

LOCATION: Council Chambers

DATE: January 8, 2025

TIME: 6:30 p.m.

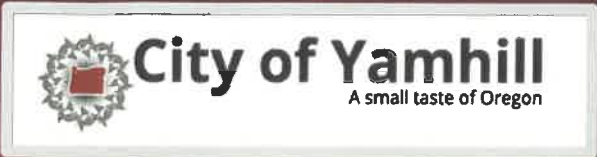
CITY COUNCIL MEETING MINUTES

The Yamhill City Council meeting began with the approval of the Consent Agenda and the swearing-in of new council members. Shea Corrigan resigned as Council President to become Mayor, and Tim Askey was appointed interim Council President.

Key updates included the selection of AKS Parks for the parks master plan, update on a temporary IT contractor to save costs, and the need for a new public hearing on the lighting ordinance. Public comments included inquiring about police officer schedules and personnel matters; and emphasized the importance of visual aids and adherence to constitutional principles. The meeting also included the distribution of new council notebooks containing city information and procedures.

The police department reported 206 calls, 7 cases, and 30 citations in December. Public Works weatherized the reservoir and began a new construction project. The city is seeking a new contract planner. The council discussed upcoming events, including a work session on January 15 and a citizen advisory committee meeting on January 22. The council also acknowledged the deployment of local firefighters to Southern California wildfires.

I.	CALL TO ORDER	Mayor Potter called the meeting to order at 6:30 p.m.
	ROLL CALL	<p>Present, In-Person: Mayor Yvette Potter Councilors: Shea Corrigan, Tim Askey, Kim Kind, Chris Featherston</p> <p>Staff Present, In-Person: City Administrator, Shelley Reimer Chief Greg Graven, Police Department; Jason Wofford, Public Works; Angie Fowler, City Recorder</p>
II.	FLAG SALUTE	The mayor led the flag salute.
III.	CONSENT AGENDA	<p>A) Financial Statements to Current B) City Council Minutes 12-11-24 C) Executive Session Minutes 3-11-24, 3-13-24, 4-3-24, 8-14-24, 8-21-24, 9-18-24, 11-20-24</p> <p>A MOTION TO APPROVE THE CONSENT AGENDA</p> <p>ROLL CALL: Motion introduced by Tim Askey and seconded by Shea Corrigan Ayes (4): Potter, Corrigan, Askey, Kind Nays (0): None Abstain (1): Marci Jensen</p> <p>The motion carried.</p>



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IV. SWEARING IN OF NEW COUNCIL/ OATHS OF OFFICE

Councilor Shea Corrigan gave his resignation for City Councilor and asked that it be entered into the public record:

“Mayor Potter, Yamhill City Council and citizens of Yamhill, please accept this letter as my official notice of resignation for my duties and obligations as council president and city councilor of the City of Yamhill, I ask the Yamhill City Council to consider my resignation effective January 8, 2025, as this letter is read into public record, it has been my pleasure to serve the City of Yamhill for the last two years as an elected member of the city council, I would like to thank the mayor and each of the city council for your hard work and support during my tenure as councilor. I am proud of what we have accomplished. I would also like to thank the staff of Yamhill City Hall, Public Works and the Police Department for their continued support as I moved from City Council to Mayor of Yamhill. I would like to extend my gratitude to the citizens of Yamhill for their support accordingly the honor and privilege of serving as the next mayor of Yamhill.”

Mayor Yvette Potter performed the Oaths of Office for the new Mayor Shea Corrigan, re-elected councilor Tim Askey and newly elected Councilor, Chris Featherston.

Yvette Potter was presented with flowers and thanked for her service to the City of Yamhill.

V. ADJOURNMENT

A MOTION TO ADJOURN (THE 2024 CITY COUNCIL)

ROLL CALL: Motion introduced by Marci Jensen
Ayes (5): Potter, Corrigan, Jensen, Askey, Kind
Nays (0): None

The motion carried.

VI. CALL TO ORDER

Mayor Corrigan called the 2025 City Council meeting to order at 6:39 p.m.

ROLL CALL

Present, In-Person: Mayor Shea Corrigan
Councilors: Tim Askey, Kim Kind, Chris Featherston

Staff Present, In-Person: City Administrator, Shelley Reimer
Chief Greg Graven, Police Department; Jason Wofford, Public Works;
Angie Fowler, City Recorder

VII. PUBLIC COMMENT

Public Comment was received by:

Patty Pairan, 215 N Maple St., Yamhill
Bob Davis, YNA, 212 N Maple St., Yamhill
Rocky Losli, 530 E Second St., Yamhill



**VIII. AGENDA UPDATES
OR ADDITIONS**

There were no updates to the agenda.

IX. COMMITTEE REPORTS

A) Planning Commission
Ken Moore, Planning Chair

B) Economic Development Committee
Jenny Morrison, EDC Chair

C) Water Advisory Committee
Cathy Phillips, WAC Chair

No committee chairpersons were present at the meeting to report.

**X. UNFINISHED
BUSINESS**

A) RFP for Parks Master Plan Update

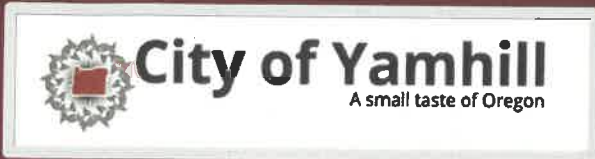
Council was notified that AKS was selected for the Parks Master Plan Update.

B) IT Update

We are currently drafting up a contract with an independent contractor to help offload from our current vendor and then set us up with the new vendor when the choice is made.

C) Lighting Ordinance Update

With the changes sent back to planning they will need to hold another public hearing with the updates. This hearing is scheduled for our next planning meeting on January 27th. It will then be coming back to council for our February council meeting.



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XI. NEW BUSINESS

A) Nomination of Council President

The charter states that at the first council meeting of each odd numbered year. Mayor Corrigan suggested that we nominate a councilor pro tem until the vacant council position is filled.

A MOTION TO MAKE TIM ASKEY OUR COUNCIL PRESIDENT PRO TEM

ROLL CALL: Motion introduced by Chris Featherston and seconded by Kim Kind

Ayes (4): Corrigan, Askey, Kind, Featherston

Nays (0): None

The motion carried.

B) Council Notebooks

Council notebooks were handed out and reviewed.

**** INTERMISSION**

*The council was notified that the link to the zoom meeting was not working. The problem was corrected, and the council updated any online viewers of what had already been discussed in the first half of the meeting.

Public comment was opened for any viewers that may have missed it. There were no further public comments.

XII. DEPARTMENT REPORTS

A) Administration

City Administrator, Shelley Reimer, gave a PowerPoint staff report for December.

B) Police Department

Chief Greg Graven began with congratulations to the new mayor and councilor and thanked the outgoing mayor and council for their service.

He addressed the council with the importance of not speaking of officer's schedules. He let the council know that if they ever have a question regarding coverage, they can talk to him direct.

He is also discussed attending a meeting as a committee member for the Family Justice Center.

C) Public Works

Jason Wofford, Facilities Manager, discussed the upcoming mainline replacement on W Third and S Olive St. that will be beginning next week.



He let the council know that the water plant would be offline for 8 hrs. next week to perform sludge removal in the sediment basins.

He met with engineering today and went over some projects including a feasibility study, catch basin at Balm and First St., Cedar connection for storm upgrade and street improvement on S Hemlock.

XIII. COUNCIL REPORTS

A) Mayor

Mayor Corrigan took a moment to thank Yvette Potter for her guidance and help throughout the years. And to also thank Marci Jensen for her service on the City Council.

B) Council

There were no council reports.

C) Workers Comp. Volunteer Reporting Hours

The council was informed that we will be reporting volunteer hours during the meetings from this point forward to make sure we are getting those hours in real time and not estimating at the end of the year.

**XIV. INFORMATION/
ANNOUNCEMENTS**

A) Council Work Session/Goal Planning - January 15, 2025

B) Citizen Advisory Committee for DLCDC Grants - January 22, 2025, 6-8pm

C) Council Retreat - March 1

D) Now Accepting Applications for City Councilor Pro Tem, Budget Committee, Planning Commission, and Economic Development Committee, CBD Rep.

The information and announcements were read at the meeting. Jason Wofford added that the traffic control plan for the Olive/Third street work is available on the website.

XV. ADJOURNMENT

The meeting adjourned at 8:06 p.m.

Respectfully Submitted and Approved.

Shea Corrigan
Mayor, City of Yamhill

Attest:

Angie Fowler, City Recorder