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, February 23, 2016, at 6:00 p.m.

Presiding: Rick Olson, Mayor

Recording: Rose A. Lorenzen, Recording Secretary

Councilors: Present Excused Absence

Remy Drabkin Kellie Menke Alan Ruden

Scott Hill Larry Yoder

 Kevin Jeffries

Also present were City Manager Martha Meeker, City Attorney David Koch, Community Development Director Mike Bisset, Library Director Jenny Berg, Police Chief Matt Scales, and members of the news media, Don Iler of the *News Register,* Dave Adams of KLYC Radio, and Jerry Eichten of McMinnville Community Media*.*

DINNER

CALL TO ORDER: Mayor Olson called the Dinner Meeting to order at 6:31 p.m. and welcomed all in attendance. He noted that Councilor Ruden had been excused from the evening’s meetings.

LOVE YOUR LIBRARY MONTH: Library Director Berg reported that eight “Library Lovers” would speak at the Regular Meeting.

McMINNVILLE DOWNTOWN ASSOCIATION (MDA) PRESENTATION OF THE ANNUAL REVIEWED FINANCIAL STATEMENTS: Mayor Olson stated that MDA representative Rebecca Quandt would be present to give the Council a brief update on MDA activities and the Annual Reviewed Financial Statements.

McMINNVILLE COMMUNITY MEDIA (MCM) – VIDEO HIGHLIGHT REPORT: Mayor Olson stated that MCM Executive Director Jerry Eichten would give a video highlight of MCM’s recent activities.

RESOLUTIONS: Two resolutions were reviewed. The first, authorizing the approval of an Intergovernmental Agreement for Right of Way services between the City and Oregon Department of Transportation (ODOT) related to the 2nd Street signal replacement project. Community Development Director Bisset explained that ODOT would contribute up to $500,000 in state funds to cover the signal upgrade costs, as previously outlined and approved in the Cooperative Improvement Agreement No. 30520. That agreement also requires the City and ODOT to enter into a separate Right of Way services agreement, outlining the roles and responsibilities regarding the acquisition of property for the project.

Mr. Bisset advised that the second resolution would authorize the acquisition of property for the 5th Street transportation bond project and would exercise the power of eminent domain. He explained that to accomplish the project, it is necessary to acquire the fee title interest in nine parcels and a temporary constructing easement over one parcel of property located along the existing City right-of-way.

ADJOURNMENT: Mayor Olson 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, February 23, 2016 at 7:00 p.m.

Presiding: Rick Olson, Mayor

Recording: Rose A. Lorenzen, Recording Secretary

Councilors: Present Excused Absence

Remy Drabkin Kellie Menke Alan Ruden

Scott Hill Larry Yoder

 Kevin Jeffries

Also present were City Manager Martha Meeker, City Attorney David Koch, Community Development Director Mike Bisset, Police Chief Matt Scales, Library Director Jenny Berg, and members of the news media, Don Iler of the *News Register* and Dave Adams of KLYC Radio*.*

AGENDA ITEM

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

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

CONSIDER MINUTES: Councilor Drabkin pointed out a typographical error in the November 24, 2015 minutes. Councilor Drabkin MOVED to approve the minutes of the November 24, 2015 Dinner and Regular Meeting minutes as amended; SECONDED by Councilor Hill. Motion PASSED unanimously.

INVITATION TO CITIZENS FOR PUBLIC COMMENT: Mayor Olson asked for comments from citizens on topics not on the evening’s agenda.

Mark Riche, 1427 SW 5th Street, spoke to the Mayor and Council regarding his concern regarding drugs, alcohol, and the homeless in downtown McMinnville. He presented a petition to ban enhanced alcohol in the downtown area. He noted that 80 percent of the business owners on 3rd Street had signed the petition. He also expressed his disappointment when he learned that the City Council had approved additional beds at the Yamhill County Gospel Rescue Mission.

1 NEW BUSINESS

1 a LOVE YOUR LIBRARY MONTH: Mayor Olson welcomed Library Director Berg. Ms. Berg introduced the following individuals who spoke about “loving their Library”: Kate Miller, Alejandra Marquez, Doreen Pittman, Caroline O’Brien, Terri Sharp, Vickie Hise-Felix, Rebecca Quandt, and Hunter Kern. Each of the individuals spoke about how the Library has enriched their lives. They noted that they used the Library for a myriad of reasons including assistance in a weight loss program, setting up a business, story time for children, filing for disability and transitioning out of homelessness, volunteering at the Library which helped in obtaining a job, and loving of books and reading.

Following the presentation the Mayor and each of the Councilors thanked Ms. Berg and each of the individuals for their presentations.

1 b McMINNVILLE DOWNTOWN ASSOCIATION (MDA) PRESENTATION OF THE ANNUAL REVIEWED FINANCIAL STATEMENTS: Mayor Olson welcomed McMinnville Downtown Association Manager-elect Rebecca Quandt. Ms. Quandt reviewed the MDA purpose and history as well as highlights from 2015. She reminded the Mayor and Council that the MDA is one of seven in Oregon that is performing at the “Main Street” level – the highest level in the state.

 Ms. Quandt overviewed the financial statements and pointed out that the reserves are not as high as they would like because the MDA helped pay for the Park Ranger program in 2015. She advised that they preferred to keep the reserves at about $21,000 – or about 10 percent of the total budget.

 Mayor Olson thanked Ms. Quandt for her report and stated that he believed the MDA had done an admirable job over the years of fulfilling its purpose.

1 c McMINNVILLE COMMUNITY MEDIA (MCM) – VIDEO HIGHLIGHT REPORT: Mayor Olson welcomed MCM Executive Director Jerry Eichten. Mr. Eichten thanked the Mayor and Council for the opportunity to present video highlights of MCM’s activities over the past 12 to 18 months. Mr. Eichten explained how MCM makes its mission of strengthening and enriching our community by providing communication opportunities, tools, and training. He explained that MCM staff helps interested local people produce their own shows.

 Mr. Eichten stated that more recently, after paying all of the building expenses, MCM is now focusing on upgrading the organization’s technology.

 Mr. Eichten presented the video highlights of the organization’s activities over the past year and a half. Following the video, he thanked the Mayor, City Council, and City leadership for the past 15 years. He stated that MCM has been a conduit for civic dialogue and he pledged to responsibly manage the resource entrusted to them.

2 RESOLUTIONS

2 a AUTHORIZING THE APPROVAL OF AN INTERGOVERNMENTAL AGREEMENT FOR RIGHT OF WAY SERVICES (AGREEMENT No. 31156), BETWEEN THE CITY OF McMINNVILLE AND THE OREGON DEPARTMENT OF TRANSPORTATION (ODOT), REGARDING THE OREGON ROUTE 99W AT 2ND STREET SIGNAL REPLACEMENT PROJECT: Community Development Director Bisset referred to his brief memorandum in the Council’s informational packet and advised that this was the first of two resolutions related to the 2014 Transportation Bond. This Intergovernmental Agreement (IGA) is related to the 2nd Street signals project. The City will manage the project, including completion of the design, acquisition of any needed right-of-way, bidding, contract administration, and project construction management. ODOT will contribute up to $500,000 in state funds to cover the signal upgrade costs as delineated in the previously approved Cooperative Improvement Agreement No. 30520. Agreement No. 30520 requires that the City and ODOT enter into a separate Right of Way Services Agreement, outlining the roles and responsibilities regarding the acquisition of property for the project.

 Councilor Drabkin MOVED to adopt Resolution No. 2016 - 9 a resolution authorizing the approval of an Intergovernmental Agreement for Right of Way Services (Agreement No. 31156), between the City of McMinnville and the Oregon Department of Transportation, regarding the Oregon Route 99W at 2nd Street Signal Replacement project; SECONDED by Councilor Yoder. Motion PASSED unanimously.

2 b AUTHORIZING THE ACQUISITION OF PROPERTY FOR THE 5TH STREET TRANSPORTATION BOND PROJECT, AND EXERCISING THE POWER OF EMINENT DOMAIN: Community Development Director Bisset again referred to his memorandum located in the City Council’s information packets and advised that this project, which is part of the project to improve NE 5th Street from Adams Street to Lafayette Avenue, includes the installation of traffic signals, pedestrian safety improvements, and pavement upgrades. The project is consistent with the City’s adopted 2010 Transportation System Plan. Traffic signals will be located at Adams, Baker, Evans Streets, and at Lafayette Avenue. At each signal site, very small pieces of property will need to be purchased. The resolution notes that the project is in the public interest and that acquisition is necessary for the project. It was pointed out that most of the needed parcels are very small, perhaps 20 square feet each.

 Councilor Hill MOVED to adopt Resolution No. 2016 – 10 a Resolution authorizing the acquisition of property for the 5th Street transportation bond project, and exercising the power of eminent domain; SECONDED by Councilor Jeffries. Motion PASSED unanimously.

3 ADVICE / INFORMATION ITEMS

3 a REPORTS FROM COUNCILORS ON COMMITTEE AND BOARD ASSIGNMENTS: Each Councilor present gave a brief report.

3 b DEPARTMENT HEAD REPORTS: Each department head present gave a brief report.

4 ADJOURNMENT: Mayor Olson adjourned the meeting at 8:22 p.m.

 Rose A. Lorenzen, Recording Secretary