



City of Yamhill

A small taste of Oregon

CITY OF YAMHILL, CITY COUNCIL MEETING Wednesday, February 9, 2022, 7:00 P.M. MINUTES

REGULAR MEETING

THIS MEETING WAS A TELECONFERENCE

1. CALL TO ORDER: Roll Call

Present by Teleconference: Councilors Kay Echaury and Tim Askey

Present In-Person: Mayor Yvette Potter, Councilors Marci Hedin, and Andrew McMullen

Staff Present In-Person: Greg Graven, Chief of Police; Jason Wofford, Facility Manager; Sharon Bregante-Candau, Administrative Clerk; Officers Miller and Van Cleave; and Petra Schuetz, Interim City Administrator.

2. PUBLIC COMMENT:

Public comment was received from the following:

Cindy Edwards, Rocky Losli, Robert Davis, and Patty Pairan.

3. PRESENTATIONS:

A. Yamhill Downtown Association (YDA)

No one was present to report.

B. Water Advisory Committee

Water Advisory Committee Chair Jensen reported that they have reduced the frequency of the Water Advisory Committee meetings to once a month, that the Water Advisory Committee met with the City of Hillsboro to discuss a potential water intertie and the City of Hillsboro will be sending a draft document for the City to review, the Water Advisory Committee is reviewing the operational cost to produce water, and the Log Jam project is under review with Oregon Department of Fish and Wildlife (ODFW) and Department of State Lands (DSL).

C. Chief Greg Graven – 25 Years of Service Recognition

Mayor Potter presented Chief Greg Graven with a plaque for his 25 years of service recognition.

4. UNFINISHED BUSINESS:

A. None

5. **NEW BUSINESS:**

- A. Consider First Reading, Ordinance No. 536 an Ordinance amending City of Yamhill Municipal Code Chapter 5.08, General Offenses by Adding a New Section 5.08.115, Camping

Mayor Potter made motion for the reading of O-536 to be read.

Mayor Potter read Ordinance O-536, by title only, for the first time.

- B. Consider Resolution R-792 Appointment to Yamhill County Affordable Housing Corporation's (YCAHC) Regional Collaborative and Board of Directors

Motion by Echaury, seconded by Askey, to adopt Resolution R-792, a resolution by the City Council Appointment to Yamhill County Affordable Housing Corporation's (YCAHC) Regional Collaborative and Board of Directors.

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

Nays: None

The motion carried.

RESOLUTION NO. R-792

A RESOLUTION SUPPORTING THE CITY OF YAMHILL'S ONGOING PARTICIPATION AS A MEMBER OF THE YAMHILL COUNTY AFFORDABLE HOUSING CORPORATION'S (YCAHC) REGIONAL COLLABORATIVE AND BOARD OF DIRECTORS, AND TO APPOINT PETRA SCHUETZ, CITY ADMINISTRATOR PRO TEM, AS THE SUCCESSOR TO THE PREVIOUS BOARD MEMBER LORI GILMORE. THE PERMANENT CITY ADMINISTRATOR SHALL SUCCEED MS. SCHUETZ.

- C. OLCC 2022 renewals for City Council's review

Motion by Echaury, seconded by Askey, to approve the OLCC 2022 renewals.

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

Nays: None

The motion carried.

- D. City's contribution to Yamhill County Transit for fiscal year 2022-2023

Motion by Potter, seconded by McMullen, to request the Budget Committee consider and review for City Council's approval in March 2022.

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

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 – December 8, 2021
 - (2) Regular Session – January 12, 2022
- B. Financial Statements

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

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

The motion carried.

7. **DEPARTMENT REPORTS:**

- A. City Administration Report – combination of all Departments with responses to previous month’s public comment questions

Motion by McMullen, seconded by Hedin, to approve the continuation of the combined staff report.

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

The motion carried.

Potter asked questions about the staff report in regards to the Planning Commission Chair being Commissioner Moore, the outcome of the subdivision continuance which was a denial from the Planning Commission, Local Government Personnel Institute for market analysis which is still pending, all staff meeting went well in January, 2nd/Hemlock tree trimming to address lighting at corner – PGE will discuss with the owner about removing the tree, dialogue with ODFW and DSL about permitting the log project at the Turner Creek/water intake – project will most likely not start this summer, and City Facebook page.

- B. Mayor Comments

Potter is grateful that things are starting to come together with the new interim City Administrator.

Discussion had amongst City Council on City Hall operating hours. City Council decided Monday through Thursday 8 A.M. to 5 P.M. and Friday 8 A.M. to 12 P.M. with a re-evaluation in March after seeing how many people and calls are taken at City Hall per day.

Askey reported that the revised sign for the Jonathan Calhoun Park was a lot more than budgeted, so Askey will have the sign kept within budget and have a revised draft.

Wofford reported the Plant Operator received their review from Wofford and Echaury and Wofford and Echaury recommend a merit increase of 8%. Schuetz will confirm this in the budget and inform Council.

8. ANNOUNCEMENTS:

A. City Hall closed Monday, February 21, 2022, for Presidents' Day

9. PUBLIC COMMENT:

Public comment was received.

10. ADJOURNMENT: 8:25 P.M.

Motion by Echaury that the meeting adjourn at 8:25 P.M.

The motion carried by unanimous vote.

Respectfully submitted,

Yvette Potter
Mayor, City of Yamhill

ATTEST:
Sharon Bregante-Candau, Administrative Clerk