



**CITY OF YAMHILL, CITY COUNCIL MEETING  
Wednesday, February 14, 2018 7:00 P.M.  
MINUTES**

**REGULAR MEETING**

**1. CALL TO ORDER: Roll Call**

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

**Present:** Mayor Terp and Councilors Disbrow and Echauri

**Excused Absence:** Councilor Potter

**Staff present:** City Recorder Gilmore, Superintendent Howard and Chief Graven

**2. PUBLIC COMMENT:**

None Received.

**3. PRESENTATIONS & APPOINTMENTS:**

A. None Scheduled

**4. UNFINISHED BUSINESS:**

A. None Scheduled

**5. ORDINANCES:**

**FIRST READING:**

A. None Scheduled

**SECOND READING:**

A. None Scheduled

**6. NEW BUSINESS:**

A. Consider applications to fill the vacant City Council Position. (Term expires 12/31/2020)

Mayor Terp questioned the two applicants, Trisha Player and Dana Gray if they were applying for either the Planning Commission or the City Council vacancy or if they had a preference. Player indicated that she would be interested in either position and Gray stated she only had interest in City Council position.

Motion by Echaury, Seconded by Disbrow, to nominate and approve the appointment of Trisha Player to fill the vacant Planning Commission position, term expiring on 12/31/2019.

Roll call: Ayes: Disbrow, Terp, and Echaury  
Nays: None

The motion carried.

Motion by Echaury, seconded by Disbrow, to nominate and approve the appointment of Dana Gray to fill the vacant Council position, term expiring on December 31, 2019.

Roll call: Ayes: Disbrow, Terp, and Echaury  
Nays: None

The motion carried.

City Recorder Gilmore administered the oath of office to Ms. Gray. Councilor Gray took her place at the Council Dias.

It was determined that the oath of office would be administered for Ms. Player at the next scheduled Planning Commission meeting.

- B. Consider citizens complaint regarding speed laws in town and discussion regarding traffic signs on N. Larch Place and Azalea Street.

Patty Pairan of 215 N Maple Street, issued a complaint regarding non-enforcement of the City's speed laws. Pairan believes that there is no speed enforcement for traffic on Highway 47 and has sent Chief Graven suggestions on helping the situation but has not seen anything implemented. Pairan reported that she acquired a radar gun to monitor traffic on the highway on five different days and stated statistics of traffic speed violations during school hours. Mayor Terp reported that the Council receives monthly statistics on the Police stops and for January alone there were 146 traffic warnings or citations. Pairan stated doubt that very few of those stops were on Highway 47. Both Terp and Chief Graven indicated that the volume of traffic has increased drastically in the last few years and could affect the perception of traffic control. Graven stated appreciation for Pairan's concern and reported that the City will soon have several traffic reader boards on Highway 47 and Highway 240 that should improve driver's awareness of the speed limits and will also use the solar radar trailer when weather permits. Graven also stated that the schedule for police patrol is being adjusted for more varied times, days and areas to increase the police presence visibility.

Pairan reported that she had heard a rumor that the City did not issue citations because most of the revenue goes to other agencies. Graven stated that he has been with the Yamhill Police Department for 21 years and this is not true or would never be the case. Mayor Terp indicated the response that Graven has outlined tonight is acceptable and the police departments efforts are supported.

Pairan stated concern for a separate issue, a one-way and do-not enter road sign on the corner of Larch Place and Azalea Street. There was discussion and disagreement on how long the sign has been at that location. The City confirmed that no new sign had been installed there within at least the last 14 years by the City. Pairan reported that the School District Superintendent claims the sign was not installed by the School District. Terp stated that the City has no jurisdiction over Larch Place, as the street was vacated to the Yamhill-Carlton School District in October 2017. Pairan disagreed stating that Larch Place is still a public road but was made aware that once a street is vacated it is not the City's responsibility or maintained by the City. Pairan reported that she has made phone calls and emails to City Staff and the City Attorney regarding why the sign has been installed and has never received a response. The lack of response has caused her to question the ethics of the City Council. Mayor Terp apologized for not responding and felt that the issues were already addressed during the last City Council meeting in October, 2017. Terp also stated that the City Attorney would not respond to citizens' complaints directly but responds to requests from City Staff. The validity of the complaint is not in question, but the City Attorney needs to be contacted directly through the City Staff. Terp and Howard reiterated that the City has not placed any one-way signs on Azalea Street and Larch Place. Pairan will contact the School District Superintendent for further questions on installation of any new signs placed at the location in question.

C. Discuss "My Father's House" use of the Bingo Hall for Clothing and Toy Distribution.

At the October 11, 2017 Council meeting, the City Council approved a reservation request for "My Father's House" to use the Beulah Park Bingo Hall on Monday, Tuesday, Wednesday and Saturday of each week from 9:00am to 5:00pm until March 31, 2018 with the conditions that it needs to be closed before dusk and will need to re-apply at the end of March, 2018.

Superintendent Howard is requesting that the approval be revised to end on February 28, 2018 to provide Public Works time and access to make improvements prior to heavier park use and the Easter Egg hunt in March.

Council's consensus is to change the reservation request approval to February 28, 2018 and approve Howard's request.

D. Consider adopting Resolution No. R-748, a Resolution by the City Council of Yamhill, concerning the need for action by the Oregon Department of Transportation to abate a severe traffic hazard on State Highway 47 within the City of Yamhill.

There was discussion at the January 10, 2018 Council Meeting concerning O.D.O.T considering action on the corner of Highway 47 and Pike Road. Attorney Gowell recommended a Resolution be drafted and ready for the February meeting that would specify the City's concern for the dangerous corner and formally request O.D.O.T.'s assistance.

Motion by Echaury, seconded by Disbrow, to adopt Resolution R-748, a resolution of the City Council of the City of Yamhill, Oregon, concerning the need for action by the Oregon Department of Transportation to abate a severe traffic hazard on State Highway 47 within the City of Yamhill.

Roll call: Ayes: Disbrow, Terp, Gray and Echaury  
Nays: None

The motion carried.

**RESOLUTION No. R-748**  
**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF YAMHILL, OREGON,**  
**CONCERNING THE NEED FOR ACTION BY THE OREGON DEPARTMENT OF**  
**TRANSPORTATION TO ABATE A SEVERE TRAFFIC HAZARD ON STATE**  
**HIGHWAY 47 WITHIN THE CITY OF YAMHILL**

- E. Consider Town Hall Meeting with the Yamhill County Commissioners on Wednesday, May 9, 2018 at 6:30 PM.

The Yamhill County Commissioners are requesting to attend the Yamhill City Council meeting on Wednesday, May 9, 2018 to hold a 30-minute public town hall style meeting from 6:30-7:00pm, prior to the start of the scheduled City Council meeting. Councils consensus is to add the town hall meeting to the Council meeting schedule for May 9, 2018.

**7. CONSENT AGENDA:**

- A. Approve Council Minutes
  - (1) Regular Session – January 10, 2018
- B. Financial Statements
- C. Approve the following Purchase Order:
  - (1) Accu-Tech Automotive – PO # 18-033 - \$ 1,353.96 - Repair of 2010 Dodge Charger.
  - (2) Newman Paving & Curbing – PO # 18-037 - \$ 3,250.00 -Seal Coating

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

Roll call: Ayes: Terp, Disbrow and Echaury  
Nays:  
Abstain: Gray

The motion carried.

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

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

Chief Graven provided a report of the January police calls. Graven reported that he just completed funding grants for additional traffic enforcement that included a seat belt safety grant and DUII grant.

Graven also reported that the department is involved in a pilot program from Technical Visual Labs, that uses an app that is compatible with smart phones to use as a body camera. Using this app will prevent the City from having to purchase or rent the soon to be mandated device. Once the pilot program is completed and the app works as needed, Graven will include the cost in the upcoming budget cycle, which will be significantly less than purchasing body cameras.

B. Public Works Review – Superintendent Howard – Memo in packets  
Superintendent Howard provided his staff report included in packets. Howard reported that he continues to move forward with the Water Master Plan which will include finalizing some water rights for Turner Creek that had never been completed. The calculations used for how much water can be drawn from Turner Creek was incorrect in the first draft and has caused a delay. Howard anticipates providing a final draft to Council at the April 11, 2018 meeting.

C. Mayor/Administration Review-  
Mayor Terp reported that a citizen has complained that the business on W. Third Street is not honoring their commitment to restrict business operating hours to between 7:00am and 10:00pm. Citizen states that work begins before 7:00am on many mornings. At the October 11, 2017 Council Meeting the business owner agreed to the operating hours restriction until the business can be re-located. Terp directed staff to contact the business's Attorney to discuss the restrictions regarding the business agreement.

D. Council Review  
None Received.

E. Emergency Preparedness Review  
(1) Emergency Operations Exercise, Saturday, April 14, 2018 from 9:00am to 2:00pm @ Yamhill Fire Hall, 2<sup>nd</sup> floor.  
Terp reminded Staff and Council that the April 14, 2018 exercise is mandatory and to make sure it is on everyone's calendar to attend.  
Disbrow reported that the monthly E.O.C. workgroup meeting is on Friday, February 23<sup>rd</sup> at 9:00am.

**9. INFORMATION/ANNOUNCEMENTS:**

- A. City Offices will be closed Monday, February 19, 2018 – President's Day.
- B. City County Dinner hosted by The City of Amity – February 15, 2018
- C. Vacancies: City Council – 1- member  
Planning Commission – 1- member  
Budget Committee – 3-members - Applications are available at City Hall

**10. ADJOURNMENT: 8:30 PM**

Motion by Disbrow that the meeting adjourn at 8:30 PM.  
The motion carried by unanimous vote.

Respectfully submitted,

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Paula Terp  
Mayor, City of Yamhill

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ATTEST:  
Lori Gilmore, City Recorder