



City of Yamhill

A small taste of Oregon

**CITY OF YAMHILL, CITY COUNCIL MEETING
Beulah City Park – E. Third Street
Wednesday, JULY 8, 2020 7:00 P.M.
MINUTES**

REGULAR MEETING

1. CALL TO ORDER: Roll Call

The meeting was called to order by Mayor Potter at 7:00PM

Present: Mayor Potter and Councilors, Disbrow, Askey, Echauri and M. Gilmore
Staff present: City Recorder Gilmore, Interim-Superintendent Malis, Chief Graven

2. FLAG SALUTE:

Mayor Potter led the flag salute with all those present participating.

3. PUBLIC COMMENT:

Patty Pairan of Maple Street, Yamhill stated a concern for a downtown association fundraiser on June 18, 2020 that blocked an entire sidewalk. Pairan did call City Hall and the issue was resolved later that day but stated that the Mayor had stopped at the fundraiser and did not have it moved at that time. Pairan has been told that she could not place a sign on the right-of-way in front of her house and believes there is bias with City Officials. It was noted that a member of the Yamhill Downtown Association was in attendance and will pass on the complaint to the members and assured Pairan that it will not happen again. Mayor Potter stated that Pairan's concerns have been heard and it is on the record.

4. PRESENTATIONS & APPOINTMENTS:

A. None Scheduled.

5. UNFINISHED BUSINESS:

A. Recology rate sheets showing rate increase as of August 1, 2020. Annual Financial Report and rate increase were approved by Council June 10, 2020.

The provided Annual Financial Report and rate increase sheets were received by Council. It was noted that the City Council approved the 2.9% rate increase at the June 10, 2020 Meeting.

6. **ORDINANCES:**
FIRST READING:

A. None Scheduled

SECOND READING:

A. None Scheduled

7. **NEW BUSINESS:**

A. Consider services agreement for Police Union Negotiations Legal Representation and authorize Mayor to sign engagement letter.

Steven Schuback with Peck Rubanoff & Hatfield PC had been asked by the City to review the Police Association's collective bargaining agreement and renegotiate when it is set to expire June 30, 2021. The renegotiation will be opened by February 15, 2021.

Motion by Disbrow, seconded by Echaury, to approve the services agreement for legal representation between the City of Yamhill and Peck Rubanoff & Hatfield PC and authorize Mayor Potter to sign the agreement.

Roll call: Ayes: Potter, Disbrow, Gilmore, Echaury and Askey
Nays: None

The motion carried.

B. Receive Citizen Petition for speed limit change and speed bump installation on North Elm Street.

A petition was received from citizens and neighbors of N. Elm Street requesting the installation of speed bumps on N. Elm Street from Hwy 240 north to Camellia Street, ending at the proposed subdivision-Yamhill Park Estates. The request is asking for the installation to be completed prior to the beginning of house construction at the subdivision. Also requested is a change in the speed limit to be reduced to 15mph with a posted sign. The citizens believe that the subdivision of an additional sixty-two (62) homes will add a substantial increase to the population and traffic which will use N. Elm Street as the only ingress and egress to the Yamhill Park Estates. Several residents were in attendance to discuss the petition request.

Councilor Echaury questioned if there have been reported problems to date with the construction vehicles during the land development. Officer Miller responded that the contractors have been talked to once and there have been no reported problems to date. Miller does believe that when the sub-contractors start working on the development, it may be an increased problem. Discussion continued regarding how many speed bumps would be feasible and if a speed limit change would also be necessary. Malis responded that the City Engineers have been contacted and will be reviewing the law regulations for how many speed bumps would be allowed, the size and where placement would be. Once the information is received and Council makes a determination for approval then quotes will be requested for the work.

Council's consensus is to collect more information from City Engineers and Public Works regarding the process, cost and regulations and table the item until the August 12, 2020 meeting.

8. CONSENT AGENDA:

- A. Approve Council Minutes
 - (1) Regular Session June 10, 2020
- B. Financial Statements
- C. Approve the following Purchase Order:
 - (1) PO #20-058 – Blue Line Electric - \$3,286.12 – Public Works Building.

Motion by Echauri, seconded by Disbrow, to approve the Consent Agenda as presented.

Roll call: Ayes: Potter, Disbrow, Gilmore, Echauri and Askey
Nays: None

The motion carried.

9. DEPARTMENT/COMMITTEE REVIEW/REPORTS:

- A. Police Review– Graven – Monthly report in packets.

Graven stated that the department has been busy and added that he appreciates the community's support for the Police Department and is thankful for being a part of this community.

- (1) Update on quotes for new Patrol Car.

Graven reported that Officer Miller has been tasked with obtaining quotes for the budgeted new patrol vehicle. Miller has received four bids, (three are required) and noted that Dodge Charger production is back logged for a year or more due to demand. The four quotes will be for a Dodge Durango SUV and the pricing will be comparable to the Dodge Charger cost. Graven indicated that the quote chosen will be for \$47,660.00 from Lehr, a Salem, Oregon dealership. Patty Pairan asked why the Yamhill Police Department would need a SUV as opposed to a patrol car and questioned the cost for repairing the current patrol car as opposed to the cost of a new vehicle. Graven reiterated the cost of the SUV is a minimal cost difference from a Dodge Charger, and it is more cost effective for a new vehicle's annual payment compared to the on-going repair costs for the 2009 Dodge Charger. The Durango is performance rated for pursuits and is a practical Police Vehicle for the cost.

- B. Public Works Review –

Malis reported that Public Works has been helping with the downtown area clean-up and is currently placing ten half-barreled flowerpots in the main street area. A company has been contracted to spray for weeds along the curbs in town on Highway 47 and along Main Street. A street sweeper will be used in the same areas later next week. Most of the clean-up and beautification is in preparation for the Community Clean-up event on Saturday, July 25, 2020.

Malis stated that the Transmission Water Line Project will be breaking ground in three weeks and will start near N. Olive Street and will work its way to the reservoir.

- C. Mayor/Administration Review-
 - (1) Annual review and salary adjustment approval of Administrative Department personnel.

City Treasurer Gilmore recommends a 2% COLA salary increase for City Clerk Kim Steele, effective July 1, 2020.

Motion by Echaury, seconded by Disbrow, to approve the 2% salary increase for Kim Steele, effective July 1, 2020.

Roll call: Ayes: Potter, Disbrow, Gilmore, Echaury and Askey
Nays: None

The motion carried.

Gilmore reported that a request for a temporary OLCC event license was received today from the Yamhill Downtown Association for an event to be held on July 25, 2020. The event will be called "Beer n' Bunnies" and will be held from 3pm to 9pm right after the annual Earth Day Clean-up event on Maple Street. The event will be located outside, behind the former Rooted restaurant at 190 S. Maple Street. Music, food, outdoor lawn games and a bunny sitting area are planned for the family-oriented event.

Motion by Echaury, seconded by Potter to approve the OLCC temporary event permit application for July 25, 2020 and authorize the Mayor to sign the permit.

Roll call: Ayes: Potter, Disbrow, Gilmore, Echaury and Askey
Nays: None

The motion carried.

Gilmore reported that a letter was received from Mid-Willamette Valley Council of Governments (MWVCOG) on July 6, 2020 along with a check to the City of Yamhill for \$1,180.00. The MWVCOG recently completed a project that was funded, in part, with an award from The Ford Family Foundation (TFFF). Upon project completion, additional grant funds remained and MWVCOG was able to negotiate the expenditure of the remaining TFFF grant fund balance to eighteen (18) eligible Oregon Main Street communities within our region with populations of less than 35,000. By accepting the funds, our Main Street program agrees to use the funds solely for support of staff and volunteer efforts, by no later than December 31, 2020 and report back to MWVCOG on how the TFFF grant funds were expended to support the Main Street program. Mayor Potter recommends the funds be passed on to the Yamhill Downtown Association to use the funds appropriately.

Gilmore updated the Council on the current Public Works Superintendent recruitment and reported that the position has been re-posted with a closing date of July 24, 2020.

C. Council Review
None Received.

D. Emergency Preparedness Review
None Received.

10. **INFORMATION/ANNOUNCEMENTS:**
A. None Received.

11. **ADJOURNMENT: 8:00PM**

Motion by Echaury that the meeting adjourn at 8:00 PM.

The motion carried by unanimous vote.
Respectfully submitted,

Yvette Potter
Mayor, City of Yamhill

ATTEST:
Lori Gilmore, City Recorder