



**CITY OF YAMHILL, CITY COUNCIL MEETING
Wednesday, May 8, 2019 7:00 P.M.**

MINUTES

REGULAR MEETING/PUBLIC HEARING

1. CALL TO ORDER: Roll Call

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

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 HEARING:

A. Public Hearing on the proposed amended update of Chapter 5, Section 5.04.160.

Mayor Potter opened the Public Hearing at 7:05pm for the proposed amendments to update the Yamhill Municipal Code, Noise Chapter Section 5.04.160. Potter asked if there were any objections to jurisdiction. None followed.

City Planner John Morgan was not in attendance, but provided a staff report for the proposed code amendments. The Yamhill Planning Commission recommended the draft to the City Council for adoption.

Briefly, the draft updates three things:

- It updates language to be more reflective of current issues and needs.
- It adds more specific noise related criteria for evaluating nuisances. These are somewhat subjective but should be able to be fairly administered and adjudicated.
- It establishes a means for the City Council to consider exceptions or variances to the noise standards for extraordinary events, such as community festivals.

The City Council's role is to hold a public hearing, receive the Planning Commission recommendation and make a final decision on the proposed amendments. If approved, the amendments will be adopted by ordinance.

Mayor Potter noted that there were no public questions or testimony.

Mayor Potter closed the Public Hearing at 7:10 pm and asked for Council's deliberation.

Council consensus is to approve the proposed amendments and move forward with considering the adoption of Ordinance No. O-525.

B. Following closure of public hearing, consider the following related items.

ORDINANCES:

FIRST READING:

Consider adopting Ordinance O-525 an Ordinance of the City of Yamhill – Amending Chapter 5 – Offenses- of the Yamhill Municipal Code to Update Noise Standards Found in Section 5.04.160- Unnecessary Noise and declaring an emergency. (Charter Chapter IV, Section 17, adopting an ordinance at a single meeting) Ordinance No. O-525 will be available. Ordinance posted: April 24, 2019 (Charter Chapter IV, Section 16(b)).

Motion by Disbrow to approve the reading of Ordinance O-525, seconded by Echaury to amend Chapter 5 -Offences- of the Yamhill Municipal Code to update Noise Standards found in Section 5.04.160, unnecessary noise and declaring an emergency.

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

The motion carried.

AN ORDINANCE AMENDING CHAPTER 5 – OFFENSES - OF THE YAMHILL MUNICIPAL CODE TO UPDATE NOISE STANDARDS FOUND IN SECTION 5.04.160 – UNNECESSARY NOISE AND DECLARING AN EMERGENCY

4. PUBLIC COMMENT:

Jim Phillips, representing the Yamhill Community Club, notified the Council that this year's Derby Days Event will be on July 19th and 20th 2019. Phillips also requested use of Beulah Park for the event and asked for waiving of any fees. Council consensus was to approve the request.

5. PRESENTATIONS & APPOINTMENTS:

A. None Scheduled.

6. UNFINISHED BUSINESS:

- A. Review and consider Purchase and Sale Agreement for 210 S. Maple Street.

Continued from the February 13, 2019 Council meeting. Council directed City Staff to move forward with a proposal for the 210 S. Maple Street property and return information to a future council meeting for Council's consideration.

Attorney Gowell provided a Purchase and Sale Agreement for Council's review and possible approval.

Motion by Disbrow, seconded by Echaury, to authorize Mayor Potter to execute Purchase and Sale Agreement in the amount of \$175,000.

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

The motion carried.

Rocky Losli of Yamhill questioned if there is a timeline for any construction on the proposed site if land is purchased. Mayor Potter responded that the first step will be to seek grant funding and the timeline for construction would be too unpredictable at this time. Losli also questioned if there is a comprehensive draft plan done for the proposed facility. Potter stated that a plan has not been done before the land is acquired and if purchased, the Council would seek the public's opinion before moving forward. Losli would like to see a draft plan so the public knows the basic direction and the capabilities of the facility's footprint. Potter agreed and indicated that the City would not be able to move forward with grant funding without a comprehensive plan in place. Losli asked how many specific pieces of property have been considered and during what time span. Disbrow stated that a feasibility study was done by the City approximately seven years ago that considered four different property sites for a City Hall facility. Disbrow also referenced there has been discussion of a possibility of a partnership with the Yamhill Fire District for a public facility if the site was adjacent to their location. Losli questioned if there had been any contact with Van Dyke Farms regarding the farm land adjacent to Beulah Park and whether it was available for sale. Howard stated that to his knowledge the Van Dyke's are not in a position to sell the parcel at this time and it is currently being farmed.

**7. ORDINANCES:
SECOND READING:**

- A. None Scheduled

8. NEW BUSINESS:

- A. Consider approving an Audit Service Proposal in the amount of \$14,200.00 with Grove, Mueller & Swank, P.C. for 2018-2019 audit year and authorize Mayor Potter to execute the contract.

Gilmore reported that Grove, Mueller & Swank, P.C. have done the City's Auditing Service since Fiscal Year 2010/2011. The proposed cost is 5% more than the last two Fiscal Year's.

Motion by Echaury, seconded by Disbrow, to authorize Mayor Potter to execute contract with Grove, Mueller & Swank, P.C. for 2018-2019 audit service contract.

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

The motion carried.

- B. Consider Liquor License application from Sleeping Giant, LLC. (Yamhill Rooted) and authorize Mayor Potter to sign.

Valerie Simmons, the owner of Yamhill Rooted was in attendance and briefly reviewed the application for Full On-premises liquor and noted that the Oregon Liquor Control Commission have issued their approval of the application.

Motion by Disbrow, seconded by Echaury to approve the Liquor License application and authorize Mayor Potter to sign application from Sleeping Giant, LLC, dba Yamhill Rooted.

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

The motion carried.

9. CONSENT AGENDA

- A. Approve Council Minutes
(1) Regular Session April 10, 2019
- B. Financial Statements
- C. Approve the following Purchase Order:
None Received.

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.

10. DEPARTMENT/COMMITTEE REVIEW/REPORTS:

- A. Police Review– Graven – Monthly report included in packets.
Chief Graven updated the Council that recently there was a softball game between members and family of the Yamhill PD (vs) Yamhill Fire District to raise money for the

upcoming August 2019 National Night Out. Graven reported that it was a successful turnout with money raised for the event and that another game will be planned near the Yamhill Derby Days Event in July 2019.

Mayor Potter gave recognition to Chief Graven for a recent award he received in April at the Champions for Children Child Abuse and Family Violence Summit recognizing him for his dedicated service and valuable commitment for the safety of children and their families. Those in attendance congratulated Chief Graven.

B. Public Works Review – Superintendent Howard – Memo in packets
Superintendent Howard provided his staff report included in packets.
Mayor Potter asked if Public Works has a timeline or plan for maintenance on certain Street and Park projects, for example she feels the street lights need repainting. Howard stated that the street lights are owned by PGE and we would need their approval for maintenance and could be a liability issue. Howard also stated that lack of funds in the Street Fund have prevented some routine maintenance schedules but because the Street Fund has increased in the last few years, maintenance plans should be implemented in the near future.

Howard reported that on Laurel Street between Second Street and Third Street (considered a City paper street) there are two large Maple trees that are in the City right-of-way and are hollow on the inside and leaning towards a resident's home. Howard will get a recommendation from an arborist regarding removal of the trees. Howard notified Council that he will be making some changes with Public Works and will get Council's approval prior to implementing and noted he will be interviewing on May 14, 2019 for a part-time public works position and plans to change some job descriptions.

C. Mayor/Administration Review-
Reminder of the Monday, May 13, 2019 Budget Meeting.

D. Council Review
None Received.

E. Emergency Preparedness Review
None Received.

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

Gray reported that there were over 100 people that attended the Beverly Cleary celebration on April 12th and 13th and approximately \$600.00 was raised with more than 40 books being sold. Gray will be donating the remaining new books to the Yamhill/Carlton School Library.

On April 20, 2019 there was an Earth Day Clean Up in the downtown Yamhill area and there were over 20 volunteers and over 2 tons of over-growth and litter that was removed and properly disposed of.

A community forum to learn about Oregon's Main Street Program and to hear about projects of the Downtown Yamhill Action Team will be on Tuesday, May 21, 2019 from 6:00pm to 7:30pm in the Yamhill City Hall Council Chambers.

11. INFORMATION/ANNOUNCEMENTS:

- A. City County Dinner hosted by the City of Carlton- May 16, 2019.
- B. Vacancies:
Budget Committee – 1 member- Applications are available at City Hall.

12. ADJOURNMENT: 8:20PM

Motion by Echauri that the meeting adjourn at 8:20PM.

The motion carried by unanimous vote.

Respectfully submitted,

Yvette Potter
Mayor, City of Yamhill

ATTEST:
Lori Gilmore, City Recorder