

City of Grass Valley
Regular City Council Meeting Minutes
January 2nd, 2023 7:00 PM
Grass Valley Pavilion
Minutes

Present: Meinrad Kuettel – Mayor; Whitney Nogle Cabral – City Administrator; Bonne Whitley – Councilmember; Rita Wilson - Councilmember; Tom Rolfe – Councilmember; ReeElla von Borstel – Councilmember; Walter Grzeszczyk – Maintenance

Absent: Joann Duarte – Councilmember

Guest(s) Present: K'Lynn Lane & Brittney Dark – Oregon Frontier Chamber of Commerce; Leta Ann Reckmann; Roger Whitley; Jeremy Lanthorn – Times Journal

Mayor Meinrad Kuettel called the meeting to order at 7:08 PM and led everyone in the Pledge of Allegiance. Following the Pledge of Allegiance, the Mayor thanked the City Council members for all of their time and dedication to the City of Grass Valley.

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

Mayor Meinrad Kuettel took his Oath of Office for the position of Mayor. Rita Wilson was next to take her Oath of Office for the City Council, followed by the newest Councilor, Tom Rolfe.

Mayor Kuettel read a Letter of Interest for the vacant councilor position submitted by Rick Whitaker. This was for vacant position #5 on the City Council. ReeElla von Borstel motioned to accept this letter of interest for Position #5. Rita Wilson seconded. Passed unanimously.

Mayor Kuettel then introduced K'Lynn Lane & Brittany Dark from the Oregon Frontier Chamber of Commerce. They serve Gilliam, Sherman & Wheeler Counties. Ms. Lane would like the City to join the Chamber to be able to use all of the benefits that they are able to provide. The Chamber is also able to apply for grants and funding on behalf of their members as well. Mayor Kuettel asked about the costs of membership. Ms. Lane stated that there is a \$100 annual membership fee for and the City would be considered a "Participating Community." She also reported that there are various regional ambassadors in each County to help their local regions as well. The membership has grown to over 400 in the past few years. It was also reported that they recently changed last year from the Condon Chamber of Commerce to the Oregon Frontier Chamber of Commerce. Ms. Lane and Ms. Dark informed the City Council of multiple grants that are available. ReeElla von Borstel motioned that the City joins the Chamber. Bonne Whitley seconded. Passed unanimously.

Minutes from the December Regular City Council Meeting were reviewed by the City Council. Rita Wilson motioned to adopt the Minutes as presented. Tom Rolfe seconded. Passed unanimously.

The monthly financial reports were reviewed and discussed for December. Bonne Whitley motioned to approve the financial statements as presented. ReeElla von Borstel seconded. Passed unanimously.

Mayor Kuettel called on Walter Grzeszczyk for his Monthly Maintenance Report. Walter Grzeszczyk reported that there were multiple water leaks on Christmas once things thawed out. The water situation at Sean Orsburn's was discussed. Walter Grzeszczyk then discussed the vacuum-breakers that have been

City of Grass Valley
Regular City Council Meeting Minutes
January 2nd, 2023 7:00 PM
Grass Valley Pavilion
Minutes

previously discussed at past meetings. Walt reported that he has found other places to order these parts that will no longer limit the number that we are able to order. The Recycling Station was discussed next. Walter Grzeszczyk would like to have a sign made stating the Recycling Station's hours and a reminder to only take recyclables during those specified hours. Leta Ann Reckmann recommended asking Waste Connections about their signage options. ReeElla von Borstel would like to table this discussion but get the signs ordered.

Mayor Kuettel brought up the current ordinance violations and the two letters that he would like the Council to review and approve sending to two violators. The letters were reviewed. ReeElla von Borstel motioned to have the letters sent. Bonne Whitley seconded. Passed unanimously.

The new proposed ballot box was presented to the Council. Rita Wilson reported that she spoke to Kristi Weis earlier and the County has decided they are going to put this plan on hold for the time being so there is no need for discussion at this time.

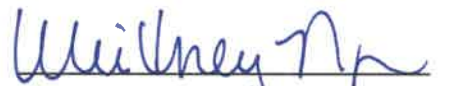
ReeElla von Borstel moved to adjourn the meeting. Tom Rolfe seconded. Passed unanimously.

Meeting adjourned at 8:09 PM.

Dated: February 6, 2023

Attest:


Meinrad Kuettel, Mayor


Whitney Nogle Cabral, City Administrator

City of Grass Valley
Regular City Council Meeting Minutes
February 6th, 2023 7:00 PM
Grass Valley Market Annex
Minutes

Present: Meinrad Kuettel – Mayor; Whitney Nogle Cabral – City Administrator; Rita Wilson – Council President; Rick Whitaker – Councilmember; Bonne Whitley – Councilmember; ReeElla von Borstel – Councilmember; Joann Duarte – Councilmember; Walter Grzeszczyk – Maintenance

Absent: Tom Rolfe – Councilmember

Guest(s) Present: Leta Ann Reckmann; Sandy Price; Dale Schmitt; Everett Carson; Nicole Carson; Roger Whitley; Keegan Kock – South Sherman Fire District; Joan Bird – Sherman County Commissioner

Mayor Meinrad Kuettel called the meeting to order at 7:00 PM and led everyone in the Pledge of Allegiance.

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

Mayor Meinrad Kuettel called on Joann Duarte to take her Oath of Office for City Council position. Rick Whitaker then took his Oath of Office for the Vacant Council Position.

Mayor Kuettel called on Guest, Keegan Kock from the South Sherman Fire Department. Mr. Kock asked about any updates on the water fill. Walter Grzeszczyk reported that he had found a grant that he believes would pay for the project. However, the City cannot apply for this grant if still moving forward with the Wastewater System. Whitney will ask Kirk Fatland, City Planner, about moving forward and the steps to be taken. A signed agreement from Margaret Mahaffey is also needed.

Mayor Kuettel then called on Commissioner Joan Bird about the possible Tri-County Recycling Grant Proposal. Rita Wilson asked about a county-wide community survey. Commissioner Bird is going to look into this. Mayor Kuettel also asked Commissioner Bird about the solar request letter for the County. She explained that there is a proposal to add solar panels on the roof of the County School for a place for the community to go in case of a power outage.

Minutes from the January Regular City Council Meeting were reviewed by the City Council. ReeElla von Borstel motioned to adopt the Minutes as presented. Bonne Whitley seconded. Passed unanimously.

The monthly financial reports were reviewed and discussed for January. Rita Wilson motioned to approve the financial statements as presented. ReeElla von Borstel seconded. Passed unanimously.

Guest, Roger Whitley introduced the “shoe” people, Everett and Nicole Carson. They recently purchased the old Country Café building in Grass Valley. Dale Schmitt and Sandy Price were then introduced as well, as they have purchased the rock shop in town. ReeElla von Borstel told the new owners about the Oregon Frontier Chamber of Commerce as well as MCEDD and recommended using them as resources.

Mayor Kuettel called on Walter Grzeszczyk for his Monthly Maintenance Report. Walter Grzeszczyk brought up the Oregon Raceway Park sign. Whitney will contact Brenda Pikel about what they would like to do with the deteriorating sign.

City of Grass Valley
Regular City Council Meeting Minutes
February 6th, 2023 7:00 PM
Grass Valley Market Annex
Minutes

Mr. Grzeszczyk then discussed the upcoming ODOT ADA project. There are many questions about the project and how/when/if it is moving forward. Rita Wilson asked if we had to move forward with the project or not and Walter stated that, yes, we do. He also stated that in 2025 there will be no more metal water pipes allowed in the ground. ReeElla von Borstel stated that she would like to see if there are exceptions to this as there are so many old towns in Oregon and this would become very expensive. Mr. Grzeszczyk then asked the City Council about purchasing a spill dock for bulk fuel that he has on-hand. He stated that a 2-barrel dock is about \$1,600. ReeElla von Borstel motioned to allow Walter to purchase the 2-barrel dock shed. Rita Wilson seconded. Passed unanimously.

Mayor Kuettel asked Walter about the water levels. Walter reported that we are not hardly using any water and the levels are staying consistent. Rita Wilson asked Mr. Grzeszczyk about the foundation issue at the Pavilion that he had reported to her. He feels that patching it would slow down the deterioration. Rita Wilson motioned to have Walter Grzeszczyk fix the east side foundation of the Grass Valley Pavilion. Joann Duarte seconded. Passed unanimously. Mayor Kuettel also reported to the City Council that there is a leak in the water system somewhere around the Pavilion.

The ordinance violations were discussed. The second letters will be sent to the violators and from there we will bring in authorities to handle the situation as necessary if they are not resolved. Walter Grzeszczyk asked if we can have the van on 2nd Street towed. Rick Whitaker is going to talk to the property owner and if they are not willing to get rid of the van, then we will have the Sheriff's Department tag the vehicle and tow it.

There are no new updates on the hemp facility at this time. Fire Chief, Andy Miller will be contacting additional departments for further updates. There was brief discussion and we will talk more about the topic at a later date.

There were also no new updates on the Sharp Water Easement.

The new flag purchase presented by guest Leta Ann Reckmann was discussed next. She stated that it was approximately \$300. ReeElla von Borstel made a motion to purchase a new flag for the flag pole with City funds. Bonne Whitley seconded. Passed unanimously.

Whitney will look in to online water payment options for our residents and report back to the Council with more information once available.

Mayor Kuettel presented the solar support letter to the City Council (topic was previously discussed with Commissioner Bird). Rita Wilson motioned to approve the letter. ReeElla von Borstel seconded. Passed unanimously.

The Tri-County grant "wish list" was briefly discussed again and during that conversation it was determined that the Council would like to see more hours and fencing around the area.

City of Grass Valley
Regular City Council Meeting Minutes
February 6th, 2023 7:00 PM
Grass Valley Market Annex
Minutes

ReeElla von Borstel stated that she will be gone for the March meeting. We will look into offering her a remote option to join in virtually.

Rita Wilson informed the City Council that there is someone scheduled to come next week to look into a new sound system for the Grass Valley Pavilion. Everyone agreed that this was a great idea.

Rita Wilson motioned to adjourn the meeting. Bonne Whitley seconded. Passed unanimously.

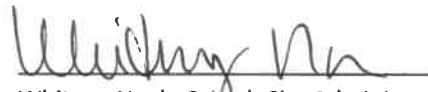
Meeting adjourned at 8:17 PM.

Dated: March 6, 2023

Attest:



Meinrad Kuettel, Mayor



Whitney Nogle Cabral, City Administrator

City of Grass Valley
City Council Special Meeting Minutes
February 23rd, 2023 7:00 PM
Grass Valley Market Annex
Minutes

Present: Meinrad Kuettel – Mayor; Whitney Nogle Cabral – City Administrator; Rita Wilson – Council President; Tom Rolfe – Councilmember; Rick Whitaker – Councilmember (virtual); ReeElla von Borstel – Councilmember (virtual);

Absent: Bonne Whitley – Councilmember; Joann Duarte – Councilmember; Walter Grzeszczyk – Maintenance

Guest(s) Present: None.

Mayor Meinrad Kuettel called the Special Meeting to order at 7:08 PM.

Rita Wilson motioned to approve the agenda as presented. Rick Whitaker seconded. Passed unanimously.

Mayor Meinrad Kuettel presented the funding requests document regarding the proposed Wastewater System. Jacque Schei from MCEDD brought to Mayor Kuettel's attention that there is additional funds that may be available. The City will be requesting \$2 million from this source. It was also determined that the applications are due on March 3rd which is why this Special Meeting was called.

Rita Wilson asked what the Wastewater Project would cost at this point. Mayor Kuettel stated that Mr. Ed Hodges from Curran McLeod believes it will cost about \$7 million with current inflation.

ReeElla von Borstel asked about additional funding opportunities and when they might become available. Mayor Kuettel stated that there are different deadlines for the various sources and that MCEDD and Mr. Hodges have already begun working on these.

ReeElla von Borstel made a motion to move forward with the application process requesting \$2 million. Rick Whitaker seconded. Passed unanimously.

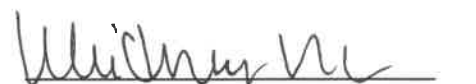
Rita Wilson motioned to adjourn the meeting. Tom Rolfe seconded. Passed unanimously.

Meeting adjourned at 7:24 PM.

Dated: March 6, 2023

Attest:


Meinrad Kuettel, Mayor


Whitney Nogle Cabral, City Administrator

City of Grass Valley
Regular City Council Meeting Minutes
March 6th, 2023 7:00 PM
Grass Valley Market Annex
Minutes

Present: Meinrad Kuettel – Mayor; Whitney Nogle Cabral – City Administrator; Rita Wilson – Council President; Rick Whitaker – Councilmember; Bonne Whitley – Councilmember; ReeElla von Borstel – Councilmember; Joann Duarte – Councilmember; Walter Grzeszczyk – Maintenance

Absent: Tom Rolfe – Councilmember

Guest(s) Present: Leta Ann Reckmann; Sandy Price; Dale Schmitt; Everett Carson; Roger Whitley; Kirk Fatland – Tenneson Engineering; Daniel Garlets; Stephen Allen – Times Journal

Mayor Meinrad Kuettel called the meeting to order at 7:09 PM and led everyone in the Pledge of Allegiance.

Rita Wilson motioned to approve the agenda as presented. Tom Rolfe seconded. Passed unanimously.

Mayor Kuettel declared that this is a public hearing regarding the Carson Property and called on Mr. Everett Carson to present his plan to the City Council and guests. Mr. Carson briefly described his plan. He also declared that there will not be large amounts of chemical, and he will have none that are explosive. He will have two 55-gallon drums of two different chemicals (one each) and one 5-gallon bottle of a third chemical, all of which he named and were presented to the Council. Mr. Carson stated that his company plans to complete all aspects of the process including using the Grass Valley Post Office for shipping. Kirk Fatland, Tenneson Engineering, then gave his Staff Report. Mr. Fatland stated that there should be no smells, etc. based on the information received by Mr. Carson. Mayor Kuettel called on Rick Whitaker to provide the Fire Department's thoughts and review on the application. He stated that the chemicals referred to are more irritants than explosives. He also stated that he is comfortable with the chemicals provided and that the Fire Department would be able to handle a fire of these chemicals.

Mayor Kuettel asked if Mr. Carson ever plans to have more than two of the 55-gallon drums. Mr. Carson stated that at some times he may have a drum and a half of each chemical depending on orders and shipping, but that is the maximum amount he would have on hand. Leta Ann Reckmann asked about where the chemicals would be stored. Mr. Carson informed her that they would be inside his building, in a temperature-controlled environment. Resident, Daniel Garlets asked about truck traffic. Mr. Carson stated that they will only get four shipments per year of supplies. Mayor Kuettel then called for additional comment from both the public and the City Council and there was none. The Public Hearing was then declared closed by Mayor Kuettel. Rick Whitaker told Mr. Carson that the Fire Department would like to get inside the buildings once finished to see the setups and layouts in case of fires. Mr. Carson acknowledged this and also stated that he knows there needs to be annual inspections completed by the Fire Department. Rick Whitaker motioned to approve the Condition Use Permit for Carson Footwear. Rita Wilson seconded. Passed unanimously.

Dale Schmitt was then called on by Mayor Kuettel to speak, per the guest sign-in sheet request. Mr. Schmitt declared that he is having problems with semitrucks blocking his driveway. Tom Rolfe brought up the RV park's signs that they have put up in the past. The fact that Mr. Schmitt's property is along Highway 97, the City Council believes that Mr. Schmitt may have to talk to ODOT as the highway is state

City of Grass Valley
Regular City Council Meeting Minutes
March 6th, 2023 7:00 PM
Grass Valley Market Annex
Minutes

property. There was discussion and Walter Grzeszczyk stated that he does have plans to repaint the curbs. The City Council agreed to have this done and if there is no improvement, then ODOT will need to get involved in the situation. Mr. Schmitt asked about painting lines on the Highway out to the bike path, but the City has no authority to do that because again, it is a State Highway. Mayor Kuettel stated that there are issues with this throughout town. Mr. Schmitt agreed that this sounds like a good plan.

Minutes from the February Regular City Council Meeting and the February Special Meeting were reviewed by the City Council. Rita Wilson pointed out a guest's first name was incorrect on page one of the Regular Meeting Minutes. Rita Wilson motioned to adopt the Minutes as amended. Tom Rolfe seconded. Passed unanimously.

The monthly financial reports were tabled to be reviewed next month.

Mayor Kuettel called on Walter Grzeszczyk for his Monthly Maintenance Report. Walter Grzeszczyk did state that he spoke to the head of Brown Construction. They do still want to use the burn pile/recycle area as their staging area for the upcoming ADA Bulb-Out project. Mayor Kuettel asked about the status of the fuel storage. Walt stated that he does have it set up but no fuel in it yet. He also stated that he is making a PDF/digitalized document for each valve box location throughout the City. The City Council agreed that this is a great idea.

Mayor Kuettel stated that none of the Ordinance Violations have been resolved. We will now contact the Sheriff's Department to have the vehicles tagged or have the Sheriff's Department discuss with the violators. Mayor Kuettel would like them to come between 7-8 PM when all vehicles are "home" and in violation. Rita Wilson motioned to contact the Sheriff's Department to follow-up with abatement procedures. Tom Rolfe seconded. Passed unanimously.

Bonne Whitley stated that they spoke with Ted Swindells. They are still waiting on insurance. Whitney asked Bonne if Swindells had plans to keep the property. Bonne Whitley stated that yes, they do. Mr. Carson asked if there has been any demolition there. We do not believe so. Bonne Whitley stated that the Swindells want to do something to benefit the town and County.

Mayor Kuettel will be meeting with Joe Sharp to further discuss the water easement.

The flag purchase was discussed. Leta Ann Reckmann presented a quote from a different vendor. It was about \$100 cheaper than what we had been able to come up with. Leta Ann stated that she wants to purchase the flag and be reimbursed for it so it will be delivered to her and she can put it up. Rick Whitaker motioned to approve a \$550 flag purchase. Rita Wilson seconded. Passed unanimously.

The Solutions CPA report was reviewed. Joann Duarte motioned to approve the Plan of Action. Rick Whitaker seconded. Passed unanimously. We are going to table the Resolution adoption until the next meeting to get some clarifications from Solutions. The annual audit bill was then presented to the Council for review. Rita Wilson motioned to approve the Solutions CPA bill. Tom Rolfe seconded. Passed unanimously.

City of Grass Valley
Regular City Council Meeting Minutes
March 6th, 2023 7:00 PM
Grass Valley Market Annex
Minutes

Rita Wilson informed the City Council of the Pavilion Restoration Committee's intent to purchase at least one new chair rack and up to two. She also stated that they would like to update the front entrance of the Pavilion as well. ReeElla von Borstel recommended grit and deck paint. ReeElla von Borstel motioned to allow the Pavilion Committee to move forward as they see fit on Pavilion update/improvement projects. Rick Whitaker seconded. Passed unanimously.

Mayor Kuettel reported that he has submitted the application for the additional funding that we met about last week during the Special Meeting. He stated that we applied for \$2 million, requesting a minimum of \$1.5 million.

The water fill was briefly discussed with no new updates.


Bonne Whitley motioned to adjourn the meeting. Joann Duarte seconded. Passed unanimously.

Meeting adjourned at 8:20 PM.

Dated: April 3rd, 2023

Attest:


Meinrad Kuettel, Mayor


Whitney Nogle Cabral, City Administrator

City of Grass Valley
Regular City Council Meeting Minutes
April 3rd, 2023 7:00 PM
Grass Valley Market Annex
Minutes

Present: Meinrad Kuettel – Mayor; Whitney Nogle Cabral – City Administrator; Rita Wilson – Council President; Rick Whitaker – Councilmember; Bonne Whitley – Councilmember; Joann Duarte – Councilmember; Walter Grzeszczyk – Maintenance

Absent: Tom Rolfe – Councilmember; ReeElla von Borstel – Councilmember;

Guest(s) Present: Leta Ann Reckmann; Roger Whitley; Sean Orsborn;

Mayor Meinrad Kuettel called the meeting to order at 7:05 PM and led everyone in the Pledge of Allegiance.

Mayor Kuettel added two agenda items. Bonne Whitley motioned to approve the agenda as amended to include additions. Rick Whitaker seconded. Passed unanimously.

Minutes from the March Regular City Council Meeting were reviewed by the City Council. Bonne Whitley motioned to adopt the Minutes as presented. Rita Wilson seconded. Passed unanimously.

The monthly financial reports from February and March were reviewed and discussed. Rita Wilson motioned to approve the financial reports for both February and March. Bonne Whitley seconded. Passed unanimously.

Mayor Kuettel called on Walter Grzeszczyk for his Monthly Maintenance Report. Walter Grzeszczyk stated that Brown Construction has started on the ADA bulb-out project. There was brief discussion. Walter Grzeszczyk stated that he has found someone interested in cleaning the Park Restrooms for him. The City Council agreed that it needs to be posted and offered to the public. It will be listed as a limited part-time janitorial apprentice position. The position will require approximately 15-20 hours per month and will be under the supervision of Public Works. Pay will depend on experience and Letters of Interest must be received in City Hall by April 19th. Joann Duarte motioned to approve the job listing as stated above. Rita Wilson seconded. Passed unanimously.

Walter Grzeszczyk then discussed the cost of water service installation. The City currently charges \$1,000. He stated that he ordered parts last week and just the cost of the basic parts were \$1,908.00. Mayor Kuettel recommended stating that the starting costs will be \$2,500 and will increase based on equipment, parts, supplies, and labor required. Rick Whitaker recommended talking to the state about getting the old ground-up street surfaces to reuse when we need them for street projects. Rita Wilson motioned to update the starting costs of new water service connections to \$2,500.00. Rick Whitaker seconded. Passed unanimously. Walter Grzeszczyk also reported that some parts are 9-months out and he is going to order a few to have on hand. The Council agreed that this is a good idea. A Ditch Witch machine was discussed. There were no other maintenance updates or reports at this time.

Sean Orsburn arrived at this time and was introduced to discuss his property. He declared that he would like to have an open line of communication and inform the City of his plans. He told the Council that he has been short on funds and resources. Mayor Kuettel stated that he has identified two others in the same violation and those property owners will receive the same letter as Mr. Orsburn. Mayor Kuettel

City of Grass Valley
Regular City Council Meeting Minutes
April 3rd, 2023 7:00 PM
Grass Valley Market Annex
Minutes

also asked Mr. Orsburn for his plan with the property. Mr. Orsburn stated that he plans to get a dumpster from The Dalles Disposal. He stated that he wants to clean the shop out and get the rest of the property cleaned up. Mr. Orsburn also stated that he would be willing to do a walk-through any time to show the City what he has planned to do. Walter Grzeszczyk asked for clarification on this situation. Mayor Kuettel explained that there was a Resolution passed in the 1990s that prohibited anyone residing in an RV for more than 30 consecutive days. Rick Whitaker asked about the dumpster plans and how long Mr. Orsburn thinks he needs to complete the project. Mr. Orsburn stated that "realistically" by the end of the month he should have the dumpster and is thinking that 30-60 days should give him enough time. Rita Wilson asked where he plans to have the dumpster placed. Mr. Orsburn stated that he has a couple options. Rick Whitaker stated that he feels that three months should give Mr. Orsburn enough time. There are two travel trailers and a single-wide mobile home on the property currently. Mayor Kuettel reminded the Council that the primary reason Mr. Orsburn is here today is due to the RV living violation, not the cleanup. Mr. Orsburn stated that no one is currently living in the trailer. It was clarified that the City will allow Mr. Orsburn to stay in the trailer for three months to accomplish what he needs to do. Rita Wilson motioned to allow Mr. Orsburn to reside in the trailer for three months beginning April 10th. Mayor Kuettel asked Mr. Orsburn to come to City Council meetings with updates on his progress. Rick Whitaker seconded. Passed unanimously.

Mayor Kuettel stated that it was mentioned to him that there will be someone living in an RV on Mill & Church Streets. It is also believed that there is someone living in an RV on the Wasco Electric facility in town. Rita Wilson would like Whitney to call Wasco Electric and remind them of the Ordinance. This will also be added to the City Newsletter.

Mayor Kuettel also stated that there is a dog in town that is not being kept contained/fenced in appropriately. It is chasing people that walk, etc. The Sheriffs Department has been involved and will be handling this matter.

There are no new updates on the Hemp Facility remnants at this time.

Mayor Kuettel reminded the City Council about County Court being held in the Pavilion at 9:00 AM on Wednesday. He also stated that Mr. Swindells has plans to be there and give the County an update.

The 2023 Audit Contract documents were reviewed and signed.

Printable checks were agreed on by the Council and Whitney was granted permission to place the order.

A letter from Mayor Pattee was presented to the Council. A response letter will be drafted, reviewed by the City's attorney and sent to Mr. Pattee.

Mayor Kuettel gave the City Council the CIS Elected Officials training information. The website is: cis.sabacloud.com and the link and documents will be sent to the Council as well. The Mayor would like the Council to complete Ethics, Anti-Harassment & Safety Policies trainings at this time.

City of Grass Valley
Regular City Council Meeting Minutes
April 3rd, 2023 7:00 PM
Grass Valley Market Annex
Minutes

The City Council would like to schedule a Spring Cleanup Day. Walter Grzeszczyk stated that Brown Construction is using the lot, but the Council feels there is still room. The Council would like to hold the Cleanup Day on Saturday, April 29th for \$5 per load, open to all residents. Whitney will check with The Dalles Disposal to verify the date. The schedule will be as follows: 9-10 AM: Joann & Meinrad; 10-11 AM: Rita & Margaret; 11-12 PM: Ree Ella & Bonne; 12-1 PM: Rick & Tom.

Walter Grzeszczyk would like to add the bulk water fill discussion to the May agenda.

Bonne Whitley motioned to adjourn the meeting. Rita Wilson seconded. Passed unanimously.

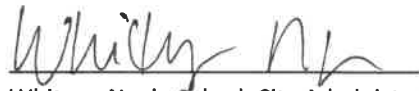
Meeting adjourned at 8:42 PM.

Dated: May 1st, 2023

Attest:



Meinrad Kuettel, Mayor



Whitney Nogle Cabral, City Administrator

City of Grass Valley
Budget Committee Meeting
May 1st, 2023 6:30 PM
Grass Valley Market Annex
Minutes

Present: Meinrad Kuettel, Mayor; Whitney Nogle Cabral, City Administrator; Rita Wilson – Council President; ReeElla von Borstel – Councilmember; Bonne Whitley – Councilmember; Rick Whitaker - Councilmember; Walter Grzeszczyk – Public Works; Hayli Sharp Kaseberg – Budget Committee; Kayci Sharp – Budget Committee; Leta Ann Reckmann – Budget Committee; Doris Hubbard – Budget Committee;

Absent: Joann Duarte - Councilmember; Tom Rolfe – Councilmember; JC Cabral – Budget Committee

Guest(s) Present: Everett Carson; Keegan & Kyle Kock; Sean Orsburn; Lorie Wyman

Mayor Meinrad Kuettel called the meeting to order at 6:44 PM.

Rita Wilson motioned to approve the agenda as presented, Rick Whitaker seconded. Passed unanimously.

Rita Wilson made a motion to appoint Whitney Nogle Cabral as the 2023/2024 Budget Officer. ReeElla von Borstel seconded. Passed unanimously.

Whitney presented the proposed 2022/2023 Budget to the Council and Budget Committee. The proposed Budget was discussed. She stated that there were no large changes to the proposed budget for next year, from the current year.

The LGIP account and transfer was discussed. There will be \$100,000 transferred by the end of this fiscal year from the current checking account to the LGIP account.

On page 2, Line 11 (Office Supplies) was changed to \$2,500 per the Budget Committee's request after discussion. On Line 17 (Materials & Services) it was brought to Whitney's attention that the line was missed on her proposed budget. After discussion this was changed to \$30,000.

On page 4, Line 6 (Materials & Services) was discussed and changed from \$35,000 to \$45,000.

There was much discussion on page 6 regarding Capital Outlay values and the definition as well as the Capital Outlay numbers from the previous years' budgets. The concept of having to balance the resources and expenditures was also discussed at this time. It was decided to add \$100,000 to Street Resources Line 1, page 5, making it \$136,090 and increasing the Capital Outlay line on Page 6 to make the funds balance.

Meinrad Kuettel called for public comment. Everett Carson asked which accounting program the City uses and he was informed that we use Quickbooks. Mayor Kuettel also informed Mr. Carson that it may be different than what he is used to seeing because the City works on a cash budget and we have to make everything balance each year.

City of Grass Valley
Budget Committee Meeting
May 1st, 2023 6:30 PM
Grass Valley Market Annex
Minutes

Budget Committee member, Doris Hubbard also asked about the Education line item as well as the EMT line. On Page 2, Line 10 (EMT Fund) was changed to \$500 and the excess \$500 was added to Line 14 (Education & Travel) balancing out the numbers.

The Budget Committee approved the changes and the proposed 2023/2024 Budget.

Rita Wilson motioned to approve the proposed budget with amendments discussed. Rick Whitaker seconded. Passed unanimously.

The Budget Hearing will be held at 6:45 PM on Monday, June 5th.

Rick Whitaker moved to adjourn the meeting. Bonne Whitley seconded. Passed unanimously. Meeting adjourned at 7:37 PM.

Dated: June 5, 2023

Attest:



Meinrad Kuettel, Mayor



Whitney Nogle Cabral, City Administrator

City of Grass Valley
Regular City Council Meeting Minutes
May 1st, 2023 7:00 PM
Grass Valley Market Annex
Minutes

Present: Meinrad Kuettel – Mayor; Whitney Nogle Cabral – City Administrator; Rita Wilson – Council President; Rick Whitaker – Councilmember; Bonne Whitley – Councilmember; ReeElla von Borstel – Councilmember; Walter Grzeszczyk – Maintenance

Absent: Tom Rolfe – Councilmember; Joann Duarte – Councilmember;

Guest(s) Present: Lori Wyman – Pacific Power; Leta Ann Reckmann; Whitley; Keegan & Kyle Kock & Brad Eakin – South Sherman Fire District; Sean Orsburn; Everett Carson; Kayci Sharp; Hayli Sharp Kaseberg; Leta Ann Reckmann; Dorris Hubbard;

Mayor Meinrad Kuettel called the meeting to order at 7:39 PM and led everyone in the Pledge of Allegiance.

The agenda was reviewed by the City Council. New Business 5.5 was added to the agenda, Bug Spray for the Pavilion. Also added was 5.6 under New Business, approving reimbursement for personal equipment use. Bonne Whitley motioned to approve the agenda as amended. ReeElla von Borstel seconded. Passed unanimously.

Mayor Kuettel called on Guest, Lori Wyman from Pacific Power regarding the newly updated/proposed franchise agreement. She emailed us the new documents and stated that the City Council just needs to decide on the percentage and the length of the contract. Whitney asked how long the typical term is. Lori stated that she most commonly the fees remain the same and the term has been 20 years in the past, both of which can be changed if the Council chooses to do so. ReeElla von Borstel asked what the franchise fee is, and it was explained that it is our “share” of the Pacific Power income for placement of their poles, equipment, etc. We will read the agreement at the June meeting and adopt it at the July meeting. Once it is signed, Ms. Wyman stated that we can just email it back to her. She will also need a copy of the signed and adopted Ordinance as well.

Mayor Kuettel then called on Keegan Kock, who is here to discuss the water fill. He has spoken to Grant Delco with Delco Excavation, who is going to do the work for the project. It is going to cost about \$7,000 to do the work to get it ready to tap into the City Main. All Mr. Delco needs is for Walt to tap into the mainline and cap it. He will take care of the rest of the project. Mr. Delco thinks that an in-ground vault will be the best option for the overhead water fill. Mayor Kuettel asked Walter Grzeszczyk if he could tap into the mainline. Mr. Grzeszczyk stated that he was not aware he wasn't doing the whole job. Keegan Kock stated that this has been talked about since November and would just like to see the project get completed because the current fill is a hazard. Mayor Kuettel asked if we could get a bid from Mr. Delco and work from there. Brad Eakin also stated that the proposed new fill area would be much better for a staging area for fire trucks during a fire as well. The City Council would like to request a bid from Grant Delco to get this process rolling. Keegan is going to get that information to Whitney. ReeElla von Borstel motioned to get a bid from Grant Delco for the bulk water fill. Rita Wilson seconded. Passed unanimously.

City of Grass Valley
Regular City Council Meeting Minutes
May 1st, 2023 7:00 PM
Grass Valley Market Annex
Minutes

Minutes from the April Regular City Council Meeting were reviewed by the City Council. Whitney stated that the guests listed are not correct, the only guests were Doris Hubbard and Leta Ann Reckmann. Bonne Whitley motioned to adopt the Minutes as amended. Rick Whitaker seconded. Passed unanimously.

The monthly financial reports were reviewed and discussed for April. Ree Ella von Borstel motioned to approve the financial statements as presented. Rita Wilson seconded. Passed unanimously.

Mayor Kuettel called on Walter Grzeszczyk for his Monthly Maintenance Report. Walter Grzeszczyk stated that he has learned a lot about the City's water system over the last month. There are a lot of pipes in the ground that they have no idea where they lead. He is unable to trace some of them. Some of them are in service and some are not. He also stated that Brown Construction has been fabulous to work with and helping him out. He stated that they have also allowed him to use their equipment as well. Mr. Grzeszczyk stated that he has disconnected some lines that were no longer in use. He has also uncovered four mainline valves that were covered with asphalt and been able to update. He informed the Council that there are two major leaks in the mainline, one near Sean Orsburn's property and another in the area of Pine and Highway 97. He estimates the leak is nearly 30 gallons per minute.

The bulk water fill rates were the next agenda discussion item. The Council asked what the other City's charged for ag/bulk water. They were \$8 and \$9 per 1,000 gallons. Grass Valley's current rate is \$6 per 1,000 gallons of water purchased. Brad Eakin asked what the dollars and cents were that the City is needing. Mayor Kuettel explained that Grass Valley needs to create a water system that can be sustainable and pay for itself and not cost the City money, including repairs that are necessary to keep the system up and running. He went into details about the potential pump replacement, the tank cleanings that took in place last year for over \$30,000. Brad Eakin stated that he doesn't mind a fee increase, but his concern is the price skyrocketing to an amount that is no longer feasible for anyone. Mayor Kuettel explained that the Council has been looking into possible rate increases for some time now, and the best way to do so. In the past there was discussion about reading meters but the Council decided against that idea as they do not want people to have brown lawns and feel they can't afford the water rates. Rita Wilson asked Keegan Kock where he got his figures to determine that the Ag Water is more expensive per gallon than the current residential rate. Keegan stated that according to Google, a typical family of four uses about 12,000 gallons per month within the household, not counting watering lawns, etc. At \$45 per month this comes out to about \$3.75 per 1,000 gallons and the bulk rate is currently \$6.00 per 1,000. He stated that he doesn't mind paying his fair share, but if the rate is increased to \$20 per 1,000 gallons, he will just go somewhere else to get water. The Council discussed this further. ReeElla von Borstel motioned to increase the Agricultural and Bulk water fill rates to \$7.00 per 1,000 gallons. Bonne Whitley seconded. Passed unanimously.

The proposed bathroom cleaning position was next item on the agenda. Jamie Orsburn was the only letter of interest that we received. The position was listed as 15 to 20 hours monthly with pay depending on experience. ReeElla von Borstel stated that the potential applicant must keep the bathrooms clean enough for Walter Grzeszczyk's standards because we get so many compliments on the cleanliness. Mayor Kuettel stated that they will be working under Walt's supervision. There was discussion about the occurrences that have taken place in the last couple weeks, including a horse trailer

City of Grass Valley
Regular City Council Meeting Minutes
May 1st, 2023 7:00 PM
Grass Valley Market Annex
Minutes

unloading their horses in the park, and an RV backing in and emptying their black tank into the toilet in the park restrooms. ADA only parking in front of the park was discussed briefly and will be added to the agenda for further discussion in June. The Council would like Whitney to create a job application to provide to the applicant filling this position. Rita Wilson made a motion to hire Jamie Orsburn for the restroom maintenance position, for 15 hours per month. If the position requires more than 15 hours, it must be approved by Walter Grzeszczyk. The position will pay \$13.50 per hour. ReeElla von Borstel seconded. Passed unanimously. Walter stated that he will provide keys to the applicant and keep supplies stocked in the maintenance closet.

The ordinance violations were next discussion item. There were no new violations at this time. Also, the issue with the dog on 4th Street has been resolved by the Sheriff's Department to the best of our knowledge.

The Oregon Mainstreet Program from the Chamber of Commerce was presented to the City Council. The Council asked about the cost of being added to this program. It was unable to be determined from the letter, but ReeElla von Borstel said it didn't really matter and she felt Grass Valley needed to be on it with the rest of the cities in the County. ReeElla von Borstel made a motion to join the Oregon Mainstreet Program. Bonne Whitley seconded. Passed unanimously.

The EMT Fund was discussed briefly at the City Council meeting. It had been discussed prior during the Budget Committee Meeting. ReeElla and Rick both stated that they had ordered some supplies that will need to be paid for. Rick Whitaker stated that the Fire Department needs to get an account setup at Norco Medical Supplies. Oxygen bottles were discussed. There are currently two or three and there needs to be a minimum of four.

Whitney reported that Clint Moore bought lots in Grass Valley and wants to place a mobile home on his lots on Lincoln Street. Mr. Moore informed us that he wants to move the home he is currently living in from its current location to Grass Valley. There was much discussion on this including the permitting process and the current ordinance restrictions regarding the age of the trailer. Whitney also reported that there is currently no water or septic on the lots. The City Council does not want an old mobile home moved. We need to inform Mr. Moore that he needs to contact North Central Public Health to get the appropriate septic permits. Mayor Kuetzel read through the Ordinance and the requirements for the home. We will pass this information on to Mr. Moore, Ordinance 1-96 for him to review.

The next agenda item was spraying the bugs at the Pavilion. Rita Wilson asked about purchasing and spraying Tempo around the Pavilion to get rid of all of the bugs that have been causing such a mess. ReeElla von Borstel motioned to approve the purchase and application of Tempo around the Pavilion. Bonne Whitley seconded. Passed unanimously.

The final agenda item was reimbursement for the use of Mayor Kuetzel's personal tractor. He proposed \$30 per hour, and it was used for three hours. Bonne Whitley motioned to approve reimbursement to Mayor Kuetzel \$30 per hour for three hours for use of his tractor. Rita Wilson seconded. Passed unanimously. Rick Whitaker asked if the tractor was covered on the City's insurance or if we need to look into something like that. Whitney will reach out to Breanna Wimber to discuss this.

City of Grass Valley
Regular City Council Meeting Minutes
May 1st, 2023 7:00 PM
Grass Valley Market Annex
Minutes

Mayor Kuettel asked if there was any more comments or discussion from the Council or guests present prior to adjournment. Rick Whitaker asked about the current Fire Ordinance. There was discussion about burn piles and burn barrels. There was a resident in town that lit a 6-foot by 6-foot bonfire in town after dark, with no adequate water supply and not calling the fire in to prepare the Fire Departments in case of an issue. The Council believes the Ordinance states that burning is only allowed from morning until dusk and must have an adequate water suppression supply. If the fire is not in a burn barrel, it must also be called in to the non-emergency dispatch line. This applies to any fires occurring when the burn ban is not in effect, but the Burn Ban does go into effect as of June 1st. ReeElla von Borstel asked about adding the Fire Ordinance and appropriate burning hours, as well as the non-emergency dispatch number in the City Newsletter.

Bonne Whitley motioned to adjourn the meeting. Rita Wilson seconded. Passed unanimously.

Meeting adjourned at 8:52 PM.

Dated: June 5, 2023

Attest:



Meinrad Kuettel, Mayor



Whitney Nogle Cabral, City Administrator