



Molalla City Council – Special Meeting Agenda
Meeting located at: Molalla Adult Center
315 Kennel Ave, Molalla, OR 97038
January 14, 2015

Business meeting will begin at 7:00PM. The Council has adopted Public Participation Rules. Public comment cards are available at the entry desk. Request to speak must be turned into to the Mayor prior to the start of the regular Council meeting.

Executive Session After the meeting

1. CALL TO ORDER – 1,050th Regular Meeting

- A. Call the meeting to order
- B. Flag Salute and Roll Call
- C. Swearing in of New Council Members

2. COMMUNICATIONS AND PUBLIC COMMENT

- A. Minutes: December 10, 2014 Town Hall - Motion to Approve
- B. *Minutes of the the December 17, 2014 special meeting will be provided on 01/28/15*
- C. Library Board Minutes – Info Only
- D. Transportation Advisory Committee – Info Only

3. AWARDS, RECOGNITIONS & PRESENTATIONS

4. PUBLIC HEARINGS

5. NEW BUSINESS

- A. Expense in Excess of \$10,000: Flow Meters for I & I – Jen Cline
- B. Council President Nomination – Mayor Rogge
- C. Mayor Rogge to Appoint Boards and Commission Council Liaisons

6. CONTINUING BUSINESS

- A. Skate Park Discussion – Dan Huff
- D. Measure 91 Discussion – Dan Huff

6. RESOLUTIONS

- A. Resolution 2015-01: A Resolution to Appoint City Manager Dan Huff as Budget Officer for FY 15/16

7. ORDINANCES

8. PROCLAMATIONS

9. REPORTS AND ANNOUNCEMENTS

- A. City Manager/Staff Reports – Dan Huff
 - Goal Setting Session

10. EXECUTIVE SESSION

ORS 192.660(2)(f) to consider information or records that are exempt from disclosure by law.

11. ADJOURNMENT

Minutes of the Molalla City Council Town Hall Meeting
Molalla Adult Center
315 Kennel Ave., Molalla, OR 97038
Wednesday December 10, 2014

ATTENDANCE: Mayor Rogge, Present; Councilor Pottle, Present; Councilor Thompson, Present; Councilor Cook, Present; Councilor Griswold, Present; Councilor Boreth, Present.

STAFF IN ATTENDANCE: City Manager Dan Huff, Present; City Recorder Sadie Cramer, Present; Police Chief Lucich, Present.

City Manager Huff showed some slides that showed some problems caused by the homeless and transients. The City's focus is on safety and awareness in public places.

Chief Lucich stated that the City wants to come up with a positive solution.

Brenda Durbin, Director of Clackamas County Social Services stated that homelessness is in every city in Clackamas County. She advised the services available through Clackamas County to help the homeless.

Leota Childres, Chairman of the Molalla Warming Center Committee advised that they were able to get one of Molalla's chronic homeless person into housing through Clackamas County. She shared some information on feeding the homeless.

Steven Morrison stated that there are few programs for feeding the homeless. There are no overnight shelters, other than domestic violence shelters.

Mitch Jorgenson asked if there were any programs specifically aimed at mentally challenged homeless. Ms. Durbin advised that if people can sign up for affordable health care, they will have coverage for mental health issues.

Councilor Pottle asked where the homeless youth go. Ms. Durbin advised that Clackamas County has access to 45 houses for homeless to stay in. Peggy Savage stated that there is a homeless youth liaison at Molalla High School to assist the youth.

Councilor Thompson stated that he would like to have addressed the issues that the public has over the parks in Molalla.

Table #1 - Brenda Durbin and Councilor Thompson

Question #1 - It was determined that the majority of the people that come to the warming center are residents of Molalla. Transportation was discussed and the ways that Tri-Met could assist. Mayor Rogge asked if there could be a case worker assigned specifically to Molalla. Brenda advised that she will contact Clackamas County with that request. It was mentioned that because the church community in Molalla is so strong, there could be a list of resources that the church's offer.

Question #2 - In regards to the parks, if the public feels intimidated by the people in the park, call the police.

Question #3 - Councilor Thompson stated that the warming center has restrictions. There is a code of conduct form that must be signed.

Table #2 – Councilor Griswold

Question #1 – Metro has a call #211, to get information on services that are available.

Question #2 – A neighborhood watch for the park areas. Also discussed was more camera's in the parks. Park improvements, trimming trees, more lighting and fencing.

Question #3 – Classify the troublemakers. Get the information to the warming center, etc.

Question #4 – Adopt a park. Get information back to Public Works and the Police Dept.

Question #5 – Contact 911 if drug use is being seen. Proactive communication between the schools and law enforcement.

Table #3 – Councilor Boreth

This table had a member of the Police Dept., Clackamas County, Teacher and Public Works Dept.

Suggestions for solutions:

An Ordinance restricting tobacco in the parks and an Ordinance restricting sleeping in the parks.

Post the non-emergency dispatch 503-655-8211 and 211 for County services in the parks and in the monthly utility bills. Also post in the parks numbers for narcotics anonymous, AA and mental health help offered through Clackamas County.

Table #4 – Councilor Cook

Question #1 – Look into an outpatient facility for mental health issues in Molalla. There is a passion for not turning away someone that needs a meal, even if they are breaking the law. There are two groups of people, the homeless that are in dire straits and the ones that are transients.

Providing information for services, hand out business cards with numbers to Clackamas County. Posting signs by the cameras with non-emergency phone numbers.

A question was asked regarding the statistics on crimes, have they increased of the past few years.

Table #5 – Councilor Pottle

Councilor Pottle thanked everyone that attended the Town Hall.

The citizens of Molalla need to get involved. Citizen watch programs, bring the DARE program back, create youth programs, and apply for grants for these programs. Mayor Rogge stated that all of the comments and suggestions will be turned in and compiled and given to the City Manager.

Sadie Cramer, City Recorder

Mayor Debbie Rogge



Molalla Transportation Advisory Committee

Meeting located at: Molalla City Hall
117 N. Molalla Avenue Molalla, OR 97038

November 25, 2014

Regular Meeting Minutes

Business meeting: The meeting will begin at 6 p.m. The Parks Board has adopted Public Participation Rules. Copies of these rules and public comment cards are available at the entry desk. Public comment cards must be turned in prior to the start of the Board meeting. The City will endeavor to provide a qualified bilingual interpreter, at no cost, if requested at least 48 hours prior to the meeting. To obtain services call the City Recorder at (503) 829-6855.

1. CALL TO ORDER

A. Flag salute and roll call

2. COMMUNICATIONS AND PUBLIC COMMENT

A. Public Comment

3. AWARDS & RECOGNITIONS

4. PUBLIC HEARINGS

5. CONTINUING BUSINESS

6. ORDINANCES

7. NEW BUSINESS

1) Introductions/Review Roles of the Committee

2) ODOT Region 1 – ACT Options

a) ACT updates – Bill Avison reported on the current status of the ACT for Region 1. The ACT members had reached a census with exception to Clackamas Co. The Clackamas Co. commission had yet to meet to vote on accepting the ACT group seat formation of; 8 Portland/Multnomah Co., 6 Washington Co., 6 Clackamas Co., 4 Hood River, Tri-met, Port of Portland, Metro, Rural Transit, Freight Rep. and Active Transportation Rep. The OTC still to approve the final Region 1 ACT proposal.

3) City/County/ODOT Meeting

a) Projects discussed

b) Discuss ODOT Reg 1 Action Items – JC informed TAC group regarding meeting with ODOT and provided additional information on the following listed tasks.

i) Develop preliminary cost estimate for additional sidewalk construction OR-211 East to City Limits. Funding for design or construction for such a project is not currently available.

- ii) Investigate signage options for pedestrians and cyclists on roadway, particularly at Bear Creek Bridge.
 - iii) Review last season's paving project between Metzler and Engle to see if it's consistent with ADA policy.
 - iv) Hezzie Ave Crossing – see if a pedestrian island could be possible.
 - v) OR-213 at Toliver – Check with traffic to see if a new traffic count study is warranted.
 - vi) Y Intersection – Re-examine parking prohibition. Trim back landscaping. Move stop signs and stop bars.
- c) City Action Item - Work with Clackamas County to submit a Speed Study from OR-213 to Vaughn
- 4) Street Maintenance Funding Options – **Not Discussed**
 - a) Discuss Street Utility Tax Options
- 5) Transportation System Plan – **Not Discussed**
 - a) Hand out copy of existing TSP
 - b) Discuss options for TSP Revisions – Funding & Resources
- 6) **Business & Economic Development**
 - a) An additional discussion was brought to the table concerning transportation efforts concerning Business & Economic Development. There was concern not enough has been done to provide access through new streets to existing south industrial properties to prepare for Business & Economic Development.
 - b) As a suggestion, it was mentioned to bring in Clackamas Co. coordinator Jamie Johnk to provide assistance with addressing the above concerns. JC will contact Jamie to extend an invite to a future TAC meeting in 2015.

8. RESOLUTIONS

9. PROCLAMATIONS

10. REPORTS AND ANNOUNCEMENTS

- A. Staff Communications
- B. Next Board Meeting – January 27, 6:00pm
- Open to Board Members

11. ADJOURNMENT

City Of Molalla

City Council Meeting

Agenda Category: New Business

Subject: I/I Flow Monitoring sensors for Sanitary Collection System

Recommendation: Council Approval for Purchase

Date of Meeting to be Presented: January 14, 2015

Fiscal Impact: Low bidding quote: \$36,360.06

Background:

To meet NPDES regulatory requirements and reduce or remove Inflow and Infiltration (I/I) impacts to the Sanitary Collections system, the City requests approval for purchase of 7 flow meters, hardware and accessories as proceed with work as identified in the Brown and Caldwell, Scope of Services recently approved by council.

Bids were solicited from three suppliers and the following two comparable bids were received:

- *Bainbridge Associates, Inc. quoted Hach Monitoring systems totaling \$36,360.06*
- *Whitney Equipment Company, Inc. quoted ISCO monitoring systems totaling \$39,514.00*

The City recommends approval for purchase of the low bid from Bainbridge Associates, Inc. In addition to being the lowest bidder, the Hach systems provides the capability of extracting flow data for analysis to the commonly used Excel application without additional purchase of software. Both monitoring systems are comparable in monitoring collection system flows.

SUBMITTED BY: Jennifer Cline, Public Works Director

APPROVED BY: Dan Huff, City Manager

Whitney Equipment Company Inc
21222 30th Dr SE Suite 110
Bothell, WA 98021-7019

Number AAAQ1024-0

Date Dec 23, 2014

Sold To

City of Molalla
Jennifer Cline
117 N Molalla Ave
PO Box 248
Molalla, OR 97038
USA

Phone 503-759-0218
Fax 503-829-3676

Ship To

City of Molalla
Jennifer Cline
117 N Molalla Ave
PO Box 248
Molalla, OR 97038
USA

Phone 503-759-0218
Fax 503-829-3676

Quoted By

Mary Kay Weinstein
mweinstein@weci.com
425-486-9499 fax 425-485-7409

Terms

Net 30 days

Ship Via

Standard ground

Please make PO out to Whitney Equipment Company

Line	Qty	Description	Part #	Unit Price	Ext. Price
1	7	2150 Flow Module with 2191 Battery Module. Includes Area Velocity Sensor with 10 ft. (3 m) level measurement range and 33 ft. (10 m) cable, 2 battery holders, and carrying handle with suspension strap. Also includes instruction manual and coupon for free Isco Open Channel Flow Measurement Handbook. Requires Flowlink software and computer connect cable (sold separately).	68-2050-002	\$4,380.00	\$30,660.00
2	1	2102 Wireless Remote Module. Stacks on 2150 Flow Monitoring System to provide two-way communication with base module (sold separately). Includes 2102 manual.	68-2000-003	\$1,910.00	\$1,910.00
3	1	2102 Wireless Base Module. Connects to computer running Flowlink software (v4.11 or higher) for communication with 2102 field monitoring stations. Includes 12 VDC power adapter (#60-2004-050) for vehicle cigarette lighter, 120 VAC power adapter (#60-2004-057), and 2102 instruction manual. Requires Flowlink software and computer connect cable, sold separately.	68-2000-002	\$2,090.00	\$2,090.00
4	1	Flowlink 5.1 Software, two user licenses. For retrieving measurement, parameter, and sample data from Isco 2100 Series Modules and 2101 Field Wizard, 4100 Series Flow Loggers, 4200 Series Flow Meters, Pulsed Doppler Flow Meters, 6700	68-2540-200	\$2,055.00	\$2,055.00

FOB Factory, Freight prepaid and added to invoice

Quote good for 30 days

Charges for expedited or premium transportation shall be for the account of the purchaser.

Estimated shipment 2-3 weeks ARO

Prices include packing for domestic shipment.

Line	Qty	Description	Part #	Unit Price	Ext. Price
		Series/Avalanche Samplers, 676 and 677 Logging Rain Gauge Systems, and 581 Rapid Transfer Device. Stores data in a database and generates a variety of user-customizable graphs and tables. Data can also be exported in ASCII format for analysis by programs such as Microsoft Excel, HTML format for viewing in a web browser, and PDF format for viewing in Adobe Reader. Operates on Windows XP, Vista, 7, Server 2003, and Server 2008. Supplied on CD-ROM. Software supports multiple languages, one of which is selected during installation.			
5	1	USB Communication Cable, 10 ft. (3 m). Connects 2100 Series Module top connector to PC with USB connector.	60-2004-507	\$245.00	\$245.00
6	1	Street Level Installation Tool Multi-section pole. Includes one 2-1/2 ft. pole section with adapter for attaching mounting ring, six 2-1/2 ft. pole sections, and instruction manual.	60-3204-012	\$650.00	\$650.00
7	2	Street Level Installation Tool Mounting Ring for 10 inch diameter pipe. Includes strap.	60-3204-016	\$222.00	\$444.00
8	2	Street Level Installation Tool Mounting Ring for 8 inch diameter pipe. Includes strap.	60-3204-015	\$222.00	\$444.00
9	2	Street Level Installation Tool Mounting Ring for 12 inch diameter pipe. Includes strap.	60-3204-017	\$222.00	\$444.00
10	1	Street Level Installation Tool Mounting Ring for 15 inch diameter pipe. Includes strap.	60-3204-018	\$222.00	\$222.00
11	1	Expedite fee for RUSH order	Expedite Fee	\$25.00	\$25.00
12	1	Standard ground freight	Freight8	\$325.00	\$325.00
				SubTotal	\$39,514.00
				Tax	\$0.00
				Total	\$39,514.00

FOB Factory, Freight prepaid and added to invoice

Quote good for 30 days

Charges for expedited or premium transportation shall be for the account of the purchaser.

Estimated shipment 2-3 weeks ARO

Prices include packing for domestic shipment.



Bainbridge
Associates, Inc.

QUOTATION

Quotation Number BAI 14-1224-001P
For: City of Molalla
12424 S. Toliver Rd
Molalla, OR 97038
Oregon City, OR 97045

Date: 12/24/14
Project: NonWireless Flow Monitoring Equipment
Contact: Jennifer Cline
Telephone: 503-759-0218
Fax: _____

Quantity	Part No.	Description	Unit Price	Extended
		Sigma SubAV sensors with FL900 Logger for Wireless Portable Applications Sensors		
7	77065-030	Non -Oil Filled Sigma AV Sensor (0-10ft range), 30ft of cable with connector (Not recommended for conduit)	\$1,226.00	\$8,582.00
		Logger		
6	FL900 AV.97	Portable Logger, single channel , battery powered data logger, includes cable hanger, and AV 9000 Module (PN 8531300)	\$3,064.00	\$18,384.00
1	FL901.97.UX	Wireless Portable Logger, single channel , battery powered data logger, includes cable hanger, and Verizon Modem	\$5,381.00	\$5,381.00
1	8531300	AV 9000 Analyzer Module required for FL901's	\$785.00	\$785.00
1	6241804	Antenna, Mini-Wing Quad (824-960, 1710-2170 MHz)	\$69.75	\$69.75
1	FSDATA	Webhosting Service for each meter, includes server backup	N/C	N/C
1	8528300	Communication Cable from Logger to Computer USB.	\$129.00	\$129.00
		Mounting Hardware		
2	1362	Spring Ring Mounting Band for 8" Diameter Pipe, req 3263 clip	\$182.00	\$364.00
2	1363	Spring Ring Mounting Band for 10" Diameter Pipe, req 3263 clip	\$207.00	\$414.00
4	3263	Mounting Clip for above band.	\$55.59	\$222.36
2	1364	Spring Ring Mounting Band for 12" Diameter Pipe	\$233.00	\$466.00
1	1365	Spring Ring Mounting Band for 15" Diameter Pipe	\$250.00	\$250.00
		Options and Accessories		
1	SPECIAL	Startup & Training from Bainbridge Associates Inc.	\$600.00	\$600.00
Shipping				\$712.95
ALL PRICES ARE IN USD AND DOES NOT INCLUDE TAXES OR SHIPPING				Total \$36,360.06

* NO RETAINAGE'S *

This quote will be honored for 60 days from above date.

The Local BAI Sales Representative in your area is: Portland

PO Box 909
 Camas, WA 98607
 (503) 697-9711

F.O.B. – Loveland, CO U.S.A. - Prepay & Add

Delivery: 2-3 Weeks ARO

Payment Terms: NET 30 DAYS

Quoted By: Ken Navidi

Controls for the Process Industry * Manufacturers Representatives

Seattle Office
 P.O. Box 966 Olalla, WA 98359
 (253) 857-7800 – Fax: (253) 857-6870
 Email: info@bainbridgeassoc.com

Portland Office
 P.O. Box 909 Camas, WA 98607
 (503) 697-9711 - Fax: (503) 697-9970
 Email: knavidi@bainbridgeassoc.com

City Of Molalla

City Council Meeting

Agenda Category: Resolutions

Subject: Resolution 2015-01: Appointing the City Manager as Budget Officer.

Recommendation: Approve Resolution

Date of Meeting to be Presented: January 14, 2015

Fiscal Impact: N/A

Background:

Oregon budget law requires the appointment of a Budget Officer to prepare and present the budget for the City of Molalla. The attached resolution satisfies the state requirement.

SUBMITTED BY: Sadie Cramer, City Recorder

APPROVED BY: Dan Huff, City Manager

RESOLUTION 2015-01

**A RESOLUTION APPOINTING THE CITY MANAGER AS BUDGET
OFFICER FOR FISCAL YEAR 2015-2016**

WHEREAS: Municipal Budgeting requires the appointment of a Budget Officer to prepare and present the budget for the City of Molalla; and

WHEREAS: the City of Molalla is initiating preparation of its fiscal year 2015-2016 budget; and

NOW, THEREFORE, THE CITY OF MOLALLA RESOLVES to appoint City Manager, Dan Huff as Budget Officer for fiscal year 2015-2016.

DULY APPOINTED, by the City Council and the City of Molalla on this 14th day of January 2015.

Mayor Debbie Rogge

ATTEST:

Sadie Cramer, City Recorder