



# City of Yamhill

A small taste of Oregon

**CITY OF YAMHILL, CITY COUNCIL MEETING**  
**Wednesday, August 4, 2021 5:30 P.M.**  
**MINUTES**

**SPECIAL MEETING**

**THIS MEETING WAS A TELECONFERENCE**

**1. CALL TO ORDER: Roll Call**

Present by Teleconference: Mayor Yvette Potter, Councilors: Kay Echaury, Tim Askey, Andrew McMullen, and Marci Hedin.

Staff Present by Teleconference: Jason Wofford, Facility Manager; Sharon Bregante-Candau, Administrative Clerk; Kyle Adams, Plant Operator; John Christiansen, City Engineer; and Nicholas Peasley, City Attorney.

**2. NEW BUSINESS:**

- A. Consider and approve Declaration of Level IV Water Emergency.

Wofford reported that 300gpm (gallons per minute) is leaving the water plant and the water plant is running 22 – 23 hours a night and is equalizing not gaining water. Wofford spoke with the City of Newberg and they have agreed to help if needed for fire suppression. Wofford also spoke with the City of McMinnville who said that if we reached the worst-case scenario, they would provide the City with raw water. Adams reported that the City is using 400 – 450 thousand gallons a day of water, 10 million gallons were used in June, and 12+ million gallons were used in July. Adams reported that Turner Creek is extremely low and that something will need to be done because the consumption is going to exceed the water that is available. Adams suggested that consumption be reduced by 100 gallons a minute. Wofford stated that the City needs to reduce consumption by 50,000 gallons a day. Both Wofford and Adams reported that this is due to drought and the excessive heat. There was an agreement between City Staff and City Council to start at a Level II Water Emergency and check the progress at the next City Council meeting on August 14, 2021 to see if the City need to move to a Level III Water Emergency.

Motion by Echaury, seconded by Potter, to approve a Declaration of Level II Water Emergency effective Friday, August 6, 2021 at 5pm granting City Staff the Authority to Invoke Municipal Code 3.54.020 Level II Prohibition Level.

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

The motion carried.

Motion by Hedin, seconded by Echaury, to activate the Emergency Operations Center (EOC) for the drought effective immediately.

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

The motion carried.

Potter stated that she was leaving it up to City Staff to set a date and time for a Town Hall meeting.

B. Approve second recruitment for Utility Worker I position.

Wofford reported that there was no need for a second recruitment, as someone was found for the Utility Worker I position.

**10. ADJOURNMENT: 6:57PM**

Motion by Echaury that the meeting adjourn at 6:57PM.

The motion carried by unanimous vote.  
Respectfully submitted,

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Yvette Potter  
Mayor, City of Yamhill

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ATTEST:  
Sharon Bregante-Candau, Administrative Clerk