

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

Tuesday, January 24, 2023 at 7:00 p.m.

Presiding: Remy Drabkin, Mayor

Recording Secretary: Claudia Cisneros

Councilors:	<u>Present</u>	<u>Absent</u>
	Adam Garvin, Council President	
	Kellie Menke	
	Zack Geary	
	Chris Chenoweth	
	Sal Peralta	
	Jessica Payne	

Also present were City Manager Jeff Towery, City Recorder Claudia Cisneros, Interim City Attorney Walt Gowell, Police Chief Matt Scales, Finance Director Jennifer Cuellar, Fire Chief Rich Leipfert, Information Systems Director Scott Burke, Library Director Jenny Berg (via zoom), Human Resources Manager Vicki Hedges (via zoom), Community Development Director Heather Richards (via zoom), Phil Guzzo, McMinnville Community Media, and Scott Unger, News Register.

1. CALL TO ORDER: Mayor Drabkin called the meeting to order at 7:00 p.m. and welcomed all in attendance.

2. PLEDGE OF ALLEGIANCE

Councilor Peralta led the pledge of allegiance.

Mayor made a statement regarding the letter received around December 13, 2022, signed by over 300 community members about issues affecting the City of McMinnville. Talked about a special community task force.

3. PROCLAMATION

3.a. Black History Month Proclamation

Mayor Drabkin read the proclamation declaring February 2023 as Black History Month.

4. INVITATION TO CITIZENS FOR PUBLIC COMMENT: Mayor Drabkin invited the public to comment.

Kim Morris, McMinnville resident, spoke about leading the community task force she requested and ensuring working with the Police, County Jail and Sheriff's Department.

Susan Newby, McMinnville resident, shared her concerns about homelessness, crime, and drug activity in the City and the experiences she's dealt with.

5. ADVICE/ INFORMATION ITEMS

- 5.a. Reports from Councilors on Committee & Board Assignments

Mayor presented the group agreements from Goal Setting and asked them to adopt by signing the group agreements.

Councilor Menke MOVED to adopt the City Council Group Agreements as presented; SECONDED by Council President Garvin. Motion PASSED unanimously.

Councilor Chenoweth reported on Parkway Committee and their efforts to expand possibilities for fundraising. Talked about McMinnville Economic Vitality Leadership Council (MEVLC) and appointments to chair and vice-chair and talked about the Noble grant.

Councilor Geary stated Diversity, Equity, and Inclusion Advisory Committee (DEIAC) is working on the assessment tool and recruiting two new members to the board. Reported on McMinnville Urban Renewal Advisory Committee (MURAC) will meet on February 1st, 2023.

Councilor Payne reported on Landscape Review which had a lengthy meeting that was continued and appointed a new member and a new chair.

Councilor Menke reported Yamhill Community Action Partnership (YCAP) and the funding is complete for Yomack, the youth outreach in McMinnville. Talked about the turnkey operations and the YCAP audit is almost complete.

Councilor Peralta stated McMinnville Council of Governments (COG) and the Stratus Village project won the regional cooperative grant award. Working with partners to talk about economic development dollars for funding. Reported Historic Landmark Committee will meet on Friday.

Council President Garvin reported Airport Commission will meet in March and referred the Council to the resolution in the packet regarding the Fire District. Talked about the Visit McMinnville exploring an ambassador program for the downtown area.

Mayor Drabkin talked about City Day at the Capital scheduled for the following day. Talked about Governor Kotek's homeless state of emergency order and has written a letter to the Governor to include Yamhill County. Gave an update on McMinnville Water & Light (MW&L) and the Bonneville power administration reserves distribution clause and MW&L will receive a large sum of money and the recommendations from staff on the use of the funds.

5.b. Department Head Reports

Interim City Attorney Gowell reported working on procurement questions and contract review questions.

Finance Director Cuellar stated Finance Department is working on the annual budget process.

Fire Chief Leipfert gave an update on staffing.

City Manager Towery talked about the stakeholder meeting convened by Yamhill County Health & Human Services to discuss the opioid crisis settlement dollars. Stated will be out of town the rest of the week.

Police Chief Scales gave an update on staffing.

Information Systems Director Burke had nothing to report.

Library Director Berg mentioned the read to the dogs program will be on Saturday at the library.

Human Resources Manager Hedges gave an update on the City Attorney process.

Community Development Director Richards clarified the information provided in a news article today about the Economic Vitality Leadership Council (EVLC) business licensing program.

6. CONSENT AGENDA

a. Consider **Resolution 2023-04**: A Resolution authorizing the approval of a cooperative fund exchange agreement between the City of McMinnville

and Oregon Department of Transportation (ODOT) known as Fund Exchange Program (FEX) Agreement No. G0001-T041620.

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

7. RESOLUTIONS

- 7.a. Consider **Resolution 2023-05**: A Resolution adopting a supplemental budget for fiscal year 2022-2023 and making supplemental appropriations for the General Fund, Wastewater Services Fund and Information Services Fund for approved American Rescue Plan Act (ARPA) projects.

Finance Director Cuellar introduced the agenda item stating these appropriations are for already approved ARPA projects. Listed the ten separate projects in general funds for parks and recreation activities, park maintenance, the library electric vehicle, three projects for information services funds, and one project in wastewater funds. Stated the total for these projects is \$769,000 and a have a neutral impact on the general fund.

Councilor Geary MOVED to approve Resolution No. 2023-05, SECONDED by Councilor Menke. Motion PASSED 6-0.

- 7.b. Consider **Resolution 2023-06**: A Resolution approving the Order of the County Commission (attached Exhibit 1) and consenting to the formation of a fire district incorporating the city limits should such a ballot measure be passed by the voters.

Fire Chief Leipfert stated this resolution is a state law requirement for any new proposed fire district.

Council President Garvin MOVED to approve Resolution No. 2023-06, SECONDED by Councilor Peralta. Motion PASSED 6-0.

ADJOURNMENT: Mayor Drabkin adjourned the meeting at 7:44 p.m.

Claudia Cisneros
Claudia Cisneros, City Recorder