

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

Tuesday, May 9, 2023 at 6:00 p.m.

Presiding: Remy Drabkin, Mayor

Recording Secretary: Claudia Cisneros

Councilors:	<u>Present</u>	<u>Absent</u>
	Adam Garvin, Council President joined @ 6:23pm (via Zoom)	
	Chris Chenoweth	
	Zack Geary	
	Kellie Menke joined @ 6:34pm (via Zoom)	
	Sal Peralta	Jessica Payne

Also present were City Recorder Claudia Cisneros, City Manager Jeff Towery, Finance Director Jennifer Cuellar, Public Works Director Anne Pagano, Parks & Recreation Manager Susan Muir, and members of 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 6:16 p.m.

2. RECOLOGY RATE INCREASE

Finance Director Jennifer Cuellar introduced the three Recology presenters: Dan Blue Governments Community Relations Manager, Ernie Martin Operations Manager, and Chris Carey General Manager, and introduced the topic.

Chris Carey General Manager of Western Oregon Recology provided a collection update and provided a staffing update. Mentioned looking at electrical vehicle grant opportunities. Talked about how to continue to defer waste to the land field and talked about the food waste prevention program. Proposing a 4% rate increase based on the CPI (Consumer Price Index), mentioned their big driver is the 10% increase in labor cost. Talked about the other operation cost increases.

There was a discussion about the State of Oregon RMA (Recycling Modernization Act) recycling program and its impact on Recology. Dan Blue shared an example of a similar program, Oregon E-Cycles, currently

in place similar to the RMA program. Talked about the program being too early to tell what the big impact the RMA program would have.

Mr. Carey talked about expanding the footprint of the transfer station to be able to offer construction recycling as well. Looking to design and engineering to expand the facility in the near future. Talked about and gave an update about the Styrofoam crushing machine.

3. ADJOURNMENT: Mayor Drabkin adjourned the Work Session at 6:45 p.m.

Claudia Cisneros

Claudia Cisneros, City Recorder

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, May 9, 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	
	Sal Peralta	Jessica Payne

Also present were City Recorder Claudia Cisneros, City Manager Jeff Towery, Interim City Attorney Walt Gowell, Library Director Jenny Berg, Finance Director Jennifer Cuellar, Community Development Director Heather Richards, Parks & Recreation Director Susan Muir (via zoom), Airport Administrator Willy Williamson (via zoom), Human Resources Manager Vicki Hedges (via zoom), and members of 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

The Fire & Police Department led the pledge of allegiance.

Mayor Drabkin read a statement regarding a technical mapping error related to McMinnville Fire District Measure 36-227, impacting 250 residents was made aware of it within the last two hours. The city is working with Yamhill County, the Oregon Department of Revenue, and the Oregon Secretary of State to find a resolution. Stated the city of McMinnville is committed to continuing to provide fire service to the rural residents regardless of the direction received from the state. The Board of Commissioners has called a special meeting tomorrow May 10th, at 9am to discuss.

3. PROCLAMATION

3.a. National Economic Development Week Proclamation

Mayor Drabkin read the proclamation declaring the week of May 8-12, 2023 as National Economic Development Week.

3.b. National Police Week Proclamation

Mayor Drabkin read the proclamation declaring the week of May 14-20, 2023 as National Police Week.

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

Deanne Rozanski, a McMinnville community member commented on the new signage in the locker rooms at the aquatic center.

Amanda Pewonka, a McMinnville community member thanked the Council for placing a cap on Airbnb as this has helped her obtain a rental property.

5. PUBLIC HEARING

5.a. Consider **Ordinance No. 5132**: An Ordinance Approving a Zone Map Amendment to Apply the Flood Area Zone (FP) to 28.25 Acres and the 9000 Minimum Lot Size Residential Zone (R-1) to 1.65 Acres of Tax Lots R4421 00900 and 01200 Upon Annexation into the City Limits AND **Ordinance No. 5133**: An Ordinance Annexing to the City of McMinnville Tax Lots R4421 00900 and R4421 01200.

Mayor Drabkin opened the public hearing and read the hearing statement. She asked if there was any objection to the jurisdiction of the Council to hear this matter. There was none. She asked if any Councilor wished to make a disclosure or abstain from participating or voting on this application. There was none. She asked if anyone needed to disclose any ex-parte contact. There was none.

Community Development Director Richards shared a PowerPoint presentation shared the different process requirements to have the property to be annexed. Went through the process of annexation. Received one testimony from the Fair Housing Council and Housing Land Advocates in support of the annexation. The Planning Commission also held a public hearing and recommended the approval with conditions of the zone map amendment, ZC 3-22.

Steve Kay of Cascadia Planning Development Services representing the applicant shared the concept plan submitted with the application shows the build of one residential home and the applicant has been working with the City and appreciate the help of City staff.

Public Testimony:

No one provided public testimony.

Councilor Peralta moved to close the public hearing and the public record. The motion was seconded by Councilor Geary and passed unanimously.

Mayor Drabkin closed the public hearing.

6. ADVICE/ INFORMATION ITEMS

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

Councilor Peralta reported MWCOG has been working with State Legislature and lobbyists to get funding for economic development in the region and state-wide.

Councilor Geary said DEIAC will meet this Thursday, the McMinnville Community Task Force met today and heard from County Mental Health and Behavioral Health Director Jason Henness made a presentation and provided an update on the 988 Statewide crisis hotline.

Councilor Chenoweth had nothing to report.

Councilor Menke had nothing to report.

Council President Garvin stated Airport Commission meets Monday, May 15th. Handed out about fourth thousand informational pieces regarding the Fire Districting, and thanked the community volunteers and firefighters from other districts for helping. Have a meeting with the County Commissioners tomorrow at 9 a.m.

Mayor Drabkin assigned two new committee assignments to Councilor Peralta and Councilor Payne. Spending some additional time at legislature working on Third Street Improvement Project and Housing & Homelessness response asks from the city. Had Planning Commission interviews and sat on a roundtable discussion hosted by the Children's Institute. On Thursday will be hosting Oregon Housing & Community Services Director Andrea Bell in McMinnville to share some of the collaborative projects like the navigation center, stratus village followed by a roundtable discussion on funding.

6.b.

Department Head Reports

City Manager Jeff Towery said have Budget Committee meetings scheduled for Wednesday, Thursday, and Friday as needed from 6 p.m. to 10 p.m. Some have been in contact with municipal court Judge Arnold Poole, working to schedule a work session or presentation on the status of Municipal Court.

Interim City Attorney Walt Gowell stated primarily focused on reviewing various contracts and intergovernmental agreements this month.

Finance Director Jennifer Cuellar had nothing to report.

Parks & Recreation Director Susan Muir stated an administrative parking policy memo is called out in the agenda and the memo was included in the packet. This is the start of the notification process for change in the administrative policy impacting parks and parking in parks. Beginning June 1st no longer allowing RVs, trailers, or any towed vehicles to park in the parks.

Public Works Director Anne Pagano had nothing to report.

Police Chief Matt Scales stated they had sworn a new recruitment today, canine narcotics Tucker recently certified to detect fentanyl. Storm and Mako the two new canines have been deployed and working on the road. The drone program has had several successful deployments. The police was reaccredited reaffirming the Police Department is doing things the right way under best practices. Will be the president of the Oregon Association of Chiefs of Police.

Community Development Director Heather Richards said the Code Compliance team put in a summer splash and scrub program and got great response to the program. Got the Gwendolyn Decision out today and the appeal deadline for this is May 30th, 2023.

City Recorder Claudia Cisneros reminded everyone about the Community Fair at the Mayor State of the City Address and two weeks away from the event.

7.

CONSENT AGENDA

a. Consider the request from Little Hellion Wines for Winery Primary Location, OLCC Liquor License located at 2376 NW Fendle Way.

b. Consider the Minutes of the April 11, 2023 City Council Regular Meeting.

c. Consider the Minutes of the April 25, 2023 City Council Regular Meeting.

d. Consider the request from Extra Virgin LLC dba: Wellspent Market for Limited on-premises and off-premises, OLCC Liquor License located at 1140 NE Alpine Avenue.

e. Consider **Resolution 2023-20**: A Resolution approving Amendment No. 2 to the December 10, 2021, Professional Services Agreement with Jacobs Engineering Group, Inc. (Jacobs) for Services During Construction of the SOLIDS TREATMENT CAPACITY IMPROVEMENTS PROJECT, Project No. 2019-10 (Project), formerly known as Water Reclamation Facility Biosolids Storage Tank and Grit System Expansion.

f. Consider the request from Patton Valley Wines for Winery Primary Location, OLCC Liquor License located at 1182 NW Vista Ct.

g. Consider the Request to Permit a Waiver of the Noise Ordinance from The Oak for August 25th and August 26th, 2023.

Councilor Geary MOVED to adopt the consent agenda as presented; SECONDED by Councilor Peralta. Motion PASSED unanimously 5-0.

8. RESOLUTIONS

- 8.a. Consider Resolution No. **2023-21**: A Resolution approving the award of a Construction Project to J.W. Fowler, Inc. for the SOLIDS TREATMENT CAPACITY IMPROVEMENTS PROJECT, Project Number 2019-10, and authorizing a construction contingency.

Wastewater Manager Leland Koester said this contract is for the construction of solids treatment and the project started in 2019. Asking to construct a new digestion facility, a new odor control system, modify the existing treatment facilities, and construct improvements to the electrical instrumentation & control equipment.

Councilor Menke MOVED to approve Resolution No. 2023-21, Approving the award of a Construction Project to J.W. Fowler, Inc. for the Solids Treatment Capacity Improvements Project, Project Number 2019-10; SECONDED by Councilor Chenoweth. Motion PASSED unanimously 5-0.

- 8.b. Consider Resolution No. **2023-24**: A Resolution of the City of McMinnville Approving a Collection Rate Increase Not to Exceed 4% for Recology Inc.

Finance Director Cuellar said Council heard a work session from Recology earlier this evening. This resolution would increase Recology rates by 4% starting July 1st, 2023. Have met all the administrative conditions required to move forward with the request.

Council asked for additional information about the location of the waste being hauled to and the item was postponed for the next agenda.

- 8.c. Consider Resolution No. **2023-22**: A Resolution authorizing the City Manager to enter into a subgrantee agreement with Yamhill Community Action Partnership for pre-construction and construction reimbursement for applicable expenses incurred between July 07, 2021, through June 30, 2023 for the ANYDOOR Place, a McMinnville Navigation Center.

Ms. Richards said this subgrant agreement for ANYDOOR place, Navigation Center.

Councilor Peralta MOVED to approve Resolution No. 2023-22, Authorizing City Manager to enter into a subgrantee agreement with Yamhill Community Action Partnership for pre-construction and construction reimbursement for applicable expenses incurred between July 07, 2021, through June 30, 2023, for the ANYDOOR Place, a McMinnville Navigation Center; SECONDED by Councilor Menke. Motion PASSED unanimously 5-0.

- 8.d. Consider Resolution No. **2023-23**: A authorizing the City Manager to Construction Contracts with Fackler Construction Company for the Construction of the ANYDOOR Place, a McMinnville Navigation Center.

Ms. Richards shared a PowerPoint presentation for the construction of ANYDOOR Place, Navigation Center. Shared images of what the facility would look like and mentioned this is a partnership with YCAP. Shared expenses and all the different contracts will be used for the project.

Councilor Peralta MOVED to approve Resolution No. 2023-23, Authorizing City Manager to Construction Contracts with Fackler Construction Company for the Construction of the ANYDOOR Place, a McMinnville Navigation Center; SECONDED by Councilor Geary. Motion PASSED unanimously 5-0.

9. ORDINANCES

- 9.a. Consider the first reading with a possible second reading of **Ordinance No. 5132**: An Ordinance Approving a Zone Map Amendment to Apply the Flood Area Zone (FP) to 28.25 Acres and the 9000 Minimum Lot Size

Residential Zone (R-1) to 1.65 Acres of Tax Lots R4421 00900 and 01200 Upon Annexation into the City Limits.

Mayor Drabkin asked if any Councilor needed to declare any conflict of interest or recuse themselves. There was none.

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

Interim Land-Use Attorney Bill Kabeiseman read by title only Ordinance No. 5132.

Councilor Geary MOVED to pass Ordinance No. 5132 to a second reading; SECONDED by Councilor Peralta. Motion PASSED 5-0 by the following vote:

*Aye – Councilors Garvin, Geary, Chenoweth, Menke, and Peralta
Nay – None*

Interim Land-Use Attorney Bill Kabeiseman read by title only for a second time Ordinance No. 5132.

Councilor Geary MOVED to adopt Ordinance No. 5135, Approving a Zone Map Amendment to Apply the Flood Area Zone (FP) to 28.25 Acres and the 9000 Minimum Lot Size Residential Zone (R-1) to 1.65 Acres of Tax Lots R4421 00900 and 01200 Upon Annexation into the City Limits; SECONDED by Councilor Peralta. Motion PASSED 5-0 by the following vote:

*Aye – Councilors Garvin, Geary, Chenoweth, Menke, and Peralta
Nay – None*

- 9.b. Consider the first reading with a possible second reading of **Ordinance No. 5133**: An Ordinance Annexing to the City of McMinnville Tax Lots R4421 00900 and R4421 01200.

Mayor Drabkin asked if any Councilor needed to declare any conflict of interest or recuse themselves. There was none.

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

Interim Land-use Attorney Bill Kabeiseman read by title only Ordinance No. 5133.

Councilor Geary MOVED to pass Ordinance No. 5133 to a second reading; SECONDED by Councilor Peralta. Motion PASSED 5-0 by the following vote:

*Aye – Councilors Garvin, Geary, Chenoweth, Menke, and Peralta
Nay – None*

Interim Land-use Attorney Bill Kabeiseman read by title only for a second time Ordinance No. 5133.

Councilor Chenoweth MOVED to adopt Ordinance No. 5133, Annexing to the City of McMinnville Tax Lots R4421 00900 and R4421 01200; SECONDED by Council President Garvin. Motion PASSED 5-0 by the following vote:

*Aye – Councilors Garvin, Geary, Chenoweth, Menke, and Peralta
Nay – None*

10. ADJOURNMENT: Mayor Drabkin adjourned the meeting at 8:30 p.m.

Claudia Cisneros
Claudia Cisneros, City Recorder