

City of Grass Valley  
Regular Council Meeting  
Minutes  
January 7, 2019: 7:00 PM  
Pavilion

Present: Neil Pattee, Mayor; Carol von Borstel, City Administrator; Council: Rita Wilson, Bonne Whitley; Joann Duarte; Meinrad Kuettel, President of the council; David Fritts, Maintenance

Guests: Brad Eakin, Jeanne Kuettel, Jeff Schott

Mayor Pattee called the meeting to order at 7:03 pm.

Carol von Borstel, Elections Officer administered the swearing in of elected officers: Neil Pattee, position of Mayor; Rita Wilson, Council and Joann Duarte Council.

Meinrad Kuettel moved and Rita Wilson seconded to approve agenda. Passed unanimously.

Brad Eakin addressed the council regarding preventative fire protection movement. Mr. Eakin stated that what he was going to do to help prevent for next year on his property just west of Grass Valley to help make sure that the town is protected. He then asked who owned the area of overgrown grass and weeds just east of his fence. Carol von Borstel told him that it is the Fire Department's that was conditionally decided by the City for a new Fire Hall. Joan Bird informed the group that there is a Fire Board meeting on Thursday, so Meinrad Kuettel and Brad Eakin will be attending to discuss burning the property to help with the control.

Jeff Schott, engineer for Pavilion restoration project, explained the second bid process that we just completed. We did have one bidder, Anything Wood, LLC, that Jeff walked through with the council and stated that they would be considered a successful bidder. The bid was for \$66,150. Jeff also explained how the next steps will proceed including contract prepared by Jeff. Jeff informed the council he is comfortable with the council considering to award the contract.

Meinrad asked Carol where we stand with Ford Foundation. Carol informed the council that with a bid the council can work with, Ford will continue to work with us. Carol will provide paperwork to Ford.

Joan Bird moved to Award the contract for pavilion kitchen alternations to Anything Wood, LLC, for \$66,150.00 per bid dated December 20, 2018. Meinrad Kuettel seconded.

Mayor Pattee called for a roll call vote: Joan Bird, yes; Bonne Whitley, yes; Joann Duarte, yes; Meinrad Kuettel, yes; Rita Wilson, yes.

Jeff Schott will inform bidder and proceed to prepare contracts.

Regular Council Meeting  
Minutes  
January 7, 2019  
page 2

Meinrad Kuettel moved and Rita Wilson seconded to adopt December 3, 2018, minutes. Passed unanimously.

Rita Wilson moved to approve financials for December, 2018. Joan Bird seconded. Passed unanimously.

Maintenance report: David Fritts has been addressing branches and preparing tractor for snow.

Meinrad Kuettel addressed violations. Meinrad would like staff to inform Tamar Fritts that she needs to move her camper and basketball hoop that are on city right of way. Basketball hoop needs to be moved back out of the street when the kids are done using it. There are no other violations to report at this time.


Carol von Borstel updated the council on fiber optics and explained how it is working. It is to the point of the attorneys finalizing paperwork.

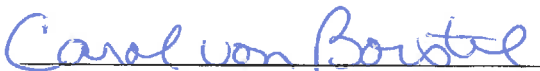
Neil Pattee addressed council about a 2 year plan for the City. Mayor Pattee talked about a list of items he would like to see addressed. To include but not limited to: Get flags for pavilion, work through FEMA plan for flood plain, work on vehicles that are continually parked on City Streets, encroachment of property including fences that are on City property, address water rates, safety and security at the pavilion.

Rita Wilson moved to adjourn at 8:25 pm. and Meinrad Kuettel seconded. Passed unanimously.

Dated: February 19, 2019

Attest:

  
Neil Pattee, Mayor

  
Carol von Borstel, City Administrator

City of Grass Valley  
Regular Council Meeting  
Minutes  
February 19, 2019: 7:00 PM  
Pavilion

Present: Neil Pattee, Mayor; Carol von Borstel, City Administrator; Council: Rita Wilson, Bonne Whitley; Joann Duarte; Meinrad Kuettel, President of the council; Mike Bichler, Council, Joan Bird, Council

Guests: Jeanne Kuettel, Whitney Nogle-Cabral, JC Cabral

Mayor Pattee called the meeting to order at 7:04 pm.

Mike Bichler was sworn in as Councilmember for position #3.

Joan Bird moved and Rita Wilson seconded to approve agenda. Passed unanimously.

Rita Wilson moved and Meinrad Kuettel seconded to adopt January 7, 2019, minutes. Passed unanimously.

Meinrad Kuettel moved to approve financials for January, 2019. Joan Bird seconded. Passed unanimously.

Maintenance report: Mayor Pattee reported that the water usage for January was 2,300,000 gallons.

Audits were handed out and will be reviewed before next regular meeting.

Meinrad Kuettel reported to council about doing a sweep on possible fire issues on the perimeter of City with Joe Sharp, Jim Bird and Glenn Fluhr. The group did identify possible problems and will work toward fixing those issues.

Meinrad Kuettel also stated that the group would like to see Sharp street graveled and possible fire fuel be knocked down. Meinrad Kuettel would like letters to go out to all landowners for fire maintenance issues before fire season.

Carol von Borstel told Council that Jeff Schott, engineer for Pavilion, needs to have a decision on trim board colors and color of the folding food service door. Council determined they want to stay in the white color palate. Carol will inform Jeff.

Neil Pattee asked the council if they would be willing to provide two cell phones for City staff. One for the office staff and one for the maintenance/public works manager.

Rita Wilson moved and Meinrad Kuettel seconded to allow Neil Pattee to purchase phones and a the best plan for this area. Passed unanimously.

Regular Council Meeting  
Minutes  
February 19, 2019  
Page 2

Carol von Borstel updated the council on fiber optics. Frontier Telenet, Sherman County Court and Gorge Net are still working through issues before Grass Valley can be lit up for service.

Mayor Pattee read and accepted letters of resignation from Joan Bird, Councilmember, Carol von Borstel, City Administrator, and David Fritts, Public Works Manager.

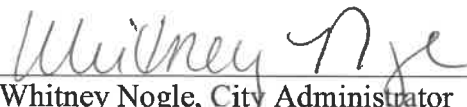
Council determined who would be on interview committee for position of City Administrator. This will be: Rita Wilson, Bonne Whitley, Mayor Pattee and Carol von Borstel.

Rita Wilson moved to adjourn at 8:30 pm. and Mike Bichler seconded. Passed unanimously.

Dated: March 4 , 2019

Attest:

  
\_\_\_\_\_  
Neil Pattee, Mayor

  
\_\_\_\_\_  
Whitney Nogle, City Administrator

City of Grass Valley  
Regular Council Meeting  
Minutes  
February 23, 2019: 2:00 PM  
City Hall

Present: Neil Pattee, Mayor; Carol von Borstel, City Administrator; Council: Rita Wilson, Bonne Whitley; Meinrad Kuettel, President of the council; Mike Bichler, Council, absent, Joann Duarte, Council

Mayor Pattee called the meeting to order at 2:00 pm.

Rita Wilson moved and Bonne Whitley seconded to approve agenda. Passed unanimously.


Bonne Whitley reported for interview committee on candidates that interviewed for position of City Administrator. Interviewee that was put forward from the interview committee was Whitney Nogle.


Rita Wilson moved that pending no other qualified applicants come forward before Monday, February 25, 2019, at 5:00 PM, Carol von Borstel is instructed to contact Ms. Nogle and offer her the position of City Administrator for 3 days a week 8-5 pm with hours for the public being 9-4 on Tuesday and Wednesday, with other day flexible for Ms. Nogle to decide. Starting pay will be at \$1,800.00/month salary. Bonne Whitley seconded. Passed unanimously.

Adjourned at 2:15 PM.

Dated: March 4, 2019

Attest:

  
Neil Pattee, Mayor

  
Whitney Nogle, City Administrator

City of Grass Valley  
Regular Council Meeting  
March 4, 2019 7:00 PM  
Grass Valley Pavilion  
Minutes

Present: Mayor Pattee; Whitney Nogle Cabral, City Administrator; Meinrad Kuettel, President of the Council; Joann Duarte, Mike Bichler, Rita Wilson, Bonne Whitley, all Council Members; David Fritts, Maintenance, absent

Guests: Carol von Borstel, Ree Ella von Borstel & Shawn McClosky

Mayor Pattee called the meeting to order at 7:05 PM.

Meinrad Kuettel moved to approve the agenda as updated, Rita Wilson seconded. Passed unanimously.

Rita Wilson moved to adopt minutes as written for both the February 6<sup>th</sup> and February 23<sup>rd</sup> minutes, Meinrad Kuettel seconded. Passed unanimously.

Bonne Whitley moved to approve February 2019 financials as presented, Rita Wilson seconded. Passed unanimously.

Meinrad Kuettel asked Carol if it was possible to see more information on where deposits are coming from. Whitney will print more detailed deposit summaries for next meeting.

Meinrad Kuettel moved to approve 2017-2018 audit. Mike Bichler seconded. Passed unanimously.

Meinrad Kuettel moved to appoint Whitney Nogle Cabral, City Administrator, as Budget Officer for 2019-2020 Budget Year. Joann Duarte seconded. Passed unanimously.

Mayor Pattee discussed putting money from General Fund into LGIP account to generate interest. Council discussed interest rates and amount to transfer. Bonne Whitley moved to transfer \$100,000 from the General Account into LGIP account, Rita Wilson seconded. Passed unanimously.

David Fritts, Maintenance, was absent from the meeting so Mayor Pattee gave a water report and reported that there are accounts with repetitive outstanding balances. Meinrad Kuettel discussed making water balances similar to Ordinance Violations.

Meinrad Kuettel had no new ordinance updates, partially due to all of the snow.

City of Grass Valley  
Regular Council Meeting  
March 4, 2019 7:00 PM  
Grass Valley Pavilion  
Minutes

Meinrad Kuettel discussed the Fiber Optics and went over an e-mail that the City received regarding proposals with Gorge.Net. Whitney will forward the e-mail to all Council Members for them to read over. Meinrad Kuettel motioned to reply to attorney to accept proposed changes to Gorge.Net agreement and to move forward to the next step. Joann Duarte seconded. Passed unanimously.

Mayor Pattee reported about a conversation he had with Jeff Schott regarding the contractor's insurance. Mr. Schott advised that the contractor's need to make up the difference of insurance policy with "umbrella" to cover the difference.

Whitney Nogle Cabral updated the Council on the Ford Grant and the extension being allowed. She will follow-up with information to Yvette so grant can be extended.

Maintenance position was discussed. Vacancy has been posted in Grass Valley Post Office. Whitney will send to Sherman County eNews to be published, and Rita Wilson will post in Moro Post Office.

Two-year City Plan was discussed. Carol von Borstel asked the Council to decide who wanted to take on which projects. Mayor Pattee will take 1. Water Rates/Usage Review. Meinrad Kuettel is taking on 2. Ordinances, 5. Fiber optics, 7. City Hall repairs and Remodel of City Hall. Bonne Whitley is going to work on 4. DLCD and working with Dan Meader. Mike Bichler will take 6. Infrastructure. Rita Wilson and Joann Duarte are going to work on 8. Downtown Grants and 9. Pavilion Project.

Joann Duarte reminded the Council of the upcoming Easter Egg Hunt at the Park/Pavilion on April 13<sup>th</sup>. The Council discussed the events of the weekend and reminded that the remodel will be happening during that time also. The Reptile Zone will be coming for entertainment. Joann is sending donation letters and Whitney will send Thank You's as donations come in.

Whitney Nogle Cabral will work with Rita Wilson and Joann Duarte about the Business Façade Grant.

Joann Duarte needs a stereo for a sound system. She will send Whitney a link to one she has found on Amazon for a debit card purchase. It was discussed that new stereo will be kept and locked in the office/City Hall when not in use, due to previous one being taken from pavilion.

Maintenance position vacancy was discussed again. It will be posted in the eNews and both

City of Grass Valley  
Regular Council Meeting  
March 4, 2019 7:00 PM  
Grass Valley Pavilion  
Minutes

post offices (Grass Valley and Moro).

No Letters of Interest for the Budget Committee have been submitted yet. There has been some verbal interest. Council discussed and provided recommendations of City residents to ask. Council also discussed what the Budget Committee is, what they do and when to meet to meet all deadlines.

Mayor Pattee discussed the letter the City received from current attorney. Carol explained the situation and asked the Council what they want to do. Other attorneys were discussed and Mike asked if there would be new legal fees/rates to stay with current attorney at new practice as well as if they are planning to bring on a new apprentice. Whitney will send e-mail to current attorney to get answers to questions. At this point they will stay, but Council is reviewing the situation and will make their final decision. Rita mentioned looking into new options due to a conflict of interest with current attorney and fiber optics issue.

Mayor Pattee asked Carol to tell the Council about Tenneson letter. Dan Meader from Tenneson sent the City a letter regarding zoning and the request received from a citizen. Whitney will contact citizen with Council's decision. Council discussed urban grown boundary and the city limit line. Carol stated that Dan Meader will help Council walk through the situation. Council will invite him to an upcoming meeting for further discussion, Mayor Pattee is going to try to get Dan here for April meeting.

Mayor Pattee brought up getting a new computer for the City Administrator. Meinrad Kuettel suggested a laptop with docking station. Council also discussed getting a new recorder for meetings and the possibility of a video recorder. Ree Ella von Borstel suggested to visit with Dan and Stan Earl as they might have ideas of what would work best. Whitney will contact them about recorder and computer options.

Joann Duarte presented Carol with "Thank You" gift, and also had one for Joan Bird and David Fritts. Council expressed their thanks and gratitude to Carol for all of her help and service to the City of Grass Valley.

Meinrad Kuettel asked Mayor Pattee about inquiring about cell phone as previously discussed. Mayor Pattee is going to Redmond next week and will check into this further.





City of Grass Valley  
Regular Council Meeting  
March 4, 2019 7:00 PM  
Grass Valley Pavilion  
Minutes

Rita Wilson moved to adjourn the meeting. Mike Bichler seconded to adjourn at 8:15 PM.  
Passed unanimously.

Dated: April 1, 2019

Attest:

  
\_\_\_\_\_  
Neil Pattee, Mayor

  
\_\_\_\_\_  
Whitney Nogle Cabral, City Administrator

City of Grass Valley  
Regular Council Meeting  
April 1, 2019 7:00 PM  
Grass Valley Pavilion  
Minutes

Present: Mayor Neil Pattee; Whitney Nogle Cabral, City Administrator; Meinrad Kuettel, President of the Council; Joann Duarte - Council; Mike Bichler -Council; Rita Wilson – Council; David Fritts – Maintenance; Council Member Bonne Whitley - absent

Guests: Amanda Whitman, Leta Ann Reckmann, Dan Meader, Georgia Macnab, Carrie Pipinich, Joan Bird, Amber Kuettel, Judy Fluhr, Zach Fluhr

Mayor Pattee called the meeting to order at 7:04 PM.

Mike Bichler moved to approve the agenda, Meinrad Kuettel seconded. Passed unanimously.

Amanda Whitman with Sherman County Soil & Water Conservation District (SCSWCD) representing the Lower John Day Working group provided handouts to the Council and asked for water needs for our area and a water “wish list” for the city. There is funding available that she wanted to let the City know about. Whitney will send a list to Amanda from the Council once it is drawn up.

Dan Meader handed out packets regarding housing needs analysis. Although the state census reports feel there is no change to the town, Dan disagrees. He discussed the buildable lots and sites that are available in town. He feels there need to be 46 lots and there are 53 available, although all numbers are theoretical. It was also determined after looking at his maps that the County does not have correct streets and names on their maps.

Carrie Pipinich with the Mid Columbia Economic Development District (MCEDD) talked to the Council along with Kirsten Green (Economic Development Specialist) and Bill Surlless (Anderson Perry) who joined via phone. According to their analysis, they feel that Grass Valley is short on commercial and industrial lands. Carrie stated that it needs to be determined if floodplain lands should be developable or undevelopable. We need a plan by June 2019. Carrie will finalize a date for another meeting and get that information to Whitney to distribute to the City Council. Mayor Pattee asked Carrie about FEMA and discussed having a meeting with them and including Carrie in that meeting.

Rita Wilson motioned to adopt the minutes as written from the March 4, 2019 meeting. Meinrad Kuettel seconded. Passed unanimously.

Mike Bichler motioned to accept the financials. Rita Wilson seconded. Passed unanimously.

Mayor Pattee reported that he asked David Fritts (Maintenance) to stay on one more month

City of Grass Valley  
Regular Council Meeting  
April 1, 2019 7:00 PM  
Grass Valley Pavilion  
Minutes

and David agreed to do so. David stated that he was thankful for all of the help he received pushing snow this winter. Whitney will send a letter of appreciation to Rick Danielson and Joe Sharp for all of their help with that.

Meinrad Kuettel reported on ordinance violations/complaints. He stated that there have been loose dogs reported near 4<sup>th</sup> and Lincoln Street. It was also reported that there have been complaints from the smells coming from the Hemp Processing Facility from multiple residents. Whitney will contact them and invite them to our next City Council Meeting (May 6<sup>th</sup>) so we can discuss options with them. It was also suggested that the Council set up a time to tour the facility one evening around 6:30 PM, Whitney will contact them to set this up as well, if this is something they can do.

Meinrad Kuettel discussed an e-mail received from Ruben Cleaveland regarding Fiber Optics. The final plan is ready to be signed. Mayor Pattee reported that the next step in the process is getting everyone to sign. An ordinance will be discussed and ready for the next meeting in May. Meinrad Kuettel suggested getting another attorney to look at the ordinance as well. Whitney stated that Scott with Gorge.Net is coming to City Hall tomorrow to look at the closet they have for their equipment. E-mail from Dan Bubb was also read to the Council.

Mayor Pattee reported that the Pavilion kitchen project is looking great, as everyone could see. The room is framed and they are getting ready to place the water heater before they put in the insulation. Color decisions were made/finalized previously and Rita Wilson asked about the cupboards that will be needed in 1-2 weeks.

The Council discussed the Business Façade Grant program. They want a closing date and want to get the application finalized for Grass Valley. Whitney will print a copy of Moro's for the next meeting and the Council can decide what changes they want made to Grass Valley's application.

Open/available positions were discussed amongst the Council. There was one applicant for the open City Council position and the Council wanted to accept that person. Meinrad Kuettel motioned to accept Ree Ella von Borstel's Letter of Interest for the open seat on the City Council. Rita Wilson seconded. Passed unanimously.

Whitney reported that she had five interested persons for the Budget Committee, Kayci Sharp, Sheri Sharp, Marsha Benson, JC Cabral and Hayli Eiseland. All were accepted by the City Council and it was recommended to contact Doris Hubbard as an option to fill the one remaining

City of Grass Valley  
Regular Council Meeting  
April 1, 2019 7:00 PM  
Grass Valley Pavilion  
Minutes

position on the Budget Committee.

Mayor Pattee has been doing research on potential for a new attorney for the City. He has found Kristen Campbell and supplied the Council with her letter as well as resume. The Council was very interested in her and Whitney will contact Ms. Campbell to come to the next meeting in May as well.

Mayor Pattee discussed the new phones and plan he purchased for City Hall. There are two phones and the plan is around \$150 per month. Meinrad Kuettel wanted to be sure to load the County Alert System on both phones. The app is called Everbridge and Whitney will work on getting it on both phones and contact Shawn Payne if there are any questions.

Joan Bird suggested adding a "Notice of Availability" regarding Gorge.Net service in the water bills to let citizens know about the option of the fiber optics that will be in town soon. Whitney will make a flyer to send out with water bills as well as posting in the Post Office.

Whitney asked the Council for any budget requests they may have as she is preparing the 2019-2020 Budget. Meinrad Kuettel wants to gravel Sharp Street and another alleyway in town. He and Mike Bichler will walk the streets and get a quote to City Hall stating how much money they feel will be needed for the graveling projects. Rita Wilson talked about getting planters and flowers for the main street. Whitney also added that she and Mayor Pattee have been discussing budgeting some funds for improvements for the cemetery. The Council agreed this was a good idea and Meinrad Kuettel suggested restoring the building that is currently at the cemetery. Joann Duarte stated that there is a historical cemeteries grant and she will look into that. Carrie Pipinich informed the Council that there are lots of contractors that specialize in historic restorations. Mike Bichler asked David about equipment updates that may be needed including replacing the mower and getting new tires on the current equipment. City Hall updates and painting were also discussed.

Whitney Nogle Cabral also discussed with the Council the idea of a Facebook page for the city. She reported that she has been updating the current website but feels Facebook would reach more people as well. Postings will still be made in the Post Office also. Rita Wilson motioned to approve the idea of starting a Facebook page for the City of Grass Valley. Joann Duarte seconded. Passed unanimously.

Guest, Amber Kuettel asked about getting water at the cemetery and Joann Duarte said no. Someone with historic cemetery experience told her that water was bad on headstones and

City of Grass Valley  
Regular Council Meeting  
April 1, 2019 7:00 PM  
Grass Valley Pavilion  
Minutes

lots of extra work.

Guest, Leta Ann Reckmann asked about getting outside lights on the Pavilion. It was determined that there are lights outside, they just had not been turned on.

Mayor Pattee called for recess at 8:44 PM to go into Executive Session.


Regular session was back to order at 8:57 PM.


Council reiterated previous topics and what was going to be done before next meeting.

Rita Wilson moved to adjourn the meeting. Mike Bichler seconded. Passed unanimously. Meeting adjourned at 8:59 PM.

Dated: May 6, 2019

Attest:

  
Neil Pattee, Mayor

  
Whitney Nogle Cabral, City Administrator

City of Grass Valley  
Regular Council Meeting  
May 6, 2019 7:00 PM  
Grass Valley Pavilion  
Minutes

**Present:** Mayor Neil Pattee; Whitney Nogle Cabral, City Administrator; Meinrad Kuettel, President of the Council; Bonne Whitley - Councilmember ; Rita Wilson - Councilmember; Mike Bichler - Councilmember; ReeElla von Borstel - Councilmember; Walter Grzeszczyk - Maintenance; Council Member Joann Duarte - absent

**Guests Present:** Fern Wilcox, Kristen Campbell, Leta Ann Reckmann

Mayor Pattee called the meeting to order at 7:06 PM.

Bonne Whitley moved to approve the agenda, Meinrad Kuettel seconded. Passed unanimously.

ReeElla von Borstel took oath and was sworn in as new Council Member, filling Position 4.

Mayor Pattee introduced Kristen Campbell with Campbell Phillips Attorneys at Law. She provided the Council with her background and history as well as discussing options for the City. She is willing to do a contract if the City wants one. She also suggested a low flat-fee monthly for the first three months as well as a reduced hourly rate following that to come to Council Meetings in the future. Mayor Pattee informed her that the City has some unfinished business that we would like to take care of. Kristen would like to come in to City Hall sometime and discuss business. She will then give us a proposal to discuss with the Council for our next meeting in June.

Fern Wilcox presented to the Council regarding looking for a place to hold a strength training program currently referred to as "Strong Women." Each class has 8-10 exercises, and she also stated the program is not only for women, but men as well. She has never charged for the class but stated if the facility needs money to pay lights, heat or other expenses she puts a jar out at the class for contributions from participants. Mike Bichler asked about liability and Fern stated that she believes she can get coverage through the Extension Office in Wasco County. All participants do have to sign a waiver and anyone over 70 years-old does need a doctor's approval. There is no equipment required for the class other than chairs and floor space. Fern hopes to hold the class three days a week, Monday, Wednesday, Friday mornings at around 7:30 AM, and each class lasts about an hour. ReeElla von Borstel motioned to allow the Strong Woman/Person program to use the Pavilion. Mike Bichler seconded. Passed unanimously.

Rita Wilson asked for clarification of a statement made on previous minutes and Whitney explained that she took detailed notes regarding ideas for the cemetery for future reference of what the Council would like to have done and what would not be able to be done. Following the explanation Mike Bichler motioned to adopt the minutes as written from the April 1, 2019 meeting. Rita Wilson seconded. Passed unanimously.

Rita Wilson motioned to accept the financials. Meinrad Kuettel seconded. Passed unanimously.

Mayor Pattee reported that Walter Grzeszczyk is doing a great job and has a long ways to go with the list of projects that the City needs completed/worked on. Walter presented to the Council with a lot of information regarding his findings over the past three weeks since being hired. He is working on preventative maintenance and discussed issues that the City water system has. He also reported that

City of Grass Valley  
Regular Council Meeting  
May 6, 2019 7:00 PM  
Grass Valley Pavilion  
Minutes

there is no parts inventory to fix water lines if we were to have a break and wanted to know what kind of budget there was to purchase parts to have on hand in case of an emergency. He also provided numbers from pump readings and discussed the possibility of a leak in the system (43 gallons per minute at 2:00 AM reading) and current water usage. Walter also stated that he is unsure if 20 hours a week is enough for the position with the projects that he feels need to be completed. Meinrad Kuettel asked Walter to prioritize a project list to present to the Council. Guest, Leta Ann Reckmann stated that Gerald Christensen may have a machine to check pipes for leaks and we will look into that.

Mayor Pattee stated that the cemetery needs mowed before Memorial Day. That project needs to be at the top of the list. Meinrad Kuettel will try to help weed eat if he has time.

Mayor Pattee also added that tree maintenance is needed on specific properties, which are located on state property, that are restricting sight of view. He is going to contact the state road department and find out if it is the City's responsibility or if the state will handle it.

Meinrad Kuettel discussed ordinance violations throughout the City. The Council proposed a letter regarding the use of off-road vehicles in City Limits. Mike Bichler motioned to approve the letter to be sent out to all citizens with the next water bill. Rita Wilson seconded. Passed unanimously. Whitney will make copies of the letter to send.

Walter Grzeszczyk also brought up that gravel is missing and the backhoe was moved. He asked if anyone had used it and no one on the Council knew anything. Discussion was made of purchasing a game camera to be moved between various areas of the City where there are known problems. Walter also stated that the burn pile was started on fire without the knowledge of anyone in connection with the City.

Mayor Pattee reported that there is a violation of the pig ordinance within City Limits. The Council agreed that if they were 4-H projects, they would be allowed if a letter is presented to the City. Whitney will contact the owners about writing a letter to the City to let them know their reasoning for the pigs and give a date of when they will be removed.

ReeElla von Borstel brought up a basketball hoop which is in the middle of a City street, and wondered about being in violation. Other members of the Council stated that there have been letters presented to the violators before. Another letter will be presented to the owners and asked to remove the basketball hoop from the street once they are finished using it. Meinrad Kuettel asked Whitney to keep tabs and copies of ordinance letter violations in case they need to take further action. This will be done.

Mayor Pattee discussed the pavilion kitchen renovation and a copper wiring issue for the water heater. Workers were in two days last week working on the renovation. Council is concerned about the finish date and that date cutting into the prime Pavilion rental season.

Mayor Pattee brought to the attention of the Council putting in two bus stop shelters on City Streets, costing \$480-\$500 each. He would like the City to use their Street Fund to pay for these and the FFA Chapter at the High School will build them as a school project. ReeElla von Borstel disagrees with the

City of Grass Valley  
Regular Council Meeting  
May 6, 2019 7:00 PM  
Grass Valley Pavilion  
Minutes

idea of needing the shelters and the Council tabled the discussion and will think more about it and discuss again at next meeting in June.

Whitney provided the Council Members with the updated Business Facade Grant Application for Grass Valley. The Council looked over the application and discussed the program further. Whitney asked the Council what they would like her to do next with the application. Meinrad Kuettel suggested to post a copy in the Post Office as well as on the website. The Council also found one line in the application that they would like removed regarding who can apply for the grant. They feel that all should be able to apply.

Mayor Pattee discussed fiber optics, and the fact that a worker had been in City Hall working on it last week. We are not sure if the City is hooked up or not. Meinrad Kuettel stated that he called to get service but Gorge.Net could not give him a timeline as to when that would take place.

Mike Bichler asked Whitney to increase the street budget to \$6,500 to gravel the proposed streets. Rita Wilson would also like to have the pavilion windows washed in the next fiscal year, and have that budgeted in as well. She estimated it would cost less than \$1,000. Whitney also brought up a budget request for Walter with the water/maintenance. The Council agreed to budget in \$10,000 in the Materials/Services category from the General Fund.

The Council discussed the responsibility of water bill payment. It was determined that a letter had gone out in the past to citizens stating that it was the responsibility of the owner rather than the renter. Mike Bichler suggested asking our lawyer how to handle this, and handling it as the water policy versus an ordinance.

Mayor Pattee discussed getting a Doggi-Pot for the park from Amazon, which offers free shipping and cheaper options. He priced them at \$300-\$350. We will get one ordered as it had been approved previously. Meinrad Kuettel suggested getting someone to weld a donation box for us, or doing it ourselves rather than purchasing one online. Rita Wilson recommended Morgan Allen with Wild Man Welding to build us what we want to be sure that it will work.

The Shearer Tank repair quote as presented by Mayor Pattee. The company wants to do it as soon as possible and the Council agreed that it needs to be done and to go ahead with the project.

There was discussion amongst the Council regarding phone service with Gorge.Net versus CenturyLink, who the City is currently with. After discussion Meinrad Kuettel suggested staying with CenturyLink for now.

Mayor Pattee presented the USDA Water Grant to the Council along with a packet of information. It was discussed to continue to watch and look into it. Meinrad Kuettel suggested to keep up on the information available but not act on it yet, as it is a more than we currently need. The deadline for this year is May 27th, so we will not apply this year, but leave the idea open for the future.



City of Grass Valley  
Regular Council Meeting  
May 6, 2019 7:00 PM  
Grass Valley Pavilion  
Minutes


City Administrator, Whitney read through the headings of the Gorge.Net Franchise Ordinance. Copies are currently available in City Hall for public inspection and notice will be posted in the Post Office of this as well as on the website.

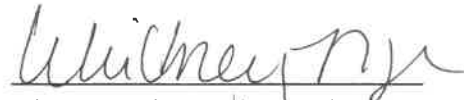
Mayor Pattee informed the Council about the CIS Insurance value of the old restrooms at the park (\$30,000). He also reported that the value of the pavilion was raised \$60,000 with the renovation of the kitchen. The Council agreed to remove the old bathrooms and notify Breanna Wimber with CIS Insurance that we no longer need insurance on them.

Rita Wilson moved to adjourn the meeting. Meinrad Kuettel seconded. Passed unanimously. Meeting adjourned at 9:08 PM.

Dated: June 3, 2019

Attest:

  
Neil Pattee, Mayor

  
Whitney Nogle Cabral, City Administrator

City of Grass Valley  
Budget Committee Meeting  
May 14, 2019 7:00 PM  
Grass Valley Pavilion  
Minutes

Present: Neil Pattee, Mayor; Whitney Nogle, Budget Officer; Budget Committee: Kayci Sharp, Sheri Sharp, Marsha McGuire-Benson, Amber Kuettel, JC Cabral, Hayli Sharp; Meinrad Kuettel, President of City Council

Mayor Pattee called the meeting to order at 7:10 PM.

Sheri Sharp moved to approved the agenda for the budget meeting. Meinrad Kuettel seconded. Passed unanimously.

City Administrator/Budget Officer, Whitney Nogle presented the proposed budget information, page by page, explaining line items throughout the document.

Mayor Pattee called for any public comment. No public comment was given.

Meinrad Kuettel moved to adopt the City of Grass Valley Budget as discussed and presented for 2019/2020 fiscal year. Sheri Sharp seconded. Passed unanimously.

JC Cabral made a motion to adjourn the Budget Committee meeting. Kayci Sharp seconded. Passed unanimously.

Mayor Pattee adjourned the meeting at 7:29 PM.

Dated June 3, 2019

Attest:

  
Neil Pattee, Mayor

  
Whitney Nogle, City Administrator

City of Grass Valley  
Regular Council Meeting  
June 3, 2019 7:00 PM  
Grass Valley Pavilion  
Minutes

**Present:** Mayor Neil Pattee; Whitney Nogle Cabral, City Administrator; Meinrad Kuettel, President of the Council; Bonne Whitley - Councilmember ; Rita Wilson - Councilmember; Joann Duarte - Councilmember; ReeElla von Borstel - Councilmember; Walter Grzeszczyk - Maintenance; Council Member Mike Bichler - absent

**Guests Present:** Duane Boswell, Leta Ann Reckmann

Mayor Pattee called the meeting to order at 7:01 PM.

Meinrad Kuettel moved to approve the agenda, Bonne Whitley seconded. Passed unanimously.

Mayor Pattee introduced guest Duane Boswell. Mr. Boswell referred to the letter he received with his May water bill and stated he will move his fire truck and apologized for it, saying he forgot all about it. He would like the city dumpster moved out of his parking spot, behind City Hall. He is complaining about people living in commercial buildings in town as well as residents living in fifth wheel trailers when he was told there was an ordinance against it. He also stated that the Post Office will not recognize the house behind the gas station as a residence and will not give him an address. He brought up the Rebekah Hall, as well as other vehicles that he referred to as "junk" that are parked around town. He asked the city to abandon the street between the gas station and the old hotel, the east end of Market Street. Mayor Pattee asked Duane about the location of the dumpster. Mr. Boswell stated it is his property, according to Tenneson Engineering, stamped and signed map.

Rita Wilson made a motion to adopt the minutes as written from the May 6, 2019 meeting. Meinrad Kuettel seconded. Passed unanimously.

Meinrad Kuettel motioned to adopt the minutes as written from the Budget Committee meeting on May 14th, 2019. Mayor Pattee seconded. Passed unanimously.

Financials from May were discussed. Rita Wilson motioned to accept the financials. ReeElla von Borstel seconded. Passed unanimously.

Mayor Pattee discussed the Shearer water tank repair quote with the Maintenance Report. A quote was given to have divers come in and it was for nearly \$25,000. The Council discussed options of ideas to repair the tanks in other ways. Walter Grzeszczyk gave an explanation of the water system and the work that needs to be done. ReeElla von Borstel asked if there is a company that could help with the "updates" needed to the system. Mayor Pattee told the Council that there are many things that need to be done that are out of date. Meinrad Kuettel suggested funding projects separately, aside from everyday projects if needed. Walter Grzeszczyk identified two leaks in the lines on Church Street and Highway 97. He told the Council his idea of how to go about fixing this. The Bell residence was discussed intensively, with ideas of how to fix the water leaks and water filled meter box. Walter Grzeszczyk discussed the weed issue at the water reservoir as well. He has been burning them as spray cannot be applied within 100 feet of the tanks. The Council discussed what they want him to do. ReeElla von Borstel suggested Walter Grzeszczyk just go for it and discuss with Neil. Mayor Pattee discussed Walter

City of Grass Valley  
Regular Council Meeting  
June 3, 2019 7:00 PM  
Grass Valley Pavilion  
Minutes

Grzeszczyk's payroll and increasing his pay and prorating wage for the projects. Bonne Whitley asked Walter Grzeszczyk to keep Mayor Pattee in the loop to know which projects he is going to be taking on.

ReeElla von Borstel stated the basketball hoop on 4th Street had been moved on Friday but was back on the street again. Meinrad Kuettel discussed rewriting the ordinances with our new lawyer so we can enforce these type of things. Meinrad Kuettel wants to send another letter asking it to be moved one more time. Whitney will send this.

ReeElla von Borstel asked about an ordinance regarding people living in commercial buildings in town. Bonne Whitley asked to get it clarified. Meinrad Kuettel stated our ordinance states mobile homes but he doesn't believe it says anything about living in commercial buildings.

The Council discussed the addressing issue at the gas station. The 911 map does show an address for the location.

ReeElla von Borstel discussed the money owed by the City for the Fiber Project. She believes that no other cities are paying this. She thinks we need to go to the upcoming meeting (June 11th) before we pay anything to fiber. Whitney will forward the final meeting date and time to the Council once she receives it so everyone can go to the meeting.

Mayor Pattee discussed the Pavilion Project. He stated that Biff with Anything Wood, LLC said that the kitchen will be done on Thursday. Leta Ann asked if it will be done by July 14th, which the Council believes it should be. There may be an event on June 29th that was discussed, and City Hall will be contacted. Walter Grzeszczyk asked about the water lines at the pavilion and this was discussed further.

The Council was provided with an e-mail from Kristen Campbell. Meinrad Kuettel wants to close out things with our previous attorney and move forward with things with Ms. Campbell. Mayor Pattee told the Council what all we provided Kristen with during her visit to City Hall, and what she has plans to work on for us.

Mayor Pattee informed the Council that the Pet Waste Boxes from Dogi-Pot were ordered and have been received and will be installed soon. We need to have a sturdy donation box made still.

Joann Duarte recommended waiting on adopting the Gorge.Net ordinance until after the upcoming meeting with the cities regarding the Fiber Project. The Council all agreed to this.

Mayor Pattee suggested advertising to get someone to remove the old restrooms. Walter Grzeszczyk stated he could do it, but the Council would like him to spend his time on needed water projects instead of this.

ReeElla von Borstel motioned to accept the Solutions IT quote for a new computer in City Hall. This will be done in the next fiscal year, as it is budgeted in for 2019/2020. Rita Wilson seconded. Passed unanimously.

City of Grass Valley  
Regular Council Meeting  
June 3, 2019 7:00 PM  
Grass Valley Pavilion  
Minutes

The Council discussed the new ODOT grant that was sent to the City. Whitney will forward to Mike Bichler. The deadline is coming up soon. The Council would like three new crosswalks and possibly some new speed bumps in town. They would like Whitney to ask Mr. Bichler to have an application ready by the next meeting.

The Council was presented with the letter from Solutions CPAs. Bonne Whitley motioned to approve the Audit Engagement Letter. Meinrad Kuettel seconded. Passed unanimously. Whitney and Neil will sign and send off this week.

Rita brought up Nancy's tree and said it is dead again. The Council decided we will get another quaking aspen, Rita will purchase a tree and we will reimburse her. She will also buy supplies to keep the deer away from the tree this time.

Leta Ann Reckmann brought up the letter that went out with the water bills and stated that it is not reaching renters, only landowners. Meinrad Kuettel discussed that we need to address these people specifically when they are brought to our attention. Bonne will help Whitney get a PO Box/address for some residents. Meinrad Kuettel wants Whitney to send a letter to the violators.

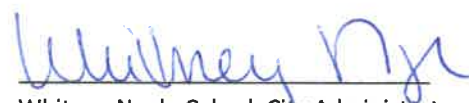
Meinrad Kuettel moved to adjourn the meeting. Rita Wilson seconded. Passed unanimously.

Mayor Pattee adjourned the meeting at 8:38 PM.

Dated: July 1, 2019

Attest:

  
\_\_\_\_\_  
Neil Pattee, Mayor

  
\_\_\_\_\_  
Whitney Nogle Cabral, City Administrator

City of Grass Valley  
Budget Hearing Meeting  
June 12, 2019 7:00 PM  
Grass Valley Pavilion  
Minutes

Present: Neil Pattee, Mayor; Whitney Nogle, City Administrator/Budget Officer; Rita Wilson, Councilmember; Bonne Whitley, Councilmember; ReeElla von Borstel, Councilmember; Joann Duarte, Councilmember; Absent - Meinrad Kuettel, President of the Council; Mike Bichler, Councilmember

Guests: None.

Mayor Pattee called the meeting to order at 7:05 PM.

Rita Wilson motioned to approve the agenda. Bonne Whitley seconded. Passed unanimously.

ReeElla von Borstel moved to adopt the approved budget for 2019/2020 as approved by the Budget Committee on May 14, 2019. Bonne Whitley seconded. Passed unanimously.

The Council viewed the Budget Resolution. Rita Wilson motioned to adopt Resolution 2019-01. ReeElla von Borstel seconded. Passed unanimously.

Mayor Pattee called for public comment.

No public comment.

The Council discussed attorneys and will discuss it more at a later time/meeting.

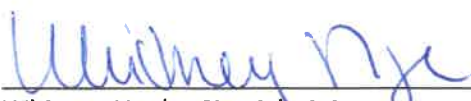
ReeElla von Borstel motioned to adjourn the meeting. Rita Wilson seconded. Passed unanimously.

Mayor Pattee adjourned the meeting at 7:15 PM.

Dated July 1, 2019

Attest:

  
\_\_\_\_\_  
Neil Pattee, Mayor

  
\_\_\_\_\_  
Whitney Nogle, City Administrator

City of Grass Valley  
Regular Council Meeting  
July 1, 2019 7:00 PM  
Grass Valley Pavilion  
Minutes

**Present:** Mayor Neil Pattee; Whitney Nogle Cabral, City Administrator; Meinrad Kuettel, President of the Council; Bonne Whitley - Councilmember ; Rita Wilson - Councilmember; Mike Bichler - Councilmember; Joann Duarte - Councilmember; Walter Grzeszczyk - Maintenance; Council Member ReeElla von Borstel - absent

**Guests Present:** Carrie Pipinich, Kristen Campbell, Leta Ann Reckmann, Shawn McCrosky

Mayor Pattee called the meeting to order at 7:02 PM.

Mike Bichler moved to approve the agenda, Rita Wilson seconded. Passed unanimously.

Mayor Pattee called for the Pledge of Allegiance and all attendees rose and recited it.

Mayor Pattee consented with the Council about our change of attorney to Ms. Kristen Campbell of Campbell Phillips. Ms. Campbell informed the Council that she is available and open to questions if anyone had any. The Council agreed to the change. Ms. Campbell's office scanned all of the City Ordinances and will be sending them to us in electronic format which is also searchable. The Council was happy to hear this. Before the next meeting she plans to go through the ordinances and come up with a plan of what needs to be done/updated and addressed first.

Mayor Pattee next called on Carrie Pipinich about the fiber project. She told the Council about the gap in funding and the options for the Cities to pay the difference back. Mayor Pattee discussed the proposed franchise fee at 7% and how it would then cease after the money is paid back. Mayor Pattee would like a much smaller fee, similar to those that the City currently receives from Pacific Power and CenturyLink. Meinrad Kuettel though we should charge a franchise fee because all other utilities are charged one. The Council discussed the costs that the City has incurred and will incur in the future regarding the electricity, air conditioner, etc. The Council wants to pay the 10% at this point, regardless of if the other Cities in the County have paid yet or not. Carrie stated that electricity is to be the responsibility of the City and it is stated in the Co-Location Agreement in the Franchise Agreement contract.

Ms. Pipinich also informed the Council that the gap for Grass Valley is about \$8,500. She also asked if there was anything that the community might need to help get up and running with Gorge.Net. Meinrad Kuettel stated that he has had great results and it is really fast internet speed. Bonne Whitley discussed the App that is available on your phone as well, which helps to troubleshoot and see your current internet speeds. Guest, Leta Ann Reckmann informed the Council that the Sherman County Museum switched their phone line over to Gorge.Net and have had a lot of trouble. Mike Bichler suggested sending out survey with this month's water bills to see if citizens would be interested in attending an informative meeting. City Administrator will do this and create some sort of a poll for residents.

The minutes from the June 3, 2019 meeting were discussed. Meinrad Kuettel asked to have Mike Bichler's last name added on page three to make things more clear. This was the only change necessary to the Regular Council Meeting Minutes. Mike Bichler motioned to adopt the Minutes. Rita Wilson seconded. Passed unanimously.

City of Grass Valley  
Regular Council Meeting  
July 1, 2019 7:00 PM  
Grass Valley Pavilion  
Minutes

Minutes from the Budget Hearing Meeting were then discussed. Whitney will change one typing error found on these minutes. Rita Wilson motioned to adopt the Minutes from the June 12, 2019 Budget Hearing Meeting. Bonne Whitley seconded. Passed unanimously.

Meinrad Kuettel asked about the Pavilion update status. Mayor Pattee informed the Council about the ventilation issue and it will be discussed more later on in the meeting.

Rita Wilson motioned to accept the Financials from June 2019. Mike Bichler seconded. Passed unanimously.

Mayor Pattee called on Walter Grzeszczyk to give a small maintenance report. Walter Grzeszczyk stated that the leak on Market and Second Street had a tree root grown around it that had broken the old pipe. He got that fixed and is also currently working with the backflow preventers and getting an inspector out. The paving company (Professional Pavers) that are working at the Evergreen facility are going to patch the asphalt that Walter Grzeszczyk had to remove on Market and Second. Mr. Grzeszczyk also informed the Council that he spent a lot of time cleaning up from wind damage, especially in the park as a large cottonwood tree branch came down. He will keep an eye on the tree. He also discussed the new tools that have been purchased and very beneficial. Meinrad Kuettel asked about the inventory of City tools, which Walter Grzeszczyk stated that he has taken the inventory and there are not a lot of tools currently. Walter also discussed the idea of purchasing something to move water (i.e. gas powered trash pump), which he thinks would cost around \$400. Meinrad Kuettel stated that the Fire Department might have some extra hoses and such if needed.

While on the topic of the Fire Department, Walter Grzeszczyk told the Council that he had a meeting with Glenn Fluhr, Fire Chief regarding burning the City's burn pile. Bonne Whitley stated that this has been discussed before, as well as other ideas of what to do with the debris at the pile. Walter Grzeszczyk and Mayor Pattee both stated that Chief Fluhr does not want to burn the pile at this time. Walter Grzeszczyk also stated that in their meeting the "testing" of the fire hydrants was discussed. Chief Fluhr informed Walter that these tests are conducted every March, but have not been completed yet this year and they don't have the current records. Meinrad Kuettel stated that he does not believe the hydrants have in fact been opened in a few years. Walter Grzeszczyk is going to speak to the South Sherman Fire Board Members to try to make a plan, and he will service the hydrants himself to assure that it gets done if that is what needs to happen. He already has a record book made up to keep track of the dates and locations of each hydrant in town. Bonne Whitley asked about weed eating around the hydrants as the weeds are getting pretty tall and hard to see the hydrants at all in some areas.

Mayor Pattee informed the Council of the lack of maintenance that had taken place previously on the City's machinery. He and Walter are working to get these up-to-date and back to working properly.

Walter Grzeszczyk asked the Council if it would be possible to send out some sort of notice with this month's water bills also, asking citizens to please inform the City of any possible water system/line leaks on their personal property, or anything they notice to help him get an idea of any other issues that need to be addressed. He was informed that the leak on Market and Second Street had been leaking for many years.



City of Grass Valley  
Regular Council Meeting  
July 1, 2019 7:00 PM  
Grass Valley Pavilion  
Minutes

Meinrad Kuettel has no new ordinance violations other than the basketball hoop, which is back on the street again. Meinrad Kuettel told Kristen Campbell about how the City wants to address issues/violations like these and have some ground to stand on. He also discussed Mr. Duane Boswell's complaints from the June Council meeting. In reference to those, Mr. Boswell's fire truck has been moved, and there is currently no ordinance against living in a commercial building. Bonne Whitley stated that the RV at the Rebekah Hal is no longer being lived in and is only parked there and was told to move.

Meinrad Kuettel asked to take a vote regarding the abandonment of the street that Mr. Boswell wants the City to abandon by the gas station. There was discussion amongst the Council and Mayor Pattee stated that we may need to street to lay a water line. Meinrad Kuettel motioned that Mr. Duane Boswell's request to abandon the street between the gas station and the old hotel, the east end of Market Street, be denied on the basis that the City needs to maintain the street for the purpose of utilities. Mike Bichler seconded. Passed unanimously.

Walter Grzeszczyk asked if there was an ordinance against feral cats. There is a large number of feral cats in town. They tend to congregate where they are fed and then disperse to various neighbors yards. Mr. Grzeszczyk has a problem with multiple cats entering his yard. The Council agreed there is a problem and will look into addressing.

Mayor Pattee talked about the ventilation problem under the floor of the Pavilion. Biff Kivett (contractor with Anything Wood, LLC) said he would be back in about a month to fix the issue. Walter Grzeszczyk brought up the water heater issue and Mayor Pattee told the Council about the idea of building/placing some sort of door or screen over the hot water lines to prevent someone from getting burnt, as the lines can get up to 120 degrees and have nothing covering them. Meinrad Kuettel suggested talking to Jeff Schott but Bonne Whitley stated that she believes Walter Grzeszczyk can do it to prevent the extra costs that would be associated with the hiring of Mr. Schott.

The idea of the Donation Box at the park was discussed again. Morgan Allen was mentioned to be able to build what the Council wants. Mike Bichler suggested something similar to what is used at the State Parks for Camping Fees. It is believed that Rock Creek, on Mt. Hood has a good example and if anyone gets up there they will get a picture. Whitney will contact Oregon Parks and see if they will provide information as to where they got them also.

Mayor Pattee informed the Council that he has reserved January, February, or March of 2020 to have the water tank repaired by Shearer & Associates, because the tanks have to be drained. Mayor Pattee also stated that he has reserved a clean tanker truck to hold water while this process is completed. Mike Bichler suggested the possibility of renting an additional tanker also. Mayor Pattee stated that it would be 3-4 days of repair and he will be calling Shearer in November to further discuss dates and options. He will also check the water records to determine which month the City uses the least amount of water. The Council agreed this was a good idea.

There have been no takers on the old park restroom removal yet. Whitney will put it online once again and see if there is any interest.

City of Grass Valley  
Regular Council Meeting  
July 1, 2019 7:00 PM  
Grass Valley Pavilion  
Minutes

Mike Bichler presented to the Council three different packets with information regarding the City chip seal estimates. He informed the Council that the state typically works with municipalities on labor costs, and they may be lower than his estimate. He also stated that the project needs to be open for bidding for the rock and oil. Mr. Bichler suggested doing the project in a 2-year "hammer" if we can get the SIP or SCA grant monies. He also stated that we can do the project on our own if we do not get the money. He discussed his ideas with the rest of the Council and reminded everyone that the estimate is for every street in town and will last many, many years. He stated that \$200,000 will do the job. If this does go through though, he did mention that there is no plowing on the new surfaces for one year to assure success of the new surfaces.

In reference to the SCA grant, Mike Bichler suggested getting a City map and highlighting by the color, the streets that are 1, 2 and 3 lifts and sending to the SCA along with estimates. Whitney and Mayor Pattee will get this done as the deadline is fast approaching. Mike Bichler did note that he did not include the MCP (Mid Columbia Producers) gravel/dirt road that runs just west of the CFN pumps. He does suggest stating that we are going to put the rock and oil up for bid on the grant paperwork and he provided us with names of companies to possibly get the bids from. Rock Bids: Powell, DeGrange, Granite, Munson. Oil Bids: Blue Line, Albina, Western States. Walter Grzeszczyk asked about the lifts and how "thick" they are. Mike Bichler stated that it depends on what size of rock is used but typically 3 lifts is about a 2-1/2 inch layer. The Council expressed their thanks to Mr. Bichler for his hard work in this project.

The September Council Meeting date was discussed and it was determined that the meeting will be held on Tuesday, September 3rd.

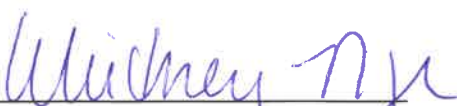
Before conclusion of the meeting, Bonne Whitley expressed his displeasure about the status/cleanliness of the Pavilion for the rental this past weekend. Mayor Pattee and City Administrator both brought up that the rental contract and check were never received and it was not known about the rental ahead of time. Rita Wilson motioned to return the check provided for payment on June 28th for the rental date of June 29th to Jeremy Lanthorn. Joann Duarte seconded. Passed unanimously.

Meinrad Kuettel moved to adjourn the meeting. Rita Wilson seconded. Passed unanimously. Meeting adjourned at 8:56 PM.

Dated: August 5, 2019

Attest:

  
Neil Pattee, Mayor

  
Whitney Nogle Cabral, City Administrator

**City of Grass Valley  
Regular Council Meeting  
August 5, 2019 7:00 PM  
Grass Valley Pavilion  
Minutes**

**Present:** Meinrad Kuettel, President of the Council; Whitney Nogle Cabral, City Administrator; Bonne Whitley - Councilmember; Rita Wilson - Councilmember; ReeElla von Borstel - Councilmember; Walter Grzeszczyk - Maintenance; Council Member Joann Duarte - absent; Council Member Mike Bichler - absent; Mayor Neil Pattee - absent

**Guests Present:** Leta Ann Reckmann, Curt Bruenn, Diane Scott

Council President, Meinrad Kuettel called the meeting to order at 7:02 PM.

Meinrad Kuettel asked to move 5.2 on the Agenda to after 2.2. Rita Wilson moved to approve the change to the agenda as amended. ReeElla von Borstel seconded. Passed unanimously.

Bonne Whitley motioned to adopt the Minutes as written. Rita Wilson seconded. Passed unanimously.

Monthly financials were discussed. It was determined that the Pavilion window cleaning should have been paid from the General Fund rather than the Pavilion Fund. Whitney will write a check for \$800 from the General Fund and deposit it into the Pavilion Fund to correct this. The City's fiber costs were also discussed and determined it was paid on July 2nd. Rita Wilson motioned to accept the financials as discussed. Bonne Whitley seconded. Passed unanimously.

Walter Grzeszczyk presented his Maintenance Report. He wants to find two other people to be "on call" for emergency type situations. Meinrad Kuettel agrees it would be a good idea. Walter feels he needs an extra hand, especially while Mayor Pattee is out, to help with projects. Meinrad Kuettel asked what training a backup person would need. Walter stated they would basically need to know how to reset the alarm system and have the ability to manipulate the valves. The City has manuals that explain most of the procedures. ReeElla von Borstel recommended asking former City Maintenance, David Fritts, because he already knows the system. The Council agreed that he would be an ideal candidate and Meinrad Kuettel also suggested Rick Danielson as a prospective permanent "on call" type person because of his location and ability. ReeElla von Borstel also suggested Pastor Rick. Guest, Curt Bruenn stated that he had plumbing and electrical experience as well.

Mr. Grzeszczyk asked about getting the park restrooms pumped. Whitney will call Vista Sanitation tomorrow to get them pumped. Walter Grzeszczyk also would like to get handicapped parking signs for the area right in front of the restrooms. Bonne Whitley suggested purchasing the signs to put up. Walter wants to place two signs. Meinrad Kuettel suggested the possibility of getting a stencil and painting on the pavement. Rita Wilson brought up the idea that Mike Bichler would be able to get the stencil and blue paint. Whitney will check with him and see if he has any ideas. Walter Grzeszczyk also mentioned that he did get the Dogi-Pot put up and the Council agrees that it looks good.

Walter asked the Council about purchasing a water pump and asked them to approve the purchase. The specific set-up he has been looking at has been on sale at Harbor Freight. ReeElla von Borstel moved to approve the purchase a pump of Walter's specifications for \$300. Rita Wilson seconded. Passed unanimously.

City of Grass Valley  
Regular Council Meeting  
August 5, 2019 7:00 PM  
Grass Valley Pavilion  
Minutes

Also in his Maintenance Report, Walter Grzeszczyk brought up the burn pile and stated that it continues to grow bigger. He also suggested that we post a "No Man-Made Materials" sign, but the Council believe there is already one up there, but it may need to be moved to a new location where it is more easily visible. Meinrad Kuettel stated that David Fritts used to do more frequent burns to keep the pile down. Walter asked about getting a wood chipper but the Council does not think that is a good idea at this time, as he already has enough to do. Meinrad Kuettel suggested talking to the hemp company about the possibility of composting some of the material. Walter stated that they may have chemical residual on their product that would not be good for compost. Meinrad stated that in the original agreement with the hemp facility they said they would compost and put the material back in their fields.

ReeElla von Borstel informed the Council that they found a hose fitting at Coastal that will not allow water to siphon back. Walter Grzeszczyk stated that the State Health Department will not accept this device as it is a check valve.

Walter's final topic on the Maintenance Report was the roll-up doors on the garage. He asked the Council about the idea of replacing them and stated that the hardware was all still good. He will price panels but this isn't necessarily an issue at this time and he only brought it up as Mayor Pattee had mentioned it to him. Walter also informed the Council that he ordered new parts for the project on Church Street (Bell's). Meinrad Kuettel suggested keeping the previously ordered parts for inventory.

Meinrad Kuettel reported on current ordinance violations. The basketball hoop on Fourth Street is still an issue. He has pushed it off the street multiple mornings, and hopes that it currently stays where it is as it is out of the way of traffic but the kids can still play basketball with it. The same residents also have dogs that are out every day and in the neighbor's yard chasing their cats. Meinrad Kuettel would like to see a letter written and let the owners know that the next public complaint will be referred to the County Sheriff. There has also been a complaint about four-wheelers speeding along City Streets and the riders are not wearing helmets either.

The written complaint from Marnene Benson-Wood was read by the Council and discussed. Whitney has been in touch with the current owners (Debt Collection Attorney's Office) of the property on Third Street. If it is not cleaned up by August 13th she will call them again as they are to be taking care of the property. ReeElla von Borstel suggested sending letters to the land owners that are not in compliance. Whitney will send letters to Heidi Hattrup, Earl's for the old school building and Boswell's property on 4th Street as well as the property north of the old Gas Station. ReeElla also wants to talk to our lawyer about what to do regarding this issue and other non-compliance issues. She thinks we should set dates for next year as to when properties need to be mowed, etc.

On the topic of overgrowth, Walter Grzeszczyk mentioned the cemetery and how high the weeds are. Meinrad Kuettel suggested cutting what is in the road but nothing else for now. ReeElla von Borstel suggested getting someone with a water tank and sprayer in case of a fire, but this would have to be done after harvest.

**City of Grass Valley  
Regular Council Meeting  
August 5, 2019 7:00 PM  
Grass Valley Pavilion  
Minutes**

Rita Wilson motioned to adopt the Gorge.Net Franchise Ordinance. ReeElla von Borstel seconded. Passed unanimously. Whitney will talk to Lawyer Kristen Campbell to correctly assign an Ordinance Number to the newly adopted Ordinance.

City Administrator, Whitney Nogle presented the Change Order for the Pavilion project. Meinrad Kuettel read the information to the Council members. He believes that this should have been part of the original project plan. Walter Grzeszczyk told the Council that he discussed with Biff Kivett, contractor of the project, about the kitchen/bathroom water line issue and there was some uncertainty. Meinrad suggested holding off on the Change Order and discussing details further with engineer Jeff Schott and contractor Biff Kivett. Rita Wilson brought up the heat tape that was supposed to have been applied as well. Whitney will contact Jeff & Biff and ask them to meet and possibly come to the next Council meeting or schedule a time to meet with Meinrad. The Council does not feel that the Change Order and the pipe issue make sense. We will work to schedule a Friday meeting or weeknight evening meeting between Jeff Schott and Meinrad to figure this out. ReeElla von Borstel does not like the idea of portable heaters under the floor of the Pavilion and the rest of the Council agrees.

While on the topic of the Pavilion, Leta Ann Reckmann asked about the issues they discovered while renting the Pavilion last month. There was a leak under the sink and the plug in was not working near the refrigerator. Whitney reported that Biff Kivett had been in and had reportedly fixed both problems, as far as she knows.

The Council would like Kristen Campbell to attend our next Council Meeting, which will be held Tuesday, September 3rd. Whitney will contact Kristen and get her scheduled and on the agenda. The Council would also like to get a contract from Ms. Campbell for the City.

Walter Grzeszczyk asked the Council about the idea of re-roofing and painting the old restrooms to match the Pavilion, and using it as storage. The Council declared that they would rather have the building removed.

City Administrator, Whitney Nogle read the letter from Mayor Pattee regarding what has been going on in City Hall as Mayor Pattee is out of the office for medical reasons. The Council would still like to see crosswalks placed in town. They also want the Donation Box placed on the west side of the restrooms, rather than the north side which Mayor Pattee's plans were to do. Walter Grzeszczyk is going to check into this and make sure that there is enough room on the west side for this box to be mounted.

ReeElla von Borstel suggested to get a new e-mail address for the City. Whitney feels like this is a good idea so e-mails could be checked from a mobile phone on weekends or days when she is not in the office in case there is anything with a time restraint. She will also call Gorge.Net regarding getting Internet installed in the Pavilion, per the original agreement.

In Mayor Pattee's letter, he brought up the electrical service with Gorge.Net also. Whitney will contact Brenna Miller to take care of this, as Gorge.Net needs dedicated and secure electrical. ReeElla von Borstel moved to have Brenna Miller handle this on behalf of the City. Rita Wilson seconded. Passed unanimously.

City of Grass Valley  
Regular Council Meeting  
August 5, 2019 7:00 PM  
Grass Valley Pavilion  
Minutes

Meinrad Kuettel read through, in entirety, the Resolution to Adopt the Sherman County Multi-Jurisdictional Natural Hazards Mitigation Plan. ReeElla von Borstel moved to approve the Resolution as written. Rita Wilson seconded. Passed unanimously. Meinrad Kuettel signed the Resolution and Whitney will send it to Shawn Payne.

The Council discussed the City right-of-ways in response to the parking issue/complaint on North Street, north of the Pavilion. The Council determined that the City owns at least up to the power poles on the streets. Whitney will write a letter to the owners of the RV Park and let them know that people may park between the street and telephone poles, as it is City property. Meinrad Kuettel suggested also having them mark their entrance and exits with cones so those are not blocked when there are events at the Pavilion.

The Council feels that a color printer/copier would be a good idea to have in City Hall, as they were presented with the quotes from Solutions Yes. They would like Whitney to contact Bohn's Printers, who we currently do business with, and get quotes from them for a color machine also.

Whitney read Mayor Pattee's wastewater letters that he wrote to the Council and it was discussed. The Council also discussed their meeting with Carrie Pipinich, Nate Stice, Business Oregon and DEQ, and would like Whitney to continue to work with Carrie to get a feasibility study done for the City regarding a Wastewater System.

Rita Wilson asked who owns/is responsible for the City ditch on private property. There are currently trees blocked the ditch and she is wondering whose responsibility it is to remove them. If there were to be a flood, there would be no where for the water to go if it stays the way it is. Meinrad Kuettel stated that this is also an issue on Lincoln Street near the Fritts' residence. We need to determine who is responsible for the ditch and maintenance of it, especially on private property. The ditch is currently overgrown and is a fire hazard in many areas also. Whitney will check City Records and try to figure out who actually owns the portion of the ditch that Rita is referring to, behind Bell's property.

Meinrad Kuettel discussed the current Fire Department situation with the Council. He would like us to meet with the current Fire Board and all work together. Everyone agreed that this is a good idea. ReeElla von Borstel brought up the idea of replacing out of town volunteers with local residents who can actually be here quickly if a fire was to start. We will ask the Fire Board to come to the next Council Meeting on September 3rd, and plan to keep our Agenda minimal so we will be able to have a good discussion with them.

Rita Wilson moved to adjourn the meeting. Bonne Whitley seconded. Passed unanimously. Meeting adjourned at 9:03 PM.

City of Grass Valley  
Regular Council Meeting  
August 5, 2019 7:00 PM  
Grass Valley Pavilion  
Minutes

Dated: September 3, 2019

Attest:

  
Neil Pattee, Mayor

  
Whitney Nogle Cabral, City Administrator

City of Grass Valley  
Regular Council Meeting  
September 3, 2019 7:00 PM  
Grass Valley Pavilion  
Minutes

**Present:** Mayor Neil Pattee; Whitney Nogle Cabral, City Administrator; Meinrad Kuettel, President of the Council; Rita Wilson - Councilmember; ReeElla von Borstel - Councilmember; Joann Duarte – Councilmember; Walter Grzeszczyk – Maintenance (late); Absent from the meeting were Councilmembers: Bonne Whitley and Mike Bichler

**Guests Present:** Kristen Campbell – City Attorney; South Sherman Fire Department Board Members: JC Cabral – SSFD Treasurer; Amber Kuettel – SSFD Admin Assistant; Keegan Kock – SSFD Vice-President; Zack Fluhr, Leta Ann Reckmann, Shawn McCrosky, Sean Orsborn, Joan Bird

Mayor Pattee called the meeting to order at 7:08 PM.

ReeElla von Borstel moved to approve the agenda, Rita Wilson seconded. Passed unanimously.

Mayor Pattee asked the South Sherman Fire Board about the current status of the Chief. JC Cabral stated that Glen Fluhr is the current chief. Meinrad Kuettel offered the City's support to the Fire Department. He would like to discuss the Lease Contract with the Board in more detail in the future. Upon discussion regarding the fire hydrants and servicing them, the Department declared that they will be documenting the maintenance records better in the future. Walter Grzeszczyk is going to go through all the hydrants and get them all working and turn the maintenance of the hydrants over to the Fire Department. Amber Kuettel stated that there currently is adequate staffing in the Department to handle calls and protection. Keegan Kock stated that they are going to start working on their Rangeland Fire Rigs. Amber asked that the City let them know when the water system maintenance repairs get scheduled so they can be prepared and have adequate water in case of fires or other emergencies. The out-of-service booster pump was also brought up.

The Fire Department currently pays the power at City Hall as part of their building lease agreement with the City. The huge increase in usage and cost since the Gorge.Net room was added, was brought up. Meinrad Kuettel asked if we could get a whole new meter installed for the Gorge.Net room/equipment and air conditioner. Mayor Pattee will call Pacific Power tomorrow to talk to them about the options. The Fire Department stated that they would be willing to trade power bill for internet services and fax line at their Administrative Building. ReeElla von Borstel asked about the hours of operation for the Administrative Building and it was discussed that they plan to have "set" hours weekly for citizens to get burn permits, ask questions, etc. ReeElla von Borstel also discussed using burn barrels in town and how it is permitted, but not all citizens know this and there have been multiple complaints when people use them. Rita Wilson asked if the City could put an announcement online (webpage & Facebook). Meinrad Kuettel suggested a possible ordinance involving burn bans.

Amber Kuettel informed the City Council about the Fire Department's current stance with the Hemp Facility and declared that they stand with the Building Codes Department and the State Fire Marshall. The Department will stand behind and support whatever decisions are made by those two. Mayor Pattee discussed the facility and believes there has been paperwork issues causing their possible temporary closure. Keegan Kock also told the Council that he has been in contact with Wallace Overhead Doors who installed the roll-up doors at City Hall that are in need of repair. Wallace is going to come check them out and give the Department an estimate on what it will cost to repair or replace the



City of Grass Valley  
Regular Council Meeting  
September 3, 2019 7:00 PM  
Grass Valley Pavilion  
Minutes

doors. The Department is currently getting estimates to fix some other problems at City Hall, per the lease contract. They also shared that the next Fire Board Meeting will be Thursday, September 12<sup>th</sup> at 6:30 PM.

On the topic of the Hemp Facility again, Mayor Pattee stated that the facility is using much more ethanol than they were originally approved for. The Fire Truck that the Department purchased to fight ethanol fires is not big enough to handle the amount of ethanol currently being stored in the building, which is part of the issue that is occurring right now. Amber also discussed that they are hoping the facility will help with the purchase of a big enough truck if that is what has to be done. She also let us know that there are currently fire fighters from other districts employed at the Hemp Facility and the SSFD is hoping that they will volunteer for this Department as well in case of more future fires in the building.

Rita Wilson motioned to adopt the Minutes. Meinrad Kuettel seconded. Mayor Pattee called for a vote: Rita Wilson: yes; Meinrad Kuettel: yes; ReeElla von Borstel: yes; Joann Duarte: abstained

Rita Wilson motioned to accept the financials per the General Ledger. Meinrad Kuettel seconded. Passed unanimously. Whitney will look into the Custom Summary Report and figure out why some of the accounts are not showing up on that report.

Walter Grzeszczyk had not yet arrived at the meeting when it was time for the maintenance report due to a prior appointment. Mayor Pattee reported that Walter Grzeszczyk completed the Bell water project and all went well. One of the next projects is to install service to Danielson's newly purchased land. Mayor Pattee also talked about the upcoming water tank repairs that will take place in either January or February.

Meinrad Kuettel had no current ordinance violations to report on. Whitney informed the Council of the letters that she has sent out since the last meeting, and ditch ownership was discussed. ReeElla von Borstel believes that the ditch is part of the watershed and it needs to be looked in to. Keegan Kock suggested talked to SWCD about the ditch because the fines can be significant if equipment is used to clean it that isn't supposed to be used in the watershed.

Meinrad Kuettel asked Kristen Campbell about the e-mail that was received from Ruben Cleaveland regarding the Gorge.Net franchise. Kristen and Meinrad were both unsure what the purpose of his e-mail was and what exactly he meant. The e-mail stated that the City was not responsible for paying the gap amount. Franchise fees were discussed and the new "clean" copy of the agreement that is supposed to be coming around to each City to sign.

Meinrad Kuettel discussed his meeting with Jeff Schott and the Change Order that was going to cost \$7,000. He told us that Mr. Schott suggested that we go ahead with the Change Order. Mayor Pattee stated that they cannot get under the Women's Restroom to add heat tape to the pipes under that restroom. Meinrad Kuettel asked about re-plumbing the water to the Pavilion. Keegan Kock asked about the structure of the cross-walls and what material they are made of. ReeElla von Borstel feels that we should get another opinion if the current contractor does not want, or cannot complete this project. The floor and options were discussed in detail. ReeElla von Borstel stated that she thinks something needs to

City of Grass Valley  
Regular Council Meeting  
September 3, 2019 7:00 PM  
Grass Valley Pavilion  
Minutes

be done no matter what, so that the Pavilion can be used 365 days a year. Meinrad Kuettel stated that he believes that Jeff Schott still thinks that all the pipes will be able to be heat taped. ReeElla von Borstel suggested the possibility of contacting Bustos Construction, who completed the new bathroom installation, and find out if they have any plans/prints still or if they can help us with what was done and how the layout is. Joann Duarte wants to hear the Pavilion Committee's ideas because they have contributed so much time and effort and raised such a tremendous amount of money for the project, she feels that their opinion is important in this. The idea of adding heat tape to all the pipes was discussed in detail. Walter Grzeszczyk declared that he will try to enter the crawl space and get some pictures before the next Council meeting.

Ms. Kristen Campbell discussed the idea of a monthly meeting outside of the City Council meetings to discuss City items. She would plan to come to town for the meetings with a default phone call if the roads are better or everyone feels that there isn't the need for a meeting. The Council agreed this would be a good idea.

The donation box will be purchased and Walter Grzeszczyk determined that it would fit between the two restrooms.

The Council feels that the new printer purchase should be done through Bohn's Printing to keep business local. Whitney will talk to Ellen at Bohn's to decide which model is the most comparable to what we have now and discuss the options necessary.

In regards to the Wastewater Discussion, the Council would like to look into getting a new engineer for the project/feasibility study. ReeElla von Borstel made a motion to have Whitney work with Carrie Pipinich, MCEDD, to find options for a new engineer for this project and have information for the Council at the next meeting. Meinrad Kuettel seconded. Passed unanimously.

The Council acknowledged that September is National Preparedness Month.

ReeElla von Borstel stated that she feels there should be only one handicapped space and one "public" space for parking in front of the park restrooms. This brought on much discussion regarding the parking issue. Walter Grzeszczyk does not believe there is room for two parking spots on the pavement. Rita Wilson and ReeElla von Borstel discussed signage possibilities. Keegan Kock recommended a "Public Restrooms" sign at each end of town due to the number of people that stop at the edge of town and use the restroom on the side of the road and on the gravel roads just out of town. Whitney will call David with Newman Traffic Signs about two custom signs that would say "Restrooms at City Park" and possibly a "Wi-Fi" icon. Rita Wilson also brought up the issue of cigarette butts all over town, on the sidewalks and just lying on the ground. The Council discussed getting more garbage cans in town, something near the store and another near the Post Office. Whitney will get prices on the same garbage cans that are currently in the park so that everything matches. She will provide the Council with the information at the next meeting. Joann Duarte mentioned the idea of the brochure holder and bench being placed in the park. Keegan Kock brought up the idea of paving the small grass area to help with the parking problem in front of the restrooms.

City of Grass Valley  
Regular Council Meeting  
September 3, 2019 7:00 PM  
Grass Valley Pavilion  
Minutes

Whitney explained the Gorge.Net Wi-Fi spot that is going in at the Pavilion. Joann Duarte showed Whitney where a good spot would be for the Gorge.Net equipment. Meinrad Kuettel stated that there is an outlet outside the men's restroom that we can run an extension cord from for now, if needed.

Keegan Kock asked the Council about removing the old restrooms and if there is current water lines and electric lines that are still on. He is interested in removing the restrooms and the concrete slab for the City. The Council agreed this would be a good idea, as there had been no prior takers/interested parties after months of advertising and trying to find someone to complete the removal project.

Meinrad Kuettel motioned to move to Executive Session at 9:15 PM. Joann Duarte seconded. Passed unanimously.

Regular session was back to order at 9:19 PM.

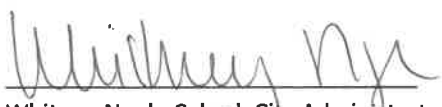
Meinrad Kuettel motioned to nominate Sheri Sharp to lead the Easter Egg Hunt on April 4<sup>th</sup>, 2020 and years moving forward. ReeElla von Borstel seconded. Passed unanimously.

Rita Wilson moved to adjourn the meeting. Meinrad Kuettel seconded. Passed unanimously. Meeting adjourned at 9:21 PM.

Dated: October 7, 2019

Attest:

  
Neil Pattee, Mayor

  
Whitney Nogle Cabral, City Administrator

City of Grass Valley  
Regular Council Meeting  
October 7, 2019 7:00 PM  
Grass Valley Pavilion  
Minutes

**Present:** Mayor Neil Pattee; Whitney Nogle Cabral, City Administrator; Meinrad Kuettel, President of the Council; Bonne Whitley - Councilmember ; Rita Wilson - Councilmember; Joann Duarte - Councilmember; ReeElla von Borstel - Councilmember; Walter Grzeszczyk - Maintenance; Council Member Mike Bichler - absent

**Guests Present:** Shawn McCrosky, Leta Ann Reckmann, Marc Czornij – Census 2020; Kristen Campbell – City Attorney

Mayor Pattee called the meeting to order at 7:05 PM.

Meinrad Kuettel moved to approve the agenda, Rita Wilson seconded. Passed unanimously.

Mayor Pattee introduced guest Marc Czornij. He is from Portland to inform the Council about the 2020 Census. He presented everyone with packets and showed how many programs and federal funding programs depend on the Census. They do not send information to post office boxes, which is the only way the citizens of Grass Valley currently receive mail. He informed the Council that they are currently working on other options. Mr. Czornij has some pre-made social media posts and other documents that can be added to monthly water bills to inform the citizens how to complete the Census. We will publish these on our Facebook page and website as well as sending out with water bills. The Census will begin on March 12, 2020. Typically, by May 1<sup>st</sup>, if they have not heard from individuals by this date, they will then send Census takers door-to-door.

ReeElla von Borstel motioned to adopt the Minutes as amended. Meinrad Kuettel seconded. Passed unanimously.

Meinrad Kuettel motioned to accept the financials. Rita Wilson seconded. Passed unanimously.

Mayor Pattee asked Walter Grzeszczyk to give a summarized report of what he has done over the past month. He reported that he has gotten through all of the fire hydrants and now is working on necessary repairs. He stated that there is a tool needed for some of the repairs but he is unable to find one for less than \$2,700. No one in the area has one of these tools that he is aware of. Mr. Grzeszczyk has talked to a company that he hopes to have out to the City next spring to use a “sub-sonic” machine to hear water leaks underground. Meinrad Kuettel suggested having Gerald Christensen build some sort of tool that would work to service the hydrants properly.

The area of the old restrooms was discussed. ReeElla von Borstel and Joann Duarte both stated that the City should purchase grass seed for the area where the old restrooms were removed from.

Walter Grzeszczyk asked the Council about approving a monthly purchase budget/allowance. This was discussed in detail. ReeElla von Borstel suggested a \$500/month spending allowance for necessary tools, etc. Meinrad Kuettel motioned to authorize \$500/month for general City Maintenance necessities. Rita Wilson seconded. Passed unanimously.

City of Grass Valley  
Regular Council Meeting  
October 7, 2019 7:00 PM  
Grass Valley Pavilion  
Minutes

Walter Grzeszczyk also brought up to the Council the need for new front tires on the Case backhoe. He told the Council that they are slick and if the backhoe is needed for snow removal this will not work very well. The Council agreed this needs to be done. Meinrad Kuettel moved to replace the two front tires on the Case backhoe. ReeElla von Borstel seconded. Passed unanimously.

Walter also reported in his maintenance report that the generator is currently offline. He has ordered a block heater and a hose that will be here within the week and he will get them installed.

The heat tape that is to be installed under the restrooms in the Pavilion was mentioned and Walter Grzeszczyk told the Council that one day the contractor stated that he would be able to complete this and the next day told Mayor Pattee he couldn't complete it. Meinrad Kuettel stated that we need to talk to Jeff Schott who is the engineer on the project. Mayor Pattee will call him tomorrow. Meinrad Kuettel would like Mayor Pattee to ask Mr. Schott about plugs for the recently installed vents under the building as well as a timeline of when the project will be completed.

Meinrad Kuettel has not heard of any new ordinance violations. He did discover a Burning Ordinance from 2012. The copy that he has is not signed so he is unsure if it is an official ordinance or not. ReeElla von Borstel brought up needing to be able to have "teeth" in our ordinances and violations, especially for weeds and overgrowth maintenance. The lot on 3<sup>rd</sup> and North Street was discussed. The owner has been in contact with the City and has been trying to contact the Fire Department for assistance with the weed problem, as she lives out-of-state. Whitney will post online to see if anyone would be interested in cleaning the lot. Preston Bartlett's name was brought up for the job. The alley and ditch behind Whitley's and Hughes' was brought up by guest, Leta Ann Reckmann. We will check out property lines to determine if it is private property or not.

The Gorge.Net discussion was next on the agenda. Joann Duarte asked about Ruben Cleaveland and who he was working for. ReeElla von Borstel also asked if we knew we would be getting the bill that we received recently. Mayor Pattee stated that the County made this decision. Meinrad Kuettel motioned to pay our share of the attorney's bill which is \$2,117.50 to Ruben Cleaveland for work on the Gorge.Net project. Bonne Whitley seconded. Passed unanimously.

While on the topic, Rita Wilson asked Kristen Campbell, City Attorney, about the bill and it was discussed. The "clean" copy/final copy of the Gorge.Net agreement still has not been received to be signed by the City of Grass Valley as Mr. Cleaveland said it would be. Ms. Campbell will contact Jeff Wallace, who is the attorney for Sherman County, and find out what is going on with this.

The Fire Department provided the City with three months of electricity bills to show how much increase in usage since the Gorge.Net room was installed. Mayor Pattee asked Whitney to contact the Fire Department to see if we can get the three comparable months from 2018 also to see the difference in the number.

The Pavilion updates were discussed previously in the meeting and nothing else added at this time.

City of Grass Valley  
Regular Council Meeting  
October 7, 2019 7:00 PM  
Grass Valley Pavilion  
Minutes

Mayor Pattee thanked Rita Wilson and her crew for the removal of the old restrooms. He said they did a good job and the Council was happy as well.

Meinrad Kuettel motioned to move ahead with the process of trading in the old (current) copy machine and purchase the new (used) machine if Bohn's will deliver and set up. Bonne Whitley seconded. Passed unanimously.

Whitney presented the Council with the RFQ (Request for Qualifications) that she received from Carrie Pipinich, MCEDD regarding the Wastewater Feasibility study. The Council would like to move forward with this with help from Carrie to get started on the feasibility study.

The Council each received a copy of the SWCD Report and it was acknowledged.

The donation box for the park was discussed, as well as the options available. ReeElla von Borstel moved to order the small Knox Box donation box for the park for \$286. Rita Wilson seconded. Passed unanimously.

Mayor Pattee told the Council about the bus shelters and the e-mail was shared with them. ReeElla von Borstel stated that we do not want the bus shelters and it was agreed on by the Council. They feel that it is just one more thing to be vandalized and not necessary.

The South Sherman Fire Department was discussed. There are issues that the City has heard about with the Department but no one is able to answer questions. There is an upcoming meeting on Wednesday that some of the Council plans to attend. Whitney will find out the details and pass them on to the Council.

The letter from Judge Dabulskis was read by the Council members. There has been no interest from business owners in Grass Valley. Meinrad Kuettel wants to clarify, as the letter makes it sound like there may be money available for the City for improvements. Originally it was believed that the cities were not eligible for the funds. Rita Wilson is going to talk to Judge Dabulskis and find out for the Council.

Whitney showed a color picture of the signs that were designed for the City Restrooms at the Park. The Council discussed where they would like them to be posted and it was agreed one would be posted at each end of town. ReeElla von Borstel moved to purchase two signs and get them posted as soon as possible. Rita Wilson seconded. Passed unanimously.

The handicapped signs at the park were brought up from the last meeting. The Council agreed that they do not want to pursue this. They would be interested in installing some sort of curbs to prevent vehicles from driving on the grass and breaking sprinkler heads, as Walter Grzeszczyk had previously reported that this was a problem this summer. Whitney will contact Steve Kock about the curbs that he purchased for the Baptist Church and find out the costs and where he purchased them from.

City of Grass Valley  
Regular Council Meeting  
October 7, 2019 7:00 PM  
Grass Valley Pavilion  
Minutes

It was determined that the green Wire Mesh Trash Cans from Uline are what are currently in place in the park. The costs of buying multiple additional trash cans were discussed and Rita Wilson is going to talk to Judge Dabulskis to see if there is any money available for the City to use for such a purchase.

The Council loves the idea of the Free Little Library presented by Mrs. Liz Cranston and the PTO. They want one of these in the City and would like Whitney to relay the message to Ms. Cranston.

Whitney told the Council about the Community Service Worker that is available for some hours with the City. Joann Duarte recommended some beautification of the cemetery. Cleaning garbage and broken limbs out of the Grass Valley Canyon stream was also agreed to be a good idea. Whitney will contact Ms. Kallee Glover and let her know of the projects that the City would like completed.

Meinrad Kuettel motioned to approve the bartending contract to MyBartender LLC for the Max Nogle Dinner Dance in the amount of \$775. Rita Wilson seconded. Passed unanimously. Rita also reported that posters are currently being made and the event announcement has been placed in the Sherman County eNews as well.

The Evergreen Application to Install Flammable/Combustible Liquid Aboveground Tanks was discussed and it was reported that this is being presented in Salem this week. ReeElla von Borstel stated that the City stands behind the State Building Codes and the State Fire Marshal with their decisions.

Meinrad Kuettel motioned to move to Executive Session at 8:53 PM. Rita Wilson seconded. Passed unanimously.


Regular session was back to order at 8:59 PM.


Rita Wilson motioned to raise City Administrator, Whitney Nogle's wages to \$2300/month. ReeElla von Borstel seconded. Passed unanimously.

Joann Duarte moved to adjourn the meeting. Meinrad Kuettel seconded. Passed unanimously. Meeting adjourned at 8:59 PM.

Dated: November 4, 2019

Attest:

  
Neil Pattee, Mayor

  
Whitney Nogle Cabral, City Administrator

City of Grass Valley  
Regular Council Meeting  
November 4, 2019 7:00 PM  
Grass Valley Pavilion  
Minutes

**Present:** Mayor Neil Pattee; Whitney Nogle Cabral, City Administrator; Meinrad Kuettel, President of the Council; Bonne Whitley - Councilmember; Rita Wilson - Councilmember; Mike Bichler - Councilmember; Joann Duarte - Councilmember; Walter Grzeszczyk - Maintenance; Council Member ReeElla von Borstel - absent

**Guest(s) Present:** Leta Ann Reckmann

Mayor Pattee called the meeting to order at 7:04 PM.

Meinrad Kuettel moved to approve the agenda as presented, Mike Bichler seconded. Passed unanimously.

Mayor Pattee asked if there were any guests present that wanted to speak. There were none.

Mike Bichler motioned to adopt the Executive Session and Regular Council Meeting Minutes from the October 7<sup>th</sup>, 2019 meeting as written. Meinrad Kuettel seconded. Passed unanimously.

Monthly financials were discussed. Rita Wilson motioned to accept the financials. Meinrad Kuettel seconded. Passed unanimously.

Mayor Pattee asked Walter Grzeszczyk if he had any maintenance to report. Mr. Grzeszczyk reported that he purchased the pump that was discussed previously. He has also started the burn pile. He asked the Council their opinion about digging a pit to burn the pile in. The Council agreed that a pit would be a good idea. They are thinking 30-40 feet wide. Bonne Whitley asked Walter Grzeszczyk if he would have this done by the time the snow flies and Walter stated that he could if the Council wanted this as a priority; he currently is working on winterizations. The Council agreed however, that the pit should be dug as time permits. The water system generator was discussed in detail as well as the potential water system repair that is tentatively planned for this winter. The idea of divers was discussed, which Mayor Pattee mentioned would cost an additional \$12,000-\$14,000. Bonne Whitley asked Mayor Pattee for his opinion on the matter. Meinrad Kuettel suggested waiting until early spring, possibly late March/early April. Mayor Pattee will call the repairing companies tomorrow to get quotes and get us on the schedule if possible.

Meinrad Kuettel reported a rogue doe (deer) that has been chasing dogs and residents in town. They will call ODFW. Bonne Whitley suggested talking to the County Trapper as well about the large number of deer in town. Mike Bichler stated that he has counted over 23 deer in town. Bonne Whitley also reported there is a coyote in town that is going through garbage cans at night.

The electricity at City Hall was discussed. The City has requested documents from the Fire Department but has not received them yet. The Fire Board has an upcoming meeting on November 12<sup>th</sup> and they are going to look for the documents at that time. Brennah Miller with SherCo Electric is installing a new meter in the Gorge.Net room to keep the power bills separated to figure out how much is being used by the fiber equipment. That will be completed soon.



City of Grass Valley  
Regular Council Meeting  
November 4, 2019 7:00 PM  
Grass Valley Pavilion  
Minutes

Mayor Pattee reported that the Pavilion kitchen has been approved and we are waiting on the final bills to come in from the engineer and the contractor. He is estimating around \$10,000. Rita Wilson told us that the Max Nogle Dinner/Dance plans are coming along well. The event is on November 16<sup>th</sup>.

Joann Duarte discussed the 2020 Easter Egg Hunt and proposed entertainer. She received the Sherman County Cultural Coalition Grant for \$600 and the entertainer that she has tentatively scheduled charges \$700. She asked if the City would donate the other \$100 to cover that cost. Meinrad Kuettel made a motion that we approve \$200 towards the Easter Egg Hunt to cover the remaining costs of the entertainer as well as any other costs that may come up. Rita Wilson seconded. Passed unanimously.

The façade grant application that was received from Jim Short, owner of the Grass Valley Country Market, was presented to the Council. The Council reviewed the application and agreed that there were more details required before final approval of the plan. Whitney will contact Mr. Short and let him know that they need the missing details/plans. Meinrad Kuettel motioned to approve the façade grant application pending the Council's approval of more details on the application. Rita Wilson seconded. Passed unanimously.

Mayor Pattee let the Council know that we did not receive the SCA Grant. There was discussion about the street project and the idea was brought up of putting money aside for the City to purchase the necessary rock needed and have it on hand. The Council talked about where it could be stored. The grant will open again next year and we will again apply at that time.

Mike Bichler moved to adjourn the meeting. Meinrad Kuettel seconded. Passed unanimously. Meeting adjourned at 7:48 PM.

Dated: December 2, 2019

Attest:

  
\_\_\_\_\_  
Neil Pattee, Mayor

  
\_\_\_\_\_  
Whitney Nogle Cabral, City Administrator

City of Grass Valley  
Regular Council Meeting  
December 2, 2019 7:00 PM  
Grass Valley Pavilion  
Minutes

**Present:** Mayor Neil Pattee; Whitney Nogle Cabral, City Administrator; Meinrad Kuettel, President of the Council; ReeElla von Borstel - Councilmember; Rita Wilson - Councilmember; Mike Bichler - Councilmember; Joann Duarte - Councilmember; Walter Grzeszczyk - Maintenance; Council Member Bonne Whitley - absent

**Guest(s) Present:** Leta Ann Reckmann, Keegan Kock, Roger Whitley, Shawn McCrosky

Mayor Pattee called the meeting to order at 7:06 PM.

ReeElla von Borstel moved to approve the agenda as presented, Rita Wilson seconded. Passed unanimously.

Mayor Pattee introduced Roger Whitley to talk about the Façade Grant application. Mr. Whitley informed the Council that he and Bonne Whitley are in the process of purchasing the Grass Valley store and they are asking for approval from the Council to have the Façade Grant application change into their names from the original applicant, Mr. Jim Short. The Council discussed the application and dates on the grant application. ReeElla von Borstel motioned that we accept the new ownership of the store but that the application must be submitted in full by Mr. and Mrs. Whitley. Meinrad Kuettel seconded. Passed unanimously. Whitney will e-mail a blank copy of the Business Façade Grant Application to Bonne.

Mike Bichler motioned to adopt the Minutes as amended per Meinrad Kuettel's suggestion of clarification. Rita Wilson seconded. Passed unanimously.

The Council reviewed the monthly financials. Rita Wilson motioned to accept the financials. ReeElla von Borstel seconded. Passed unanimously.

Mayor Pattee asked Walter Grzeszczyk if he had anything to report. He had no new updates for the Council. ReeElla von Borstel thanked Walter for clearing the streets and sidewalks of snow.

Meinrad Kuettel reported no new ordinance violations. ReeElla von Borstel stated that there are bushes in town that prevent the sidewalks from being useable. Meinrad Kuettel and Mike Bichler discussed that some of the trees may be the State Highway responsibility. Meinrad Kuettel asked Mike Bichler to look into the right of ways for the City. The trees that block drivers' views to enter Highway 97 were also discussed. Currently there are obstructions on Mrs. Mann and Mrs. Brewer's properties that are a problem for drivers.

Whitney reported that the Gorge.Net IGA agreement was signed and returned to the County. It was also mentioned that Mr. Dan Bubb may have sold Gorge.Net.

ReeElla von Borstel presented the idea of needing pavilion storage. Rita Wilson reported that Jeff Schott already has made a few plans. In regards to the Pavilion Joann Duarte noted that where the changing table sits in the women's restroom in the Pavilion makes wheelchair accessibility difficult. ReeElla von Borstel also stated that the restrooms in the Pavilion should be unisex/family restrooms rather than gender specific. After much discussion regarding the gender-neutral restrooms, the storage was again

City of Grass Valley  
Regular Council Meeting  
December 2, 2019 7:00 PM  
Grass Valley Pavilion  
Minutes

discussed. Rita Wilson again told the Council that Mr. Schott has already drawn up some plans for storage options for the Pavilion. ReeElla von Borstel motioned that we move forward with getting bids for outdoor storage to continue to advance the Pavilion Project. Rita Wilson seconded. Passed unanimously.

Mayor Pattee noted that after paying for the kitchen rehabilitation project in the Pavilion, the Pavilion fund will have about \$30,000 remaining in the account. The septic system was also discussed.

Regarding the discussion on the Pavilion restrooms, ReeElla von Borstel motioned that we change the Pavilion Restrooms to Unisex/Family restrooms, the same as the restrooms in the Park. Meinrad Kuettel seconded. Passed unanimously. Two signs similar to what is on the Park restrooms will be purchased and installed in the Pavilion.

ReeElla von Borstel asked the Council about Pavilion event parking. Joann Duarte reported that the RV Park owners called the police regarding a "parking violation" during the Max Nogle event. There was much discussion about this topic and how we would like to move forward. ReeElla von Borstel asked if Mayor Pattee about the possibility of renting his lot for parking. Mayor Pattee replied that he has not thought about it before and will have to think about the options. It would not be feasible some times during the year due to weather. Rita Wilson asked about City right-of-ways. Entry and exit points of the RV park were discussed once again. The City has sent the RV Park owners a letter in reference to this, prior to the most recent event.


Whitney reported that the color printer is installed and in use at City Hall.

The map was discussed and the ditch ownership/responsibility. There was a question of who is responsible for the alley and the ditch. Walter Grzeszczyk thinks part of the alley is abandoned although it is not shown on the current map.

Meinrad Kuettel reported that he tried to adjust the flagpole light so that it shines on the flag at night, but has been unsuccessful. Leta Ann Reckmann told the Council that the original user of the lot was to supply the light and it never happened. Rita Wilson asked if there is a stronger light that can be purchased. Meinrad Kuettel stated that he has looked for a stronger solar light but can't find one that would work. There is not power at the site so it would need to be solar. It was reported that Goldendale has a light that is placed on top of the flagpole and shines downward onto the flag. The light can be seen from Dr. Carver's lot in Goldendale. Leta Ann also informed the Council that the flagpole is 68 feet tall. Whitney will make some calls to try to get more information. Keegan Kock stated that an LED light won't use much power, but it will still draw power and someone would have to pay the bill if we go that route.

The Council reviewed the Shearer tank repair quote. Mayor Pattee reported that it will cost \$23,000-\$36,000. Walter Grzeszczyk stated that he feels he could do some of the repairs and still beat the price provided by the company. He also feels that the divers are a great idea. The bid is \$16,205 and then the City would have to decide on which other options they would want completed. There was discussion about the work that needs/is to be done. Rita Wilson asked if any of these updates/repairs have been completed before or if these are the first repairs on the system. Mayor Pattee stated that it has not

City of Grass Valley  
Regular Council Meeting  
December 2, 2019 7:00 PM  
Grass Valley Pavilion  
Minutes

been repaired previously. Joann Duarte wants to know how long of a warranty, if any, we will receive with this work. Mayor Pattee reported that the work is to be done mid-summer using divers for the in-tank repairs. ReeElla von Borstel moved to accept the entire bid from Shearer tanks pending an acceptable warranty on the work. Meinrad Kuettel seconded. Passed unanimously. Meinrad Kuettel feels that a 5-10 year warranty would be acceptable for the work to be done. 

Mayor Pattee provided the Council with the Statement of Qualifications packets for four engineering companies regarding the wastewater feasibility study. The Council will review these and Whitney will be in contact with Carrie Pipinich (MCEDD) on the next steps.

Mayor Pattee moved on to discuss Ordinance 120-1 regarding the prohibiting of shipping containers. He reported that there are currently three (3) on the Evergreen property. There was discussion about the ordinance in general and the use of containers. Mayor Pattee suggested changing the Evergreen property zoning to Industrial. The idea of getting the containers permitted was also brought up. Mayor Pattee will talk to City Attorney, Kristen Campbell about the next steps to the possibility of getting the old school property rezoned.

The potential parking blocks were discussed in detail. Everyone agreed that there needs to be space left between each block. ReeElla von Borstel moved to table the discussion until next meeting after Walter Grzeszczyk can get measurements and determine sizes and quantity needed. The Council would also like to replace the current railroad ties with rubber blocks as well.


Keegan Kock came to the Council about a \$15,000 sign that the Fire Department has to install for one of their grants. They would like to make it some sort of a community reader board. They have a couple of different options and are working with Oregon Raceway Park as well. ReeElla von Borstel asked about the possibility of placing it at their current Administrative building. Mayor Pattee suggested the lawn at City Hall. Keegan reported that it would cost about \$47/year to operate which would be covered by the Fire Department.

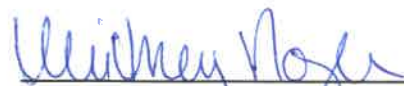
The January City Council meeting was discussed. Rita Wilson motioned to cancel the meeting and continue with our regular meetings in February. Joann Duarte seconded. Passed unanimously.

Mike Bichler moved to adjourn the meeting. Meinrad Kuettel seconded. Passed unanimously. Meeting adjourned at 8:53 PM.

Dated: February 3, 2019

Attest:

  
\_\_\_\_\_  
Neil Pattee, Mayor

  
\_\_\_\_\_  
Whitney Nogle Cabral, City Administrator