Molalla either by cart, someone dropping them off, or the free bus service out of Canby or Oregon City are bringing problems to our local community.

The list goes on, and I believe it is wise to not encourage an exodus from surrounding communities' problems to our own. Do not renew the lease for an entity that is facilitating that very function.

Brian Maloy