



## Minutes of the Molalla City Council Meeting

Molalla Civic Center  
315 Kennel Ave., Molalla, OR 97038  
January 25, 2023

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### CALL TO ORDER

The Molalla City Council Meeting of January 25, 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; Chaunce Seifried, Finance Director; Cindy Chauran, Interim Senior Accountant.

### APPROVAL OF AGENDA

Approved as presented.

### CONSENT AGENDA

- A. Meeting Minutes – January 11, 2023

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

### PRESENTATIONS, PROCLAMATIONS, CEREMONIES

- A. Planning Commission Appointments

Mayor Keyser announced that during the Work Session this evening, Council interviewed three applicants for the two vacant seats on the Planning Commission. Mayor Keyser stated that each applicant would be voted on by a show of hands. Applicant Greg Hillhouse received six votes, David Potts received two votes, and Martin Ornelas received six votes. City Recorder Teets made the announcement that both Mr. Hillhouse and Mr. Ornelas would be appointed to the Planning Commission. Mayor Keyser informed Mr. Potts that if a seat were to become vacant in the next thirty to sixty days, he would be notified.

- B. Budget Committee Appointment – Elizabeth Klein

Mayor Keyser announced that at the December 14, 2022 regular meeting, former Councilor Elizabeth Klein, expressed interest in remaining involved with City government. She submitted her applications for appointment as positions became available. Budget Committee Robert Thompson's term expired in December. He is not seeking to continue with the Budget Committee, therefore an opening has become available. Council would like to appoint Lizz Klein to the Budget Committee. Lizz is unable to attend tonight's meeting, as she is in Washington DC on a work trip. There is an additional Budget Committee position that has opened that will be posted next week.

*A motion was made by Councilor Vermillion to appoint Elizabeth Klein to the Budget Committee. Vote passed 7-0, with all Councilors voting Aye.*

- C. Beautification & Culture CPC Appointment – Elizabeth Klein

Mayor Keyser announced that Councilor Childress recently resigned her position on the Beautification & Culture Committee. Lizz Klein has served on this Committee since the beginning and would like to continue to work with the group.

*A motion was made by Councilor Vermillion to appoint Elizabeth Klein to the Beautification & Culture CPC. Vote passed 7-0, with all Councilors voting Aye.*



## **PUBLIC COMMENT**

None.

## **PUBLIC HEARINGS**

None.

## **ORDINANCES AND RESOLUTIONS**

None.

## **GENERAL BUSINESS**

### A. Clackamas County Stranded Worker IGA

City Manager Huff presented an Inter Governmental Agreement between the City of Molalla and Clackamas County. The concept is that during a significant regional disaster, where regional travel becomes difficult or impossible, our respective employees could report to the nearest jurisdiction to assist. This document has been identified as a tool to strengthen and better coordinate the overall County's disaster preparedness.

*A motion was made by Councilor Childress to enter into the Agreement with Clackamas County. Vote passed 7-0, with all Councilors voting Aye.*

### B. Code Enforcement FTE

Finance Director Seifreid presented the staff report for the need for a Code Enforcement Officer. She explained that the original plan was to propose this position as part of our 2023 – 2024 Budget process. However, we believe our needs are urgent at this point and we are asking Council to approve this addition mid-year. Normally, we do not ask for an additional FTE outside the normal Budget process, but an earlier decision allows us to move more quickly on the process of bringing a staff member on board.

*A motion was made by Councilor Childress to approve the adding of an additional full-time employee (FTE). Vote passed 7-0, with all Councilors voting Aye.*

### C. Goal Setting Conference Follow-Up

City Manager Huff addressed the Goal Setting Conference and the upcoming Work Sessions. He also gave Council members suggestions on how they can assist in the city's focus areas. He mentioned getting involved with other Elected Officials, promoting the new Police Facility, acting as the political arm of the city, and being a voice on Measure that negatively affect us. Mr. Huff also mentioned the importance of being involved in citywide events, such as Clean-Up Day, the 4<sup>th</sup> of July Parade, and Celebrate Molalla.

## **STAFF COMMUNICATION**

- City Manager Huff expressed his thanks to Finance Director Seifried for her constant support over the years. He also reminded Council that many exciting things are happening in the city.
- Senior Accountant Chauran invited the community to a retirement send-off for Chauncey on Thursday, January 26<sup>th</sup>.
- Finance Director Seifried offered her thanks to Council. She has worked for many council members during her career and appreciates this council's trust in staff very much.
- City Recorder Teets announced that a Budget Committee position is open. Applications will be received from February 1-March 1, 2023.

## **COUNCIL COMMUNICATION**

- Councilor Vermillion shared that he had recently attended an event at the Aquatic Center, and was impressed with how much they have to offer. He also announced the upcoming Work Session for the Molalla River School District.
- Councilor Shankle had nothing to report. She thanked Chauncey for her hard work during her time with Molalla.
- Councilor Childress is sad to see Finance Director Seifried go, however wished her well on her retirement. Councilor Childress is very impressed with how successful the Aquatic Center has become.
- Council President Newland promoted the Aquatic Center events and encouraged the community to take advantage of all they have to offer. Councilor President Newland attended the Day at the Capitol for elected officials. She pointed out responsibilities of Elected Officials and city staff for contacting the government when there are issues. She also stated

that “you (community members) have a responsibility as citizen in a representative government, your job is to contact your legislature, also. She encouraged folks to call or email often.

- Councilor Robles shared events coming up at the Library, and also thanked Chaunee for her years of service.
- Councilor Botsford reminded everyone of the upcoming Annual Chamber Banquet and Auction. She also thanked Finance Director Seifried for her service to our community.
- Mayor Keyser expressed his sincere thanks to Finance Director Seifried for her leadership, knowledge, kindness and passion for the city.

At 7:49pm, Mayor Keyser announced that we will recess into Executive Session, held pursuant to Oregon Public Record Law, ORS 192.660(2):

(i) To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.

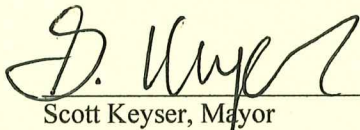
**RECONVENE REGULAR SESSION**

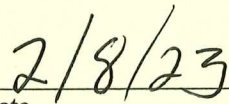
Mayor Keyser reconvened the City Council meeting at 8:51pm.

**ADJOURN**

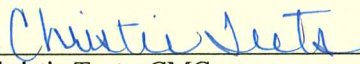
Mayor Keyser adjourned the meeting at 8:51pm.

For the complete video account of the City Council Meeting, please go to YouTube  
“Molalla City Council Meetings – January 25, 2023

  
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Scott Keyser, Mayor

  
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Date

ATTEST:

  
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Christie Teets, CMC  
City Recorder