

REGULAR MEETING OF THE COUNCIL
CITY OF AMITY, OR

Minutes

The Regular Meeting of the City of Amity City Council was held at 7:00 p.m. on Wednesday, April 5, 2023, in the Council Chambers, City Hall, 109 Maddox, Amity, Oregon.

Swearing in of New Councilor City Recorder Johnson sworn into office Councilor Alice Thompson.

Councilors Present

Councilor Melissa Bojorquez, Councilor April Dyche, Councilor Sandy McArthur, Councilor Denis Saucier, Councilor Caleb Shields, Councilor Alice Thompson, and Mayor Rachel King

Councilors Present via Zoom

None

Councilors Absent

Councilor Saucier

Staff Present

Interim City Administrator Rob Daykin and City Recorder Natasha Johnson

CONSENT AGENDA:

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

CITIZEN COMMENTS:

- A. Yamhill County Sheriff's Report: Deputy Sammerdyke from YCSO introduced himself to the Council. There were no further comments or questions for YCSO.
- B. DIG Report: Erin Rainey with DIG thanked the Council and Community for all their help at the Daffodil Festival. She reminded Council DIG meeting the following week. Mayor King thanked DIG for all their work putting on the Daffodil Festival. There were no further comments or questions for DIG.
- C. Citizen Comments: L. Engel asked regarding the deadline for the library survey. Mayor King explained it has closed, but they can still turn it into the library, and they will take any feedback. There were no further citizen comments.

OLD BUSINESS:

None

NEW BUSINESS:

- D. Ordinance No. 679 City Administrator Duties and Authority: Interim City Administrator Daykin went over background regarding Ordinance No. 679. Mayor King did the 1st and 2nd reading of Ordinance 679. Councilor Bojorquez made a motion to adopt Ordinance No. 679, An ordinance creating the position of City Administrator and amending the Amity Municipal Code. Councilor McArthur seconded and with no discussion motion passed 5-0.
- E. Amity Loan Resolution Bulletin 1780-27: Mayor King went over background regarding Amity Loan Resolution Bulletin 1780.27 and the changes from the last Resolution that was passed. Councilor Dyche moved to accept the Amity Loan Resolution Bulletin 1780-27. Councilor McArthur seconded and with no discussion motion passed 5-0.
- F. Resolution No. 2023-06 City Administrator Purchasing Agreement: Interim Administrator Daykin went over background regarding Resolution No. 2023-06. Interim City Administrator Daykin explained further the reason for changing the previous Resolution purchasing agreement. Councilor Dyche made motion to pass Resolution No. 2023-06, a resolution amending Resolution No. 2018-13, a resolution establishing a public contracting and purchasing policy. Councilor Bojorquez seconded and with no discussion motion passed 5-0.
- G. Resolution No. 2023-07, a Resolution Authorizing Application for Park Grant.: Interim City Administrator Daykin went over background regarding Resolution 2023-07. He explained what all the grant project would entail. Councilor Bojorquez made a motion to pass Resolution No. 2023-07, a resolution authorizing application for park grant. Councilor Dyche seconded, and with no discussion motion passed 5-0.
- H. SDC Fee Schedule: Interim City Administrator Daykin went over background regarding SDC Fee Schedule and the reason for the change to the SDC rates. The rates have not been being increased based on the Resolution passed in 2009 & 2015 and this is getting them caught up to where they should be at today. Mayor King brought up that there needs to be extensive study done for the SDC rates, but for now this will get them updated. She asked if he talked with Planner Byram. He explained he will be reaching out to her. Councilor Bojorquez asked if the numbers are based on if the city has been doing rate increases. He explained yes that is how he came up to the numbers. She explained she looked into other cities and Amity is still lower with the SDC fee amount. She asked if the fees would take effect to applications already in process. He explained the process. Mayor King asked if needed to make a new resolution. He explained no, since the original resolution stated raising the SDC fees. Council concurrence of the adjusted SDC Fee Schedule per the annual adjustment formula adopted in the respective SDC resolution.
- I. Union Contract Negotiations: Interim City Administrator Daykin went over background regarding union contract negotiations. Councilor Dyche moved to authorize Interim City Administrator Rob Daykin and Mayor Rachel King to negotiate the union contract and give direction. Councilor Bojorquez seconded and with no discussion motion passed 5-0.

DEPARTMENT REPORTS:

City Administrator Report: Interim City Administrator Daykin explained to Council further regarding SDC charges and Ordinance 619 that is currently in effect. He wants to update the Ordinance and bring it back to the Council for review.

He gave an update regarding the collapsed sewer pipe and is waiting on PGE to get back to see if it was their pipe that caused the damage. He and the PW Superintendent had a meeting with DEQ regarding the new TDML report. Councilor Bojorquez asked if our current DRC handles the reporting. Mayor King explained the previous PW Superintendent filled out the report and since he left there was no one following all the actions that need to be kept on track and not responsibility of the DRC. He explained further regarding the TDML report.

He updated the Council regarding a CIS claim that was filed from a citizen that had damage to his car due to pothole. The citizen will be dropping the claim and is satisfied. Public Works has taken action to address potholes in the city. He gave an update regarding a street study he is currently working on. He should have the Street report to Council by June meeting. Mayor King explained this was a goal of the Council and well worth the cost. Councilor McArthur stated can share with citizens and that the city is working on improving streets. He gave an update on the current SCA Grant project that is going on. Mayor King explained further with the project. There were no further comments or questions for the Interim City Administrator.

City Recorder/Treasurer Report: Recorder Johnson submitted her report and reminded Council regarding upcoming Shred Day and Cleanup Event. Councilor Bojorquez asked if opened up to the public if need help picking up stuff. She explained has advertised regarding if needing help to contact City Hall. thanked Mayor King and Councilor Bojorquez for all their help at Shred Day and getting the backroom organized. There were no comments or questions for City Recorder.

Public Works Report: Public Works submitted 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. There were no comments or questions regarding billing.

Director for COG Scott Dadson gave an update regarding advertising and that there are currently around four applications for the City Administrator position. He suggests that the Mayor, President of the Council and Interim Administrator reviews the applications first. The council all agreed that would be fine. Mayor King asked regarding when Council should decide on interview process. He suggests discussing the options at the upcoming Council Work Session on April 19th.

BUSINESS FROM THE MAYOR & CITY COUNCILORS:

Councilor President April Dyche Comments: Councilor Dyche will be touching base with Public Works regarding the senior banners getting hung up. Mayor King explained it is on everyone's radar. There were no further comments for Councilor Dyche.

Councilor Sandy McArthur Comments: Councilor McArthur thanked public works for putting gravel down on Enos. There were no comments for Councilor McArthur.

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

Councilor Bojorquez Comments: Councilor Bojorquez updated council on track to have a demo with the new volunteer website at the upcoming work session. There were no comments for Councilor Bojorquez.

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

Councilor Thompson Comments: Councilor Thompson reminded Council of the upcoming blood drive at the High School. She will be having the high school students put up the Juliette's House decorations next week. Mayor King reminded everyone to wear blue every Friday in April. Councilor Bojorquez asked regarding the training put on by Juliette's House. Mayor King explained will be reaching out. There were no further comments for Councilor Thompson.

Mayor King Comments: Mayor King updated Council regarding the CDBG grant for the library and that the city is not eligible to receive the grant due to the community not being low income based on the study done. She explained further with previous study and the study done now. There are options with doing another study but could take a lot of funds to get it done. She explained the project is not dead and just can't rely on the current grant that was applied for.

She updated the Council regarding the upcoming YCSO contract coming up and looked into part time deputy and they no longer offer that. They asked the city to budget around 325k for the year. She gave the direction to YCSO to stay at the current contract level we have currently. Councilor Dyche doesn't feel comfortable with adding another deputy and adding the additional cost associated with that this year. Mayor King also doesn't think at this time is a good time to add another full-time officer. Interim Daykin explained City of Dundee had 24-hour coverage and they received complaints never see officers. Councilor Thompson asked

what happens when down a deputy. Mayor King explained will still have coverage. Mayor King is happy with the service the city is getting.

Mayor King gave an update regarding the desk audit the city had regarding the ARPA funds. She explained went well, but there is a list of things the city must get back to the state. She explained just matter of getting the documentation to them. There were no further comments for Mayor King.

Mayor King adjourned the meeting at 8:15 pm.

Approved by the City May 3, 2023

Rachel King, Mayor

Attest:

Natasha Johnson, City Recorder