



**CITY OF YAMHILL, CITY COUNCIL MEETING
Wednesday, April 10, 2019 7:00 P.M.**

MINUTES

REGULAR MEETING

1. CALL TO ORDER: Roll Call

The meeting was called to order by Mayor Potter at 7:05PM

Present: Mayor Potter and Councilors, Disbrow, Echaury, Askey and M. Gilmore.
Staff present: City Recorder Gilmore, Superintendent Howard, Chief Graven

2. FLAG SALUTE:

Mayor Potter led the flag salute with all those present participating.

3. PUBLIC COMMENT:

None Received.

4. PRESENTATIONS & APPOINTMENTS:

- A. Your Community Mediators of Yamhill County, 2019-2020 funding request, Chuck Pattishall, Executive Director.

Chuck Pattishall the Executive Director of "Your Community Mediators of Yamhill County" provided a written contribution request for support for FY 2019-20.

Pattishall, requested support from the City of Yamhill in the amount of \$1,000.00 for the 2019/2020 fiscal year and thanked the City for their continued support in the past. A Yamhill Case Statistical summary was provided for the Fiscal Year 2017-2018, which reflects the resulting \$6,363.00 total case service value of their services to Yamhill residents. Pattishall reported that 24 Yamhill city residents had been served during the 2017-2018 fiscal year. During the current year they have mediated 5 more cases, serving multiple residents. Pattishall reviewed many services they provide including Crisis Intervention, and conflict resolution training for staff. It was noted that this is the 30th year for the Mediators of Yamhill County.

Potter commented that it is a wonderful program and appreciate the work they provide. Potter reported that all community donation requests will be reviewed by the Budget Committee at the May 13, 2019 budget meeting.

- B. Consider bringing Lemonade Day to our City- Laurie Busse, Yamhill-Carlton Child Development Center.

Laurie Busse of Carlton, representing the Yamhill-Carlton Child Development Center introduced herself. Busse provided a presentation to encourage the City to support a National Lemonade Day, a community-wide educational program that provides youth with the opportunity to learn how to start, own and operate their first business, a lemonade stand. Kids are taught with the help of a parent, teacher, or mentor, how to set goals, create a product, prepare a budget, seek an investor, choose a location, design a marketing plan and provide customer service. On Lemonade Day, which will be Saturday, May 11th this year, the young entrepreneurs open for business in public locations throughout the City. Busse stated that April 18, 2019 a national representative will be providing training and invited the Council Members to attend the training. Busse indicated that any support provided by the City would not be monetary and are only asking for general support and to make a declaration for our City's Lemonade Day.

Motion by Mayor Potter, seconded by Disbrow to mandate a "Lemonade Day" for the City of Yamhill.

Roll call: Ayes: Potter, M. Gilmore, Disbrow, Askey and Echauri
Nays: None

The motion carried.

5. UNFINISHED BUSINESS:

- A. Update information regarding new Flag Pole at City Hall.

Continued discussion from the November 14, 2018 Council Meeting regarding moving the City Hall Flag away from the corner of the building and getting a larger flag with a taller pole that can be placed half-mass when necessary. The timeline for completion stated at the meeting was by the end of March 2019, and council recommended using the current flag pole and possibly purchase a larger flag once the pole is moved to the new location at the south side of City Hall.

Howard stated that drawings are being completed for the lay-out and will need to dig up the asphalt to place the base it. The materials have not been ordered at this time.

An electrician will need to do all the wiring for the lighting of the new area. No completion date was given.

6. ORDINANCES:
FIRST READING:

- A. None Scheduled

SECOND READING:

- A. None Scheduled

7. NEW BUSINESS:

- A. Effectiveness of new speed signs on Highway 47 and 240 - Chief Graven.

A resident requested this item be placed on the agenda but was unable to attend tonight's meeting.

Graven does not have statistics on the effectiveness of the speed signs at this time, as they will need to be in place for a longer period to gather accurate statistics. Graven does believe the signs are effective and has had very positive feedback from the public.

8. CONSENT AGENDA:

- A. Approve Council Minutes
(1) Regular Session March 13, 2019
- B. Financial Statements

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

Roll call: Ayes: Potter, M. Gilmore, Disbrow, Askey and Echaury
Nays: None

The motion carried.

9. DEPARTMENT/COMMITTEE REVIEW/REPORTS:

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

Graven provided a review of the City's participation in the National Child Abuse Prevention Month, by partnering with Juliette's House, a Child Abuse Intervention Center in McMinnville. The partnership involves a month-long campaign to promote awareness about child abuse and neglect using pinwheels, a happy symbol of childhood, and blue ribbons. The City has placed blue ribbons along our downtown area, hung posters, adopted a proclamation proclaiming April to be National Child Abuse Prevention, as well as wearing the pinwheel lapel pin.

B. Public Works Review – Superintendent Howard – Memo in packets
Superintendent Howard provided his staff report included in packets.

(1) Consider approving Public Works part-time position.

Howard reported that he would like approval to move forward advertising a year-round part-time, 30-hour a week, non-benefited public works position. The position may work into a full-time position, but the first year or two will be 30-hours a week.

Potter made motion to approve the part-time position and called for a vote. Disbrow questioned if the position had been previously budgeted for funding, Howard responded that he currently has a budgeted vacant full-time benefited position that will not be filled at this time.

Roll call: Ayes: Potter, M. Gilmore, Disbrow, Askey and Echaury
Nays: None

The motion carried.

C. Mayor/Administration Review-
None Received.

D. Council Review

Disbrow asked for an update of the property acquisition of 210 S. Maple Street, that was approved by Council at the March 13, 2019 meeting. Gilmore stated that it has been referred to Attorney Gowell for guidance with the purchase offer. Gilmore reported that the offer will be made closer to the beginning of July 2019, for budgeting purposes. Gilmore will report back when more information is received.

Disbrow requested that a work-session be scheduled in the future to discuss employee benefits and the future of PERS costs. Mayor Potter would like it scheduled later this fall to discuss before the 2020/2021 fiscal year budget process.

E. Emergency Preparedness Review

Disbrow asked for an update for the next EOC Workgroup meeting, Potter responded that it is scheduled for Friday, May 3, 2019 from 10:00am – noon. Disbrow requested that any agenda items be forwarded to him prior to the meeting.

F. Economic Development Review

Dana Gray, the liaison between the City and the Economic Development Committees gave an update of current information.

On April 20, 2019 the Yamhill Economic Development Committee is organizing an Earth Day Clean Up in the downtown Yamhill area between Azalea Street and Third Street. School age kids will be helping with sweeping the curb areas of Maple Street.

On April 13, 2019 there will be a Celebration for Beverly Cleary's 103rd Birthday at Yamhill's Rooted Family Pizza Restaurant from Noon to 4:00pm. There will be many events including a screening of a documentary on Cleary and possibly the presence of a Model A car and DVD's available to purchase of the documentary.

10. INFORMATION/ANNOUNCEMENTS:

A. Vacancies: Budget Committee - Applications are available at City Hall.

11. ADJOURNMENT: 8:10PM

Motion by Echaury that the meeting adjourn at 8:10PM.

The motion carried by unanimous vote.

Respectfully submitted,

Yvette Potter
Mayor, City of Yamhill

ATTEST:
Lori Gilmore, City Recorder