

LOCATION: Council Chambers

DATE: August 13, 2025

TIME: 6:30 p.m.

CITY COUNCIL MEETING MINUTES

Reports highlighted the city's fire response, police activities, and public works projects, including a new water disinfection building. The council discussed the potential gifting of a fire hydrant to Cove Orchard and the creation of a fund for low-income residents' water meter issues. The IT services agreement with Alexonet was approved, and the TGM grant application was underway. The park fee ordinance was tabled pending the park master plan.

I. CALL TO ORDER Mayor Corrigan called the meeting to order at 6:34 p.m.

ROLL CALL

Present, In-Person: Mayor Shea Corrigan
Councilors: Tim Askey, Kim Kind, Patty Pairan

Staff Present, In-Person: Chief Greg Graven, Police Department.
Jason Wofford, Public Works Facilities Manager; Angie Fowler, City Recorder

II. FLAG SALUTE The mayor led the Pledge of Allegiance.

III. PUBLIC COMMENT There was no public comment in person or online.

IV. AGENDA UPDATES OR ADDITIONS There were no updates to the agenda.

V. CONSENT AGENDA

A) Financials
B) Minutes 7-9-2025 Council Meeting

A MOTION TO APPROVE THE CONSENT AGENDA

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



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

Nays (0): None

The motion carried

**VI. DEPARTMENT
REPORTS**

A) Administration

Interim City Administrator, Mayor Corrigan, presented the PowerPoint staff report.

B) Police Department

Chief Greg Graven submitted a staff report and police statistics report for the packet. He highlighted an upcoming event for seatbelt operation and enforcement from August 18-31.

C) Public Works

Jason Wofford, Facilities Manager, gave updates on Public Works for the PowerPoint. He verbally reported on the sewer plant disinfection room, water plant intake screen, and plans for sidewalk and proper crosswalks downtown.

He asked about the possibility of helping a neighboring town by gifting surplus fire hydrants. The council agreed to investigate this.

**VII. COMMITTEE
REPORTS**

A) Planning Commission

The planning commission did not have a report for July.

B) Economic Development Committee

Jenny Morrison, EDC Chair, reported on the committee's work on compiling action items and goals from the recent work session with the council and the planning commission. Their projects include helping with architectural and design recommendations for the planning commission. She has also been working with Councilor Askey on downtown Christmas Lights.

VIII. COUNCIL REPORTS

A) Mayor Corrigan Reported on Brett Gailey breaking the land speed record at Bonneville Salt Flats. His family reached out to Chris Featherston about the possibility of a celebration for his victory.

He has also been working on the TGM Grant for the TSP and working with Alexonet for IT Services.

B) Councilor Pairan reported on her work for the YCSD Newsletter in conjunction with the City of Carlton, kids in town riding electric scooters, and the possibility of creating a fund for low-income people regarding water billing.

IX. UNFINISHED BUSINESS

A) Lighting Ordinance

The lighting ordinance is being reviewed to make sure it coincides with the legislative amendments and then it will be brought before the council for the second reading.

X. NEW BUSINESS

A) IT Services Agreement

A MOTION FOR STAFF TO MOVE FORWARD WITH THE IT SERVICES AGREEMENT.

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

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

Nays (0): None

The motion carried.

B) TGM Grant Update

Our application for the grant was submitted with letters of support.

C) Works Session Council Goals Update

D) Water Contract Update Discussion

A MOTION TO DIRECT STAFF TO LOOK INTO THE WATER CONTRACT, REACH OUT TO LEGAL, AND TO DEFINE THE CONDITION OF SURPLUS. AND TO PASS THAT INFORMATION ON TO THE WATER DISTRICTS AND ASK FOR ADDITIONAL QUESTIONS THAT COME WITH THAT DEFINITION.

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

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



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Nays (0): None

The motion carried.

E) Park Fee Ordinance Discussion

A MOTION TO TABLE THE PARK FEE ORDINANCE DISCUSSION UNTIL WE RECEIVE ALL OF THE PARK MASTER PLAN INFORMATION

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

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

Nays (0): None

The motion carried.


**XI. INFORMATION/
ANNOUNCEMENTS**

- A) City/County Dinner
- B) Labor Day, Sept 1 – City Offices Closed
- C) Reminder to complete Volunteer Hours Reporting


XII. ADJOURNMENT

The meeting adjourned at 7:33 p.m.

Signed,


Shea Corrigan
Mayor, City of Yamhill

Attest:


Angie Fowler, City Recorder