

REGULAR MEETING OF THE COUNCIL
CITY OF AMITY, OR

Minutes

Regular Meeting of the City of Amity City Council was held at 7:00 p.m. on Wednesday, March 2, 2022, in the Council Chambers, City Hall, 109 Maddox, Amity, Oregon.

SWEARING-IN OF NEW COUNCILORS: Bojorquez, Dunlap, Saucier

Councilors Present:

Councilor Sandy McArthur, Councilor Melissa Bojorquez, Councilor April Dyche, Councilor Denis Saucier, Councilor Acie Dunlap and Mayor Rachel King

Councilors Present via Zoom

None

Councilors Absent

Councilor Cody Goings

Staff Present

City Administrator Mike Thomas and City Clerk Chrisy Worthington

CONSENT AGENDA:

Councilor McArthur moved to approve the Consent Agenda. Councilor Dyche seconded and with no discussion motion passed 5-0.

CITIZEN COMMENTS/QUESTIONS:

A. Yamhill County Sheriff's Report: Sgt High of the YCSO, via ZOOM, submitted the crime stats. Sgt High updated Council on Mayor King's question from last month's meeting. Mayor King asked for further information regarding traffic stops in the crime stats. Sgt. High explained the breakdown of traffic stops. Mayor King requested the numbers of a typical month's worth of calls. Sgt. High will provide that to Council. There were no more comments or questions for YCSO.

B. DIG Report: Eve Silverman with DIG updated Council regarding upcoming Daffodil Festival. Mayor King volunteered to help with the school and school age art for the festival.

Eve updated council regarding the baskets and that some of the baskets need to be replaced. A person on DIG is going to fix up the baskets so they can be reused. Mayor King asked about the Daffodil banners. Administrator Thomas let Council know that they are not up. Eve just asked for them to be up before the festival and Administrator Thomas stated that Public Works will hang the banners well before the festival. Councilor Dyche thanked DIG for all their help. There were no further comments or questions for DIG.

C. Citizen Comments: There were no citizen comments.

OLD BUSINESS:

A. Amend Municipal Code – 1st Reading Ordinance 673, Road and Weight Restrictions in Amity: Administrator Thomas went over background regarding Ordinance 673 and addressed the concerns from the concerned citizen. Council Dunlap asked how it will affect local farmers. Administrator Thomas explained the impact to farmers. Mayor King also answered and expressed the City's need for the amended Ordinance. Administrator Thomas conducted the amended 1st reading of Ordinance 673. Councilor Dyche moved to approve Ordinance 673 and conduct 2nd reading in April. Councilor Bojorquez seconded motion and with no further discussion motion passed 5-0.

NEW BUSINESS:

A. Acceptance of Planning Commissioner Resignation: Administrator Thomas went over the resignation. Councilor McArthur moved to accept the resignation of Planning Commissioner Melissa Bojorquez, effective immediately and authorize administration to start advertising for the position. Councilor Dyche seconded. With no further discussion motion passed 4-0.

B. Presentation of Fiscal Year 2020-21 Audit: Via Zoom, City CFO Taylor addressed the audit and began by clarifying it's for fiscal year 2020-21 not 2021-22. She then detailed the audit's relevant points. She pointed out the opinions of the auditors and the basis of the accounting. She also let Council know the city is in a good position regarding its net position and equity. She went on to explain City's long-term debt. She went over the audit restricted usage (last line of audit) and can not distribute the audit because it was cash and not accrual.

Mayor King asked for clarification regarding a statement in the audit that nothing came to attention except for two things. CFO Taylor explained what the two items were due to the audit being cash based and the City running an accrual basis. Mayor King credited CFO Taylor for all her help. Councilor Bojorquez pointed out that page 20 in the audit discussed capital assets and that it states that the city doesn't maintain historical records, and she wants to know why that is. CFO Taylor explained for a cash basis you do not keep the schedule but with accrual you do keep a historical schedule. CFO Taylor says the city does have it and the Council will see it next year when it is on all accrual basis.

Councilor Dyche updated new Council and that the city is switching from cash basis to accrual and that the city has a new auditing firm.

Mayor King noted on page 27 in the audit that there was a \$155k transfer and asked for more information about it. Administrator Thomas explained that the transfers were possibly interfund loans that needed to be paid back. Mayor King asked if the budget needs to be modified to show the xfers. CFO Taylor will look into it and let Administrator Thomas know the details regarding the transfers. Councilor Dunlap asked why there weren't notes on the deviations attached to each transfer and whether there will be notes in the future. CFO Taylor answered his question, stating there will always be enterprise fund transfers, and she will get more information for Council, and that notes will be done in the future.

C. Accept the FY 2020-21 Audit.: Councilor Dyche motioned to accept the 2020-2021 Fiscal Year Audit as prepared by Grove, Mueller & Swank. Councilor McArthur seconded and with no discussion motion passed 5-0.

D. Presentation of Rural Development Initiatives: Administrator Thomas introduced RDI Reps Cayla and Heidi, who will give a presentation to Council, and he described the need for the presentation. RDI

Reps presented to Council their findings and the results of the city's recent RDI survey. Mayor King explained to Cayla and Heidi that this fiscal year the city doesn't have any funding for RDI. She stated that she doesn't feel comfortable committing to RDI until the City undertakes the new year's budget. The RDI Reps understood the hesitation and stated they weren't currently expecting funds. Cayla and Heidi say they will continue to work the City. Mayor King asked Cayla and Heidi to better explain the Ford Family Foundation grant funding cycle. RDI Rep explained the grant.

Councilor Dunlap asked if they help with childcare for working families. RDI Rep explained that there is a childcare program. Mayor King further mentioned the City's budget. Cayla and Heidi let Council know they can help with grant writing to obtain funding.

Councilor Dyche moved to table the decision on RDI until the Council has time to discuss it in budget meetings. Councilor Bojorquez seconded. Mayor King thinks it is important to seek funding but wants staff to look into it. With no further discussion motion passed 5-0.

E. Appointment of Councilor Positions: Mayor King went over background regarding assigning Points of Contacts positions. Administrator Thomas explained the purpose of a Point of Contact. Mayor King assigned the following Points of Contact positions as follows:

Finance: 1st point of contact Councilor Dyche and 2nd point of contact Councilor Saucier

Infrastructure: 1st point of contact Councilor Goings and 2nd point of contact Councilor McArthur

Community Engagement: 1st point of contact Councilor Bojorquez and 2nd point of contact Councilor Dunlap

City Services: 1st point of contact Councilor McArthur and 2nd point of contact Councilor Goings

Public Safety: 1st point of contact Councilor Saucier and 2nd point of contact Councilor Dyche

Parks: 1st point of contact Councilor Dunlap and 2nd point of contact Councilor Bojorquez

Councilor Bojorquez made motion to approve councilor positions as agreed by council. Councilor McArthur seconded and with no discussion motion passed 5-0.

DEPARTMENT REPORTS:

City Administrator Report: City Administrator Thomas submitted his report and updated Council on some updates and corrections in his report. His first correction is that the YCSO contract is set at \$302,133. His next correction is that a City Administrator recruitment can be done for \$10k not \$30k. He then requested the new Councilors to stay behind after the meeting to go over some things regarding their new Councilor packets.

Councilor Bojorquez asked if the costs he included in his report was for graffiti cleanup or other abatement processes. Administrator Thomas replied that he combined both into one cost. There were no further comments or questions for the City Administrator.

City Recorder/Treasurer Report: Recorder Johnson submitted her report and was not present at the meeting. There were no comments or questions for the City Recorder.

Public Works Report: Superintendent Mathis submitted his report and was not present at the meeting. There were no comments or questions for Public Works.

Library Report: Librarian Jenkins submitted her report and was not present at the meeting. There were no comments or questions for the library.

City Engineer Billing Report: Billing report submitted. There were no comments or questions regarding billing.

City Attorney/Planner Billing Report: Billing report submitted and there were no comments or questions regarding billing.

BUSINESS FROM THE MAYOR & CITY COUNCILORS:

Councilor President April Dyche Comments: Councilor Dyche let Council know that the Amity Fire Dept ended their agreement with McMinnville at the end of February. Chief Yocum will be the interim chief for the next 6 months while the Fire Dept looks for a new chief. There were no comments for Councilor Dyche.

Councilor Sandy McArthur Comments: Councilor McArthur updated Council that she has started to work on the City's webpage and will continue to make it more user friendly. There were no comments for Councilor McArthur.

Councilor Goings Comments: Councilor Goings was not present at the meeting. There were no comments for Councilor Goings.

Councilor Bojorquez comments: Councilor Bojorquez had nothing to report. There were no comments for Councilor Bojorquez.

Councilor Dunlap Comments: Councilor Dunlap had nothing to report. There were no comments for Councilor Dunlap.

Councilor Saucier Comments: Councilor Saucier had nothing to report. There were no comments for Councilor Saucier.

Mayor King Comments: Mayor King let Council know at the upcoming work session on March 16, 2022, City Attorney Bill Monahan and COG Director Scott Dadson will attend to help start the process regarding the City Administrator's contract and evaluation. She stated that this is a free resource. Councilor Dyche asked if the city will schedule a training for the new Councilors with Attorney Monahan. Mayor King says she will reach out to him regarding the training. There were no comments for Mayor King.

Councilor Dyche moved to adjourn meeting at 8:30pm. Councilor McArthur seconded and without further discussion motion passed 5-0.

Regular Meeting of the
Council March 2, 2022

Minutes

Approved by City April 6, 2022

Rachel King, Mayor

Attest:

Natasha Johnson, City Recorder