

**GRASS VALLEY
CITY COUNCIL**

**JANUARY MEETING
CANCELLED DUE TO
WEATHER**

2020

City of Grass Valley
Regular Council Meeting
February 3, 2020 7:00 PM
Grass Valley Pavilion
Minutes

Present: Mayor Neil Pattee; Whitney Nogle Cabral, City Administrator; Rita Wilson - Councilmember; Mike Bichler - Councilmember; Joann Duarte - Councilmember; ReeElla von Borstel – Councilmember; Walter Grzeszczyk - Maintenance

Absent: Meinrad Kuettel, President of the Council; Bonne Whitley - Councilmember

Guest(s) Present: Leta Ann Reckmann, Dan Meader, Georgia Macnab, Carrie Pipinich, and Nate Stice.

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

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

Mayor Pattee introduced Nate Stice with Regional Solutions and Carrie Pipinich with MCEDD to discuss the Wastewater Feasibility Study project. We called Meinrad Kuettel on the phone so we could discuss the engineering companies and RFQs received by the City. Carrie discussed the scoring sheets that will be used to score the companies. She then asked the Council if there were any questions for her or about the process. No one had any at this time. ReeElla von Borstel stated that she felt some of the engineers' ideas didn't fit with our community and what we need here. Mayor Pattee gave a recommendation to the Council of Heco and Curran-McLeod as they both came to the city and visited the town. Whitney will send out the scoring sheets to the Councilmembers and the Council will score and return the sheets to Whitney by Tuesday, February 11th to get the process started. After the scoring sheets are returned, Whitney and Carrie will work together to tally the totals and plan interviews with the top two companies to be held at the next Council Meeting in March. The possible grants and funding options were discussed and the next steps that need to be taken. Whitney and Carrie will start getting forms together for the funding options and grants – Business Oregon, USDA and DEQ. Mayor Pattee asked Nate can Carrie if we need to involve the City Attorney in this process. The Council began discussion about the interview process and they plan to interview both of the top to candidates before the Council Meeting on March 2nd. Rita Wilson asked about getting a list of questions prepared for the interview ahead of time. Carrie will help with this and she also recommended running the questions and status by attorney, Kristen Campbell, as well.

Mayor Pattee then introduced Dan Meader to discuss regarding the Natural Hazards Mitigation Plan. Mr. Meader discussed the floodplain ordinances and informed the Council that Grass Valley's current ordinance was adopted in 1987. He then went into the discussion of the new ordinance and what the red and black writings meant (black is cast in stone, red is optional). Mr. Meader was asked how this ordinance and process would affect the citizens of Grass Valley and he explained that the biggest change is with new building in the floodplain would require additional surveying and be more costly. He stated that he thinks we need to hold off on the public hearing and adopting the ordinance until the next Council Meeting. The ordinance will be read by title twice at the March meeting and once at the April meeting to be approved.

Mike Bichler motioned to adopt the Minutes as written. ReeElla von Borstel seconded. Passed unanimously.

The Council discussed the financials in detail. Whitney will look into the deposits to determine which

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account the Pavilion Rental Fees go into. The Council discussed the two accounts and there was question as to why the power and propane were paid from the Pavilion Account rather than the City Account as it has been in the past. The emergency exit lights and the new heat tape on the underground pipes were discussed in depth due to the high power bill in January. There was much discussion about the breakers in the building as well. Mike Bichler motioned to accept the financials. ReeElla von Borstel seconded. Passed unanimously.

Mayor Pattee asked Walter Grzeszczyk if he had any maintenance updates to report to the Council. Mr. Grzeszczyk told the Council that he has started some work on the chlorination room up at the water tower. Mayor Pattee reported that Walter is also working on the City shop. It was brought up for the Council's approval to improve the shop at a cost of approximately \$850. ReeElla von Borstel moved to go ahead with the repairs/updates. Rita Wilson seconded. Passed unanimously.

Mayor Pattee asked Rita Wilson for a report on the cornhole tournament that was held on January 18th in the Pavilion as a fundraiser for the building. Rita Wilson reported that they raised \$1,440. Mike Bichler stated that it was a great time and people came from long distances to participate. They plan on having another event in the summer when it can be held outside.

Meinrad Kuettel was not present to report on ordinance violations and no one else had any to report.

The parking stops for the park restrooms were again discussed after being tabled at the December meeting. Whitney will work with Walter to get exact measurements to determine the correct number to be ordered, and order a couple extras to have on hand. Mike Bichler recommended the rubber composite blocks instead of the plastic option. Walter Grzeszczyk stated that the 6-foot blocks would work the best and that is what he used in his measurements. The Council agreed on the black and white rubber composite material parking stops. ReeElla von Borstel moved to purchase the parking stops. Mike Bichler seconded. Passed unanimously.

Mayor Pattee informed the Council that County Court will be held in the Pavilion on March 18th. ReeElla von Borstel suggested putting a notice in the February water bills so that the citizens can attend if they would like.

The Resolution from Solutions CPAs was presented to the Council by Mayor Pattee. Rita Wilson motioned to adopt ORS 297.466. Joann Duarte seconded. Passed unanimously.

Rita Wilson also motioned to approve the Solutions CPA audit bill for \$11,900. ReeElla von Borstel seconded. Passed unanimously.

The water hookup for Eakin's new house was discussed. The water lines that are currently in place in that area were discussed as well. There is only a 2-inch line currently in place and there needs to be a metering system in place. The costs for this were discussed. Eakin's will have to report to the City if they plan to stay with the 2-inch line or convert it down to something smaller and the installment costs will apply accordingly.

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Rita Wilson proposed a change on the Pavilion rental costs. The Council agreed that a 4-hour (and under) Rental will be reduced to \$50, rather than the \$150 that is currently the cost for a full-day rental. The cleaning deposit will remain the same for all events. ReeElla von Borstel moved to change the 4-hour Pavilion Rental Fee to be \$50. Joann Duarte seconded. Passed unanimously.

Mayor Pattee reported to the Council regarding Woden LLC's proposition to install some sort of communications pole on the City right-of-way along 2nd Street. Mayor Pattee believes this company is going to use the Gorge.Net systems. Mike Bichler suggested letting attorney Kristen Campbell know what is going on and get her opinion on the situation, as the company would not provide Mayor Pattee with very much information.

The CIS visit was discussed with the Council. Mayor Pattee told the Council that we are supposed to have an employee handbook in place. Mike Bichler recommended talking to other small cities to see if they have a sample for us to look at.

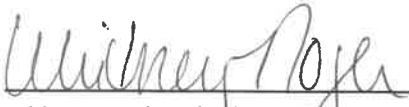
Guest, Leta Ann Reckmann asked about the flagpole light and the Council informed her that there are currently no solar lights strong enough to reach the height of our current flagpole. She also asked about the trees at Mrs. Brewer's obstructing drivers' views. Mike Bichler reported on the State Highway perspective and he said it is primarily the home/property owners' responsibility.

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

Dated: March 2, 2020

Attest:


Neil Pattee, Mayor


Whitney Nogle Cabral, City Administrator

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March 2, 2020 7:00 PM
Grass Valley Pavilion
Minutes

Present: Mayor Neil Pattee; Whitney Nogle Cabral, City Administrator; Rita Wilson - Councilmember; Mike Bichler - Councilmember; Joann Duarte - Councilmember; ReeElla von Borstel – Councilmember; Bonne Whitley – Councilmember; Walter Grzeszczyk – Maintenance

Absent: Meinrad Kuettel, President of the Council

Guest(s) Present: Leta Ann Reckmann

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

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

Dan Meader was not present to discuss the proposed National Hazards Mitigation Plan/FEMA Ordinance and ReeElla von Borstel stated that she would like some of the verbiage changed in section 4.1 and have the “designee” changed to the City Council. There was further discussion regarding the ordinance amongst the Council. ReeElla von Borstel moved to table the FEMA Ordinance until further clarification with Mr. Meader or the State of Oregon. Rita Wilson seconded.

Rita Wilson motioned to adopt the Minutes as written. Mike Bichler seconded. Passed unanimously.

The monthly financials were reviewed by the Council. Rita Wilson motioned to accept the financials. Bonne Whitley seconded. Passed unanimously.

Mayor Pattee asked Walter Grzeszczyk if he had anything to report to the Council for a Maintenance Report. Mr. Grzeszczyk discussed the 2019/2020 Budget for his operating costs. The budget was discussed among the Council and Whitney will work with Walter to prepare the Water/Maintenance portion of the budget better for 2020/2021 fiscal year. Mayor Pattee discussed the first budget that he was involved with and noted that he has been involved in the process since 2009. Mayor Pattee also told Walter Grzeszczyk that he doesn't want him to overspend and have to use a supplemental budget.

Guest Leta Ann Reckmann stated that she wanted to report that the cemetery looks better than it has in years and thanked Walter for doing a great job with maintenance.

Meinrad Kuettel was not present to discuss Ordinance Violations and no one else had any to report at this time.

Whitney presented to the Council what she had found regarding calling the references for the Wastewater Feasibility Study engineering companies. Walter Grzeszczyk and Mayor Pattee discussed Anderson Perry and the change orders that they used during the City's water project and informed the Council that it cost the City nearly \$750,000 additional. ReeElla von Borstel asked if the City had a project manager for the water project at that time. Mayor Pattee stated that yes, there were four citizens/Council members “in charge.” ReeElla von Borstel discussed the idea of getting a good project

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manager for the Wastewater Project who is on our side to help manage the project once/if we move forward with it.

ReeElla von Borstel moved to perform more reference checks on the #1 (Anderson Perry) and #2 (Curran McLeod) companies as well as checking references on the #3 (Pace) company, because they #2 and #3 were so close in the scoring. Mike Bichler seconded. Passed unanimously. Mayor Pattee stated that he was disappointed that the process was taking so long.

Joann Duarte asked about a CD player for the upcoming Easter Egg Hunt. It needs to have a headphone jack so the PA system will be able to use the CD player speakers. Whitney will look into this and purchase one if the proper player can be found at a good price.

Mayor Pattee reported that the hand truck previously kept in the Pavilion has gone missing. Mike Bichler suggested calling the contractor who remodeled the kitchen to check and see if they accidentally ended up with it.

Mike Bichler reported on the trees at Mrs. Brewer's residence. The state "right-of-way" is 45 feet on the east side of Highway 97 and 30 feet on the west side of Highway 97, measured from the centerline. He also told the Council that because the property is in City Limits however, it is the City's jurisdiction and not ODOT. While on the topic of the highway, the RV Park and their complaints were discussed in detail, including the frequent calls that are made to the County Sheriff's Department regarding parking. Mike Bichler stated that there should only be one ingress and one egress to the property. He also stated that Scott Peters would have more information on this topic. Mike Bichler feels that the best way to go about the trees obstructing drivers' vision on Pine Street would be to send Mrs. Brewer a letter from the City asking her to trim her trees back. Rita Wilson stated that she would talk to Mrs. Glenndene Mann regarding the shrubs on her property that are impeding on the sidewalks.

ReeElla von Borstel brought up the topic of the Hemp Facility. She would like a representative to come monthly or quarterly to City Council Meetings to give us a report on what is going on at their facility, etc. Mike Bichler stated as "devil's advocate" that no other businesses do this so he's not sure that they would be interested. Bonne Whitley told the Council that she believes Mr. Swindells would like to stay involved in the community and would come to meetings. She suggested sending a letter to Phillip Swindells regarding attending a quarterly City Council Meeting to discuss their productions. Mayor Pattee reported what he has heard about their plans to move part of their facilities to the Powell Butte/Prineville area. Mayor Pattee also reported that the hemp facility has two shipping containers and Gerald Christensen also has one, which are against City Ordinance.

ReeElla von Borstel discussed the idea of a burn ban in town because we most likely are going to have a drought this year, considering current weather conditions. She feels that using burn barrels with a proper screen lid should be fine. She stated that we need to start thinking about this now to be prepared when the time comes. Rita Wilson said that she believes this should be something that the Fire Board/Department needs to handle. ReeElla von Borstel will attend the next Fire Board Meeting (Wednesday, March 11th) to discuss a potential burn ban for the City.

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The previous month's pavilion bills were discussed. The Pacific Power and Morrow County Grain Growers bills that were paid from the Pavilion Restoration Account rather than the General Account were discussed in detail. After discussion, Joann Duarte motioned that the pavilion bills should be paid from the General Account rather than the Pavilion Restoration Account and that the Pacific Power and Morrow County Grain Growers bills will be refunded to the Pavilion Restoration Account. Mike Bichler seconded. Passed unanimously.

Mayor Pattee informed the Council that the South Sherman Fire Department is short of money. He also told the Council that the City does budget in \$500 a year to pay for EMT Supplies and such. They did not draw this from the City in 2019. The Council discussed what the \$500 was originally budgeted for. ReeElla von Borstel moved to pay the South Sherman Fire Department the \$500 this month for the purchase of medical and rescue supplies only. Rita Wilson seconded. Passed unanimously.

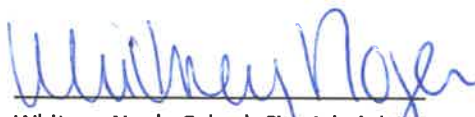
Mayor Pattee asked the Council about having a clean-up day this spring. The Council agreed that it was a good idea since it has been over a year. The first Saturday in May is the County clean-up day, so the Council agreed that May 16th would be a good day to have the City of Grass Valley's spring clean-up day. Whitney will call The Dalles Disposal to see if the containers are available that day.

Bonne Whitley moved to adjourn the meeting. Rita Wilson seconded. Passed unanimously. Meeting adjourned at 8:36 PM.

Dated: April 6, 2020

Attest:


Neil Pattee, Mayor


Whitney Nogle Cabral, City Administrator

City of Grass Valley
Regular Council Meeting
April 6, 2020 7:00 PM
Virtual - GoToMeeting
Minutes

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

Absent: Bonne Whitley – Councilmember; Walter Grzeszczyk - Maintenance

Guest(s) Present: Leta Ann Reckmann

Mayor Pattee called the meeting to order at 7:02 PM, via virtual phone conversation on GoToMeeting. Roll-call was taken by Whitney and instructions were given on how the meeting was going to be ran.

Whitney Nogle Cabral gave an update on Evergreen current operations and their mask donations to various healthcare facilities in the region.

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

Rita Wilson asked for a typing error to be changed on the Minutes and then motioned to adopt the Minutes as amended. Joann Duarte seconded. Passed unanimously.

The Financials were e-mailed to the Council Members for review at the next meeting, to give everyone a chance to look over them in detail. Any questions will be discussed at the May meeting.

Mayor Pattee stated that Walter Grzeszczyk has over 100 hours working on the shop project in the garage. Mayor Pattee also informed the Council that there is a tree in the park that needs to be removed. The Council agreed that it needs to be done and Mayor Pattee will call the Tree Company in The Dalles tomorrow. Mayor Pattee also mentioned that the parking stops and the donation box have not yet been installed.

Ordinance discussion was tabled until a later meeting.

RFQ/Wastewater discussed was tabled until a later meeting.

Pavilion Cleaning Discussion was tabled until a later meeting.

The Natural Hazards Mitigation Plan/FEMA Ordinance was read. Meinrad Kuettel motioned to adopt the Ordinance. Rita Wilson seconded. Passed unanimously.

ReeElla von Borstel moved to adopt the Emergency Declaration for COVID-19. Meinrad Kuettel seconded. Passed unanimously.

ReeElla von Borstel asked about the liquor permit that was submitted by the Grass Valley Market. Mayor Pattee answered that it was good for all alcohol and liquor sales. The permit was accepted and the store is now selling alcohol and all is good.

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Mayor Pattee discussed the rock bid that was received from Pat Powell which was approximately \$44,000. Mike Bichler asked if we had talked to Erik Glover who is on the City Council for Wasco, regarding getting together with them and seeing if we can save money by working together and getting rock production costs down. The SCA grant and project were discussed. Mayor Pattee mentioned to the Council that the SIP Funds end in 2023.

COVID-19 was discussed in detail. Mayor Pattee is handing out masks to citizens in need as well as taking them to other medical facilities. There is going to be a publication going out to box holders soon from Shawn Payne. ReeElla von Borstel asked if there was anyone who needed groceries or other goods from The Dalles; no one was aware of anyone specific.

Meinrad Kuettel inquired about the store and how they were faring with the layoff of 30 Evergreen employees. ReeElla von Borstel told the Council that the store has lots of supplies and to be sure to continue to support them when/if we can.

The 2020/2021 budget was discussed. We will budget in the Shearer Tank repair quote for next fiscal year, along with the gravel bid to repair the streets with the chip seal project. The Easter Egg Hunt grant from the Cultural Coalition was discussed and the donated funds were discussed in detail. ReeElla von Borstel brought up purchasing some sort of speaker system to use in the Pavilion for meetings and such. Joann Duarte asked about getting Scott Susi to look at the soundboard that is in Pavilion and see what might be compatible. Whitney Nogle Cabral will schedule a budget meeting in the next couple weeks using GoToMeeting also.

The park restrooms being closed was discussed in detail amongst the Council. ReeElla von Borstel motioned to open the park restrooms. Joann Duarte seconded. Meinrad Kuettel suggested putting a sign on the door. Passed unanimously.

ReeElla von Borstel suggested purchasing a face shield for Walter Grzeszczyk to clean the park restrooms. The Council agreed that the City will buy any necessary supplies to keep Walter Grzeszczyk safe. Mayor Pattee reminded them that we can get masks from Shawn Payne if necessary.

Mike Bichler informed the Council that he will not be at our next meeting, scheduled for May 4th. He is leaving the 29th of April.

Budget Meeting dates were discussed, and agreed upon that 7:00 PM is a good time.

Meinrad Kuettel moved to adjourn the meeting. Rita Wilson seconded. Passed unanimously. Meeting adjourned at 8:08 PM.


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April 6, 2020 7:00 PM
Virtual - GoToMeeting
Minutes

Dated: May 4, 2020

Attest:



Neil Pattee, Mayor



Whitney Nogle Cabral, City Administrator

City of Grass Valley
Regular Council Meeting
May 4, 2020 7:00 PM
Virtual - GoToMeeting
Minutes

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

Absent: None.

Guest(s) Present: None.

Mayor Pattee called the meeting to order at 7:02 PM, via virtual phone conversation on GoToMeeting. Roll-call was taken by Whitney and instructions were given on how the meeting was going to be ran.

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

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

The past two month's financial statements were discussed and questions answered to the Council's approval. Rita Wilson motioned to accept the financials from both March and April. Meinrad Kuettel seconded. Passed unanimously.

Walter Grzeszczyk gave his Maintenance Report. He reported that things are moving along. ReeElla von Borstel asked about the Eakin water project. Walter stated that he is just waiting on a part to arrive for the meter box and it is progressing. He also told Mayor Pattee that he would make sure to get the Mayor's approval before the final placement of the meter box. The burn pile was then discussed and Walter Grzeszczyk stated that he would like the grass clippings placed in one certain area. The Council would like a memo to go out in the next water bill informing the residents of this announcement. They would also like the memo to remind everyone that the pit is specifically for no man-made materials and that violators will be fined and have to pay for the necessary clean-up.

Joann Duarte brought up to the Council that she talked to someone who will bring a trailer and collect metal during the City Clean-Up day, scheduled for May 16th. Whitney will call the contact number and schedule for this to take place. While on this topic, Walter Grzeszczyk informed the Council that Bi-Mart may take car batteries. The Clean-Up Day will be from 9:00 AM until 2:00 PM. Rita Wilson & Meinrad Kuettel will take the first shift, from 9:00 AM until 11:00 AM. Joann Duarte & Mike Bichler will take the second shift from 11:00 AM until 1:00 PM. Whitney will make new posters and update the information to include hours and the information about the metal. The details are as follows: \$5 per pick-up load, no limits, but City residents only. Mayor Pattee asked about the change needed for the money bag. Meinrad Kuettel stated that \$200 in smaller bills should work.

ReeElla von Borstel brought up violations on the Burn Ban that is currently in place. The Council agreed that the Fire Department is going to have to enforce the Burn Ban and take responsibility for addressing violations. ReeElla stated that she feels that a fine should take place on the second violation. Bonne Whitley agrees with ReeElla, but both agree that the City may have to write the letters to help the Fire Department. ReeElla also informed the Council that the SSFD only has members that can go out on

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Virtual - GoToMeeting
Minutes

accidents, but still no one to go out on the fires. Meinrad Kuettel thinks that we need to talk to our lawyer regarding the ordinances. Mike Bichler agrees with Meinrad. Mayor Pattee stated that this is state-wide and Brandon, the fire chief, needs to be involved. Joann Duarte asked about tall grass and weeds and if there were any areas that were getting out of hand. Boswell's property on 4th Street and the Schilling property on 2nd Street were discussed. ReeElla von Borstel recommended sending out letters to property owners. Whitney will write up a letter to send to all residents and a separate letter will also be sent to offenders. The Council agreed that the City will pay to have the properties cleaned up but the owners will be sent bills to pay for it.

Meinrad Kuettel discussed properties in town with dismantled vehicles and an excess number of vehicles in town, parked on City Streets and right-of-ways. He will talk to the residents on 4th Street regarding this issue. ReeElla von Borstel stated that we need to send a letter about overgrowth, non-running vehicles and burning issues. Rita Wilson asked about the trees at the park and if they had been tended to yet. Mayor Pattee stated that it should be done this week. Rita will replace Nancy's tree with a new one after the removal is complete. Rita also asked for the Council's approval of a booth set up at the Park by Jaime Wilson & Cathy Brown, used as a drop-off/pick-up this coming Saturday at the park. The Council agreed this would be fine.

Walter Grzeszczyk informed the Council that he was at the Cemetery doing some cleaning and mowing and the old building at the Cemetery is about to "give out." Rita Wilson asked if it was historic. Joann Duarte stated that it is historic and she wants to rebuild or try to keep that building if possible. Joann will talk to someone in Salem about grants and find out if we can rebuild the same building or if the current building has to be restored. She asked if the Council if she could have a week to get more information on this. Mayor Pattee stated that Walter Grzeszczyk has too many projects that he has not completed and we can't ask him to do the project at the Cemetery.


Mayor Pattee also brought up the power bill with Gorge.Net and he figures that Gorge.Net owes the Fire Department over \$700 in electricity, to date. Meinrad Kuettel stated that discussions went back and forth regarding the negotiation and it should be stated in the final franchise agreement. Mayor Pattee said that it states that the City is responsible. Meinrad suggested talking to Kristen to renegotiate if we feel that it is necessary. The air conditioner unit install in the Gorge.Net equipment room was also discussed and how much electricity is used. Whitney will e-mail the other cities in the County to determine what their current situations are with air conditioners and Gorge.Net equipment.

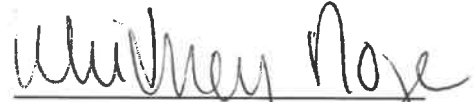
ReeElla von Borstel moved to adjourn the meeting. Rita Wilson seconded. Passed unanimously. Meeting adjourned at 8:08 PM.

Dated: June 1, 2020

Attest:

City of Grass Valley
Regular Council Meeting
May 4, 2020 7:00 PM
Virtual - GoToMeeting
Minutes


Neil Pattee, Mayor


Whitney Nogle Cabral, City Administrator

City of Grass Valley
Budget Committee Meeting
May 19, 2020 7:00 PM
Virtual - GoToMeeting
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; Hayli Sharp – Budget Committee; Kayci Sharp – Budget Committee; JC Cabral – Budget Committee; Marsha Benson – Budget Committee

Absent: Bonne Whitley – Councilmember; Joann Duarte - Councilmember

Guest(s) Present: None.

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

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

Whitney Nogle, Budget Officer, presented the 2020/2021 Fiscal Year Budget Message.

There was discussion regarding the Legal/Audit line item. The Committee would like to see the amount increased by \$10,000. The Sanitation line item on the Street Fund should also be removed.

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


Rita Wilson moved to approve the proposed budget with the corrections. Meinrad Kuettel seconded. Passed unanimously.

Rita Wilson moved to adjourn the meeting. Mike Bichler seconded. Passed unanimously. Meeting adjourned at 7:52 PM.

Dated: June 1, 2020

Attest:


Neil Pattee, Mayor


Whitney Nogle Cabral, City Administrator

City of Grass Valley
Regular Council Meeting
June 1, 2020 7:00 PM
Virtual - GoToMeeting
Minutes

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

Absent: Mike Bichler - Councilmember; Walter Grzeszczyk - Maintenance

Guest(s) Present: None.

Mayor Pattee called the meeting to order at 7:05 PM, via virtual phone conversation on GoToMeeting. Roll-call was taken by Whitney and instructions were given on how the meeting was going to be ran.

Joann Duarte moved to approve the agenda as presented. Meinrad Kuettel seconded. Passed unanimously.

ReeElla von Borstel motioned to adopt the Minutes as written. Rita Wilson seconded. Passed unanimously.

Rita Wilson motioned to accept the financials. Bonne Whitley seconded. Passed unanimously.

Mayor Pattee reported that Walter Grzeszczyk might have forgotten about the meeting because he has been so busy. Mayor Pattee stated that he wants to talk to the Council about topping the trees outside of the entrance to the Pavilion to prevent any damage to the Pavilion if they were to fall. ReeElla von Borstel stated that she thought this was a great idea and the rest of the Council also agreed. ReeElla von Borstel moved to have the trees outside the Pavilion topped. Rita Wilson seconded. Passed unanimously.

Mayor Pattee also reported that there are two trees at the Bruenn/Scott property that need to be removed as well. He also informed the Council that weed spraying will be taking place in the Park and along the City sidewalks. Mayor Pattee stated that he will tell Walter Grzeszczyk to get these things done. Bark chips and rubber chips will be priced out for the playground area in the Park.

ReeElla von Borstel would like the City to purchase some signs made for the Burn Pile. One sign will be for the pile of grass clippings and leaves and the other for wood. A “No Man-Made Materials” sign may also be a good idea to purchase.

Meinrad Kuettel discussed the Ordinance Violation letter that he is waiting for City Attorney, Kristen Campbell’s approval on. It is a template letter to address violations and the consequences.

Whitney told the Council that the Free Little Library is ready to be placed in the City Park. The Council agreed that it should be placed between the Playground and the Restrooms, somewhere that Walter can mow around easily. Joann Duarte suggested in the corner of the playground area, and the rest of the Council agreed this would be a good spot.

Bonne Whitley suggested that we wait until June 6th to remove the Porta-Potty that is currently at the

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Virtual - GoToMeeting
Minutes

City Park. The County moves to Phase 2 on June 6th, which is the reasoning behind this. Meinrad Kuettel recommended Mayor Pattee having a conversation with Walter Grzeszczyk about opening the restrooms back up. There was much discussion about cleaning and supplies. ReeElla von Borstel asked the Council if Walter refuses to clean the restrooms, if they would like to hire Rita Wilson to clean. Meinrad Kuettel asked Rita how often she would clean the restrooms and she stated that she would clean them daily. If we move forward with this, Rita will be paid 6 hours per week at minimum wage which is \$11.00 per hour. ReeElla von Borstel motioned that we will first contact Walter Grzeszczyk about opening up the bathrooms, and if he refuses to clean them, we will then pay Rita to clean. Joann Duarte seconded. Passed unanimously.

We will have the Porta-Potty picked up during the week of June 8th. ReeElla von Borstel again brought up the weeds. Mayor Pattee will talk to Walter Grzeszczyk.

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

Meeting adjourned at 7:38 PM.

Dated: July 6, 2020

Attest:



Neil Pattee, Mayor



Whitney Nogle Cabral, City Administrator

City of Grass Valley
Budget Hearing Meeting
June 11, 2020 7:00 PM
Virtual - GoToMeeting
Minutes

Present: Neil Pattee, Mayor; Whitney Nogle, City Administrator/Budget Officer; ReeElla von Borstel, Councilmember; Meinrad Kuettel, President of the Council; Mike Bichler, Councilmember; Rita Wilson, Councilmember; JC Cabral, Budget Committee Member; Hayli Sharp, Budget Committee Member; Kayci Sharp, Budget Committee Member

Absent: Joann Duarte, Councilmember; Bonne Whitley, Councilmember; Marsha Benson, Budget Committee Member

Guests: None.

Mayor Pattee called the meeting to order at 7:09 PM.

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

Mike Bichler moved to adopt the Approved Budget for 2020/2021 as approved by the Budget Committee on May 19th, 2020. ReeElla von Borstel seconded. Passed unanimously.

The Council reviewed the Budget Resolution. ReeElla von Borstel motioned to adopt the Resolution 2020-05. Rita Wilson seconded. Passed unanimously.

Mayor Pattee called for public comment.

No public comment.


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

Mayor Pattee adjourned the meeting at 7:17 PM.

Dated: July 6, 2020

Attest:


Neil Pattee, Mayor


Whitney Nogle Cabral, City Administrator

City of Grass Valley
Regular Council Meeting
July 6, 2020 7:00 PM
Grass Valley Pavilion
Minutes

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

Absent: None.

Guest(s) Present: Keegan Kock & Brad Eakin – South Sherman Fire District; Rick Danielson

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

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

Mayor Pattee called on Brad Eakin, President of the South Sherman Fire District. Mr. Eakin discussed the idea of contracting the secretary duties of the Fire District to the City. Mike Bichler suggested talking to Kristen Campbell, City Attorney, to discuss the idea and make sure there is no conflict of interest. The Council thinks it would be good to have the connection between the two departments. Keegan Kock gave an update on the roll-up doors at the Fire Hall. They have someone coming to give a bid. Whitney brought up the Fire Department getting a water key for the stand pipe, as the last key was misplaced by the previous Fire Chief. Mayor Pattee gave Brad his key.

Meinrad Kuettel motioned to adopt the Minutes as written. Rita Wilson seconded. Passed unanimously.

Bonne Whitley motioned to accept the financials. ReeElla von Borstel seconded. Passed unanimously.

Mayor Pattee asked Walter Grzeszczyk to give a Maintenance Report. Walter Grzeszczyk stated it is business as usual. Meinrad Kuettel asked about the tree trimming in the park. Mr. Grzeszczyk stated that he had nothing to do with that. ReeElla von Borstel asked about the tank repairs. Walter said that the anodes got replaced but he didn't have any contact with the company doing the repairs. There was disagreement between Mayor Pattee and Walter Grzeszczyk about what was actually replaced and what was done by Shearer Tanks. The burn pile was discussed once again. Walter Grzeszczyk stated that he did install the curb stops and the donation box at the Park. He also reported that there was already money in the donation box.

Mayor Pattee informed the Council that he sent off the SCA Grant again. He also reported that the trees in the park are taken care of and the project is complete. Luciano quoted \$1800 to cut down the two trees on 4th and Lincoln. Meinrad Kuettel suggested getting quotes from the people who have their business card in the Post Office, possibly Tarzan? The Council would like to trim the trees rather than removing them. They are two locust trees.

Meinrad Kuettel presented to the Council the Ordinance Violation letter template that City Attorney, Kristen Campbell has also reviewed. Joann Duarte recommended some type of outline system to make discussion more clear when referencing to the ordinance. She also asked about setting up the fees. Meinrad Kuettel explained that there are dates in the letters to give us a timeline. Whitney will work on

City of Grass Valley
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getting the template numbered for easy reference. Mike Bichler moved to approve the template. Rita Wilson seconded. Passed unanimously.

ReeElla von Borstel asked about ordinance violations and if someone can talk to/warn citizens, or if they actually get the letter first. Meinrad Kuettel explained the process and that the letter is more for repeat violators.

Whitney Nogle Cabral gave the update on the burn pile and her discussion with Shawn Payne. They will not allow the City or the Fire Department to burn.

The Pavilion cleaning deposit was discussed. Rita Wilson brought up hiring someone to clean the Pavilion every so often. Joann Duarte recommended buying a Swiffer for the Pavilion. ReeElla von Borstel recommended hiring Rita Wilson to clean. This was discussed in detail amongst the Council. ReeElla von Borstel then made a motion to hire Rita Wilson to clean the Pavilion twice a month at minimum wage (\$11.50/hour), 4 hours per month, from May through October. Meinrad Kuettel seconded. Passed unanimously. Mayor Pattee verified that it will be a contract agreement with no withholdings and Rita will receive a 1099. While on the topic of the Pavilion, Walter Grzeszczyk brought up that there seems to be a rodent problem. Whitney will contact Dobyns and let them know of this.

The Council agreed that the Cleaning Deposit should be \$10 per "point" on the cleaning list and Mike Bichler made a motion of this. Meinrad Kuettel seconded. Passed unanimously. Whitney will update the Pavilion Rental Agreement with new terms.

ReeElla von Borstel asked if the Shearer Tank repair was completed satisfactorily. Mayor Pattee stated that yes, it was. They are going to also send a video of what was done, along with the bill. There were issues with a lock but it will be taken care of by the City.

The stereo and sound system for the Pavilion were discussed. Whitney showed Joann Duarte the two small stereos that may work for the Easter Egg Hung festivities. Joann Duarte also shared that the current system does have room for multiple microphones to plug in. ReeElla von Borstel wants us to get someone who knows and is familiar with sound systems. Rita Wilson will talk to Scott Susi. Keegan Kock also recommended talking to the North-Central Livestock Association to see what kind of system they have, as it is a really good system.

Signs for the Burn Pile were discussed in detail. Meinrad Kuettel feels that the signs need to be large with big lettering, using bright colors that stand out. It was determined that the three signs would read, "Grass Clippings & Leaves Only"; "BURN PILE – NO MAN-MADE MATERIALS"; and "Fire Wood." ReeElla von Borstel moved to have three signs made for the burn pile reading as stated above. Rita Wilson seconded. Passed unanimously.

Whitney presented the Council with the costs of rubber chips for the park playground area versus the costs of bark/mulch. The Council wants to move forward with the purchase of the rubber chips. Rita Wilson motioned to purchase brown rubber chips for the park playground. Meinrad Kuettel seconded. Passed unanimously.

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The water billing for Joe Sharp's newest residence was discussed. Rita Wilson stated that she didn't feel that it was worth the hassle to move forward with the billing. The Council agreed to not move forward. ReeElla von Borstel motioned that the City, in accordance with Paragraph 2 of the Sharp Water Easement, the Council agrees to not move forward with billing Joe Sharp or his heirs for water. Rita Wilson seconded. Passed unanimously.

The CIS Insurance bills were presented to the Council. Bonne Whitley moved to approve the insurance bills. Meinrad Kuettel seconded. Passed unanimously.

Mayor Pattee discussed the most recent bill from Campbell Phillips PC. The Gorge.Net discussion was then brought up once again. Mayor Pattee reported that the A/C in the Gorge.Net equipment room has not been turned on yet. Mayor Pattee also stated that we owe the Fire Department approximately \$900 for power for the last year. Bonne Whitley motioned to pay the South Sherman Fire Department the amount owed. Mike Bichler seconded. Passed unanimously.

The Gorge.Net franchise fees were discussed briefly.

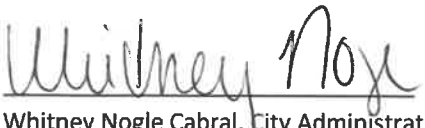
Bonne Whitley moved to adjourn the meeting. Mike Bichler seconded. Passed unanimously. Meeting adjourned at 8:46 PM.

Dated: August 3, 2020

Attest:



Neil Pattee, Mayor



Whitney Nogle Cabral, City Administrator

City of Grass Valley
Regular Council Meeting
August 3, 2020 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; Walter Grzeszczyk - Maintenance

Absent: Bonne Whitley – Councilmember; Mike Bichler - Councilmember; ReeElla von Borstel – Councilmember

Guest(s) Present: Curtis Bruenn; Leta Ann Reckmann; Garrett Leanders – Tarzan Tree Service

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

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

Mayor Pattee called on guest Garrett Leanders with Tarzan Tree Service, who discussed the trees in the City Park as well as the locust trees on Lincoln and 4th Street that have been discussed previously. The plan was to remove one and trim the other. Mr. Leanders told the Council that the safest time to trim trees is in the winter but removal can be done at any time. There are some limbs in the Park that are hazardous. Meinrad Kuettel would like us to consult with Kristen Campbell regarding Mr. Leanders climbing the trees to check them out. Rita Wilson informed the Council that Mr. Leanders previously did work for the County and there were no issues because he has the proper licenses, bonding and insurance. He gave the City a copy of his Certificate of Liability Insurance as well as his business cards. The Council agreed that he could move forward with climbing the trees in the Park to provide us with estimates. He informed the Council that works full-time for Morrow County Grain Growers and he does get busy during spraying and seeding times.

Guest Curtis Bruenn presented the idea to the Council of replacing the speed bump on the south end of 4th Street. He also thinks the other speed bump on the north end of 4th Street is not to code either. We will try to price some “bolt down” types of speed bumps to determine the costs of installation. Mr. Bruenn also wants the speed limits reduced to decrease the noise of trucks passing through town and using their exhaust breaks. Joann Duarte would like the speed bumps moved to new areas, and this was discussed further.

Mr. Bruenn also brought up the spraying that occurs along the City Streets and around his property. He does not think the spraying needs to be done. Rita Wilson mentioned that it was probably the farmers trying to keep the weeds from getting in their fields and crops.

The Fire Department was discussed amongst the Council, as well as reading through the letter that was presented. Possible options were discussed and the position that is being proposed to the Council. The discussion was tabled for the time being.

Rita Wilson motioned to adopt the Minutes as written. Meinrad Kuettel seconded. Passed unanimously.

Curtis Bruenn brought up the trimming of the locust trees once again. He informed the Council that he would like one of the trees to be left about six feet high so that he can make a statue.

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Rita Wilson motioned to accept the financials. Joann Duarte seconded. Passed unanimously.

Walter Grzeszczyk gave a Maintenance Report. He reported that there has been theft going on in the Park Restrooms; people are stealing the full hand sanitizer bags. He also reported that the hand washing station is still not being serviced. Mr. Grzeszczyk told the Council that the station has not even been filled with water, paper towels or soap for at least the past three weeks. Mayor Pattee will call Bishop Sanitation tomorrow to discuss these issues. Walter Grzeszczyk asked the Council about commercial entities use of the City Burn Pile. There was discussion and Meinrad Kuettel insisted that it was for the benefit of the community, which included commercial entities. Walter Grzeszczyk reported that he did spray the playground weeds previously and he also weeded the playground over the weekend.

The Ordinance Violation letters were discussed. Meinrad Kuettel suggested that we use a 30-day deadline from the date of the letter to remove the violation from City Property, and then another 30-days to get the vehicles licensed and insured.

The COVID-19 Relief Fund was discussed. Meinrad Kuettel stated that we may need another meeting this month, possibly even online, to vote on some of these topics brought up at the meeting tonight because there is not a voting quorum present. Whitney will get a GoToMeeting set up and send details to the Council.

The wastewater feasibility study was discussed. Whitney will reach out to the engineering companies and found out when they would feel comfortable and be able to move forward with meeting with the City.

Different sound system options for the Pavilion were presented to the Council. Joann Duarte provided each Councilmember with a handout containing information on a single speaker system that she found, and is also used at DHS meetings. There is also an option with multiple wireless microphones. The discussion and vote will be tabled until a quorum is present via the upcoming online meeting.

Walter Grzeszczyk informed the Council that there was over \$425 in the Donation Box at the Park last month. He also told the Council approximately how much he is using in chemical cleaning products each week. He also stated that there is an average of four rolls of toilet paper being used each day in the Park Restrooms. The money from the Donation Box will go into the General Fund and used to purchase supplies.

The proposed Employee Handbook was presented to the Council. Whitney will finish proofreading the rough draft and have a final draft ready for the Council to approve at the next Council Meeting.

Current Maintenance wage and increase was discussed amongst the Council. Mayor Pattee reported that in the past the yearly increased has been based on the Social Security Cost of Living percentage. He also reported that some years, that percentage has not gone up. Walter Grzeszczyk stated that he believes when he was hired that there was a discussion that the City would provide a yearly wage increase/raise. He has not received a raise since June of 2019. Meinrad Kuettel was able to look up the

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current percentage increase of cost of living, and it was determined that the 2019 pay increase will be 2.8% and will come into effect for August payroll checks.

The upcoming elections were brought up to the Council. Whitney will e-mail the appropriate forms to the candidates with terms expiring. They must be filed/completed and back to Whitney by August 24th and to the County by September 3rd.

Whitney presented the rubber chips quotes for the Park playground and the Council wants to move forward with the purchase. The brown rubber chips and appropriate number of rolls of landscape fabric material will be purchased.


Mayor Pattee presented maps to the Council regarding the Coy property and subdivision as well as the possible cost of purchasing the land back from Amy Coy to have the proper street width. Mayor Pattee also discussed the water hookups on the property and what will need to be done with those. He also stated that he just wanted the Council to have the information and know what was going on with the property at this time.

It was confirmed that the September City Council Meeting will take place the Monday following Labor Day, which is September 14th.

Meinrad Kuettel moved to adjourn the meeting. Rita Wilson seconded. Passed unanimously. Meeting adjourned at 9:04 PM.

Dated: October 5, 2020

Attest:


Neil Pattee, Mayor


Whitney Nogle Cabral, City Administrator

**GRASS VALLEY
CITY COUNCIL**

**SEPTEMBER MEETING
CANCELLED DUE TO
POWER OUTAGE**

2020

City of Grass Valley
Regular Council Meeting
October 5th, 2020 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; Bonne Whitley - Councilmember
Walter Grzeszczyk – Maintenance

Absent: Joann Duarte - Councilmember; ReeElla von Borstel – Councilmember

Guest(s) Present: Leta Ann Reckmann

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

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

Mayor Pattee called on Bonne Whitley for her guest presentation. Roger was closing the store for the evening and was not able to make it to the meeting. Bonne is just checking with the Council to make sure that the City still has the façade funds are still available. She has spoken to the County and verified that the funds are still available from them, which she confirmed that they are. Mrs. Whitley also is asking the City if we could write a letter asking Pacific Power to place a new street light on the northwest corner of their store building. This will help with surveillance and security. Rita Wilson motioned to contact Pacific Power to put in a new street light on 2nd Street. Meinrad Kuettel seconded. Passed unanimously. Whitney will write a letter to Pacific Power and request this for them.

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

The financial documents for August and September were presented to the Council. These reports were reviewed and discussed amongst the Council. Mike Bichler motioned to accept the financials. Rita Wilson seconded. Passed unanimously.

Mayor Pattee asked Walter Grzeszczyk if he had anything to report for his monthly Maintenance Report. Mr. Grzeszczyk stated that he has had a few things going on the past few months. The burn pile signs are here, but he has not installed them yet as he and Mayor Pattee are concerned that the signs may melt when the pile is burned this fall. The Council agreed this is a good idea. Walter Grzeszczyk also stated that he has done all of the locates for the upcoming projects. He also reported that there is some siding coming off of the side of the Pavilion. This was discussed among the Council. Mayor Pattee reported that 10 years ago it costed \$11,000 to paint the Pavilion. Walter Grzeszczyk also reported that he is getting ready to install the water meters for the duplex project. He is going to rent a saw to cut some asphalt and asked if anyone has any other areas in the City that they know might need attention while he has this tool rented. Mayor Pattee reported that he doesn't want to talk about this project tonight and that he will make more measurements and talk to Walter about this tomorrow.

The ant/possible termite problem in the Pavilion was mentioned. Whitney will contact Dobyns and see if this can be taken care of before it gets out of hand. Walter Grzeszczyk has been flushing the fire hydrants throughout town and has found some issues. He also reported that the diesel in the generators at the water tower has been in the generator since 2003 and he would like to pump that out and put

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fresh, treated diesel into the generators. He will use the old diesel in City vehicles. He also mentioned that the lawn mower has two tires with bad air bubbles, and the side walls are blown out he believes.

Walter informed the Council that he has fixed the Sharp water issue that has been going on for years. The water volume increased from 5 gallons to nearly 18 gallons per minute. He also reported that he put a padlock on the frost-free behind the park restrooms. It has been really muddy for the last few days and he just wants to figure out if someone is turning on and leaving it on or if it may be leaking. There were also discussions at this time regarding sizing of water lines and repairs on the system. There are both ¾" and 1" around the City, inconsistently. The Mayor would like to keep the system consistent through the City and keep things at 1". Mayor Pattee discussed the Amy Coy duplex situation also. HE would like to bring in another town's water system/plan. It is from the City of Gervais and was adopted in 2020. The Council unanimously agreed that Ms. Coy should have to pay \$45 for each of the four meters/hook-ups that she is requesting.

The Ordinance Violation Letters were discussed. Meinrad Kuettel would like the format and process to be approved by the Council at this time. The City street right-of-way needs to be changed on the letters from 15 feet to 30 feet. Bonne Whitley motioned to approve the violation letters. Rita Wilson seconded. Passed unanimously.

Meinrad Kuettel reported that there are some violations regarding an RV parked on City property, along with other vehicles on the same property, and the idea that there is someone currently living in the mentioned RV. He feels that the Fritts' residence (where the above violations are occurring) need to move some of the vehicles mentioned and also brought to attention that they are also parking too close to the stop signs at the intersection of Lincoln and Fourth Street, causing danger to drivers who are unable to see the stop sign. There was discussion about written notice versus correspondence involving the County Sheriff's Department. Mike Bichler recommended writing a letter and possible having a Deputy deliver the letter and talk to the residents about parking. Mayor Pattee will look up the appropriate distances tomorrow, and find out how much space needs to be given from the stop sign, and Whitney will write an appropriate letter to the residents. Meinrad Kuettel believes we should also make mention of the ordinance applying to someone living in an RV in City Limits.

The COVID-19 Relief Fund was then discussed. Bonne Whitley commented about the winter and the options for the handwashing stations that are currently placed at the Grass Valley Country Market and at the Park. Rita Wilson reported that the County has hand sanitizing stations at the Courthouse rather than hand washing stations, and they do not require water like the washing stations. Walter Grzeszczyk reported that we are using less hand sanitizer in the restrooms since the wash station has been in place. The new COVID-19 e-mail was mentioned regarding more grant money available for cities. The Council discussed reimbursement of funds to GVCM. Meinrad Kuettel motioned to reimburse Grass Valley Country Market for 50% (amounting to \$300) of their expenses at this time, for the hand washing station. Rita Wilson seconded. Passed unanimously.

Moving on to the Wastewater discussion, Meinrad Kuettel feels that we should meet with MCEDD and talk about the next steps and get their input. Whitney will reach out to Carrie Pipinich and set up a

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meeting. It can either be a call-in/virtual meeting or an in-person meeting, whatever works best for Carrie.

Purchasing some time of microphone system for the Pavilion was again discussed. Meinrad Kuettel motioned go move forward with the purchase of the Shure microphone. Rita Wilson seconded. Passed unanimously.

Whitney provided each of the Councilmembers with a copy of the proposed Employee Handbook. They will review this and it will be discussed at the November Council Meeting.

After discussion regarding the South Sherman Fire District and their proposal to the City to contract Administrative Services through the City, the Council agreed to move forward with this. The City will contract their services for \$600 a month for a three-month period, through the end of the calendar year. The contract can then be re-evaluated at that time and amended as both parties feel acceptable. Meinrad Kuettel motioned to approve the Administrative Contract with the South Sherman Fire District. Rita Wilson seconded. Passed unanimously.

The annual Solutions CPAs audit report was presented to each Councilmember. Mike Bichler motioned to approve the audit and report. Bonne Whitley seconded. Passed unanimously. Whitney will submit all appropriate documents as necessary.

Mayor Pattee presented to the Council the proposed Right-of-Way permit requested by the company that has been contracted by CenturyLink. He also noted that they have provided the City with their \$5million liability policy/proof of insurance. Mike Bichler motioned to approve the permit as presented. Bonne Whitley seconded. Passed unanimously.

There was much discussion regarding installment of speed bumps in town, and replacing the one that has previously been removed. Mike Bichler mentioned that with the possibility of the upcoming chip-seal project grant, we would have to remove them anyways. He also said that there are portable rumble strips that he thinks would be a better option for us than a speedbump. Meinrad Kuettel feels that we do need to do something regarding speeding on City Streets. Mayor Pattee mentioned that it is on the agenda later in tonight's meeting to discuss purchasing of speed limit signs. Meinrad Kuettel would like to make a decision on which option the Council should purchase. Mike Bichler recommended permanent fixtures, rather than temporary or bolt-down type, if the Council decides to continue with the speedbump idea. He stated that they can make them as "aggressive" as necessary to handle the situation, and also to allowing proper snow plowing, etc. Rita Wilson asked if it can be done at the same time as the chip-seal project, and Mike Bichler state that we would have to wait until after the completion of that project before installing speedbumps. This was discussed in detail. The speed limit signs were again brought up, along with the possibility of a City Newsletter or flyer to send out to all citizens. The temporary speedbumps and discussion were then tabled.

Compensation for the Mayor Position was brought up by the Council. Rita Wilson stated that she feels the Mayor should no longer be a paid position, and reminded the Council that no other Mayor in the county is paid. The Council feels that the Mayor of the next term should know that this will not be a paid

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position. Mayor Pattee asked if there was something wrong with him getting paid. Rita Wilson again made the point that no other Mayor in the County is paid. Meinrad Kuettel wanted to make proposals to the City Attorney regarding some type of reimbursement pay and how something like this could be handled. Bonne Whitley stated that she thinks the Council needs to think about this decision and wait to make any final decisions until the entire Council is present and able to discuss. The biggest concern is that the next potential Mayor candidate will think that he/she will be getting compensated when the Council feels that it should no longer be a paid position.

Labor Law posters were brought up to the Council and discussed. Rita Wilson will help Whitney get a 10-in-1 Poster so we do not need to purchase.

The submarine letter was presented to the Council and they do not feel that we need to donate at this time.

Rita Wilson reported to the Council that the Max Nogle Dinner Dance is canceled for 2020 due to COVID-19. On the topic of the Pavilion, Whitney mentioned about the proposed Benefit Dinner for the von Borstel family and asked if the Council would donate the use of the Pavilion to this event, which will take place on November 7th. The Council agreed this would be a good idea and they will donate the use of the Pavilion.

Doran Fritts' trees were discussed. The VA reported to Mayor Pattee that they could not help Mr. Fritts with these expenses. The Council feels that they cannot contribute financially either and the Fritts' are going to have to take care of this problem on their own.

Regarding Speed Limit signs as referred to previously, Mayor Pattee suggests purchasing 20 MPH signs for 4th Street where Highway 216 intersects, and at the north end of the street, and also for 2nd Street where Highway 97 intersects, and at the north end of the street also. Mike Bichler motioned to purchase 10 (both ends of 4th Street; both ends of 2nd Street; both ends of North Street; plus 2 extras) of the 20 MPH speed signs. Rita Wilson seconded. Passed unanimously. Mayor Pattee informed the Council about the e-mail from ODOT regarding lowering speed limits and moving the zones further out of town, to the intersection of Highway 216 and Highway 97. Mike Bichler reported that there is a federal project coming up in the next year or two and possible crosswalks will be installed at that time.

The feral cat problem in town was discussed. Meinrad Kuettel noted that there are residents trying to catch some of the cats and paying to have them spayed and neutered. There is a big problem in town with these feral cats. Guest, Leta Ann Reckmann reported that she has caught some and takes them to her ranch to be barn cats. Walter Grzeszczyk reported they are constantly on his property and mentioned requesting licensing on all dogs and cats in town. The Council does not feel there is anyone to monitor something like this at this time. Walter said he would talk to Boswell's about trying to catch some of the cats on his property as well, as he also has issues with the feral cats.

Mayor Pattee presented the idea of accepting cards as payment method for City water, pavilion rentals, etc. Whitney provided the Council with the details from Granite Payment Alliance, which was

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recommended by Bank of Eastern Oregon. Mike Bichler motioned to move forward with the process of accepting cards. Rita Wilson seconded. Passed unanimously.

Rita Wilson moved to adjourn the meeting. Bonne Whitley seconded. Passed unanimously. Meeting adjourned at 9:13 PM.

Dated: November 2, 2020

Attest:


Neil Pattee, Mayor


Whitney Nogle Cabral, City Administrator

City of Grass Valley
Regular Council Meeting
November 2, 2020 7:00 PM
Grass Valley Pavilion
Minutes

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

Absent: Mayor Neil Pattee

Guest(s) Present: Leta Ann Reckmann

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

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

Meinrad Kuettel introduced Carrie Pipinich via Zoom Meeting. Whitney Nogle Cabral reported that she received the Business Oregon Pre-Application Application for Funding. Carrie will help get that completed. She has also checked with DEQ and verified that they are not currently awarding grants, only providing lending at this time. She also discussed the community conversation and told the Council that a good next step would be to have a meeting with DEQ. Ms. Pipinich also told the Council that Antelope’s water rates went up to about \$40/month. She also said that they ended up with approximately a \$320,000 loan for their new water system. Curran-McLeod completed this project as well. Carrie believes that the two big things that need to happen next are the conversation with DEQ and filling out the paperwork to move forward with grant funding. The Council agreed this sounded like a good plan.

October’s minutes were reviewed by the Council. Bonne Whitley motioned to adopt the Minutes as written. Rita Wilson seconded. Passed unanimously.

The monthly financial reports were presented to the Council and were reviewed. The Verizon plan was discussed and Whitney will look into the contract obligations and prepare information for the Council. Rita Wilson motioned to accept the financials. Mike Bichler seconded. Passed unanimously.

Meinrad Kuettel asked Walter Grzeszczyk what he has going on and if he had any updates for the Council on maintenance. Walter Grzeszczyk reported about the freeze causing some broken lines and reported that he finished the RV Park project. He also reported that the bark chips are removed from the playground. He stated that he feels the play structure needs to be treated. It is redwood and he feels that a 50/50 blend of turpentine and linseed oil. Whitney will order the products online and Rita Wilson will pick up the products in The Dalles at either Home Depot or True Value. Rita Wilson reported that she has a crew that will work on the 21st to lay the fabric and spread the rubber chips. The Council would like the chips moved from the front of the Pavilion, to be out of the way of the event taking place this weekend. ReeElla von Borstel motioned to buy the products for Rita Wilson to paint the playground. Mike Bichler seconded. Passed unanimously. ReeElla von Borstel also asked Walter Grzeszczyk to collect the money out of the donation box in the park and take it to City Hall. The hand washing station at the park was discussed and was supposed to be picked up and has not been. Whitney will contact Bishop’s tomorrow and find out when they are planning to pick up the station.

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The COVID supplies were discussed. Whitney will check supplies in the Pavilion, Park Restrooms and City Hall and order anything that is running low. Rita Wilson stated that the County insisted that all COVID assistance funds are to be used to buy supplies and other COVID related expenses.

The Park sprinklers were discussed and the Council agreed that Walter Grzeszczyk should turn the sprinklers off for the season.

In discussion regarding Ordinance Violations, the City Newsletter that was sent out with October's water bills was discussed. The Council approved of the idea of the newsletter, but it was reported that some of the vehicles in violation have not been moved. There is still an RV parked on City property/right-of-way (30 feet in each direction, from the center of the roadway). Whitney will send a letter to the owners stating that the RV is on the right-of-way and needs to be moved onto private property.

Moving forward with a feasibility study for a Wastewater System was discussed. The Council all agreed that they liked Curran-McLeod, as they have worked with many small communities and the funding groups that Grass Valley will be dealing with as well. Joann Duarte asked if we can have a community meeting that involves in City's engineer of choice and possibly DEQ to provide residents with information and answers to questions that they may have regarding the study and the possibility of a Wastewater System in Grass Valley. Rita Wilson motioned that we move forward with Curran-McLeod as the engineer for this project. ReeElla von Borstel seconded. Passed unanimously.

Employee Handbook discussion was tabled.

Future Mayor compensation was presented. ReeElla von Borstel brought up some great points, and the fact that there should be a small stipend. Meinrad Kuettel feels that whatever the election brings, the Council may consider hiring Mayor Pattee as a consultant so to say, because he has been with the City for so long. The Council discussed multiple options and ideas, and agreed on the following to be the job description of the elected Mayor position, effective January 1, 2021:

"This position is part-time, volunteer with the possibility of monthly or quarterly stipend, or as projects arise, with approval by the City Council, effective January 1, 2021."

Rita Wilson motioned to approve the update to the Mayor position as written. Bonne Whitley seconded. Passed unanimously.

The idea of a returned check fee was discussed. The Council feels that the citizen should be responsible for any returned check fees charged. ReeElla von Borstel is going to take on this project and see if there is any County assistance for citizens needing help.

In response to the e-mail received from Amy Coy regarding the proposal to the City to purchase some of her property, Meinrad Kuettel had asked Rita Wilson to investigate prices of land sales in the County. There was discussion about prices, but not a lot to compare here in Grass Valley. ReeElla von Borstel motioned that we need to get our lawyer involved to resolve this. Rita Wilson seconded. Passed unanimously. The addressing was also discussed and we will consult with the lawyer for appropriate house numbering also. We will continue to be in touch with the County Assessor's Office on the addressing also.

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Meinrad Kuettel stated that the overdue water bills were handled and did not need to be discussed at this time.

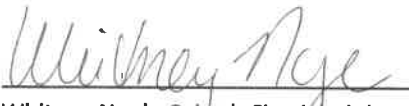
The dispute over the Cemetery Road was brought to the attention of the Council. It was reported that there was a personal land dispute between Paula King and Dell Squires, which was then taken to the County Courthouse, and also to the road departments. The Cemetery Road is actually owned by Mr. Squires. ReeElla von Borstel stated that if this goes any further, it is another issue for our lawyer. The Council agreed that this is not an issue that we are going to pursue until Mr. Squires or someone actually comes to the City with a complaint.

Bonne Whitley moved to adjourn the meeting. Mike Bichler seconded. Passed unanimously. Meeting adjourned at 8:39 PM.

Dated: December 7, 2020

Attest:


Neil Pattee, Mayor


Whitney Nogle Cabral, City Administrator

City of Grass Valley
Regular Council Meeting
December 7th, 2020 7:00 PM
Grass Valley Pavilion
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Present: Mayor Neil Pattee; Whitney Nogle Cabral, City Administrator; Meinrad Kuettel, President of the Council; Rita Wilson - Councilmember; Mike Bichler - Councilmember; Joann Duarte - Councilmember; ReeElla von Borstel – Councilmember; Bonne Whitley - Councilmember

Absent: Walter Grzeszczyk - Maintenance

Guest(s) Present: Leta Ann Reckmann

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

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

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

Meinrad Kuettel motioned to adopt the Minutes as written. Rita Wilson seconded. Passed unanimously. Mayor Pattee asked the Council about the discussion regarding Mayor compensation from the November meeting. There was discussion.

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

Mayor Pattee reported that Walter Grzeszczyk is not here tonight and is sick so Mayor Pattee will be giving the Maintenance Report. He told the Council that he has been taking care of the water system since 2010. He also reported that the tests do not have to be done for another 9 years, which is quite an accomplishment. The water boxes that have had problems around the City, have all had to be replaced with new ones and that a lot of the issues stem back to Anderson Perry who were the engineers on the water project. Mayor Pattee reported that it has taken a majority of the summer to find the appropriate parts for the Coy water install/project. He also brought up the City of Gervais' water plan that he would like the Council to consider. He believes that it covers a lot of the issues that we have here. He also stated that we are not bringing in enough revenue from monthly water charges to cover the costs of maintaining the water system. There was then again conversation regarding compensation.

Amy Coy's property was discussed further, along with the costs of what the Council believes should be charge, etc. They want to keep it at \$45/month for each living unit, just as the rest of the City is. While on the topic of water rates, Meinrad Kuettel stated that he feels there should be a commercial rate and an agricultural rate for water usage, besides the standard residential rate. The Council agrees that this needs to be addressed due to residents irrigating pastures with City water, and other things. For now, the Council would like to start watching the readings of the water meters.

Meinrad Kuettel presented the ordinance violation letters to the rest of the Council, for the three properties that are currently in repetitive violation. The three were discussed and the Council reviewed the letters. Meinrad Kuettel asked Whitney to remove the line regarding living in an RV from the letter to the Lincoln Street resident, as the Ordinance number is not available at this time. Whitney will get this completed and get the letters mailed to the residents.

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Whitney reported about the proposed Wastewater meeting in February, which will include DEQ, Carrie Pipinich from MCEDD, and Ed Hodges from Curran-McLeod and the public for questions and information. She also gave the Council an update on the progress of finding funds for the feasibility study. The Council would like another public update sent out with the next water bills stating the proposed February meeting date.

The Coy property potential purchase was discussed. Mayor Pattee reported that he had asked Ben from Tenneson Engineering to survey North Street. Mike Bichler asked if the street had to be widened or if we could leave it at its current width. Mayor Pattee stated that it did not have to be 60 feet wide. The Council agreed that they did not feel there was a real need to purchase the additional property. ReeElla von Borstel motioned to keep North Street as-is and let Ms. Coy know that the City would not like to move forward with the purchase. Mike Bichler seconded. Passed unanimously.

Mayor Pattee reported to the Council regarding the issues he has been working on regarding the Cemetery. He has visited the County Assessor's Office and they gave him information on the property lines and easements. Mayor Pattee also informed the Council of the "disagreement" between Mr. Del Squires and Paula King which initially brought this issue to surface. The Mayor also told the Council that there is an issue with the easement that is currently in place. ReeElla von Borstel asked when the easement was put in, and Joann Duarte stated that Ameri-Title may be able to give us information on the deed if needed. The Council agreed that Attorney Kristen Campbell needs to be involved with this issue.

The Façade grant application and distribution was discussed in detail. Whitney will inquire with Kristen Campbell to make sure there wouldn't be an issue with the contract if any of the funds were distributed ahead of time. Bonne Whitley reported that Grass Valley Country Market is over 90% finished with their project, but due to weather they aren't able to complete the project until spring time. With the COVID-19 pandemic, the work was delayed also, which kept it from being completed as timely as everyone had hoped and planned. Whitney will reach out to the County and see if there is a possibility of partial payment-to-date due to COVID. ReeElla von Borstel motioned that with the approval of our attorney, and the County, the City will pay 1/3 of the façade grant funds to date (the City's share, which is around \$10,000) to Grass Valley Country Market. Meinrad Kuettel seconded. Bonne Whitley abstained from the vote. Passed unanimously.

Whitney presented the Oaths of Office, Certificates of Election and Election Results to appropriate members of the City Council and the Mayor. Bonne Whitley, ReeElla von Borstel, Meinrad Kuettel and Mayor Pattee each took their Oath of Office and respectively signed the appropriate forms.

Mayor Pattee provided each of the Council Members with the LOC Elected Essentials trainings that are coming up, and are free to attend virtually. Mayor Pattee encouraged all of us to participate in this training and reported that Grass Valley is in Region 8.

The Council Meeting in January has been canceled and we will resume with normal meetings in February.

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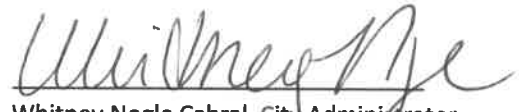
Meinrad Kuettel asked the Council about Tarzan Tree Services and if they want to move forward with getting on his schedule for the spring. Whitney stated that we have not yet received the bid from Mr. Leanders yet so we will wait for the bids to make a decision.

Mike Bichler moved to adjourn the meeting. Meinrad Kuettel seconded. Passed unanimously. Meeting adjourned at 8:50 PM.

Dated: February 1, 2021

Attest:


Neil Pattee, Mayor


Whitney Nogle Cabral, City Administrator