



AGENDA

MOLALLA CITY COUNCIL MEETING
September 14, 2022
7:00 PM
Molalla Civic Center
315 Kennel Ave, Molalla, OR 97038

Mayor Scott Keyser

Council President Jody Newland
Councilor Elizabeth Klein
Councilor Terry Shankle

Councilor Leota Childress
Councilor Crystal Robles
Councilor Eric Vermillion

REGULAR COUNCIL MEETING begins at 7:00pm: Open to the Public and open to Public Comment or Testimony. Please fill out a comment card and submit it to the City Recorder, prior to the beginning of the meeting.

*In accordance with House Bill 2560, the City of Molalla adheres to the following practices:
Live-streaming of the Molalla City Council Meetings are available on Facebook at
"Molalla City Council Meetings – LIVE" and "Molalla City Council Meetings" on YouTube.*

Citizens can submit Public Comment in the following ways: attend the meeting, email the City Recorder @ recorder@cityofmolalla.com by 4:00pm on the day of the meeting, or drop it off at City Hall, 117 N. Molalla Avenue.

- 1. CALL TO ORDER AND FLAG SALUTE**
- 2. ROLL CALL**
- 3. CONSENT AGENDA**
 - A. Meeting Minutes – August 24, 2022.....**Pg. 2**
- 4. PRESENTATIONS, PROCLAMATIONS, CEREMONIES**
- 5. PUBLIC COMMENT & WRITTEN COMMUNICATIONS**
(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 generally 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.)
- 6. PUBLIC HEARINGS**
- 7. ORDINANCES AND RESOLUTIONS**
 - A. Resolution No. 2022-18: Recycled Water Irrigation Gun - Sole Source Determination (Peters)...**Pg. 4**
- 8. GENERAL BUSINESS**
 - A. 2022 Progress Report (Huff).....**Pg. 9**
- 9. STAFF COMMUNICATION**
 - A. Certification of Candidates (Teets).....**Pg. 11**
 - B. Astound Broadband Rate Increase (Teets).....**Pg. 12**
- 10. COUNCIL COMMUNICATION**
- 11. ADJOURN**

Agenda posted at City Hall, Library, and the City Website at <http://www.cityofmolalla.com/meetings>. This meeting location is wheelchair accessible. Disabled individuals requiring other assistance must make their request known 48 hours preceding the meeting by contacting the City Recorder's Office at 503-829-6855.



Minutes of the Molalla City Council Meeting

Molalla Civic Center
315 Kennel Ave., Molalla, OR 97038
August 24, 2022

CALL TO ORDER

The Molalla City Council Meeting of August 24, 2022 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, and Councilor Eric Vermillion.

Absent: Councilor Elizabeth Klein.

STAFF IN ATTENDANCE

Dan Huff, City Manager; Christie Teets, City Recorder; Mac Corthell, Community Development Director; Andy Peters, Public Works Division Manager; Chaanee Seifried, Finance Director.

CONSENT AGENDA

- A. Meeting Minutes – August 10, 2022
- B. 2022 Budgeted Backhoe Purchase

A motion was made by Councilor Robles to approve the Consent Agenda, seconded by Councilor Vermillion. Vote passed 6-0, with all Councilors voting Aye.

PRESENTATIONS, PROCLAMATIONS, CEREMONIES

None.

PUBLIC COMMENT

None.

PUBLIC HEARINGS

None.

ORDINANCES AND RESOLUTIONS

None.

GENERAL BUSINESS

- A. Mercury TMDL Report

Public Works Division Manager Peters shared the Staff report for the Mercury TMDL. The City of Molalla has been working to implement the new requirements for the past two years and has updated its TMDL to comply with these new rules. Care has been taken to identify, and plan for the implementation of, mercury reduction strategies that will meet the requirements while resulting in the least impact to budgets, staff, and the public. He also shared that DEQ has pre-approved our document.

A motion was made by Councilor Robles to approve the Mercury TMDL Report, seconded by Councilor Childress. Vote passed 6-0, with all Councilors voting Aye.

- B. Distinguished Budget Presentation Award

City Manager Huff explained to Council that it took many years to accomplish the task of earning the Distinguished Budget Presentation Award. This year is the third year in a row that we have been honored by earning this award. Mr. Huff feels that it is very important for the community to see that the City is fiscally responsible.

Finance Director Seifried shared that each year the award is earned, more tasks and requirements are added. Staff is very proud to have earned this award again.

Council members expressed their thanks and congratulations.

STAFF COMMUNICATION

- City Recorder Teets shared an Election Candidate with Council. Candidate Ashly Hansen has withdrawn from the election process. This leaves Martin Ornelas, Rae Botsford, Thomas Luttrell, Terry Shankle and Leota Childress running.
- PW Division Manager Peters gave an update on Strawberry Park, which completed this week.
- Community Development Director Corthell shared his thanks to Mr. Peters on the hard work that was put into Strawberry Park, along with the money he was able to save by looking into procurement options. Mr. Corthell shared his monthly director report, which is available on the City's website, as well as the Molalla Current.
- Finance Director Seifried had no report.
- City Manager Huff shared that his focus this week is on Celebrate Molalla.

COUNCIL COMMUNICATION

- Councilor Vermillion shared updates on the MRSD Board Meetings. A town hall meeting has been discussed. The Chamber will hold an election in October for new members. Molalla Cares presented Skate Park committee chair, Rae Botsford, with a check for \$1,411.00.
- Councilor Shankle will have Councilor Childress give a Celebrate Molalla update.
- Councilor Childress shared the history of Celebrate Molalla. She and Councilor Klein worked together with the Ford Family Foundation and the community to create the Vision and Action Plan. When it was complete, the celebration took place.
- Council President Newland is excited about everything going on with the Parks right now.
- Councilor Robles announced Citizenship Classes are beginning at the Library on September 17th. She encouraged people to contact the Library for more information. Councilor Robles also shared that the Parks CPC will be at Celebrate Molalla, promoting fundraising opportunities.
- Mayor Keyser announced that Carissa Ross was awarded the Outstanding Neighbor Award between Canby and Molalla. He also participated in the Oregon Mayor's Association Conference recently, and was proud to represent Molalla. He gave his thanks and admiration to the new bookmobile, and thanked Library Director Hadley for her hard work on the project. Mayor Keyser was involved in a roundtable discussion earlier in the day with Leader McCarthy, and felt it was good representation for Molalla.

EXECUTIVE SESSION

Mayor Keyser announced that Council would recess to Executive Session at 7:52pm. Mayor Keyser announced that letter 'e' had been removed from the Executive Session agenda. Council went to private chambers.

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

- (d) To conduct deliberations with persons designated by the governing body to carry on labor negotiations.
- (e) ~~To conduct deliberations with persons designated by the governing body to negotiate real property transactions.~~

[For the complete video account of the City Council Meeting, please go to YouTube
"Molalla City Council Meetings – August 24, 2022"](#)

ADJOURN

Mayor Keyser resumed the regular session at 8:36 and then immediately adjourned the meeting.

ATTEST:

Scott Keyser, Mayor

Date

Christie Teets, City Recorder



CITY OF MOLALLA

117 N. Molalla Avenue
PO Box 248
Molalla, OR 97038

Staff Report

Agenda Category: General Discussion

Agenda Date: September 7, 2022

From: Andy Peters, Public Works Div Manager

Approved by: Dan Huff, City Manager

SUBJECT: Irrigation Gun Purchase, Determination of Sole Source

FISCAL IMPACT: \$86,000 – Approved in the Adopted Budget for FY 22/23

RECOMMENDATION/RECOMMEND MOTION: Approve Resolution 2022-18, Determination of Sole Source for Irrigation Equipment

BACKGROUND: This Resolution is part of a holistic approach being taken by the City to ensure the maximum potential from its existing Wastewater Facilities during this interim period before the new Plant can come online.

During the summer months the City is forbidden by its NPDES Permit to discharge treated effluent to the Molalla River, and has therefore, for many years, irrigated this effluent as recycled water on the Coleman Ranch as part of a mutually beneficial agreement.

The City currently owns four largely identical Irrigation Guns built to a special specification. During certain phases of plant operation, the bottleneck on capacity can be the speed at which we can irrigate this water.¹

The addition of a fifth gun will directly increase this capacity. In addition, if this fifth Irrigation Gun is built to the same specification as the other four, then the City will benefit from part interchangeability and other redundancy considerations, that will help ensure this capacity is available even during certain kinds of breakdowns.

However, purchasing directly from a single vendor without competition is referred to by Oregon Purchasing Rules as a “Sole Source” Procurement, which must be accompanied by a Finding by the Contracting Agency involved; in this case, the Molalla City Council.

In addition, the rules require that if a Sole Source is the option, the City do its best to ensure favorable terms and prices from the vendor, which City Staff has done during the quotation process by ensuring the price is comparable to Irrigation Equipment built to different specifications. The quote is attached below.

¹ This is in order to draw down the lagoons fast enough to levels that allow for maximum holding capacity during months when the City cannot discharge to the Molalla River, but also cannot irrigate because these fields are too wet to do so.



RESOLUTION NO. 2022-18

A RESOLUTION OF THE CITY OF MOLALLA, OREGON RECYCLED WATER IRRIGATION GUN SOLE SOURCE DETERMINATION

WHEREAS, the Molalla City Council (the City) is a Local Contract Review Board with Procurement Authority under ORS 279A.050; and

WHEREAS, the City has not adopted local procurement rules and is thus subject to OAR Chapter 137, the States' Model Procurement Rules; and

WHEREAS, The City wishes to conduct a sole source procurement under OAR 137-047-0275, and ORS 279B.075; and

WHEREAS, The local contracting board must make particular findings in order to conduct a source procurement in accordance with ORS 279B.075.,

Now, Therefore, the City of Molalla Resolves as follows:

Section 1. The efficient utilization of existing goods requires acquiring comparable goods. ORS 279B.075(2)(a). The City currently uses four "Big-Guns", all of which have the exact same specifications. To maximize redundancy, part interchangeability, operator training, and standard operating procedures, the new "Gun" must match the build of the existing units.

Section 2. Other findings support the conclusion that the goods are available from one source. ORS 279B.075(2)(d). All irrigation "Guns" currently owned by the City were built to specifications that are only available from the Sole Source manufacturer, Valley Fab Corporation.

Section 3. Based on the finding adopted in Sections 1 and 2 of this resolution, the City Council, under its authority as the local contracting board, authorizes sole source procurement for the purchase of a new "Big Gun" for irrigation, from Valley Fab Corporation.

Section 4. This authorization is subject to the budgetary constraints of the adopted FY22-23 budget and the spending authority of the Molalla Municipal Code.

Section 5. This resolution is effective immediately upon passage by the City Council and signature by the Mayor and City Recorder.

Signed this 14th day of September 2022.

Scott Keyser, Mayor

ATTEST:

Christie Teets, City Recorder

DRAFT

Valley Fab Corp.

Quotation

Quote City Of Molalla
 To: 117 N. Molalla Ave.
 Molalla, OR 97038

Quote Number:	17050	Contact:	
Quote Date:	08/10/22	Inquiry:	
Customer:	CITY OF MOLA	Terms:	Net 30
Salesman:	House - Irrigation	Phone:	(503) 829-6855
Ship Via:		FAX:	(503) 829-3676
FOB:	Origin	Quoted By:	

<u>Item</u>	<u>Part Number</u> <u>Description</u>	<u>Revision</u>	<u>Quantity</u>	<u>Price</u>
1	24- WM4000-2-B WaterMaster 4000 Irrigator with Diesel Booster Engine Tandem Axle Fairfield Gearbox Cornell Pump with Machanical seal and Rubber Coulper Hydraulic Lift and Anchors Hydraulic Turntable Dual Water Inlet 4 Wheel Gun Cart 25 Ft. Inlet Hose And Fittings (2) -80 Gallon Fuel Tanks		1	\$86,000.0000 /EA
2	24- HARD HOSE 4.1X1600 4.98 x 4.1 x 1600 Hard Hose		1,600	\$0.0000 /EA
3	24- CORN 3RB-EM16-4 3RB-EM16 SAE 4 Cornell Pump with Machanical seal and Rubber Coulper		1	\$0.0000 /EA
4	24- ISUZU 55HP Isuzu 55 HP Motor (4LE2PW-18)		1	\$0.0000 /EA
5	24- COM 20902690 Computer MaterMac. Irrigamatic EVO4 with cover		1	\$0.0000 /EA
6	24- SIME EXPLORER TIMER GUN EXPLORER ROTORKIT TIMER GUN 25° (10568)		1	\$0.0000 /EA

Total: \$86,000.00

Unless otherwise stated, due to the price fluctuations and availability on the raw material this quote is valid for 10 day from origination and could be modified or withdrawn by the seller prior to acceptance.



City of Molalla – Administration Office
117 N Molalla Avenue, PO Box 248, Molalla, Oregon 97038
Phone: (503) 829-6855 Fax: (503) 829-3676

DATE: September 14, 2022
TO: Mayor and Council
FROM: City Manager
SUBJECT: Project/Information Update

City Council will recall that in January of this year we had a Goal Setting session for the upcoming year. We have been busy with tasks and projects as well as department reorganization and transitions in others. I have attached “Topics for Upcoming Work Sessions” to give you all an update on what you all/we all have accomplished since that time.

Even though summer is winding down we are at a point where new projects are beginning and planning for next year is on the horizon. The following subjects are for informational and discussion purposes:

Goal Setting
January 29, 2022

September 14, 2022 – Progress Report

1. Street/Utility Maintenance Fee (discussed, revisit in future)
2. Molalla Forest Road (project in process)
3. Letter to ODOT (repave Hwy 211) (project in process)
 - i. Timing
 - ii. Content
 - iii. Community template
4. Re-evaluate SCD Charge for Mobile Food Units (discussed, revisit in future)
5. Parks Master Plan
6. Bohlander Field (discussed, revisit as needed)
7. Special Events/Park Use

TOPICS TO BE DISCUSSED

1. Parks Master Plan
2. Special Event Permit – Code Update
3. Parks Naming/Renaming Policy
4. Planning Commission Decorum
5. Psilocybin Related Business – Time, Place, and Manner

These tasks do not include our daily, weekly, and monthly responsibilities.

Participation with State affiliate Organizations

- League of Oregon Cities (LOC) – Molalla has a vote on Board member placement
- Oregon Mayors Association (OMA) – Mayor Keyser has submitted his name for Board placement
- Oregon City County Manager Association (OCCMA) – City Manager is up for President Elect
- Oregon Association of Municipal Recorders (OAMR) – City Recorder is an active member
- Oregon Association of Police Chiefs (OAPC) – Police Chief is an active member
- Latinos in Local Government – City is a member
- NW Women’s Leadership Academy – City has participated with two staff members attending
- American Public Works Association – City is an active member

We cannot participate in everything, but it is important that we keep our fingers on the pulse of these organizations as well as others that may have a positive or negative impact on our community.

Recent/Summer Conferences

- OCCMA – City Manager
- OMA – Mayor Keyser
- OACP – Chief Long, Lieutenant Call

Future Statewide Conferences

- Annual OAMR Conference – City Recorder
- LOC Fall Conference – Mayor Keyser, Council President Newland, Councilor Vermillion, City Manager.
- OAMR – City Recorder

2023 Conferences

- LOC Spring Conference



CITY OF MOLALLA

117 N. Molalla Avenue
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Staff Report

Agenda Category: General Discussion

Agenda Date: September 14, 2022

From: Christie Teets, City Recorder
Approved by: Dan Huff, City Manager

SUBJECT: Certification of Candidates/Background Check Results

FISCAL IMPACT: N/A

RECOMMENDATION/RECOMMEND MOTION: N/A

BACKGROUND:

Certification of Candidates:

As the City Recorder and Elections Officer for the City of Molalla per ORS 254.095, the following office and candidates are to appear in the Clackamas County Voter Pamphlet on the November 8, 2022, General Election ballot as follows:

Council
(4-year term)
(Vote for 3)

Rae Botsford
Leota Childress
Thomas Luttrell
Terry Shankle

Background Check Results:

Section 2.02.040 of the Molalla Municipal Code requires anyone who files a petition for nomination for an elective City position to also file a form either consenting or refusing to consent to a criminal history check. Under the Ordinance, the City Recorder is required to publish the results in a Voter Information Document, which appears below and is listed on the City's website:

Rae Botsford: Consented, No Record Found
Leota Childress: Consented, No Record Found
Thomas Luttrell: Refused Consent
Terry Shankle: Consented, No Record Found



At Astound Broadband powered by Wave (Astound Broadband), we are committed to providing you with the best, most advanced services backed with award-winning customer care. Whether you work, stream, learn, game or do it all using our services our goal is to provide you with the fastest and most reliable services that you love. From all of us at Astound Broadband, thank you for trusting us with your internet and entertainment needs.

Astound Broadband strives to keep prices as low as possible. We continually invest, improve and upgrade our network to meet the growing needs of our customers. Although we absorb much of the cost increases associated with network upgrades and service improvements, it is sometimes necessary to update our rates. As the amounts programming networks charge us continue to rise, along with overall cost increases, we must adjust pricing. We recognize this is not an easy time for so many and have worked hard to minimize the rate adjustments to our customers.

Below please find a summary of rate adjustments for specific fees and/or costs; unless otherwise notated, the listed fees and/or costs are neither government mandated nor a tax imposed on you by the government; they are either a fee and/or cost Astound Broadband assesses and retains:

- The Local Broadcast tier of service will increase by \$2.00. This fee is to help maintain the access and transport of cable and broadcast channels across our network.
- The Local TV Stations' Fee will increase by \$5.93. The Local Broadcast Stations levy a monthly fee for carriage of their content; this fee helps offset those costs.
- The Expanded Content programming tier will increase by \$1.92. Networks included on this tier of service levy a monthly fee for the carriage of their content; this fee helps offset the cost of programming content.
- Customers with Unlimited Data or Double Data add on will increase by \$5.00.
- Whole-home WiFi will increase by \$2.00
- The Network Access and Maintenance Fee/Internet Infrastructure Fee will increase by \$2.80. This fee helps defray costs associated with building and maintaining our fiber rich broadband network, as well as the costs of expanding network capacity to support the continued increase in customers' average broadband consumption.
- Telephone service will increase by \$1.00/month.
- Payment made by Agent will increase by \$3.00/ Payment made by IVR or SMS will be \$2.95/ Payment made by web will be \$1.00.

Periodically, franchise, utility, PEG fees and other government mandated fees and taxes are also adjusted in keeping with regulatory requirements. These fees and taxes are government mandated and we are required to comply.

Discover More with Astound Broadband

We continue to make substantial investments and upgrades to our network and technology to give our customers more for their money on the services and features they care about most:

- **Ultra-fast Speed:** We offer top download speeds to power more devices for the connected home.
- **Supercharged Wi-Fi:** Experience our fastest speeds with the latest Wi-Fi 6E technology. Smart enough to route Wi-Fi traffic between devices and blanket your home in reliable Wi-Fi.
- **Ultimate Control:** Take an internet break, create schedules and check devices. With our whole home-Wi-Fi you can manage it all from the eero® app.
- **Top Security:** Protect your growing digital life, devices, and network from online threats with world-class security bundled in a simple subscription with eero Secure+.
- **Better Gaming:** With features that are designed for gamers, by gamers, you can stabilize your ping, steer bandwidth and kick lag to the curb with our gaming equipment.
- **Enhanced TV:** With the latest TV technology from Astound Broadband, one device combines live TV, streaming apps, music, games, 4K, DVR, On Demand and voice control.

- **More Flexibility:** Our latest TV platform comes with our Astound TV+ app. Turn your device into a TV and watch upstairs, in the backyard or while you're out of the house. It's TV outside the box.
- **Award-Winning:** Customers ranked Astound Broadband the best cable Internet provider of 2022 in PC Mag's 2022 Reader's Choice survey.
- **Affordable Internet:** We're dedicated to helping our communities stay connected affordably. Through the ACP, qualified households may be eligible to receive free or reduced cost internet.

Each and every day, we endeavor to deliver high-quality services at a great value and have always aimed to put our customers first. From all of us at Astound Broadband, thank you for choosing us for your internet and entertainment needs.

Your Astound Broadband Team

***Not all services are available in all areas. Please visit www.astound.com/ratefaqs for additional information.*