

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 1, 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 Caleb Shields, Councilor Alice Thompson, and Mayor Rachel King

Councilors Present via Zoom

None

Councilors Absent

Councilor Denis Saucier

Staff Present

City Administrator Mike Thomas and City Recorder Natasha Johnson

CONSENT AGENDA:

Councilor Bojorquez moved to approve the Consent Agenda. Councilor Dyche seconded and with no discussion motion passed 6-0.

CITIZEN COMMENTS:

- A. Yamhill County Sheriff's Report: Deputy Summers from YCSO updated Council regarding the calls YCSO had for the previous month. He updated Council on the incident response on 5th Street. He explained there have been a lot of extra deputies working in Amity. He also updated Council that they have found an evening Deputy, who should start soon. Mayor King asked if he gets any extra information on the new Deputy to pass it along to her. There were no further comments or questions for YCSO.
- B. DIG Report: There was no one from DIG and no report. Mayor King let Council know when DIG's next meeting is. There were no comments or questions for DIG.
- C. Citizen Comments: There were no citizen comments.

OLD BUSINESS:

None

NEW BUSINESS:

- D. Approve Interim City Administrator Contract: Mayor King went over background regarding the interim contract and introduced MWVCOG Director Scott Dadson. He provided a background regarding interim administrator Rob Daykin, if Council votes for him to be the interim. He previously served the City of Dundee. Director Dadson explained the contract is for \$85 an hour and not to exceed \$25,000. The MWVCOG will employ Rob. Councilor Bojorquez asked City Staff if they're ok with him being part-time. City Recorder Johnson explained if focus is on the big items, then yes. Mayor King added he can start Monday (3/6/23) and fill our immediate need. Director Dadson explained the city is very fortunate to be able to have Rob Daykin as an interim and he is very respectful of his elected officials. Mayor King explained that he has had a chance to meet with her and Administrator Thomas. Councilor McArthur moved to approve the IGA for Interim City Administrator Services. Councilor Bojorquez seconded and with no discussion motion passed 6-0.
- E. Approve Recruitment Services Agreement between City of Amity & MWVCOG for Administration Recruitment: Mayor King re-introduced MWVCOG Director Scott Dadson who went detailed the recruitment process. Director Dadson explained to council what services COG will be providing and went over the proposed agreement. He described Council's role in the hiring process. He also explained what the MWVCOG will be looking for in a candidate. He also told Council they will have to decide about the salary range, and he will be asking for a work session to go through the details of the hiring. Mayor King asked if they would get the appropriate hiring material before the work session. He explained he will send it City Recorder first of next week (3/6/23) to send out. Councilor Bojorquez asked for any other added costs in the process. Director Dadson explained both background checks and travel expenses would cost extra. Councilor Bojorquez asked Director Dadson how long the application window to be open. He explained that they will most likely do "open until filled" with an 1st review date. COG will review the applications first before sending them to Council. Mayor King asked if they will be recruiting for Administrator by end of this month. He explained that right after the work session, he will be prepared to open the hiring. Councilor Bojorquez moved to approve the recruitment services agreement between the City of Amity and the Mid-Willamette Valley Council of Governments. Councilor McArthur seconded. Councilor Shields asked if there were any other hiring options open to the City. Mayor King explained yes there are, but this is the best option for the city. With no further discussion motion passed 6-0.
- F. Presentation by Hunter Communications: City Administrator Thomas introduced Hunter Communications CEO, Michael Wynschenk. CEO Wynschenk presented their internet services to council. He went over the State's Affordable Connectivity Program and encouraged Council to let citizens know about the program. He went over the Hunter mission and their current footprint. He then described the different services they provide. He informed Council when they are going to be finishing up installation in Amity. They anticipate being finished by March 15, 2023. Administrator Thomas asked if they provide TTY phone service. Hunter Communications said they will have to get back to the city. Mayor King asked once project is complete in March does that mean they are done completely in town. They explained yes, unless

there is an area that was missed or construction underground that needs updated. There were no motions or votes required.

- G. NCAP 2023 Proclamation: Administrator Thomas went over background regarding the Child Abuse Awareness Proclamation. Juliette's House would encourage everyone to wear blue for month of April. Mayor King read the proclamation. Councilor Dyche moved to approve the Child Abuse Proclamation Resolution 2023-05. Councilor Bojorquez seconded, Councilor Shields asked regarding the training portion. Mayor King explained what it means. With no further discussion motion passed 6-0.
- H. Library CDBG Required Resolutions 2023-01, 2023-02, 2023-03: Administrator Thomas discussed the necessity for Resolutions 2023-01, 2023-02, 2023-03. Councilor Bojorquez asked regarding the LEP (Limited English Proficiency) and that Amity is over the 50% and what documents does the city have to provide in Spanish and English. Administrator Thomas explained what the city is currently doing to provide Spanish materials. Mayor King then elaborated. Councilor Dyche moved to approve Resolution 2023-01 regarding Limited English Proficiency, moved to approve Resolution 2023-02 Fair Housing and moved to approve Resolution 2023-03 Excessive Force. Councilor Bojorquez seconded and with no discussion motion passed 6-0.
- I. Contract with Mr. Terry Howard: Mayor King updated Council regarding the contract and that Terry Howard has not signed the contract at this time. Administrator Thomas explained gave a timeline, but Mr. Howard let Administrator Thomas know that he couldn't make the timeline and is contacting an attorney. Councilor Dyche moved to table this agenda item until the City reestablishes contact with Mr. Howard. Councilor Bojorquez seconded and with no discussion motion passed 6-0.
- J. Calendar Year 2023 Councilor Appointments: Mayor King went over the position appointments with Council and confirmed with Council they are all in agreement with the appointments and asked for a vote. Councilor Bojorquez moved to approve Councilor position appointments as agreed by Council. Councilor Dyche seconded and with no discussion motion passed 6-0.
- K. Approve Resolution 2023-04, Establish Website for Volunteers: Administrator Thomas quickly explained Resolution 2023-04, Establishing Website for Volunteers. He turned it over to Councilor Bojorquez who explained the reasoning and need for this resolution and the website. She was able to find a free website and would be no cost to the city. Mayor King explained further why the need for the Resolution. There was discussion between Council regarding allowing other entities to be able to send info over to the City to be put on the website regarding need of volunteers for events. Councilor Dyche moved to approve Resolution 2023-04, Establish Website for Volunteers with the language edits to Resolution to say in section one stating Local events and in section 3 stating and or affiliates. Councilor Thompson seconded and with no discussion motion passed 6-0.

DEPARTMENT REPORTS:

City Administrator Report: City Administrator Thomas submitted his report and let council know hired new Public Superintendent who started Monday and he seems to be a good fit. He told Council it has been an honor to serve the community. Mayor King thanked him for everything he has accomplished over his 3-yr tenure. There were no further comments or questions for the City Administrator.

City Recorder/Treasurer Report: Recorder Johnson submitted her report and added her thanks to Mayor King and Councilor Bojorquez and DIG members for helping to stuff billing envelopes. There were no comments or questions for City Recorder.

Public Works Report: Public Works did not submit report and was not present at the meeting. Administrator Thomas updated Council regarding another discharge incident and that the discharges are quite possibly caused by a 3rd party construction issue. He stated Public Works will look into it next week. Mayor King wants Public Works to save any proof that it is the 3rd party and have the paper trail. There were no further comments or questions for Public Works.

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

City Engineer Billing Report: Billing report submitted. Mayor King let council know she looks over the project totals and keep an extra set of eyes on the cost and completion of projects. There were no comments or questions regarding billing.

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

BUSINESS FROM THE MAYOR & CITY COUNCILORS:

Councilor President April Dyche Comments: Councilor Dyche asked regarding the flaggers at the construction site blocking traffic at not the best of times. Administrator Thomas replied he will ask ODOT. He also let Council know they sent out info regarding the traffic delays that will be occurring for the bridge construction. She let Council about the upcoming Easter Egg Hunt. There were no further comments for Councilor Dyche.

Councilor Sandy McArthur Comments: Councilor McArthur had nothing to report. 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 will get to working on the volunteer website. She will do a demo at the work session. There were no comments for Councilor Bojorquez.

Councilor Shields Comments: Councilor Shields asked regarding property across from post office and what the plan is regarding it. Mayor King explained privately owned. There were no further comments for Councilor Shields.

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

Mayor King Comments: Mayor King updated Council summarized the previous evening's meeting regarding the library project and the library survey that is going out. She asked Council if they were okay with sponsoring a craft at the Daffodil Festival. Council was all in favor of sponsoring the craft. There were no further comments for Mayor King.

Councilor Bojorquez made motion to adjourn meeting. Councilor McArthur seconded and with no discussion meeting adjourned. Mayor King adjourned meeting at 8:53 pm.

Approved by the City April 5, 2023

Rachel King, Mayor

Attest:

Natasha Johnson, City Recorder