

City of Grass Valley
Regular City Council Meeting Minutes
October 4th, 2021 7:00 PM
Grass Valley Pavilion
Minutes

Present: 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

Absent: Neil Pattee – Mayor; Mike Bichler - Councilmember;

Guest(s) Present: Sean Osborne, Ron Mobley, Amy Coy, Leta Ann Reckmann, Pat Nogle, Dick Bell, Keegan Kock, Phil Swindells (via Zoom)

President of the Council, Meinrad Kuettel, called the meeting to order at 7:01 PM in the absence of Mayor Pattee.

Meinrad Kuettel added two speaking guests to the agenda. Rita Wilson motioned to approve the agenda as amended. ReeElla von Borstel seconded. Passed unanimously.

The Zoom Chat was started with Mr. Phil Swindells regarding his LUCS. There is a recommendation from Nicole Bailey at NCPHD for Mr. Swindells company to add a flow meter to their system. Meinrad Kuettel stated that Kirk Fatland with Tenneson Engineering is the one who needs to sign off on this LUCS, not the City Council. A blank LUCS form was reviewed by the Council to see what the form looked like and information that was necessary. ReeElla von Borstel motioned to move forward with conditional approval of the 2022 LUCS with the stipulation that a flow meter must be installed within 90 days from the signature date of the LUCS. The motion gives Kirk Fatland approval to sign a conditional LUCS under these terms, and the Council would like the document signed by November 1st. If the flow meter is not installed within 90 days of the signature date, the conditional signing will be considered defaulted on. Bonne Whitley seconded. Passed unanimously. Whitney will contact Kirk and Jonathan with this information.

Meinrad Kuettel then introduced guest, Dick Bell. Mr. Bell is here tonight to discuss the ditch behind their house. The overgrowth was discussed among the guests and Council. Walter Grzeszczyk reported that he can remove some of the large trees out of the middle of the ditch but was advised by the SWCD not to remove all vegetation. He will take out what he can to clean some of the overgrowth. Mr. Bell would also like to see some crosswalks added in town. The ODOT bulb-out project was then the topic of discussion. ReeElla von Borstel would like to see if we can decrease the number of bulb-outs added in Grass Valley.

Keegan Kock was then called on to speak on behalf of the South Sherman Fire District. Keegan explained how the fire trucks fill and the fact that the trucks do not allow any back-feeding or flowing. There is interest on purchasing a flow meter for the bulk fill on the north end of town. For \$2,600 there is a meter with a valve on it as one unit. Bonne Whitley made a motion that the City would like to coordinate with Mid-Columbia Producers and the South Sherman Fire District to place a fire hydrant on MCP property to replace the bulk water fill currently located on Pine Street. The SSFD will provide the valve with a meter. ReeElla von Borstel seconded. Passed unanimously.

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

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The monthly financial reports for September were reviewed. Bonne Whitley motioned to accept the monthly financial reports. Rita Wilson seconded. Passed unanimously.

Walter Grzeszczyk reported the number of gallons of water used by the hemp facility last month. It was a little over 116,000 gallons. He also reported that there is a light out in the pump house. The Council would like him to replace it with a light similar to what he installed outside of City Hall as that one seems to be working great. The fire extinguishers in the vehicles were then discussed. Whitney will contact the insurance company to find out what the recommended sizes for extinguishers are to have on hand. The Foot Bridge that used to connect the park to the old school was brought up. Walter Grzeszczyk reported that some of the boards have rotted completely through and it is not safe. ReeElla von Borstel made a motion to have Walter Grzeszczyk remove the entirety of the bridge. Rita Wilson seconded. Passed unanimously. Ron Mobley is going to take the old diesel tank from outside the Pavilion. Walter Grzeszczyk then informed the Council of the water line problems at Virgil Grout's house.

Meinrad Kuettel reported that the basketball hoop on 4th Street has been an issue again. The Council reviewed the Outstanding Water Accounts. There were no other new updates.

President Meinrad Kuettel introduced the Mobley's. There were disagreements as to whether or not the property has been surveyed. Mr. Mobley insisted it has been surveyed. ReeElla von Borstel motioned to approve the Variance & Partition. Bonne Whitley seconded. Passed unanimously.

The City Hall building and ADA compliancy and possible updates were the next topic of discussion. There were different ideas of how to go about this from the Council and Walter Grzeszczyk. Bonne Whitley suggested all meeting at the building to see first-hand and options for new ideas. Whitney brought up the information from Mark Seder regarding the grants that are available for buildings and such at this time. The Council would like to invite Mr. Seder to come to the next City Council Meeting to discuss possible ideas. Whitney will contact him.

The City Council would like to request that the Fire Department put a latch and lock on the man door in the Fire Hall, and surveillance cameras were discussed. Walter Grzeszczyk stated that he was familiar with the actual surveillance systems that run on Wi-Fi. ReeElla von Borstel asked how much for a full surveillance system, and Walter Grzeszczyk estimated about \$400. ReeElla von Borstel made a motion for Walter Grzeszczyk to get estimates for a surveillance system for the front door of the Pavilion, the front door of City Hall and outside of the Park Restrooms. The Council would like the estimates prepared by the November City Council Meeting. Bonne Whitley seconded. Passed unanimously.

Meinrad Kuettel updated the Council of Mayor Pattee's status. Meinrad Kuettel spoke with Mayor Pattee today and he did not want to willingly give up his position as Mayor via phone conversation. Meinrad has also spoke to Jonathan Kara from Campbell Phillips regarding this issue. The Council reviewed the emails that have been received from Jonathan as well. ReeElla von Borstel would like to look into the idea of a recall. Joann Duarte stated that she does not want to do a recall. The Council agreed to wait for the letter from Jonathan. Bonne Whitley motioned to have Johnthan draw up a letter to Mayor Pattee asking for voluntary resignation. ReeElla von Borstel seconded. Passed unanimously.

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The COLA (Cost-of-Living Adjustment) was presented to the Council. ReeElla von Borstel motioned to add the 1.3% allowance to the two current employees' paychecks. Rita Wilson seconded. Passed unanimously.

Meinrad Kuettel read through the entirety of the Solutions CPAs Resolution to the City Council. There were no issues or questions. Rita Wilson motioned to adopt the Resolution as presented. ReeElla von Borstel seconded. Passed unanimously.

Rita has a contact number for Gary Leanders of Tarzan Tree Service. Whitney will contact him to get the City a quote for all of the trees that need to be trimmed in the Park, most all of the large cottonwood trees. Whitney will hopefully be able to obtain the quotes before winter. If Mr. Leanders is not available before winter, the Council would like to find someone else who will be available.

The City Council approved the OSU Extension Office use of the Pavilion on their requested October and November dates for use of the kitchen facilities for free canning and food preservations classes for the community.

The unauthorized Pavilion rental was discussed from the past weekend. The City Council wants a bill sent to the renter for the full amount of \$250.

The next topic of discussion was the deer population in town. The Council would like to add to the next newsletter that there is absolutely no feeding of the deer allowed. Rita Wilson is going to talk to Bob Thomas, the County Trapper, to determine what can be done as they have become such a nuisance.

The City-Wide Clean-up Day is coming up this weekend. Rita and her sister, Margaret will take the first shift from 10:00 – 11:00 AM. ReeElla von Borstel and her husband, Carsten will takeover from 11:00 – 12:00 PM. Meinrad Kuettel and his wife, Jeanne will be there from 12:00 – 1:00 PM. For the final shift, Bonne Whitley and her husband Roger will finish up from 1:00 – 2:00 PM. Christy van Gilder may be interested in hauling the scrap metal. Whitney will get cash for the change bag for the weekend. We will only need \$100.

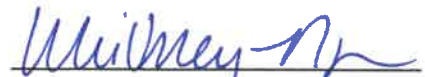
Bonne Whitley moved to adjourn the meeting. ReeElla von Borstel seconded. Passed unanimously.

Meeting adjourned at 9:05 PM.

Dated: November 1, 2021

Attest:


Meinrad Kuettel, President of the Council


Whitney Nogle Cabral, City Administrator

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September 13th, 2021 7:00 PM
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Present: Whitney Nogle Cabral, City Administrator; Meinrad Kuettel, President of the Council; Bonne Whitley – Councilmember; Rita Wilson - Councilmember; Joann Duarte - Councilmember; Mike Bichler - Councilmember; ReeElla von Borstel – Councilmember (via Zoom call); Walter Grzeszczyk – Maintenance

Absent: Neil Pattee – Mayor;

Guest(s) Present: Sean Osborne, Leta Ann Reckmann, Ed Hodges – Curran-McLeod

President of the Council, Meinrad Kuettel, called the meeting to order at 7:00 PM in the absence of Mayor Pattee.

Rita Wilson motioned to approve the agenda as presented. Mike Bichler seconded. Passed unanimously.

Meinrad Kuettel introduced guest, Mr. Ed Hodges from Curran-McLeod Engineering. Mr. Hodges presented the Council with handouts of information on the Wastewater Feasibility System. Mr. Hodges went through the information and discussed the best system using PVC, and what they feel would work best for Grass Valley. Because of the DEQ not allowing any distribution of the wastewater six months out of the year, the ponds/lagoons have to be large enough to hold the appropriate amount of liquid. Due to the fact that there will always be an odor, the engineers do not want to place the ponds anywhere near residences, and because of the winds, the pond would probably be best northeast of town. The “plant” would take approximately 3.5 acres of land. In terms of total approximate costs, Mr. Hodges estimates 3-4 million for the project. Bonne Whitley asked about homeowner costs. Initial costs would be included/grandfathered in for all current residences, but anyone building or if they would choose not to have their residence hooked up initially, would be responsible for the pipes from their home to the grinder pump which would be located outside of the person’s private property. Mr. Hodges estimated the homeowners would have to pay 4-5 thousand, which again would only apply to new developments. The costs for the project will include the installation for all current residences. Leta Ann Reckmann asked if the residents will have the choice of if they want to be hooked up to the system or not and there was discussion on this. Mr. Hodges estimated approximately 30 acres of irrigation for the property owner who allows the plant on their property. As far as monthly costs for residents, it is estimated to be at least \$30/month for wastewater service. Rita Wilson motioned to permit Mr. Hodges to begin approaching property owners to discuss options of possibilities moving forward with the wastewater system. Bonne Whitley seconded. Passed unanimously.

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

The monthly financial reports were reviewed. Mike Bichler motioned to accept the monthly financial reports for August. Rita Wilson seconded. Passed unanimously. Meinrad Kuettel asked Whitney when the Cost of Living increase in wages takes place. Whitney will look into this and report at the next meeting.

Walter Grzeszczyk reported he repaired the exterior light fixture outside of City Hall. He also reported on water usage for the hemp facility and that we have a state inspector coming this week as well as the

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insurance agent. Walter will start pruning trees this fall and would like the Council to let him know if there are any specific areas they would like him to focus on when pruning. He also reviewed a couple purchases he would like to move forward with, with the Council. These purchases include a generator and a shop-vac. Rita Wilson motioned for approval up to \$1,000 for Walter Grzeszczyk to purchase a generator and shop-vac. Bonne Whitley seconded. Passed unanimously.

Meinrad Kuettel reported that the overgrowth on Mr. Boswell's property is taking over the sidewalks along Highway 97. Meinrad Kuettel would like a letter written to Mr. Boswell asking him to remove or trim the hedges. Whitney will get a letter sent.

Water accounts were reviewed. There are no significant overdue accounts this month.

The Mayor position was discussed. The Council took a vote on if the Mayor position should receive a \$400 monthly stipend, beginning August 1st and moving forward. A roll-call vote was taken. Rita Wilson – No. Mike Bichler – No. Joann Duarte – No. Bonne Whitley – No. ReeElla von Borstel – Yes. Bonne Whitley motioned that effective August 1st, 2021 the City of Grass Valley will no longer compensate the Mayor position. Joann Duarte seconded. Passed unanimously.

Meinrad Kuettel explained to Mike Bichler what the situation was with the Mobley partition application, as Mike was absent the last meeting. The decision will be tabled until the next meeting. The City Council would like to meet at the subject property before the next meeting and have Mr. Mobley present to explain where he plans to place the new buildings for everyone to see.

ADA compliancy of City Hall was discussed. Whitney will check with the lawyers and/or Solutions CPAs regarding whether or not the City would have to put the project out for bid, or if it is work that Walter Grzeszczyk can complete. Walter would prefer to do the work himself if that is an option. The Council would like to get this done this fall if possible. ReeElla von Borstel would like Walter to provide the Council with a proposal of costs for the project as he would see fit, and have this proposal prepared by the next meeting.

Joann Duarte motioned to approve the \$6,000 audit billing invoice be paid to Solutions CPAs. Bonne Whitley seconded. Passed unanimously.

The idea of installing a game camera in the park was discussed. The Council would like to table this discussion to do more research and find out more information on the various types of cameras.

The City Council agreed to allow the Extension Office to use the Pavilion for a canning/food preservation workshop on September 25th.

Rita Wilson moved to adjourn the meeting. Joann Duarte seconded. Passed unanimously.

Meeting adjourned at 8:55 PM.


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Dated: October 4, 2021

Attest:



Meinrad Kuettel
Meinrad Kuettel, President of the Council



Whitney Nogle Cabral
Whitney Nogle Cabral, City Administrator

City of Grass Valley
Regular City Council Meeting Minutes
August 10th, 2021 7:00 PM
Grass Valley Pavilion
Minutes

Present: Whitney Nogle Cabral, City Administrator; Meinrad Kuettel, President of the Council; Bonne Whitley – Councilmember; Rita Wilson - Councilmember; Joann Duarte - Councilmember; ReeElla von Borstel – Councilmember (via Zoom call); Walter Grzeszczyk – Maintenance

Absent: Neil Pattee – Mayor; Mike Bichler - Councilmember;

Guest(s) Present: Sean Osborne, Phil Swindells, Ron Mobley, Richard Hunt, Leta Ann Reckmann, Rick Danielson, Joe Danielson, Pat Nogle, Joe Sharp, JC Cabral, Dan Meader

President of the Council, Meinrad Kuettel, called the meeting to order at 7:08 PM in the absence of Mayor Pattee.

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

Meinrad Kuettel introduced guest, Dan Meader from Tenneson Engineering. Mr. Meader presented the Staff Report to the Council and guests. Meinrad Kuettel asked about the division sizes. Meinrad Kuettel called on the applicant, Ron Mobley. Rick Danielson asked to see a plot map of the proposed division. Mr. Danielson state that the property lines on the preliminary partition plat are not correct. Pat Nogle and Gerald Christensen (via letter) both expressed their concerns on the partition. ReeElla von Borstel expressed her comments via Zoom call. She stated that people are looking for places to live and that she is in favor of growth. Rick Danielson stated that if the map is incorrect then the lot won't be big enough. Ron Mobley stated that they aren't going to "half-ass" anything and they are doing everything "top of the line." The Council agreed that housing is needed. Mr. Meader told the Council that they may need to wait for the next meeting to determine the correct property lines. Rita Wilson motioned to make a decision on Monday, September 13th at the next City Council Meeting. ReeElla von Borstel seconded. Passed unanimously.

Mr. Rick Hunt is here to decide if they should move forward with expanding the RV Park. They are hoping to expand and want to see where the City stands on this idea.

Phil Swindells wanted to introduce himself to the Council. He reported that they lost two higher employees due to housing. They have about 15-20% of their employees commuting to work from out of the area. Leta Ann asked about the smell that comes from the hemp facility. Mr. Swindells stated that he was surprised that the smell is significant. He said that with the heat, they have been keeping more doors open which may be contributing.

Minutes were reviewed, and a minor wording change was made. Bonne Whitley motioned to adopt the Minutes as amended. Rita Wilson seconded. Passed unanimously.

The monthly financial reports were reviewed. Joann Duarte motioned to accept the monthly financial reports for July. Rita Wilson seconded. Passed unanimously.

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Walter Grzeszczyk reported that there is nothing out of the norm to report. The past two months of water use for the hemp facility were discussed. Walter Grzeszczyk asked Mr. Swindells if the EPA had contacted them. Joann Duarte asked about the static levels of the City's wells and if they change. Walter reported that the water level in both wells are maintaining and that we have not lost 10 feet in our well since he started. He also reported that the water usage for the City has doubled since he started. Leta Ann asked how deep the wells are and Walter stated that he does not know off the top of his head.

Mr. Swindells reported that he has been working with North Central Public Health regarding their septic/wastewater system. He stated that he would be willing to sit down and talk to the City and discuss this matter further.

Walter Grzeszczyk had nothing else to share. Rita Wilson reported that the weeds were sprayed in the park & playground and that they are dying.

There are no new Ordinance Violations at this time.

Water accounts were reviewed. All overdue accounts have been paid after receiving the new door hangers that we had Bohn's Printing make for us.

We have not yet received confirmation from the attorney regarding the \$400 stipend for the mayor position. Meinrad Kuettel asked for clarification on the entire situation from the attorney and is wondering at what point is the position considered vacant? The Council agreed that this month is to be the first month of three (in reference to the City Charter) that is considered an "unexcused" absence. The Council wants to hold off on any decision at this time. Bonne Whitley motioned to hold off on a final decision until we can discuss with the City attorney. Joann Duarte seconded. Passed unanimously.

Whitney will contact Ed Hodges with Curran-McLeod regarding the September meeting date.

Rita Wilson recommended having a City-Wide Clean-Up day on Saturday, October 9th. Whitney will contact Colton Shull to find out if he would be interested in hauling scrap metal. The Council would like for the Clean-Up Day to run from 10:00 AM until 2:00 PM. Joann Duarte motioned to move forward with planning the City Clean-Up day on Saturday, October 9th from 10-2 PM for \$5.00 per load. Rita Wilson seconded. Passed unanimously.

Meinrad Kuettel brought up the drought and would like to remind everyone to try to conserve water during these times. Whitney will add this to the City Newsletter and ask residents to be conservative with their water usage, especially due to the drought.


ReeElla von Borstel moved to adjourn the meeting. Joann Duarte seconded. Passed unanimously.

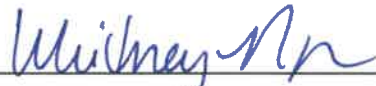
Meeting adjourned at 8:30 PM.

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Dated: September 13, 2021

Attest:


Meinrad Kuettel, President of the Council


Whitney Nogle Cabral, City Administrator

City of Grass Valley
Regular City Council Meeting Minutes
July 12th, 2021 7:00 PM
Grass Valley Pavilion
Minutes

Present: Whitney Nogle Cabral, City Administrator; Meinrad Kuettel, President of the Council; Bonne Whitley – Councilmember; Rita Wilson - Councilmember; Joann Duarte - Councilmember; ReeElla von Borstel – Councilmember; Neil Pattee – Mayor

Absent: Mike Bichler - Councilmember; Walter Grzeszczyk – Maintenance

Guest(s) Present: Gerald & Betsy Casper; Joan Bird; Leta Ann Reckmann; Sean Osborne

President of the Council, Meinrad Kuettel, called the meeting to order at 7:03 PM at the request of Mayor Pattee who chose to observe the meeting due to being absent at past meetings.

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

Meinrad Kuettel introduced guest, Betsy Casper. Mrs. Casper presented to the Council the ongoing problem with the feral cats in town. She provided the name of Columbia Gorge Cat Rescue who is able to spay and neuter and possibly take in some of the strays for adoption. Rita Wilson stated that she has talked to Carla Thurston regarding this issue in the past few weeks as well. Linda Bird has used someone in Central Oregon as well, in regards to the cat rescue. ReeElla von Borstel stated that she feels the City cannot be involved, but it has to be individual citizens that “head” the project. Meinrad Kuettel suggested something could be posted online and on our website. Mrs. Casper recommended adding to the bottom of the monthly City newsletter, to remind people “remember to have your pets spayed and neutered.” ReeElla von Borstel would like to add it to the newsletter and our website as well. She also suggested to add to accept donations. Betsy is thinking about making a flyer or some document to be added to the website.

The Council reviewed the Minutes from both the Regular June Council Meeting and the Special Meeting held on July 1st. ReeElla von Borstel motioned to adopt both sets of Minutes as written. Bonne Whitley seconded. Passed unanimously.

The monthly financial reports were reviewed. Bonne Whitley asked if the new door lock for the CXT bathrooms has been installed yet. It was reported that it has been, but has already been broken again. The Council is considering some sort of surveillance. The Council would like to know what the purchase was from Build.com for the park. Whitney will verify the purchase and let the Council know at the next meeting. Bonne Whitley motioned to accept the monthly financial reports for June. Rita Wilson seconded. Passed unanimously.

There are no new Ordinance Violations at this time.

The Mayor job description was reviewed by the Council, per notes from past meeting discussions. There was discussion regarding a stipend plus duties eligible for reimbursement. The Council agreed on a monthly stipend of \$400. Rita Wilson motioned to approve a \$400 stipend for general statement of principle duties, to be added to the Mayor Job Description. ReeElla von Borstel seconded. Passed

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unanimously. The Council will continue with the \$920 for the month of July and vote on a final decision at the August City Council Meeting, after attorney approval.

A date for the August City Council meeting was discussed, as Whitney is going to be out of town for family funerals on our regular Monday date. The Council agreed to hold the August meeting on Tuesday, August 10th at the regular time of 7:00 PM in the Pavilion.

The weed issue/complaint for the park and playground was presented to the Council. They all agreed there is an issue. Rod Asher, County Weed Department, said that it would cost the city around \$500/year or less. Rita Wilson motioned to have Rod Asher come and spray the park and playground area. ReeElla von Borstel seconded. Passed unanimously. The City will purchase "Caution" tape and posts to fence this area off for 24 hours once sprayed.

The Council agreed that the door hangers for water shut offs and maintenance are a great idea. Bonne Whitley motioned to make the door hanger official and have water shutoffs go into effect immediately. Rita Wilson seconded. Passed unanimously.

The Council also discussed purchasing more trash cans to place along the streets. ReeElla von Borstel suggested to purchase four (4) more. Rita Wilson motioned to purchase four more garbage cans to match what is currently in place at the Park. Joann Duarte seconded. Passed unanimously.

The CIS Insurance bill was provided to the Council to review. Rita Wilson motioned to approve payment of the bill. ReeElla von Borstel seconded. Passed unanimously.

The Curran-McLeod bill was also reviewed. ReeElla von Borstel motioned to approve payment of the bill. Joann Duarte seconded. Passed unanimously.

Leta Ann Reckmann asked about flag repairs. She had another flag repaired. Bonne Whitley motioned to pre-approve flag repair reimbursement up to \$75 a month.

Rita Wilson brought up the North Central Public Health District holding a COVID shot clinic. ReeElla von Borstel motioned to allow the vaccine clinic to be held on Saturday, July 17th in the Pavilion, free of charge. Bonne Whitley seconded. Passed unanimously.

Bonne Whitley reported that she received a call from Phil Swindells from the hemp facility regarding the City visit. ReeElla von Borstel reported that they asked Mr. Swindells to come to a City Council meeting once per quarter to give updates on happenings, etc.

The game cameras/surveillance cameras were discussed. Joan Bird reported that the County recently placed cameras at DeMoss Park for the same reason, vandalism of property. She will get us more information on the type of cameras that were purchased. The Sherman County Sheriffs Office may also be able to help us with this.


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

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Meeting adjourned at 8:13 PM.

Dated: August 10, 2021

Attest:


Meinrad Kuettel, President of the Council


Whitney Nogle Cabral, City Administrator

City of Grass Valley
Regular City Council Meeting Minutes
June 7th, 2021 7:00 PM
Grass Valley Pavilion
Minutes

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

Absent: Neil Pattee – Mayor

Guest(s) Present: Ed Hodges – Curran-McLeod; Georgia Macnab; Thad Eakin; Brad Eakin; Leta Ann Reckmann; Joan Bird

President of the Council, Meinrad Kuettel, called the meeting to order at 7:06 PM.

Mike Bichler motioned to approve the agenda as presented. Bonne Whitley seconded. Passed unanimously.

Meinrad Kuettel introduced Georgia Macnab. Georgia presented the Enterprise Zone to the Council. The City has been a part of this since about 2000. This is the redesignation. The Council had no questions regarding renewal. Joann Duarte motioned to adopt Resolution 2021-03. Mike Bichler seconded. Passed unanimously.

President Meinrad Kuettel then introduced Brad Eakin, President of the South Sherman Fire District Board of Directors regarding the administrative contract between the District and the City. ReeElla von Borstel mentioned needing declaration that the Fire District contact is now at City Hall. Brad Eakin stated that we are working to get the phone number switched to City Hall so that all phone calls are directed there. Everyone agreed it was a good idea to have the contract renewing annually, each fiscal year. Whitney will e-mail the City Council copies of the contract and it will be signed at the Fire Board Meeting on June 23rd. Mr. Eakin presented the idea of moving the water fill to somewhere more convenient to get to for bigger rigs. The Council agrees that this would be a good idea. Brad is going to talk to Mid-Columbia Producers to see if they would be interested in using some of their property for this new fill. ReeElla von Borstel motioned to entertain the proposal to change the location of the water fill. Rita Wilson seconded. Passed unanimously.

Meinrad Kuettel introduced Mr. Ed Hodges. Mr. Hodges told the Council that we have obtained a \$20,000 grant. He also reported that we have another funding application that he is going to have us sign off on soon. He explained the process to the City Council. He also explained the lagoon system process, how it works, and the idea, which would be the most common for our area. The steps include conveyance, lagoon and spray irrigation. It will require approximately 1-1/2 acres of land for a lagoon. He also reported that 50% of Grass Valley's residents are below the County average income, which makes us eligible for additional possible funding including a Community Development Block Grant which can be up to \$2.5 million. Curran-McLeod is also looking at different methods, which are much more expensive. There is a vacuum-type system, which is then pumped to a lagoon. He reported that this is also expensive, but there are three different types of wastewater systems that would work for our community. Mr. Hodges does not have formal costs at this time but it will be in the millions. He then discussed more grant options that may be available to us. He hopes that we could obtain 60-70% grant funds and the rest in a very low-interest, long-term loan. He would like to have the feasibility report

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completed by the beginning of August. Joann Duarte asked about the smell in Moro during hot weather, from their lagoon. Mr. Hodges reported that this is not supposed to happen and that there is a problem with the pond/lagoon and the bacteria in there. If the system is designed well, there should not be an odor coming from the lagoon. It was also mentioned that updating citizens septic systems should be something that is covered by the grant funds so there is not the out-of-pocket costs for the residents. Mr. Hodges told us that as far as the pump goes, sometimes the residents are responsible and in other systems the City is responsible. He also reported that the pumps typically last 10-15 years. There was discussion regarding the process as a whole. Meinrad Kuettel asked if the study will include the predicted maintenance costs. Mr. Hodges stated that yes, most long-term costs and maintenance of the system will be included in the study findings. Mr. Hodges plans to come back in July and give us another report. ReeElla von Borstel asked Joan Bird, County Commissioner, about possible County funding. Joan stated that there are SIP funds that may be available.

Bonne Whitley motioned to adopt the May Minutes as amended. ReeElla von Borstel seconded. Passed unanimously.

The monthly financial reports were reviewed. Whitney is going to contact Kristen Campbell tomorrow regarding the status of the Mayor. Rita Wilson motioned to accept the monthly financial reports for May. Bonne Whitley seconded. Passed unanimously.

Meinrad Kuettel asked Walter Grzeszczyk for a maintenance report. Walter reported that someone was supposed to come do the backflow testing. ReeElla von Borstel asked him to explain quickly what was found at Joe Danielson's. Walt reported that the copper setters are corroding and he has found many like that in town. Meinrad Kuettel asked if Walt had read the meter at the hemp facility yet. He reported that April usage was about 130,000 gallons and May usage was about 250,000 gallons, up substantially again this month. Mr. Grzeszczyk also reported that the Schlage lock order through Fergusons was rejected. The new lock should be here by the end of this week, as he found another online to order from a supply company. He also stated that the bathroom is still currently locked and not being used. Meinrad Kuettel reported to Walter that he could go ahead and order the appropriate inventory parts from the list that was provided. Walter would also like to ask the people to be "easy" on the burn pile, put trees in the firewood section and other materials in appropriate areas. Whitney will add this to the next City Newsletter.

Meinrad Kuettel reported that he has a list of recurring Ordinance Violations. They are repetitive and past violators.

Ordinance #2021-01 was read by title and copies of the Ordinance and Resolution were provided to guests as well as Council Members for review. ReeElla von Borstel motioned to adopt Ordinance #2021-01 and Resolution #2021-02 as written. Bonne Whitley seconded. Passed unanimously.

The letter from Tom Rolfe & Lauren Epperson was reviewed by the Council, regarding the new yard fence Mr. Rolfe is building. The City Council acknowledged the letter.

City of Grass Valley
Regular City Council Meeting Minutes
June 7th, 2021 7:00 PM
Grass Valley Pavilion
Minutes

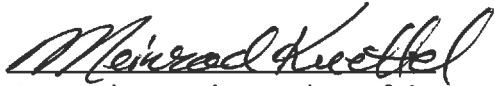
Bonne Whitley reported that the Grass Valley Store is going to be hosting a wine tasting event on July 12th from 7-9 PM. They will be serving food as well. The application needs to be signed off by the City. The City Council all agreed to provide approval. Joann Duarte motioned to approve this permit from the Grass Valley Store. Rita Wilson seconded. Passed unanimously. Bonne Whitley abstained.

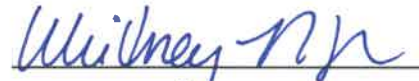
Mike Bichler moved to adjourn the meeting. Rita Wilson seconded. Passed unanimously.

Meeting adjourned at 8:36 PM.

Dated: July 5, 2021

Attest:


Meinrad Kuettel, President of the Council


Whitney Nogle, City Administrator

City of Grass Valley
Budget Hearing Meeting
June 7th, 2021 6:45 PM
Grass Valley Pavilion
Minutes

Present: Meinrad Kuettel, President of the Council; Whitney Nogle Cabral, City Administrator; Rita Wilson - Councilmember; Joann Duarte - Councilmember; ReeElla von Borstel – Councilmember; Mike Bichler - Councilmember; Walter Grzeszczyk

Absent: Mayor Neil Pattee; Bonne Whitley – Councilmember

Guest(s) Present: Thad Eakin, Brad Eakin, Joan Bird, Georgia Macnab

Meinrad Kuettel called the meeting to order at 7:03 PM.

Mike Bichler motioned to approve the agenda as presented, Rita Wilson seconded. Passed unanimously.

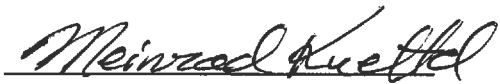
Rita Wilson motioned to adopt the budget as presented. Mike Bichler seconded. Passed unanimously.


Meinrad Kuettel called for public comment. There was none.

ReeElla von Borstel moved to adjourn the meeting. Rita Wilson seconded. Passed unanimously. Meeting adjourned at 7:05 PM.

Dated: July 12, 2021

Attest:


Meinrad Kuettel, President of the Council


Whitney Nogle Cabral, City Administrator

City of Grass Valley
Regular Council Meeting
May 19th, 2021 7:00 PM
Grass Valley Pavilion
Minutes

Present: 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

Absent: Mayor Neil Pattee; Mike Bichler - Councilmember

Guest(s) Present: JC Cabral; Kayci Sharp; Hayli Sharp; Leta Ann Reckmann; Rick & Kathleen Danielson

President of the Council, Meinrad Kuettel, called the meeting to order at 7:30 PM.

ReeElla von Borstel moved to approve the agenda as presented. Bonne Whitley seconded. Passed unanimously.

Meinrad Kuettel introduced ReeElla von Borstel as a guest. She discussed the water meter on their property/pasture across from their house. She stated that she would like it on record that any existing meter should be grandfathered in to the system. Rita Wilson motioned that from here forward, any existing water meters present on one's property are grandfathered in, without having to pay the current install fee of \$1,000. Bonne Whitley seconded. Passed unanimously. ReeElla von Borstel abstained.

Rita Wilson spoke for Jess Fellner, who was listed as a guest on the agenda, as she was unable to be at the meeting. Ms. Fellner would like to put their fence in the ditch for their goats to graze down the overgrown grasses and weeds in the ditch and surrounding areas. Ms. Fellner has already spoke to, and gotten approval from surrounding landowners. They would also like a "Dead End" sign placed on North Church Street, notifying traffic that it is not a through street. ReeElla von Borstel motioned to allow goats and/or sheep to grace the ditch, using a temporary fence to keep them contained in specific areas. Bonne Whitley seconded. Passed unanimously. Bonne Whitley motioned to purchase a "Dead End" sign for North Church Street. ReeElla von Borstel seconded. Passed unanimously. Rita Wilson abstained.

ReeElla von Borstel motioned to adopt the Minutes as written. Bonne Whitley seconded. Passed unanimously.

Rita Wilson motioned to accept the monthly financial reports. ReeElla von Borstel seconded. Passed unanimously.

Walter Grzeszczyk reported that things are going smoothly. It was reported that Amy Coy needs billed for two new water services of \$1,000 each. Meinrad Kuettel stated that they also need to be billed for the two meter boxes that were moved. Walter Grzeszczyk does not think that the City can charge but for the two new installs, as Ms. Coy was previously quoted. ReeElla von Borstel asked Walter to go check and see how many services they have hooked up and what they need to be billed for this month at the site. Walter Grzeszczyk reported about the broken lock on the CXT restroom door. Rick Danielson recommended using a simple latch to be able to use the restroom. Walter was not very fond of this idea because he stated it would take away from the integrity of the door. The Council agreed that they would like the restroom usable. The Council approves to have Walter Grzeszczyk purchase the appropriate Schlage lock for the door, no matter the cost. ReeElla von Borstel also reported that there are thistles in

City of Grass Valley
Regular Council Meeting
May 19th, 2021 7:00 PM
Grass Valley Pavilion
Minutes

the play area and dog area in the park, and that something needs to be done. Walter stated that he has sprayed them.

Rick Danielson would like to get a flow-check on Joe Danielson's residence. There is an issue with the amount of water that flows through the service. Meinrad Kuettel asked Walter Grzeszczyk to set up a time to get this taken care of. Walter also stated that the meter box at Thad Eakin's is not working.

Leta Ann Reckmann reported that there have been people putting garbage in the City's dumpster. She has seen them do it. Whitney will call The Dalles Disposal to have a locking dumpster delivered to replace the current dumpster. Meinrad Kuettel brought up the idea of putting a write-up in the newsletter to remind citizens not to put any personal/household garbage in the City's trash cans.

Rita Wilson reported that at the last City Council Meeting it was discussed that the City cannot pick and choose whose meters should be read. ReeElla von Borstel stated that she does not feel that we should change the current residential water policy. Whitney presented the Pacific Power bills to the City Council, which were from June, July and August of 2018, 2019 and 2020. There was discussion regarding the water policy, rates and usage. The proposed Ordinance was reviewed along with the Resolution. ReeElla von Borstel motioned to move forward with the adoption of the updated Water System Ordinance and City Fee Resolution. Rita Wilson seconded. Passed unanimously.

The Mid-Columbia Producers letter in response to Mayor Pattee's letter was reviewed by the City Council. Rita Wilson motioned that we leave the Mid-Columbia Producers bill at \$45 a month, for only one meter, and not charge additionally for the other three meters on their property. Bonne Whitley seconded. Passed unanimously.

Meinrad Kuettel suggested that we hold off on the Mayor compensation discussion until Mayor Pattee is present to participate in the discussion. Meinrad also suggested to continue with monthly payment at \$920 gross wage, until we can finalize this discussion. The Council would like to continue payment as presently taking place through the end of the current elected term. Payment will cease after the current term, which expires in 2022. The Council would also like to have copies of all SCA Grant documents to keep on file.

ReeElla von Borstel wanted to emphasize that if there is an issue regarding the City, residents, or anything City-related, that it is brought to the City Council.

Meinrad Kuettel reported that Leta Ann Reckmann got two flags repaired for the large flagpole on Highway 97. ReeElla von Borstel motioned to reimburse Leta Ann Reckmann \$100 for repairs of the flags. Bonne Whitley seconded. Passed unanimously.

Meinrad Kuettel presented the Enterprise Zone letter to the Council. The City has been part of this Enterprise Zone for many years. It was last renewed approximately 10 years ago, and it is time again to renew. Bonne Whitley motioned to remain in the Enterprise Zone. Rita Wilson seconded. Passed unanimously.


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Bonne Whitley moved to adjourn the meeting. ReeElla von Borstel seconded. Passed unanimously.

Meeting adjourned at 9:23 PM.

Dated: June 7, 2021

Attest:


Meinrad Kuettel, President of the Council


Whitney Nogle Cabral, City Administrator

City of Grass Valley
Budget Committee Meeting
May 19th, 2021 7:00 PM
Grass Valley Pavilion
Minutes

Present: Meinrad Kuettel, President of the Council; Whitney Nogle Cabral, City Administrator; Rita Wilson - Councilmember; Joann Duarte - Councilmember; ReeElla von Borstel – Councilmember; Bonne Whitley – Councilmember; JC Cabral – Budget Committee; Kayci Sharp – Budget Committee; Hayli Sharp – Budget Committee; Walter Grzeszczyk – Budget Committee

Absent: Mayor Neil Pattee; Mike Bichler - Councilmember;

Guest(s) Present: Leta Ann Reckmann

Meinrad Kuettel called the meeting to order at 7:03 PM.

Rita Wilson motioned to approve the agenda as presented, Joann Duarte seconded. Passed unanimously.

Budget Officer, Whitney, presented the 2021/2022 Fiscal Year Budget Message.

There was discussion regarding the EMT Fund, and the City Council and Budget Committee agreed to increase the amount from \$500 annual, to \$1,000. The possibility of a Cemetery Grant in the future was also discussed, but it was determined it will not affect the next Fiscal Year's Budget.

There were no other questions or comments from City Council Members, Budget Committee Members, or the public.

Rita Wilson motioned to approve the proposed budget with the correction on the EMT line item. Ree Ella von Borstel seconded. Passed unanimously.

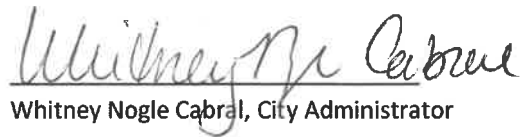
ReeElla von Borstel moved to adjourn the meeting. Rita Wilson seconded. Passed unanimously. Meeting adjourned at 7:29 PM.

Dated: June 7, 2021

Attest:



Meinrad Kuettel, President of the Council



Whitney Nogle Cabral, City Administrator

City of Grass Valley
Special Work Session
April 20th, 2021 – 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; Joann Duarte – Councilmember; ReeElla von Borstel – Councilmember; Bonne Whitley – Councilmember

Absent: Mike Bichler - Councilmember

Guest(s) Present: Leta Ann Reckmann

Mayor Pattee called the Work Session to order at 7:11 PM.

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

Joann Duarte asked to have additional information be added to the Water Service Application. The Applicant's previous address and landlord contact information. The Council would also like to change the terms of the deposit as well. These changes will be made and the Council will be able to review and vote at the regular May Council Meeting.

Meinrad Kuettel asked Mayor Pattee about backflow preventers and cross-connection devices. Mayor Pattee explained how these work and their purposes. The Council reviewed the proposed Water Ordinance and changes will be made as the Council sees necessary. ReeElla von Borstel asked about the \$1,000 fee for meters that are currently in place. There was discussion on this topic by the Council.

The City of Condon's tiered water rate was brought up and shown to the Council. There was discussion regarding the agricultural irrigation within the City, the rates, and the idea of reading specific meters. Mayor Pattee stated that our water system was not designed to handle irrigation. Meinrad Kuettel suggested having the attorney write a letter to residents regarding meter reading, etc.

ReeElla von Borstel would like to have the monthly electricity costs for the water pump at the City Council meeting when this is presented to the public. Meinrad Kuettel would also like to present the costs of maintenance of the water tower at this time as well. Whitney Nogle Cabral will talk to Kristen (attorney) regarding how to go about reading specific meters and the process that needs to be followed.

The fees sheet will be update per notes, and will be presented at the May City Council Meeting.

The Mayor compensation was discussed. Different points and topics were discussed. The Council would like Whitney Nogle Cabral to start taking care of the monthly water reports. The Council would like Walter Grzeszczyk to know that he should not be ordering parts on his personal credit card, as was discussed at a previous meeting. The Council will discuss and vote on a policy at the next City Council Meeting.

The list of mayoral duties were discussed. The notes are all listed on the job description and expectations sheet, and will be updated and presented to the Council at the City Council Meeting. ReeElla von Borstel recommended a monthly stipend of \$300 + compensation for necessary projects as


City of Grass Valley
Special Work Session
April 20th, 2021 – 7:00 PM
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Minutes


approved by the City Council. Bonne Whitley would like a stipend of \$400, and everyone agreed. The Council has listed the items that will be paid outside of the stipend. Some of these tasks will be paid hourly while others are paid per contract. The Council is considering \$15/hour on hourly projects outside of the 4 required hours weekly, but this will be discussed further and voted on at during the May City Council Meeting.

Meeting adjourned at 9:14 PM.

Dated: May 19, 2021

Attest:


Meinrad Kuettel, President of the Council


Whitney Nogle Cabral, City Administrator

City of Grass Valley
Regular Council Meeting
April 5th, 2021 - 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; Mike Bichler - Councilmember; ReeElla von Borstel – Councilmember; Joann Duarte – Councilmember; Walter Grzeszczyk - Maintenance
Absent: Bonne Whitley – Councilmember

Guest(s) Present: Leta Ann Reckmann

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

Mayor Pattee led everyone in the Pledge of Allegiance.

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

Mayor Pattee called on Walter Grzeszczyk as a guest. He informed the Council that he would like to build a new fence on his property. He was wondering if he could buy a yard of gravel from the City if they would be willing. Rita Wilson asked if the City has any gravel at this time. Walter Grzeszczyk reported that the City does have gravel on hand and will be getting more in the near future. The Council discussed the idea and decided that it might be cleaner to have citizens do it on their own and not involve the City. ReeElla von Borstel reverted back to the fence discussion. It was discussed that new or replaced fences need to be built after having survey done of property lines. Meinrad Kuettel advised to build on the actual property line rather than the current fence line as it sits. There was much discussion regarding property lines and building fences on City property. ReeElla von Borstel would like to write a notice to property owners stating that anything built on City Property may be removed at any time, at the City's discretion. Meinrad Kuettel recommended asking the property owner to write a letter to the City Council/City Hall explaining what their plans are. Meinrad Kuettel then motioned that anyone who plans to build or replace a fence or building, must write a letter to the City stating their intent to build or replace a fence or other structure, on City property and that they know and understand that the City has the right to ask to have it removed at any time. ReeElla von Borstel seconded. Passed unanimously. Whitney will add this to the website and City Newsletter.

The Minutes from March were reviewed. On page 3, paragraph 3, the Council would like to remove the last sentence of the paragraph. Meinrad Kuettel motioned to adopt the Minutes as amended. Rita Wilson seconded. Joann Duarte abstained. Passed unanimously.

Monthly financial reports for March were reviewed. ReeElla von Borstel motioned to accept the financials. Rita Wilson seconded. Passed unanimously.

Walter Grzeszczyk was called on regarding the monthly maintenance report. He has been doing research regarding water system management requirements. Mayor Pattee reported that we are due for a state inspection sometime after May. Walter Grzeszczyk discussed various educational classes that are available. ReeElla von Borstel asked Walter Grzeszczyk to make a list and prioritize the classes that he wants to take. Mayor Pattee reported that we have an inspection scheduled in May, June or July and the inspector told him that she will send us what she will be looking for during that inspection. The discussion then turned to monthly payroll hours, time and projects. ReeElla von Borstel stated that she

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Regular Council Meeting
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read Mayor Pattee's letter and wanted to know what the purpose was. Mayor Pattee and Walter Grzeszczyk then discussed hourly breakdown, time spent on the computer, etc. Mayor Pattee reported that we have had three (3) inspections since 2010 and we have had no issues or problems at any of those inspections. Whitney Nogle Cabral reported that our "Circuit Rider," Hans Schroeder plans to come meet with the City sometime this month to further discuss water systems and such. ReeElla von Borstel motioned to give 20 hours over and above Walter Grzeszczyk's regular hours to complete the Coy water project for the month of April. Rita Wilson seconded. Passed unanimously.

Meinrad Kuettel reported that the vehicle we sent a letter about on Washington Street still has not been moved. We need to have the Sheriff's Department mark the vehicle as abandoned as nothing has been done with it. It is the silver frame of a Honda hatchback. ReeElla von Borstel motioned to contact the Sheriff's Department to tag the above-mentioned vehicle as abandoned. Mike Bichler seconded. Passed unanimously.

The water policy was discussed. On page 6-39 of the Gervais policy, regarding applications, ReeElla von Borstel wants to separate owner and renter applications. On page 7-39, we need to make a costs sheet appropriate to our City. On page 11-39, Section C needs to be revised to fit to Grass Valley (meter reading). Delinquent accounts also need to be addressed. Meinrad Kuettel reported that a Council Member from Wasco reported that they are also considering reading meters and they discussed sharing the costs with all cities in the County to hire a County Water Meter Reader. On page 13-39 there is a paragraph regarding unauthorized turnoff/on. ReeElla von Borstel stated she thinks a work session would be good to go through the proposed water ordinance in detail. All Council Members agree this is a good idea.

Walter Grzeszczyk reported about an issue today at the water fill. He will call Pat Powell in regards to the appropriate way of filling trucks, and ask Pat to inform his employees.

Whitney Nogle Cabral will sharpen the Proposed Water Ordinance and send to the Council. We will then plan a Work Session to discuss further.

The compensation for Mayor Pattee was discussed. The Council Members' notes from past meetings on this topic were reviewed. The Mayor is not required to be in City Hall two days a week. Meinrad Kuettel recommended a monthly stipend and then the possibility of additional pay for extra hours for projects as necessary. Rita Wilson stated that we have to be sure this is based on the position of Mayor and not on an individual person. The Council wants to determine what will be compensated and for how much. Rita Wilson motioned to pay Mayor Pattee his same wage (\$920) for the month of March. Meinrad Kuettel seconded. Passed unanimously. The Council is going to put a group together for further discussion on this. They are proposing Tuesday, April 20th at 7:00 PM in the Pavilion. This will be a Work Session.

Whitney Nogle Cabral read the update from Curran-McLeod regarding the feasibility study. The Council would like to find out if this meeting will be a good meeting to emphasize public attendance to. Whitney Nogle Cabral will add information to the next newsletter.

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The hemp facility water usage was discussed. ReeElla von Borstel stated that industrial/commercial rates need to be included in our policy. Meinrad Kuettel recommended using a base rate at a certain amount of water per month. Whitney Nogle Cabral will send ReeElla von Borstel and application to get water service set up in the pasture that they rent out to another resident for their animals. Whitney Nogle Cabral will get the Proposed Water Ordinance completed this week so we can get this in place as soon as possible.

Mayor Pattee presented to the Council the current meters in town that are not currently paying for water service. There was discussion regarding Boswell's service behind the elevator. The Council feels that Mid-Columbia Producers need to be billed for all four of their meter connections. We also need to write them a letter to inform them of the additional meters/charges.


Whitney Nogle Cabral provided the letter to the Secretary of State for our audit that was missed when the annual fee was paid. Meinrad Kuettel and Mayor Pattee signed this.

ReeElla von Borstel motioned to have the Pavilion looked at for better acoustics and a sound system prepared. All Council members agreed this was a good idea. Mike Bichler seconded this motion. Passed unanimously.

ReeElla von Borstel moved to adjourn the meeting. Meinrad Kuettel seconded. Passed unanimously. Meeting adjourned at 9:43 PM.

Dated: May 19, 2021

Attest:


Meinrad Kuettel, President of the Council


Whitney Nogle Cabral, City Administrator

City of Grass Valley
Regular Council Meeting
March 1st, 2021 - 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; Mike Bichler - Councilmember; ReeElla von Borstel – Councilmember; Bonne Whitley – Councilmember; Walter Grzeszczyk - Maintenance

Absent: Joann Duarte - Councilmember

Guest(s) Present: Leta Ann Reckmann, Jonathan Kara – Attorney, Campbell Phillips

Mayor Pattee called the meeting to order at 7:12 PM.

Mayor Pattee led everyone in the Pledge of Allegiance.

Whitney Nogle Cabral added 4.5 – Curran McLeod Update to Old Business and 5.3 – Façade Grant Distribution to the agenda. Rita Wilson moved to approve the agenda as amended, Mike Bichler seconded. Passed unanimously.

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

The Council reviewed the Minutes from the February meeting and February Work Session. Mayor Pattee wanted to add comment to the Minutes from the Work Session and note that he said \$0.60/mile to drive the City Vehicle. There was discussion about this and it was determined there was a slight misunderstanding on what was meant between the Council and Mayor Pattee on this topic. The election was also noted and on page two of the minutes, it will be amended to reflect the necessary change regarding timeline of vote and election. Mike Bichler motioned to adopt the Minutes as amended. ReeElla von Borstel seconded. Passed unanimously.

February monthly financial reports were reviewed. Bonne Whitley motioned to accept the financials. Rita Wilson seconded. Passed unanimously.

Mayor Pattee called on Walter Grzeszczyk to give his Maintenance Report. Walter Grzeszczyk reported that John English from Moro had contacted him regarding the proposed ODOT bulb out project. According to Mr. English, each City will be responsible for moving storm drains, etc. that are on the state right-of-way. Mayor Pattee stated that our contract does not state this. Walter Grzeszczyk also reported that there was an issue with the alarm system on the water pump/tower today. He was able to resolve this, it was a dead battery on the motherboard. ReeElla von Borstel asked about the Amy Coy project and asked if the project will be completed by the April deadline that they requested. Walter Grzeszczyk stated that he sees no reason why he would not have this done. He also told the Council his plan for the project. Mayor Pattee reported that the project may be changing as contractors have changed. Walter Grzeszczyk also reported that there are multiple water lines throughout town that are not part of the current water system. Mike Bichler brought up the maker of the motherboard and looking up a number to call about the issue that took place today.

Walter Grzeszczyk reported that Duane Boswell wants the water turned off to the trailer on 2nd Street because he feels it is the tenant's responsibility, not his as the owner. The Council asked Jonathan Kara about this issue and his opinion about it. He reported that it is typically the renter/tenant's responsibility

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unless a contract/application is signed saying differently. Mr. Kara stated not to let a tenant open an account without the homeowner's signature as well. Mayor Pattee reminded the Council that he provided them with a sample water plan at a prior meeting as the City does not have one in place. Mr. Kara reported again that the responsibility lies within the tenant. He also stated that a tenant's social security number and form of identification should always be provided on the application. With this information, a lien can be filed against the person if they fail to pay. ReeElla von Borstel asked Whitney Nogle Cabral about the City's current water application and if it covers all of the aspects being discussed. Whitney will review this application and update if necessary. The Council would like to add the correct clause/wording to make sure the correct person is liable for payment. Rita Wilson asked about the ability to turn someone's water off during COVID. The Boswell situation was discussed further. It was determined that Mr. Boswell needs to put in writing that he wants service shut off and the City will then turn the service off. Walter Grzeszczyk also reported that Mid-Columbia Producers made him a Moro/Wasco fuel card. The Council acknowledged this.

Meinrad Kuettel reported that there is only one more vehicle on the City right-of-way at the house on 4th Street that has been under speculation for ordinance violations. We will send a follow-up letter in the near future. Mayor Pattee reported that there are possible violations at the RV Park. The letter to Mr. Boswell that was written by Attorney Kristen Campbell was reviewed by the Council.

Mayor Pattee has not received any more information from the County regarding the Cemetery road yet. He will turn the documents over to Ms. Campbell when he receives them. In 2002 there was a survey done by Tenneson regarding the Keys/Squires property.

The mayor compensation was next on the agenda. The Council reviewed the history with Jonathan Kara on the issue. The Charter was reviewed and discussed. The Charter lays out the duties of the Council and the Mayor. Mr. Kara will send copies of the Charter (original and updated). According to the Charter, basically the Council is able to do whatever they agree to do. Mr. Kara asked why the Council decided to eliminate the pay from the mayor position, he needed to verify that it was not punitive or a "stab" at the Mayor in a personal way. Mr. Kara continued to review the facts provided by the Councilmembers and the Mayor. He informed the Council that there are rules to public contracting and referred to a Professional Services Agreement. Mayor Pattee can be paid as a person, but not as a Mayor. ReeElla von Borstel asked if Mayor Pattee chooses not to accept the Council's offer, what the options would then be. Mr. Kara stated that Mayor Pattee can resign as Mayor or just do the required mayoral duties and not do all the "extras" that he is currently doing and being compensated for. He also advised the Council to make a decision and do it quickly and not waste public time or resources any longer. The discussion continued to further inform Mr. Kara about the situation. He stated that if the Council wants something done, pay someone to do it, no one has to do it as gratuity and he again reminded them to make their decision and not take a long time on it. Meinrad Kuettel asked Whitney Nogle Cabral to get the Council each a copy of the current Charter so it can be reviewed. Mr. Kara also stated that the Charter should be posted on the website for the public as well. He also informed the Council that we should not ever have an Executive Session without a lawyer present, or at least getting the lawyers "blessing" to do so.

The water policy was discussed. Mr. Kara stated that all Ordinances should be posted on our website if we can, for the public to be able to view as necessary. Minutes, Ordinances and Resolutions should all

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be posted to the website. Whitney Nogle Cabral will scan and email the Gervais Water Ordinance/Policy to Mr. Kara and the Council. Mr. Kara reported that it is completely fine to use another city's policy as a model. ReeElla von Borstel would like to table the vote on adopting a policy and further discussion until the next meeting. The current outstanding water balances were brought to the attention of the Council at this time.

Whitney Nogle Cabral read the Curran-McLeod feasibility study update to the Council.

Rita Wilson motioned to pay Mayor Pattee the full gross amount of \$920 for the month of February. Meinrad Kuettel seconded. The Mayor asked for a roll-call vote. ReeElla von Borstel – yes; Bonne Whitley – yes; Mike Bichler – yes; Rita Wilson – yes; Meinrad Kuettel – yes. There was more discussion regarding the mayoral duties.

Rita Wilson motioned to appoint Whitney Nogle Cabral as the Budget Officer for the 2021/2022 Fiscal Year. Meinrad Kuettel seconded. Passed unanimously.

Mayor Pattee presented the Purchase Order Form to the Council. Meinrad Kuettel asked about how this has been handled previously. Mayor Pattee stated that it has been by word of mouth. Purchase Orders were then discussed further. The Council would like to discuss between Mayor Pattee and Walter Grzeszczyk at the next meeting.

Rita Wilson motioned to pay Grass Valley Country Market for the Façade Grant Reimbursement and match the funds received from Sherman County. Mike Bichler seconded. Passed unanimously.

ReeElla von Borstel declared there is no issue with Walter Grzeszczyk at Morrow County Grain Growers. There was a lengthy, debated discussion between Mayor Pattee and Walter Grzeszczyk. The Council would like to set a time weekly for discussion between the two in order to discuss weekly duties. The Council would like them to meet daily at 11:30.

Rita Wilson moved to adjourn the meeting. ReeElla von Borstel seconded. Passed unanimously. Meeting adjourned at 10:03 PM.

Dated: April 5, 2021

Attest:



Neil Pattee, Mayor



Whitney Nogle Cabral, City Administrator

City of Grass Valley
Special Work Session
February 23, 2021 – 6:30 PM
Grass Valley Pavilion
Minutes

Present: Mayor Neil Pattee; Whitney Nogle Cabral, City Administrator; Meinrad Kuettel, President of the Council; Rita Wilson - Councilmember; Mike Bichler - Councilmember; ReeElla von Borstel – Councilmember; Bonne Whitley - Councilmember

Absent: Joann Duarte - Councilmember

Guest(s) Present: Leta Ann Reckmann

Mayor Pattee called the Work Session to order at 6:49 PM.

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

Mayor Pattee presented the to the Council, the letter of what he has done for the City over the years. Meinrad Kuettel made notes of the things that Mayor Pattee does outside of the typical Mayoral duties. ReeElla von Borstel stated that the Maintenance Personnel duties also need to be discussed. Rita Wilson said that Walter Grzeszczyk needs to be here when this is discussed however. On the topic if Maintenance, the Council would like to resolve the issue between the City and Morrow County Grain Growers.

ReeElla von Borstel asked about a job description for the Mayor position. Meinrad Kuettel read off of the handout that he provided to inform the Council of the Oregon State Statutes. The Council would like to establish the daily duties of the Mayor.

The Water System duties were discussed. The Council discussed making up yearly priorities for this. The daily water duties/requirements were discussed as well as the trainings for the water system. The Council agreed that all training should be paid, for the Mayor and the Maintenance personnel. The topic of purchases on behalf of the City were discussed and this will be added to the Council Meeting agenda for the March meeting.

The repairs needed were brought up, and the fact that Mayor Pattee's shop and parts. There was discussion about compensation for this, as well as mileage. The IRS rate is \$0.56/mile for all trips in a personal vehicle, and the "going" rate for repairs is \$60/hour using his shop, tools, and small parts. The Council would like a monthly, hourly report for any grant work completed by the Mayor, specifically the SCA grant. The reimbursement rate for this type of work will be \$15.00/hour. The Council would like invoices for all billable repairs completed at Mayor Pattee's personal shop.

The water collection notices and way they are handled was the next topic. The Council asked the Mayor to no longer go door-to-door to collect outstanding balances anymore. The Council wants the water to be turned off after three months now, rather than continued Past Due notices. The water policy will be discussed further at the March City Council Meeting.

Cemetery work was discussed. The Council asked the Mayor how much time he spends monthly. The property lines and road issue were discussed briefly.

City of Grass Valley
Special Work Session
February 23, 2021 – 6:30 PM
Grass Valley Pavilion
Minutes

ReeElla von Borstel stated that the City needs to find out, legally, what the process is for reducing/elimination the wages of the Mayor, it was voted on before he was re-elected. The Council would like City Attorney, Kristen Campbell to join us at our March meeting to answer questions and help with this topic.

Rita Wilson moved to adjourn the meeting. Meinrad Kuettel seconded. Passed unanimously. Meeting adjourned at 8:43 PM.

Dated: March 1, 2021

Attest:


Neil Pattee, Mayor


Whitney Nogle Cabral, City Administrator

City of Grass Valley
Regular Council Meeting – Grass Valley Pavilion
February 1st, 2021 7:00 PM
Minutes

Present: Mayor Neil Pattee; Whitney Nogle Cabral, City Administrator; Meinrad Kuettel, President of the Council; Joann Duarte - Councilmember; ReeElla von Borstel – Councilmember; Bonne Whitley – Councilmember; Walter Grzeszczyk - Maintenance

Absent: Mike Bichler - Councilmember; Rita Wilson - Councilmember

Guest(s) Present: Ed Hodges – Curran McLeod; Leta Ann Reckmann

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

Mayor Pattee led the Council and guests in the Pledge of Allegiance.

Mr. Ed Hodges from Curran McLeod was introduced. He discussed the grants available and briefly told the Council about the contract and that our attorney has reviewed it as well. He informed us that the City is going to get the technical assistance grant that he helped us apply for in regards to the Wastewater Feasibility Study. He told us that there are no guarantees on the project being feasible but he is going to help us with all that he can to make it work. He also discussed the Community Block Grant. Mr. Hodges approximated that the feasibility study will go about 4-6 months into the summer. He also estimated that it may be three years from now before the project would be completed if we are able to move forward. For the Search Grant, we will work together to get the application filled out. It is another grant for the feasibility study. Mr. Hodges reported that he would like to give us monthly updates throughout the project. ReeElla von Borstel motioned to sign the contract and move forward with the feasibility study. Meinrad Kuettel seconded. Passed unanimously.

Mayor Pattee moved the Maintenance Report up on the agenda for Walter Grzeszczyk so he could leave if needed. Walter Grzeszczyk reported that there was over \$150 in the park donation box this month. He also stated that he completed the install of the water meter at Eakin's. He informed the Council that there is no emergency system set up with our system currently. He is going to work on that and getting it set up in case of an emergency, "do not drink the water" type of issue. There is a 5-number list to receive the emergency calls, which currently calls Walter Grzeszczyk, then Mayor Pattee and back to Walter Grzeszczyk again. Walter stated that he has talked to Rick Danielson about possibly adding him to that list since Rick lives up near the water tower. ReeElla von Borstel asked Walter Grzeszczyk to make a list of things that need to be done to improve the emergency drainage of water. Walter Grzeszczyk will work on this. He is also going to work on making a list for the emergency notification system. Walter also reported about a tree in the park that needs removed. The Council agreed it should be removed and possibly plant a few young trees. Walter Grzeszczyk is going to trim the Oregon Ash Tree. There was discussion about tree purchases that will be decided on at a later time.

Meinrad Kuettel moved to approve the agenda as presented, ReeElla von Borstel seconded. Passed unanimously.

Bonne Whitley motioned to adopt the Minutes as written. Meinrad Kuettel seconded. Passed unanimously.

The monthly financials for both December and January were reviewed. ReeElla von Borstel motioned to accept the financials. Bonne Whitley seconded. Passed unanimously.

City of Grass Valley
Regular Council Meeting – Grass Valley Pavilion
February 1st, 2021 7:00 PM
Minutes

Meinrad Kuettel reported that the letters for ordinance violations had a positive impact. He has another letter that we may send out next month if necessary. Most all violations have been fixed.

Mayor Pattee brought up the various encroachments taking place by Mr. Boswell, on City property. Mayor Pattee stated that there are two fences on City property by 7 feet on both the 2nd Street side and the south side of Mr. Boswell's building (next to City Hall). Mayor Pattee told the Council that Mr. Boswell has the property for sale and once it sells, we will have problems. Meinrad Kuettel recommend having Kristen write a letter to Mr. Boswell. ReeElla von Borstel stated that this will affect multiple residents in town and we can't only go after one resident. The motel property was discussed also. There are buildings and storage containers on City Property into the designated street. The Council asked attorney Kristen Campbell via Zoom, for her input on this situation. There was much discussion about what the options are. ReeElla von Borstel stated that she feels that the line between City Hall and Mr. Boswell's building should be postponed at this time. The encroachments on to the City Streets is our only real issue. Kristen advised notifying the realtor listing the property of the issue, and then that is something that would have to be disclosed to the potential buyers. The idea of a quiet title was discussed. ReeElla von Borstel asked Kristen what her recommendations were for us. Kristen is going to get an estimate of what putting a lawsuit together might cost us. She also stated that she may write Mr. Boswell another letter to inform him that he needs to disclose to his buyer. There was then discussion between the Council and Mayor regarding this. Bonne Whitley stated that she thinks the letter needs to be written from Kristen. Bonne Whitley motioned to have City Attorney, Kristen Campbell, write the letter to Mr. Boswell so there is a matter of record of the City property encroachment and that the City is aware of the situation. The letter will also state that any new buyer needs to be informed. Meinrad Kuettel seconded. Passed unanimously.

Mayor Pattee reported that there were three new storage containers move into town this summer. Meinrad Kuettel stated that both properties are commercial. The Council agreed that because it is not residential, that they would not like to pursue this.

Mayor Pattee informed the Council that the County is taking their time getting him the documents that he requested regarding the Cemetery road dispute, discussed at prior meetings.

The Council received copies of the letter that Mayor Pattee wrote to Amy Coy. The occupancy rate was discussed. It was also discussed that the Eakin's water meter was installed and a sample reading taken.

The employee handbook was next on the agenda. Meinrad Kuettel motioned to adopt the employee handbook. Bonne Whitley seconded. Passed unanimously.

Attorney, Kristen Campbell informed us that we did not need to go into Executive Session to discuss the Mayor Compensation. Meinrad Kuettel read some e-mails that had been exchanged between Council Members. ReeElla von Borstel stated that she feels a base amount would be good, possibly a base amount of \$500 and then add on from there as projects arise. The Council agreed that they would like a "duties of the Mayor" list. They also agreed to pay the Mayor his regular salary for January. Meinrad Kuettel motioned to pay Mayor Pattee his normal salary for January and have a work session on Thursday, February 18th, 2021 at 6:30 PM in the Pavilion to discuss future monthly Mayor Compensation moving forward. Bonne Whitley seconded. Passed unanimously.

City of Grass Valley
Regular Council Meeting – Grass Valley Pavilion
February 1st, 2021 7:00 PM
Minutes

Mayor Pattee presented the Council with potential City Council Meeting Rules. He stated that he would like the Council to review this and report back next meeting. He also discussed the power bills and how they have increased. Whitney will get the total gallons of City Water sold to agricultural customers to further discuss these numbers at the next meeting. Mayor Pattee also provided the Council with a Sample Water Plan to review and discuss at the next meeting.

Totes and shelves were discussed for the roller skates that are stored in the Pavilion. The Council agreed to purchase totes and shelves for organizing these.

The Sherman County Prom rental was discussed. The school will be charged the rental & cleaning deposit, just as everyone else is. They also need to provide insurance, but the school should be able to provide/cover that. The benches, tables and chairs are not for rent outside of the normal Pavilion Rental, and they are not to be used outdoors. All furniture must be kept in the Pavilion at all times.

The complaints of the Burn Pile were brought to the attention of the Council. The smoldering and the smoke were issues. Besides the Burn Pile, there are residents burning garbage and letting it smolder for days. The Burn Pile is a work in progress and the Council told Walter Grzeszczyk that he has done a great job with what he has to work with in regards to this.


The Council reviewed the CEDS project list. A commercial-sized wood chipper was discussed to help with the City's issues. Meinrad Kuettel asked about the possibility of adding this to the CEDS list, if appropriate. Walter Grzeszczyk mentioned renting Christensen's chipped during burn bans. There was discussion about this. Walter Grzeszczyk also asked about purchase of a 24' culvert to divert water in the case of a Water Tower Emergency.

Bonne Whitley asked Whitney to contact the County regarding the Façade Grant distribution. Whitney will find out their decision. Meinrad Kuettel asked about the COVID vaccine. The County has not yet distributed to the City yet. Mayor Pattee stated that he is on the Waiting List.

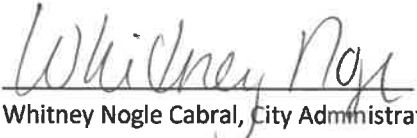
Bonne Whitley moved to adjourn the meeting. ReeElla von Borstel seconded. Passed unanimously. Meeting adjourned at 9:17 PM.

Dated: March 1, 2021

Attest:



Neil Pattee, Mayor



Whitney Nogle Cabral, City Administrator

**GRASS VALLEY
CITY COUNCIL**

**JANUARY MEETING
CANCELLED DUE TO
WEATHER**

2021