

CITY OF McMinnville
CITY COUNCIL WORK SESSION
Held via Zoom Video Conference and at the Kent L. Taylor Civic Hall on Gormley Plaza
McMinnville, Oregon

Tuesday, December 8, 2020 at 5:30 p.m.

Presiding: Scott Hill, Mayor

Recording Secretary: Claudia Cisneros

Councilors:	<u>Present</u>	<u>Excused Absence</u>
	Adam Garvin	
	Zack Geary	
	Kellie Menke, Council President	
	Remy Drabkin	
	Sal Peralta	
	Wendy Stassens (arrived at 6:01 p.m.)	

Also present were City Manager Jeff Towery, City Attorney Amanda Guile-Hinman, Police Chief Matt Scales, City Recorder Claudia Cisneros, Parks and Recreation Director Susan Muir, Finance Director Jennifer Cuellar, Human Resources Manager Kylie Bayer, Planning Director Heather Richards, Information System Director Scott Burke, Library Director Jenny Berg, Operations Chief Amy Hanifan, Fire Chief Rich Leipfert, Fire Marshal Debbie McDermott, City Prosecutor Shannon Erskine, and member of the News Media –and Jerry Eichten, McMinnville Community Media, and Dora Totoian, News Register.

1. CALL TO ORDER: Mayor Hill called the meeting to order at 5:31 p.m.

2. FEASIBILITY STUDY UPDATE

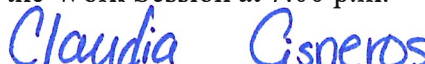
Fire Chief Leipfert introduced the Fire District and Departments Consolidation Feasibility Study.

Sheldon Gilbert, ESCI Chief Executive Officer, described the process and purpose of the study, why they should consider cooperative services, report sections, evaluation of current conditions, opportunities for cooperative efforts, general partnering strategies, analysis of shared service options, summary of findings, recommendations, and implementation process.

There was discussion regarding staffing, how standardization would benefit the business community, funding increase for additional staffing, staffing levels and response times, age of McMinnville’s fire station, number of incidents they could respond to at a given time, increased call volume, response times, revenue options, number of jurisdictions that needed to join to be beneficial, which jurisdiction were interested, and next steps.

There was consensus for staff to move forward with the process.

3. ADJOURNMENT: Mayor Hill adjourned the Work Session at 7:00 p.m.



Claudia Cisneros, City Recorder

Councilor Drabkin said she had interviewed candidates for the Affordable Housing Task Force. There were still openings on the Task Force as well as the new DEI committee. The Task Force was working on SROs and heard about changes to Champion Team.

Councilor Peralta said the Council of Governments interviewed candidates for the new Executive Director.

Councilor Garvin said YCOM would meet Thursday and the Airport Commission would forward a recommendation for new Commissioners in January.

Mayor Hill reported on MURAC where the Third Street Streetscape Improvement Project and Covid recovery grants were discussed. Dave Rucklos had become an ex officio member representing MDA. He gave an update on the weekly Yamhill County Leadership call where Measure 10 was discussed. He had interviewed candidates for the Planning Commission. He recommended the reappointment of Ed Gormley to the McMinnville Water & Light Commission.

Councilor Drabkin MOVED to approve the appointment of Ed Gormely to the McMinnville Water & Light Commission; SECONDED by Councilor Stassens. Motion PASSED unanimously.

3.b. Department Head Reports

Human Resources Manager Bayer said applications for the DEI Committee had been extended through January 3. There were new OSHA compliance rules related to Covid.

City Manager Towery said there would be a report to the Council on the recent apartment fire. He announced the virtual town and gown event and Aviation Museum listening sessions.

4. CONSENT AGENDA

a. Consider request from Evensong Winery located at 2803 NE Orchard Ave for an OLCC Winery 1st Location Liquor License.

b. Consider request from Chipotle Mexican Grill, Inc. located at 2696 N Hwy 99W for an OLCC Limited On-Premises Liquor License.

c. Consider Resolution No. **2020-68**: A Resolution approving the issuance of the certificate for the canvass of the returns of the votes cast at the General Election conducted on November 3, 2020, electing of three City Councilors and Mayor.

d. Consider Resolution No. **2020-69**: A Resolution of the City of McMinnville Approving a Personal Services Contract with Erskine Law Practice, LLC to Provide City Prosecutorial Services

Councilor Peralta MOVED to adopt the consent agenda as presented; SECONDED by Councilor Drabkin. Motion PASSED unanimously.

5. RESOLUTIONS

- 5.a. Consider Resolution No. **2020-66**: A Resolution initiating the proceedings and setting a date and time for a public hearing to vacate SE Chandler Avenue east of SE Davis Street (RV 1-20).

Community Development Director Bisset said they had received a vacation petition from a citizen on SE Chandler. If approved, the hearing would be held on January 12, 2021.

Councilor Drabkin MOVED to approve Resolution No. 2020-66, initiating the proceedings and setting a date and time for a public hearing to vacate SE Chandler Avenue east of SE Davis Street (RV 1-20); SECONDED by Councilor Stassens. Motion PASSED 6-0 by the following vote:

Aye – Councilors Drabkin, Geary, Garvin, Stassens, Peralta, and Menke

- 5.b. Consider Resolution No. **2020-67**: A Resolution Adopting the City of McMinnville Representation in the Updates to the Yamhill County Multi-Jurisdictional Natural Hazards Mitigation Plan.

Community Development Director Bisset said the City had joined Yamhill County's effort to update their mitigation plan and to add a McMinnville addendum to that plan. This would give the City an opportunity for potential grant funding related to hazard mitigation.

Councilor Geary MOVED to approve Resolution No. 2020-67, adopting the City of McMinnville representation in the updates to the Yamhill County multi-jurisdictional Natural Hazards Mitigation Plan; SECONDED by Councilor Peralta. Motion PASSED 6-0 by the following vote:

Aye – Councilors Drabkin, Geary, Garvin, Stassens, Peralta and Menke

- 5.c. Consider Resolution No. **2020-70**: A Resolution appointing and re-appointing members to the various Boards, Committees, and Commissions.

Planning Director Richards said this was an annual resolution to appoint members to various City committees. She explained the solicitation and interview process. She then listed the suggested appointments.

Council President Menke MOVED to approve Resolution No. 2020-70, appointing and re-appointing members to the various boards, committees, and commissions; SECONDED by Councilor Drabkin. Motion PASSED 6-0 by the following vote:

Aye – Councilors Drabkin, Geary, Garvin, Stassens, Peralta and Menke

6. ORDINANCE

- 6.a. Second reading of Ordinance No. 5098: An Ordinance Adopting Certain Amendments to the McMinnville Comprehensive Plan Map, Comprehensive Plan and McMinnville Municipal Code (Chapter 17), Approving the McMinnville Growth Management and Urbanization Plan and Its Appendices, And Adding Land Supply to McMinnville's Urban Growth Boundary.

Mayor Hill asked if the Council needed to disclose any ex parte contacts.

Mayor Hill said he had received an email from a citizen today regarding density issues. He did not read it in detail. It was sent after the 12:00 p.m. December 4 deadline and was not entered into the record.

Councilor Peralta also received an email after the deadline, but did not read it once he realized what the contents were.

Councilor Garvin said a reporter from the *News Register* reached out to him, but he did not talk to them.

Planning Director Richards reviewed what the ordinance would do, written testimony received by the December 4 deadline, drafted findings, and proposed amendments based on the public testimony. The amendments included a rewrite of new Comprehensive Plan Policy #86, amending the existing Comprehensive Plan Policy #71.09, amending page 54 of the MGMUP, and adding Technical Memorandum #17B.

No Councilor present requested that the Ordinance be read in full.

City Attorney Guile-Hinman read by title only Ordinance No. 5098.

Councilor Stassens MOVED to approve the second reading of Ordinance No. 5098, adopting certain amendments to the McMinnville Comprehensive Plan Map, Comprehensive Plan and McMinnville Municipal Code (Chapter 17), approving the McMinnville Growth Management and Urbanization Plan and its appendices, and adding land supply to McMinnville's Urban Growth Boundary including the recommended amendments provided in the December 8, 2020 staff report and the findings as distributed today; SECONDED by Councilor Peralta. Motion PASSED 4-2 by the following vote:

Aye – Councilors Drabkin, Stassens, Peralta, and Menke

Nay – Councilors Garvin and Geary

7. ADJOURNMENT: Mayor Hill adjourned the meeting at 7:52 p.m.

Claudia Cisneros
Claudia Cisneros, City Recorder