

CITY OF MCMINNVILLE
MINUTES OF DINNER MEETING of the McMinnville City Council
Held at the Kent L. Taylor Civic Hall on Gormley Plaza
McMinnville, Oregon

Tuesday, December 8, 2015 at 6:00 p.m.

Presiding: Kevin Jeffries, Council President

Recording: Rose A. Lorenzen, Recording Secretary

Councilors:	<u>Present</u>	<u>Excused Absence</u>
	Remy Drabkin	Kellie Menke
	Scott Hill	Alan Ruden
	Kevin Jeffries	Larry Yoder
		Rick Olson, Mayor

Also present were City Manager Martha Meeker, Interim City Attorney Walt Gowell, Planning Director Doug Montgomery, Community Development Director Mike Bisset, and a member of the news media, Don Iler of the News.

DINNER

CALL TO ORDER: Council President Jeffries called the Dinner Meeting to order at 6:23 p.m. and welcomed all in attendance. He advised that Mayor Olson would not be in attendance at the evening's meetings.

INTERVIEWS - BUDGET COMMITTEE AND HISTORIC LANDMARKS COMMITTEE: City Manager Meeker advised that there were three candidates for the vacant Budget Committee position and two candidates for the vacant Historic Landmarks Committee position.

City Manager Meeker reviewed the term limits of the Historic Landmarks Committee, which is set at two full four-year terms. Planning Director Montgomery added that should the Council wish to alter the structure of the Historic Landmarks Committee, it would need to amend the 1985 ordinance.

CONSIDERATION OF A ROUNDABOUT AT THE INTERSECTION OF JOHNSON AND 5TH STREETS: Councilor Ruden stated his belief that a thorough discussion was needed on this topic. He wondered if a roundabout was the best option for this intersection. He pointed out that it would be a costly option and one that had not been included in the Transportation Bond. Community Development Director Bisset agreed with Councilor Ruden and stated that after the idea had been thoroughly reviewed at the staff level, they came to the conclusion that a traffic signal would be the best option.

REVIEW OF COUNCIL AGENDA: Council President Jeffries reviewed the balance of items on the Council's Regular Meeting agenda.

ADJOURN: Council President Jeffries adjourned the Dinner Meeting at 6:45 p.m.

Rose A. Lorenzen, Recording Secretary

CITY OF MCMINNVILLE
MINUTES OF REGULAR MEETING of the McMinnville City Council
Held at the Kent L. Taylor Civic Hall on Gormley Plaza
McMinnville, Oregon

Tuesday, December 8, 2015 at 7:00 p.m.

Presiding: Kevin Jeffries, Council President

Recording: Rose A. Lorenzen, Recording Secretary

Councilors:	<u>Present</u>	<u>Excused Absence</u>
	Remy Drabkin	Kellie Menke
	Scott Hill	Alan Ruden
	Kevin Jeffries	Larry Yoder
		Rick Olson, Mayor

Also present were City Manager Martha Meeker, Interim City Attorney Walt Gowell, Planning Director Doug Montgomery, Community Development Director Mike Bisset, Finance Director Marcia Baragary, and members of the news media, Don Iler of the *News Register* and Dave Adams of KLYC Radio.

AGENDA ITEM

CALL TO ORDER: Council President Jeffries called the meeting to order at 7:00 p.m. and welcomed all in attendance. He noted for the record that Mayor Olson had been excused from the evening's meeting.

PLEDGE OF ALLEGIANCE: Councilor Ruden led in the recitation of the Pledge of Allegiance.

INVITATION TO CITIZENS FOR PUBLIC COMMENT: Council President Jeffries asked if there were citizens in the audience who wished to discuss items not on the evening's agenda. No comments were heard.

- 1 INTERVIEW AND APPOINTMENT OF MEMBER TO THE BUDGET COMMITTEE: The following three citizens interviewed for the vacant position on the Budget Committee:
- Meredith Nelson, 331 NE 7th Street
 - Matthew Newton, 2315 SW Taylor Drive
 - Fred Stemmler, 977 NW Meadows Drive
- Each of the applicants gave a brief history of their background and their reasons for seeking the position. Each answered a series of questions posed by the members of the Council. All expressed interest in the community and the voluntary nature of the Budget Committee. They also spoke about the need for fiscal accountability within City funding that would allow the City to continue to grow and prosper.

Following the three interviews, the Council deliberated. Each Councilor expressed their appreciation to the

applicants and noted that each of the three candidates were invested in the community and would bring their own individual strengths to the Committee.

Following further discussion, Councilor Drabkin MOVED to appoint Meredith Nelson to the Budget Committee; SECONDED by Councilor Hill. Motion FAILED. (AYE: Drabkin and Hill; NAY: Jeffries, Menke, Ruden, Yoder.)

Councilor Menke MOVED to appoint Matthew Newton to the Budget Committee; SECONDED by Councilor Yoder. Motion TIED. (AYE: Jeffries, Menke, Yoder; NAY: Drabkin, Hill, Ruden, Yoder.)

Councilor Hill MOVED to appoint Fred Stemmler to the Budget Committee; SECONDED by Councilor Ruden. Motion PASSED unanimously.

Councilor President Jeffries welcomed Mr. Stemmler to the Budget Committee and thanked Ms. Nelson and Mr. Newton for their interest in the position. He encouraged them to continue with their volunteerism within the community.

2

INTERVIEW AND APPOINTMENT OF MEMBER TO THE McMINNVILLE HISTORIC LANDMARKS COMMITTEE: The following two citizens interviewed for the vacant position on the Historic Landmarks Committee:

- J. W. Millegan, 629 NE 2nd Street
- Rebecca Quandt, 620 SW Taft Street

Each of the applicants gave a brief history of their background and their reasons for seeking the position. Each answered a series of questions posed by the members of the Council. Both expressed their interest in the community and the voluntary nature of the Historic Landmarks Committee. They also spoke about the need to preserve the historic nature of the community's homes and commercial structures and about their experience in building preservation.

Ms. Quandt expressed her ability to work with diverse stakeholders whom may have differing opinions on preservation efforts. She pointed out that the use of GIS for mapping of the community's historic buildings would be advantageous to the Committee. She related that her passion was preservation of historic buildings but also was aware that not every building could or should be saved.

Mr. Millegan spoke of several private commercial and residential structures in McMinnville that had either been moved or razed. He advised that he moved to McMinnville because the city was the town of his dreams. He stated that he believed that the Committee had not met any of the six items detailed in the Historical Landmarks Ordinance No. 4401). He also noted that if he were appointed to the Committee, he would contact staff; however, he would not

take direction from staff. In closing, he suggested that the Council could appoint both applicants to the Committee.

Following the interviews, the Council held discussion regarding the applications. They noted that both individuals held a strong passion for the community and preservation of its historic structures and that both were highly qualified for the position.

Councilor Menke MOVED to appoint Rebecca Quandt to the Historic Landmarks Committee; SECONDED by Councilor Yoder. Motion PASSED (NAY: Drabkin).

Council President Jeffries welcomed Ms. Quandt to the Historic Landmarks Committee and advised that Planning Director Montgomery would contact her in the near future regarding her Committee responsibilities.

3

OLD BUSINESS

3 a

UPDATE FROM ZERO WASTE REGARDING FUNDRAISING EFFORTS TO MEETING MATCHING FUNDS: Council President Jeffries welcomed Zero Waste Board members Ramsey McPhillips, Patriciafaye Marshall, and Steve Iversen.

Mr. McPhillips and Ms. Marshall spoke about last summer's successful recycling project. Mr. McPhillips stated that the project was a soft introduction to discover where McMinnville is in relation to the way its members deal with trash in its event sector. 90 percent of the trash from Alien Daze, the International Pinot Noir Celebration, 4th of July, Turkey Rama, and other events was diverted from the landfill. Mr. McPhillips praised the efforts of the community's citizens and stated that he could not say enough about how great the community support has been.

Ms. Marshall spoke about the organization's fund-raising efforts. She noted that the McMinnville Downtown Association donated the first \$500 to Zero Waste. Zero Waste has worked very closely with the MDA and Recology on its recycling efforts. The organization currently has 55 sustaining Circle sponsors and donors who have given enough money for Zero Waste to meet its City matching grant requirements of \$5,000.

Steve Iversen, on behalf of the entire Zero Waste organization, requested the Council to look seriously at the feasibility of moving the City away from the use of plastic bags and to the use of reusable bags. He advised that Zero Waste would help at every possible juncture and that Eric Grimstead, Chair of the City's Sustainability Committee, is an excellent partner. He explained that Zero Waste will meet with and do outreach to McMinnville businesses and other stakeholders (large grocery stores, the McMinnville Area Chamber of Commerce, and the McMinnville Downtown Association, etc.) to educate leaders regarding doing away with plastic bags. He stated that

Zero Waste has a proposed enactment date of Earth Day 2017 for banning the plastic bag in McMinnville. He hoped that the Council would enact an ordinance to that effect - similar to the cities of Portland, Eugene, Corvallis, and Ashland.

The Council members each thanked the group for the presentation and encouraged them to move forward with their plans. City Manager Meeker advised that staff would continue to work with Zero Waste and reminded everyone of the Council's goals regarding sustainability.

- 3 b APPROVAL OF VISIT MCMINNVILLE BUSINESS PLAN: City Manager Meeker advised that according to the implementation ordinance, the City Council needs to approve the Visit McMinnville Business Plan.

Councilor Drabkin MOVED to approve the Visit McMinnville business plan as presented; SECONDED by Councilor Hill. Motion PASSED unanimously.

- 3 c CONSIDERATION OF A ROUNDABOUT FOR THE INTERSECTION OF JOHNSON AND 5TH STREETS: Community Development Director Bisset stated that HDR Engineering was before the Council on November 10, 2015 to present options related to the Alpine Avenue / 5th Street Transportation Bond Project. At that time two concepts for the Johnson Street / 5th Street intersection were presented - one with a roundabout at the intersection and another with a signalized intersection. Since that time, as directed by the Council, staff worked to bring back a list of issues and impacts regarding both options.

Mr. Bisset related that the footprint of the roundabout option would have a significant impact on the area. Additionally, the cost for a roundabout is significantly higher than the budgeted traffic signal. The additional investment needed for the roundabout would be somewhere in the neighborhood of \$500,000 to \$700,000. This amount would pay for two years of routine overlays and would have significant impact on construction which would require rerouting traffic through the adjacent neighborhood. Although staff was intrigued about the possibility of the roundabout, after research, is recommending that the Council continue the course of a traffic signal at that location.

Following Council discussion and agreement that the roundabout at the Johnson Street / 5th Street intersection was not the best approach, Councilor Ruden asked about other enhancement ideas for that intersection. Mr. Bisset responded that the 5th Street project does bring in an element of the downtown and perhaps lighting could be extended to tie downtown to the Alpine Avenue / 5th Street project. He added that pedestrian enhancements might also be used to make Alpine Avenue more accessible. The traffic

signal would be decorative in style - similar to the one located at Johnson Street and 3rd Street.

At the end of the discussion, Council President Jeffries advised that it was the consensus of the Council to move forward with the traffic signal at the Johnson Street/ 5th Street intersection.

4

NEW BUSINESS

4 a

PRESENTATION BY FRED STEMMLER OF RECOLOGY WESTERN OREGON REGARDING REDUCING THE INFLOW OF MATERIAL TO RIVERBEND LANDFILL: Recology General Manager Fred Stemmler spoke to the Council about Recology's strategic planning process. He noted that since he had last been before the Council, the Department of Environmental Quality (DEQ) had passed new aspirational goals related to the organization's diversion rates. The rate is a healthy challenge that Recology can absolutely reach through diversion of materials from the landfill and into compost and other useful projects. He praised the efforts of the Zero Waste volunteers and advised that they are teaching each other about best practices and recycling. He advised that Recology has seen a higher participation rate with their composting program. He stated that the yard debris dropoff is a very popular service and because of the yard debris program and the other recycling programs Recology offers, they have seen a drop down frequency of residential garbage service. The company is looking to add curbside glass collection to its curbside recycling program in the very near future.

Mr. Stemmler discussed his second challenge - the company is technically operating under an expired trash contract with Riverbend Landfill and because of this, Recology is actively looking at long-term alternatives and solutions. He explained that although he had heard assurances that Riverbend Landfill will remain open, there were no guarantees. He acknowledged that he is a contingency planner and would like to have a good alternative plan in place should the landfill close. He related that he now knows distance and prices to other landfills, and he understands construction costs, so he has the ability to model out Recology's financial plan with a high degree of confidence.

A question and answer period followed Mr. Stemmler's presentation. He advised that "yard debris" also includes anything that is grown on a bush or tree or other vegetable materials. He explained that curbside pickup of yard debris runs about \$10.00 every other week and it is a great way to reduce the amount of materials going into the landfill. Additionally, it is possible to start and stop the yard debris program as is necessary.

Following the question and answer period, each of the Councilors thanked Mr. Stemmler for his presentation and

his efforts to reduce the amount of materials going into the landfill.

4 b

PRESENTATION BY NEAL HULKOWER REGARDING IDEAS FOR A MORE REPRESENTATIVE CITY COUNCIL: Dr. Hulkower introduced himself and explained that he researched how City Councils are elected - wards or specific areas versus at large elections. He stated his research showed him that only 26 percent of the cities of the size of McMinnville in Oregon elect by ward. He strongly encouraged the Council to move to at large elections for its City Council seats.

Mr. Hulkower advocated for a voting method known as the "aggregation method." He presented a Powerpoint slide show that explained the aggregation (or Borda) method of voting.

Mark Davis, 652 SE Washington Street, stated that although he preferred elections by wards in McMinnville, he would like to see the aggregation method implemented at the state or national level.

Council President Jeffries thanked Mr. Hulkower for his interesting and informative presentation.

4 c

CONFIRMATION OF 2016 COMMITTEE APPOINTMENTS: This agenda item was forwarded to the January 12, 2016 City Council meeting.

5

ORDINANCES

5 a

GRANTING A NON-EXCLUSIVE TELECOMMUNICATIONS FRANCHISE TO ASTOUND (2ND READING): City Manager Meeker advised that there were no changes to the ordinance since the November 24, 2015 reading.

Interim City Attorney Gowell read by title only Ordinance No. 4998 granting a non-exclusive telecommunications franchise to Astound. (No Councilor present requested that the ordinance be read in full.)

Ordinance No. 4998 PASSED by a unanimous roll-call vote.

5 b

GRANTING A NON-EXCLUSIVE TELECOMMUNICATIONS FRANCHISE TO ONLINE NW ("GRANTEE" OR "FRANCHISEE"): City Manager Meeker advised that Online NW would like to provide services at the residential level as well as high-end DSL to businesses. To do this, the company will need to access the City's rights-of-way.

Interim City Attorney Gowell read by title only Ordinance No. 4999 granting a non-exclusive telecommunications franchise to Online NW ("Grantee" or "Franchisee"). (No Councilor present requested that the ordinance be read in full.) The title of the ordinance was read for the second time.

Ordinance No. 4999 PASSED by a unanimous roll-call vote.

6

RESOLUTION

6 a

APPROVING TASK ORDER NO. 2 TO THE PERSONAL SERVICES CONTRACT FOR THE DESIGN OF THE 5TH STREET AND ALPINE AVENUE TRANSPORTATION BOND MEASURE PROJECTS: Community Development Director Bisset advised that when the City Council met with the McMinnville Urban Renewal Agency Committee, interest had been expressed to expand the Alpine Avenue project to include an additional two blocks between 10th and 11th Streets to the project and to be funded by urban renewal funds. The work would be bid as an additive alternate at the same time the Alpine Avenue transportation bond project is bid. If the bid pricing for this work is favorable, the Urban Renewal Agency may elect to proceed with the project construction at the same time that the transportation bond work is constructed during the summer of 2016. The proposed resolution would amend the Personal Services contract to include final design engineering services and construction bidding services for Alpine Avenue, between 10th and 11th Streets.

Councilor Hill MOVED to adopt Resolution NO. 2015-61 approving Task Order No. 2 to the Personal Services Contract for the design of the 5th Street and Alpine Avenue transportation bond measure projects; SECONDED by Councilor Ruden. Motion PASSED unanimously.

7

ADVICE / INFORMATION ITEMS

7 a & b

COUNCIL AND DEPARTMENT HEAD REPORTS: Each Councilor and Department Head present gave a brief report.

8

ADJOURNMENT: Council President Jeffries adjourned the meeting at 10:13 p.m.

Rose A. Lorenzen, Recording Secretary