



CITY COUNCIL MEETING MINUTES

The council discussed the exterior lighting ordinance for non-residential properties, which was continued to the next meeting for a second reading. The council approved the revised budget calendar and updated Council priorities. The council also supported House Bill 3654 to cap matching funds for small cities' grants. Additionally, the council reviewed and discussed updating water contracts with outside water districts, aiming to ensure clarity and enforceability. Various department reports highlighted ongoing projects, including water system improvements, public works projects, and police activities. Upcoming events include a Planning Commission meeting on March 17, a citizen advisory committee meeting on March 31, a budget work session on April 8, and a budget meeting on April 15.

I. CALL TO ORDER

Mayor Corrigan called the meeting to order at 6:33 p.m.

ROLL CALL

Present, In-Person: Mayor Shea Corrigan

Councilors: Tim Askey, Kim Kind, Chris Featherston, Patty Pairan

Staff Present, In-Person: City Administrator, Shelley Reimer

Chief Greg Graven, Police Department; Jason Wofford, Public Works;
Angie Fowler, City Recorder

II. FLAG SALUTE

The mayor led the pledge of allegiance.

III. PUBLIC COMMENT

Public Comment was received by:

Bob Davis, YNA, Yamhill, OR

Mr. Davis asked if there could be more time between budget officers receiving the budget and the budget committee meeting. He advised the council of his nonprofit's upcoming class: Two-Weeks Ready

Sherry Wilson, Yamhill OR

Mrs. Wilson asked if a sign would be put up at Jane Henrich Park [In reference to motorized vehicles not being allowed]



She additionally thanked officers who have been parked in front of her house more often recently and expressed that was happy to see Patty on the city council.

Amy Brewer, Yamhill, OR

Mrs. Brewer gave a quick presentation on Beverly Cleary Days, which will be held on May 9th and 10th this year.

**IV. AGENDA UPDATES
OR ADDITIONS**

Shelley Reimer, City Administrator, noted that the budget calendar has been updated as well as the council priorities.

Also, she has added a memo for support of HB 3654 and a proclamation.

V. PROCLAMATION

The mayor made a proclamation of remembrance in honor of Mike Larson

VI. CONSENT AGENDA

A) Financials

B) Minutes

The city administrator noted minor edits were needed in the minutes. Councilor Pairan had a question about the financials. The consent agenda was moved to new business for discussion of both the financials and the minutes.

**VII. COMMITTEE
REPORTS**

A) Planning Commission

There was no report from the planning commission. They did not have a meeting in February.

B) Economic Development Committee

Jenny Morrison, EDC Chair, gave the council an update on what the EDC covered in their last month, and the next steps they will be taking.

She also notified the council that Sue Richardson had resigned from the EDC and there is a vacancy for a planning commission member of the EDC.



**VIII. PUBLIC HEARING -
LIGHTING
ORDINANCE
(1ST READING)**

A) Call for Abstention.

There were no abstentions.

B) Public Comment

Public comment was received.

C) Council Discussion

**A MOTION: BASED ON THE FINDINGS OF FACT AND
RECOMMENDATIONS PRESENTED IN THE ORDER OF
RECOMMENDATION AND TESTIMONY RECEIVED, THAT THE COUNCIL
APPROVE ORDINANCE 0-544, EXTERIOR LIGHTING STANDARDS.**

**ROLL CALL: Motion introduced by Tim Askey and seconded by Kim
Kind**

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

Nays (1): Featherston

**The vote was not unanimous; the ordinance will be continued to a
second reading.**

**IX. UNFINISHED
BUSINESS**

A) Adopt Revised Budget Calendar

A MOTION WE ADOPT THE REVISED BUDGET CALENDAR

**ROLL CALL: Motion introduced by Chris Featherston and seconded by
Shea Corrigan**

Ayes (5): Featherston, Askey, Corrigan, Kind, Pairan

Nays (0): None

The motion carried.

B) Adopt Updated Council Priorities

A MOTION WE ADOPT THE UPDATED COUNCIL PRIORITIES

**ROLL CALL: Motion introduced by Chris Featherston and seconded by
Tim Askey**

Ayes (5): Featherston, Askey, Corrigan, Kind, Pairan

Nays (0): None

The motion carried.



X. NEW BUSINESS

A) Discussion of Support for HB 3654

A MOTION TO APPROVE THE CITY ADMINISTRATOR TO SUBMIT A LETTER IN SUPPORT OF HOUSE BILL 3654 ON THE COUNCIL'S BEHALF.

ROLL CALL: Motion introduced by Patty Pairan and seconded by Kim Kind

Ayes (5): Featherston, Askey, Corrigan, Kind, Pairan

Nays (0): None

The motion carried.

B) Summary of Council Goals

The city administrator discussed the priorities and goals and will produce a document or Excel spreadsheet that outlines these and their time frames.

C) Water Contracts Discussion

The council discussed updating the water contracts.

The council will individually review the contracts and email the administrator directly with any concerns for her to make a list to pass on to legal for any suggested updates and/or confirmation that the current contract is good. After, they can reach out to the districts.

D) Consent Agenda

Councilor Pairan's question regarding the overtime for the sewer fund was answered by Jason Wofford while clarifying a misinterpretation.

The corrections on the minutes were: Page 4, extra word needs to be deleted. Change to whom ODOT reached out to from "Walt" to "me" [city administrator]. Page 5, "and list of council priorities" rather than "potential goals"

A MOTION TO APPROVE THE CONSENT AGENDA AS AMENDED EARLIER THIS EVENING.

ROLL CALL: Motion introduced by Chris Featherston and seconded by Tim Askey

Ayes (5): Featherston, Askey, Corrigan, Kind, Pairan

Nays (0): None

The motion carried.



**XI. DEPARTMENT
REPORTS**

A) Administration

City Administrator, Shelley Reimer, gave a PowerPoint presentation.

B) Police Department

Chief, Greg Graven, did not have anything to add to the administrator's report.

C) Public Works

Jason Wofford, Facilities Manager, discussed the wastewater treatment plant system project, the process for collecting bids, and what control the city has over line items.

XII. COUNCIL REPORTS

A) Mayor

Mayor Corrigan thanked all the staff for all that they do.

B) Council

There were no council reports.

**XIII. INFORMATION/
ANNOUNCEMENTS**

A) OGESEI Filing opens March 15th with a deadline of April 15th

B) March 31 CAC #4 - Final Drafts of Comp Plan and Code Updates

C) April 8th - Budget Review

D) April 15th - First Budget Meeting

ADJOURNMENT

A MOTION TO ADJOURN

ROLL CALL: Motion introduced by Tim Askey and seconded by Kim Kind

The motion carried.

The meeting adjourned at 7:23 p.m.



City of Yamhill
A small taste of Oregon

LOCATION: Council Chambers

March 12, 2025

TIME: 6:30 p.m.

Respectfully Submitted and Approved.

Shea Corrigan
Mayor, City of Yamhill

Attest:

Angie Fowler, City Recorder