



City of Yamhill

A small taste of Oregon

CITY OF YAMHILL, CITY COUNCIL MEETING
Wednesday, November 3, 2021 7:00 P.M.
MINUTES

REGULAR MEETING

THIS MEETING WAS A TELECONFERENCE

1. CALL TO ORDER: Roll Call

Present by Teleconference: Mayor Yvette Potter, Councilors: Kay Echauri, Marci Hedin, Tim Askey, and Andrew McMullen

Staff Present by Teleconference: Greg Graven, Chief of Police; Jason Wofford, Facility Manager; Sharon Bregante-Candau, Administrative Clerk; Nicholas Peasley, City Attorney, Officer Livingston.

2. PUBLIC COMMENT:

Public comment was received from the following:

Patty Pairan, Robert Davis, Rocky Losli, and Jay Disbrow.

3. PRESENTATIONS & APPOINTMENTS:

A. Yamhill Downtown Association (YDA)

Steve Harloff spoke, as a representative for the YDA, about how the YDA would like to incorporate the students of the Yamhill Carlton School District in revitalizing Yamhill Downtown.

4. UNFINISHED BUSINESS:

A. City water emergency.

Nothing to report.

B. Community Engagement Survey.

Askey presented the survey that was included in the packet for community engagement.

Motion by Potter, seconded by Echauri, to direct staff to prepare the community engagement survey for posting on the City website and available in hardcopy the first week of January 2022.

Roll call: Ayes: Potter, Hedin, Echauri, Askey, and McMullen

Nays: None

The motion carried.

C. Interim Administrator position.

Potter reported there were four applicants for the Interim City Administrator position to do an assessment of the City's needs to decide what position the City needs to hire permanently to replace the City Recorder. Potter announced that interviews for this position will be done in executive session.

5. **NEW BUSINESS:**

A. Swearing in of Water Advisory Committee Members – Cathy Phillips, Paul Smoland, and Richard Ulrick.

Paul Smoland and Richard Ulrick were sworn in for the Water Advisory Committee. Cathy Phillips was unable to due to technical difficulties with her internet connection

B. Posting of Planning Commissioner Openings.

Potter reported that there will be three vacancies on the Planning Commission the end of December 2021 and invited current commissioners with terms expiring to apply if they'd like to continue their term and also anyone else in the community that was interested in applying. Potter continued that these applications would be accepted for the next month and appointments would be made at the December 2021 City Council meeting with the new commissioners starting in January.

C. Discuss viability/possibility of moratorium on future building.

Nicholas Peasley, City Attorney, presented.

Motion by Echauri, seconded by Askey, to not move forward with a moratorium on future building.

Roll call: Ayes: Potter, Hedin, Echauri, Askey, and McMullen
Nays: None

The motion carried.

6. **CONSENT AGENDA:** *(The items on the Consent Agenda are normally considered in a single motion. Any item may be removed for separate consideration upon request by any member of the Council.)*

- A. Approve Council Minutes
 - (1) Regular Session – September 8, 2021
- B. Financial Statements
- C. Approve the following Purchase Order:
 - (1) PO-22-016 – Ferguson Waterworks – \$4,812.20 – Parts

Motion by Askey, seconded by Echaury, to approve the Consent Agenda.

Roll call: Ayes: Potter, Hedin, Echaury, Askey, and McMullen
Nays: None

The motion carried.

7. **DEPARTMENT/COMMITTEE REVIEW/REPORTS:**

- A. Police Review– Chief Graven – Monthly report in packets
- B. Public Works Review – Jason Wofford, Facilities Manager

Wofford reported that the raw water intake at the water treatment plant is 420 gpm, Public Works was discharging at the lagoons, and staff was doing leaf removal on streets and at Beulah Park.

- C. Administration Review – Sharon Bregante-Candau, Administrative Clerk
 - (1) Water project funding update.

Bregante-Candau reported that a letter of interest (LOI) would be submitted to Oregon Emergency Management (OEM) on 11/4/21 and also an application would be submitted for the Yamhill Co. ARPA grant for the 1.6 MG finished water storage tank.

- (2) Recreational Trails Program update.

Bregante-Candau reported that the City wasn't awarded the Recreational Trails Program grant due to the number of applicants and lack of funding.

- D. Mayor Review

No review.

- E. Council Review

Hedin asked about the Recology program for yard debris and glass collection and Bregante-Candau will continue to try to contact Recology for an update.

Echaury asked about the tree lighting. Hedin was going to check into a donation or discount on a Christmas tree. Echaury and Potter would like to sing carols and light a tree.

8. **INFORMATION/ANNOUNCEMENTS:**

- A. City offices will be closed Thursday, November 11th to observe the Veterans Day Holiday, November 25th and 26th to observe the Thanksgiving Day Holiday. Marine Corp. birthday is November 10th.

9. PUBLIC COMMENT:

Public comment was received from the following:
Patty Pairan, Robert Davis, Jay Disbrow, and Rocky Losli.

10. ADJOURNMENT: 8:41 PM

Motion by Echaury that the meeting adjourn at 8:41PM.

The motion carried by unanimous vote.
Respectfully submitted,

Yvette Potter
Mayor, City of Yamhill

ATTEST:
Sharon Bregante-Candau, Administrative Clerk