

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, April 11, 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	
	Chris Chenoweth	
	Zack Geary	
	Kellie Menke	
	Jessica Payne	
	Sal Peralta	

Also present were City Recorder Claudia Cisneros, City Manager Jeff Towery, Fire Chief Rich Leipfert, Information Technology Director Scott Burke, Interim City Attorney Walt Gowell, Community Development Director Heather Richards, Finance Director Jennifer Cuellar, Public Works Operations Superintendent David Renshaw, Library Director Jenny Berg (via zoom), Human Resources Manager Vicki Hedges (via zoom) and member so the News Media – Phil Guzzo, McMinnville Community Media and Scott Unger, *News Register* (via zoom).

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 Jessica Payne led the pledge of allegiance.

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

Anna Barsotti and Erika Fox representing Duniway Middle School talked about Service Day on June 8th, 2023 and provided the history of Service Day. They provided some examples of the different activities provided on Service Day. Asking for any connections or partners they have in mind and if any interested Councilor would like to participate to let them know.

4. PRESENTATION

4.a. Anydoor Place (Navigation Center) Report

Community Development Director Heather Richards introduced the topic and shared a PowerPoint presentation on AnyDoor providing an update on the project providing updates on the history of the project, the project logistics, the design concepts and the next steps.

5. ADVICE/ INFORMATION ITEMS

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

Councilor Chenoweth had nothing to report.

Councilor Geary reported DEIAC meets this Thursday, MURAC met last week to hear about the public art property assistance program and Third Street Improvement project request for proposals update. The Public Safety task force met today and talked to employees from the jail and talked about their process.

Councilor Peralta reported Council of Governments adopted its services fees list and their request for \$5 million from the legislature in planning funding for Rural capacity is moving forward.

Councilor Payne had nothing to report.

Councilor Menke shared Affordable Housing Committee met and receives reports from various agencies. Provided a list of some of the subcommittees.

Council President Garvin stated Visit McMinnville, YCOM and Airport Commission have not met. Fire districting continuing to move forward.

Mayor Drabkin gave a shout-out to Noelle Amaya for the great employee newsletter. On April 17th she and Community Development Director Richards will be attending the Yamhill Community Care Organization (YCCO) board meeting at 3:00 pm to present on funding request. Will also be doing a keynote speech to International City/County Management Association (ICMA) with City Manager Towery on successful intergovernmental agreements. Lastly, hosted Congresswoman Salinas with the Fire Department. Reminded everyone of the Community Fair at the State of the City Address on May 25th.

5.b. Department Head Reports

City Manager Jeff Towery had nothing to report.

Community Development Director Richards shared two things; received an appeal for the Gwendolyn Hotel Decisions, the Public Hearing for April 18th from 6:00 pm-10:00 pm and April 19th from 6:00 pm-10:00 pm. In about two weeks will be sending a mailing to businesses about three different business assistance programs they have available.

Fire Chief Leipfert recognized the services of city employees. Next week will be taking delivery of a refurbished ambulance from Centralia and the other one is scheduled for an August delivery.

City Recorder Cisneros stated item 6b on the consent agenda Scribner error listed on the agenda with an added number listed on the address and no impact if the consent agenda is approved. The May 9th and May 10th Joint meetings with MW&L and DBS Consulting have been rescheduled to Tuesday, June 13th during the regular work session from 5:30 pm – 7:00 pm and the joint meeting on Wednesday, June 14th from 4:00 pm – 7:00 pm.

Finance Director Cuellar had nothing to report.

Library Director Berg invited all to the Library Saturday, April 15th at 11:00 am to read to a dog and also look at the refresh of the Library Plaza.

Human Resources Manager Hedges last week County Insurance Services (CIS) provided staff with harassment discrimination training and sent out a benefits survey to all employees to understand what employees' needs are.

6. CONSENT AGENDA

a. Consider **Resolution 2023-16**: A Resolution awarding the contract for the 2023 Slurry Seal project, Project 2023-1, to Doolittle Construction LLC.

b. Consider the request from Acorn to Oak Wine, LLC dba: Acorn to Oak Wine Experience for Winery 2nd location, OLCC Liquor License located at 546 NE 3rd Street.

c. Consider the request from Genius Loci LLC dba: Lundeen Wines for Winery Primary Location, OLCC Liquor License located at 475 NE 17th Street.

d. Consider the request from Fox Farms Vineyard LLC for Winery 2nd Location, OLCC Liquor License located at 475 NE 17th Street.

- e. Consider the request from Parra Wine Co. LLC for Winery 2nd Location, OLCC Liquor License located at 475 NE 17th Street.
- f. Consider the request from Roshni Vineyard for Winery Primary Location, OLCC Liquor License located at 1400 NE Alpha Drive.
- g. Consider the request from Recipe LLC for Commercial Location, OLCC Liquor License located at 328 NE Evans Street.
- h. Consider the request from Dundee Hills Distilling Company LLC for Distillery Location, OLCC Liquor License located at 1245 NE Alpha Drive Bldg 3 Units A, B, and C.
- i. Consider the request from Family & Family LLC dba: Kate Arnold Wines for Winery Primary Location, OLCC Liquor License located at 829 NE 5th Street Suite #100-300.
- j. Consider the Minutes of the March 14, 2023 City Council Regular Meeting.
- k. Consider the Minutes of the March 22, 2023 Joint City Council & McMinnville School District Board of Directors Work Session Meeting.
- l. Consider the Minutes of the March 28, 2023 City Council Work Session & Regular Meeting.

Councilor Geary MOVED to adopt the consent agenda with the amendment as stated by City Recorder for Item b; SECONDED by Councilor Peralta. Motion PASSED unanimously 6-0.

7.

RESOLUTION

- a. Consider **Resolution No. 2023-17**: A Resolution Authorizing the City Manager to sign a contract with Micro Enterprise Services of Oregon in the amount of \$235,000 for McMinnville Loan Forgiveness Program

Community Development Director Richards stated this grant comes from Representative Noble in the amount of \$750,000 to serve the business community and help them with recovery from COVID.

Councilor Payne noticed a typo on page 224 of the packet or page 3 of the contract under section 4.1 a link embedded in the document did not work and what it should say is “except as otherwise set forth in this section the city agrees to pay consultant on a time and materials basis”.

There was a discussion of what conditions were placed for the use of the money.

Councilor Chenoweth MOVED to adopt Resolution No. 2023-17; contract with Micro Enterprise Services of Oregon in the amount of \$235,000 for McMinnville Loan Forgiveness Program as amended by Community Development Director Richards; SECONDED by Council President Garvin. Motion PASSED unanimously 6-0.

8. ADJOURNMENT: Mayor Drabkin adjourned the meeting at 7:53 p.m.

Claudia Cisneros

Claudia Cisneros, City Recorder