

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, September 26, 2017 at 6:00 p.m.

Presiding: Scott Hill, Mayor

Recording: Melissa Grace, City Recorder

Councilors:	<u>Present</u>	<u>Excused Absence</u>
	Adam Garvin	Remy Drabkin
	Kellie Menke, Council President	
	Kevin Jeffries	
	Alan Ruden	
	Wendy Stassens	

Also present were City Manager Jeff Towery, City Attorney David Koch
and Planning Director Heather Richards.

DINNER

CALL TO ORDER: Mayor Hill called the Dinner Meeting to order at 6:24 p.m. and welcomed all in attendance.

DISCUSSION:

Mayor Hill asked for a volunteer to lead the Pledge of Allegiance and Councilor Ruden volunteered.

The agenda for the regular meeting was reviewed.

Councilor Ruden asked about Third Street Improvements. Planning Director Richards responded that McMinnville Urban Renewal Agency Committee (MURAC) have been discussing improvements and an accessibility component.

Planning Director Richards shared an update on requested revisions to the Sign Ordinance.

ADJOURNMENT: The Dinner Meeting adjourned at 6:47 p.m.

s/s Melissa Grace

Melissa Grace, City Recorder

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, September 26, 2017, at 7:00 p.m.

Presiding: Scott Hill, Mayor

Recording: Melissa Grace, City Recorder

Councilors:	<u>Present</u>	<u>Excused Absence</u>
	Adam Garvin	Remy Drabkin
	Kellie Menke, Council President	
	Kevin Jeffries	
	Alan Ruden	
	Wendy Stassens	

Also present were City Manager Jeff Towery, City Attorney David Koch, Planning Director Heather Richards, Parks and Recreation Director Susan Muir, Community Development Director Mike Bisset, Fire Chief Rich Leipfert, and Captain Tim Symons.

AGENDA ITEM

1. CALL TO ORDER: Mayor Hill called the meeting to order at 7:00 p.m. and welcomed all in attendance.
2. PLEDGE OF ALLEGIANCE: Councilor Ruden led the Pledge of Allegiance.
3. INVITATION TO CITIZENS FOR PUBLIC COMMENT: Mayor Hill invited the public to comment.

Annely Germaine, 820 NW Wallace Road, stated that she is a volunteer with Zero Waste. She shared that her committee has been working the issue of styrofoam going into the landfill. She explained processes for condensing styrofoam. Ms. Germaine noted that there is a cold densification process that Tillamook County uses. She expressed her

desire to bring this process to McMinnville and shared that the only barrier is obtaining a site. She asked that the City and Recology support this effort.

Mayor Hill asked that Ms. Germaine meet with Recology to discuss the concept further and bring the topic back as a presentation by the Committee at a future City Council Meeting.

4. PRESENTATION: Curbside Yard Debris & Glass Update

Fred Stemmler, General Manager Emeritus of Recology Western Oregon (RWO), provided an update from January 2017 to August 2017 on the various services as follows:

- 2.2 percent increase in the number of cans/ carts for Trash Service.
- 2.5 percent increase in the number of carts in service for Mixed Recycling.
- 40.4 percent increase in Yard Debris Collection.
- 51.2 percent increase in Mixed Glass Collection.

He noted that the glass participation rate is 33.5 percent.

Mr. Stemmler then reviewed the current material flow and the alternative disposal proposal which adds a drop for reload at transfer station and transfer to a landfill other than Riverbend. He shared the impacts of the alternative method and noted that under the proposed model, the RWO-Valley collection rates are estimated to increase by 10 percent effect January 1st, 2018.

Mr. Stemmler introduced the new RWO General Manager Carl Peters.

Councilor Ruden asked about the route that the trucks will be taking to the transfer station. Mr. Stemmler explained the local routing.

Councilor Jeffries stated that the City Council has been opposed to the Riverbend Landfill. He asked that if Council were to impose a restriction on the use of Riverbend Landfill, would RWO would be able to respond. Mr. Stemmler explained that with the addition of the transfer station they will be able to use a different landfill and be ready to transition by January 1, 2018.

Council expressed their thanks to Mr. Stemmler for his contributions to the community.

Discussion ensued regarding alternate landfill locations and the potential increase in rates.

Mark Davis, 652 SE Washington Street, stated that it was good to see that everyone is working on moving garbage away from Riverbend Landfill. He noted that the Council should hold a public hearing and provide due diligence since the decision will be setting a basis for what the future will look like.

Margaret Cross, 1102 Russ Lane, thanked Council for being responsible and forward thinking in their approach to infrastructure and stated she appreciates the long-term visioning of what's best for future generations. She thanked the Council for backing away from the use of Riverbend Landfill and banning the use of single-use plastic bags. Ms. Cross noted the various organizations working together. She encouraged citizens to reduce, reuse and recycle. She said she felt the possible rate increases seemed reasonable. She also commented she felt Recology and the Council are doing a great job dealing with landfills and trash.

Mayor Hill stated that a public hearing may be a good idea. There was a consensus of the Council that a public hearing should take place on the proposed rate increase.

Dave Larmouth of RWO noted that the public hearing could take place at the same time as the financial presentation from RWO.

Discussion ensued regarding the importance of public input.

5.

CONSENT AGENDA

- a. **Resolution No. 2017-62:** A Resolution approving the acquisition of property from HCP SH ELP1 Properties, LLC for the NW Hill Road Improvements transportation bond project.
- b. Consider OLCC Liquor License application for full on-premises sales related to a Change of Ownership for Yan's Chinese Restaurant.

Council President Menke MOVED to adopt the consent agenda;
SECONDED by Councilor Ruden. Motion PASSED unanimously.

6. RESOLUTIONS

- 6.a. **Resolution No. 2017-63:** A Resolution establishing a Downtown Safety Task Force.

City Manager Towery stated that the Council had asked that a temporary task force be established to focus on behavior and conduct downtown and possible municipal code changes to address concerns. He stated that the established timeframe for the task force is six months. The task force will meet on a frequent basis to share information and provide feedback on proposed solutions to problems in and around the downtown area including the residential areas of the economic improvement district. He noted that reports and updates of the task force will be provided to the City Council during the second, fourth, and sixth month of the task force's work.

Councilor Ruden MOVED to adopt Resolution No. 2017-63 establishing a Downtown Safety Task Force; SECONDED by Councilor Garvin.
Motion PASSED unanimously.

- 6.b. **Resolution No. 2017-64:** A Resolution appointing Sylla McClellan, Jeff Sargent, Erika Marksbury, Rick Weidner, Laura Van Houte, Lindsey Manfrin as members of the Downtown Safety Task Force.

City Manager Towery explained that Councilor Garvin will be Council liaison for the task force and Council President Menke will be alternate Council liaison. Parks and Recreation Director Susan Muir and Police Chief Scales will be primary staff support. It was noted that the Council would like additional task force members to be added by the task force.

Mayor Hill stated that there is broad representation within the task force.

Council President Menke MOVED to adopt Resolution No. 2017-64 appointing Sylla McClellan, Jeff Sargent, Erika Marksbury, Rick Weidner, Laura Van Houte, Lindsey Manfrin as members of the Downtown Safety Task Force; SECONDED by Councilor Stassens. Motion PASSED unanimously.

7. ORDINANCE

- 7.a. First reading with possible second reading of **Ordinance No. 5038**: An Ordinance amending Ordinance 4539, adopting by reference certain uniform codes which relate to the maintenance of existing buildings and abatement of dangerous conditions.

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

Planning Director Richards explained that the Ordinance makes a text amendment to the McMinnville City Code, Title 15, “Buildings and Construction”. It allows the City at the local level to adopt Chapter 34 of the Oregon Structural Specialty Code for existing buildings and structures.

Ms. Richards noted that the amendment addresses immediate public safety concerns.

City Attorney Koch read by title only Ordinance No. 5038.
Councilor Jeffries MOVED to pass Ordinance No. 5038 to a second reading; SECONDED by Council President Menke. Motion PASSED unanimously.

City Attorney Koch read by title only for a second time Ordinance No. 5038.

Council President Menke MOVED to approve Ordinance No. 5038 amending Ordinance 4539, adopting by reference certain uniform codes which relate to the maintenance of existing buildings and abatement of dangerous conditions; SECONDED by Councilor Stassens. Ordinance No. 5038 PASSED by a unanimous roll-call vote.

8. ADVICE/ INFORMATION ITEMS

8. a. Reports from Councilors on Committee and Board Assignments

Councilor Garvin noted that the next Yamhill Communications Agency (YCOM) meeting will be at 3 p.m. on October 12th at the Courthouse.

Council President Menke shared that a consulting group came in to talk with Visit McMinnville and others in the community about a possible event center in McMinnville.

Councilor Stassens commented on the recent presentation from consultants regarding the parking study.

Mayor Hill stated that the Parkway Committee recently met. The Mayor discussed the needs for funding the future phases of the bypass.

8.b.

Department Head Reports

Chief Leipfert shared that all of the crews that had been deployed to assist with wildfires have returned.

Parks and Recreation Director Muir stated a meet and greet was held at the Senior Center. She mentioned that she will have office hours one day a week at the Senior Center.

Planning Director Richards explained that the Yamhill County Transit Development Plan received a grant about a year and a half ago from Transportation, Growth and Development. The plan is for the entire County including the City. She shared that there is a Project Advisory Committee for the project that she will be serving on and Council President Menke will be serving on the elected officials focus group. The Committee will be looking at a 20 year planning horizon.

City Manager Towery noted Rhonda Sandoval has been promoted to Captain. He shared that Rebecca Quandt, Executive Director of the McMinnville Downtown Association has resigned to take a position with the City of Salem. The Board Chair has also resigned and Library Director Berg is the new Chair of the Board.

9.

ADJOURNMENT: Mayor Hill adjourned the Regular City Council Meeting at 8:40 p.m.

s/s Melissa Grace

Melissa Grace, City Recorder