

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, February 1, 2023, in the Council Chambers, City Hall, 109 Maddox, Amity, Oregon.

Councilors Present:

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

Councilors Present via Zoom

None

Councilors Absent

None

Staff Present

City Administrator Mike Thomas, City Recorder Natasha Johnson and City Clerk Chrisy Worthington

**CONSENT AGENDA:**

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

**CITIZEN COMMENTS:**

- A. Yamhill County Sheriff's Report: Deputy Summers from YCSO updated Council regarding the calls YCSO from last month. He attended a "meet and greet" at the Amity Preschool. Councilor Dyche asked for an update on the evening deputy. He didn't have an update. Administrator Thomas updated Council that we will have a rural patrol until about February 21<sup>st</sup>. Mayor King asked if they could park in front of City Hall and if they can be more visible in neighborhoods. Councilor Bojorquez also provided him some of feedback from our survey regarding crosswalk safety. Mayor King asked if they can obtain more funding to have more crosswalk stings. There were no further comments or questions for YCSO.
- B. DIG Report: DIG's Erin Rainey asked Council to consider funding an ad buy in the Yamhill County visitor's guide using City tourism funds. Councilor Bojorquez asked for more information regarding the guide. Erin explained further. She also informed Council about the next week's DIG meeting regarding Daffodil festival. Mayor King asked the recorder if a decision on this could be added to the agenda. City Recorder Johnson said, yes. The topic was added. There were no further comments or questions for DIG.
- C. Citizen Comments: There were no citizen comments.

**NEW BUSINESS:**

- A. Appoint New Councilor: City Administrator Thomas gave background regarding the council applicant. Applicant Alice Thompson introduced herself to Council. Mayor King explained the expected time commitment of being on Council, Applicant Thompson accepted the commitment. Councilor Bojorquez moved to appoint Alice Thompson to Council Position #4 to a term to expire on December 31, 2026. Councilor McArthur seconded, and with no discussion motion passed 5-0.

- B. Water Leak Adjustment Request: City Recorder Johnson detailed the background regarding this leak adjustment request from customer B. Shipley. Councilor Dyche moved to approve a water leak adjustment for the month of December 2022, in the amount of \$147.88. Councilor Bojorquez seconded and with no discussion motion passed 5-0.
- C. Update Presentation on Salt Creek Bridge Project: City Administrator Thomas introduced ODOT staff members Paul B. & Leia K. They gave a presentation on the Salt Creek Bridge project's status. They anticipate reopening the bridge in November 2023. Mayor King asked if the project's details are online and if community members can see the project plan. Leia explained there is some information online and she will see about getting us the link, and putting more information online. Paul B. detailed the particulars of the project and then asked that we "bear with them" as they build it. Councilor Dyche asked if ODOT was prepared for the flooding. Leia explained they were aware but not to the extent of the flooding that happened. Councilor Dyche asked if they were prepared for future flooding. Leia replied they are more prepared. Administrator Thomas asked for update on the girder delivery plan. Paul explained their delivery plan. Mayor King asked if ODOT had considered using Hwy 18 instead. They replied it was a possibility, but it was up to the contractor. Mayor King asked for ODOT to keep city informed on the project and the process.

Citizen Erin R. asked for more specifics on the girder delivery. Leia answered then added they can attempt to not schedule delivery during the Daffodil Festival. Erin then asked why it is taking so long to complete the bridge. Leia explained their delays. There were no further comments or questions for ODOT. Mayor King thanked them for coming.

- D. Wastewater Facilities Planning Survey Presentation: City Administrator gave the reason for the WWFPS. City Engineer P. Olsen gave the presentation of the WWFPS plan. Mayor King asked if they recommend to doing either one project at a time or all at once. Engineer Olsen replied it depends on funding. Councilor Shields asked if some of the improvements can be grouped together for completion. Engineer Olsen explained that some of them are grouped together. He then stated that the full report will be sent to Council. Councilor Shields asked what option is more robust in fixing our sewer problems. Engineer Olsen replied that it depends on what the City wants to do and can afford. Councilor Dyche moved to accept the Wastewater Facilities Planning Survey as presented by Keller Associates. Councilor McArthur seconded and with no discussion motion passed 5-0.
- E. Presentation of Sewer Rate Study: City Administrator Thomas gave the background regarding the sewer rate study and introduced OAWU member T. Tice to Council. OAWU member Tice presented council with the results of their Sewer Rate Study. Mayor King asked if he had the full study completed. Tice explained he will provide it soon. Councilor Bojorquez asked how many industrial users the city has. Tice replied approximately 12. Mayor King explained she would like the study first and not implement the rates as of July 1, 2023, giving Council time to look over the budget and the WWFPS. Tice explained that is fine and he can wait to submit final report. Councilor Dyche moved to accept the proposed sewer rate study. Councilor Bojorquez seconded and with no discussion motion passed 5-0.
- F. Approve Contract with Howards: Mayor King made recommendation to table the agenda item until next month. Councilor Dyche moved to table agenda item until next council meeting. Councilor Bojorquez seconded and with no discussion motion passed 5-0.

- G. Approve Donations as Recommended by Finance Committee: Mayor King provided the background regarding our donation requests. Councilor Dyche explained further, and added they are the standard donations requested every year. Councilor Bojorquez moved to approve donations as recommended. Councilor McArthur seconded and with no discussion motion passed 5-0.
- H. Temporary OLCC License Application – The Common Cup: Mayor King described Temporary OLCC License Application. Mayor King asked if the Applicant’s plan is to keep requesting 7 events at a time or if this was just 1-time series. City Recorder explained she was not positive, but thinks they are seeing how this round goes and will decide afterwards. Councilor Bojorquez asked if they had to pay a fee for this. City Recorder replied affirmatively. Councilor Dyche moved to approve the Temporary Liquor License Application for The Common Cup located at 516 S. Trade, Suite 103. Councilor McArthur seconded and with no discussion motion passed 5-0.
- I. Approve Tourism Funds for City Advertisement in Visiting Guide to Visit Amity: Mayor King previously added this agenda item and explained that since DIG had a “time-sensitive” need to secure the ad buy, would Council approve a request to pay for an advertisement in the Visitor’s Guide. She asked staff how much available funding was in the tourism fund. City Recorder checked, saying we had about \$10,000 and the City must spend a percent of the funds yearly. Mayor King would like to see this continued as it’s important for DIG and is “time sensitive.” Councilor Bojorquez moved to approve spending \$1,600 in Tourism Funds to pay for an ad in the News Register’s Visitor’s Guide to encourage tourism in Amity. Councilor McArthur seconded the motion and with no discussion motion passed 5-0.

## **DEPARTMENT REPORTS:**

City Administrator Report: City Administrator Thomas submitted his report and formally put in his resignation, with 30-days’ notice. Mayor King went over plan for transition. Council thanked Mike for his work. There were no further comments or questions for the City Administrator.

City Recorder/Treasurer Report: Recorder Johnson submitted her report and reminded Council to RSVP for the County dinner this month. There were no comments or questions for City Recorder Johnson.

Public Works Report: Public Works submitted report and was not present at the meeting. Councilor Dyche asked how the search is going for hiring for position. Administrator Thomas explained we are interviewing 1 applicant on February 15<sup>th</sup>. He also explained if it doesn’t work there is a backup plan. There were no further comments or questions for Public Works.

Library Report: Librarian Jenkins submitted her report and was not present at the meeting. Mayor King asked for an update regarding CDBG grant. Administrator Thomas gave an update regarding the grant and what the plan is. Mayor King added a few details. Councilor Bojorquez asked if the survey will be on survey monkey. Administrator Thomas replied yes, with the assistance of the Amity Friends of Library, who hired someone to oversee it. There were no further 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.

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**BUSINESS FROM THE MAYOR & CITY COUNCILORS:**

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

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

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

Mayor King Comments: Mayor King summarized her and Councilor Bojorquez's time at the LOC Day at the Capital. She then talked about some upcoming meetings; US Senator Merkley's "meet and greet" this upcoming Monday, a meeting with OR Senator Boquist on February 7<sup>th</sup> - where she's like a Councilor to join her, and that US Representative Salinas is coming February 15<sup>th</sup>. Rep Salinas is also hosting a Mayors' roundtable in Amity, too, on the 15<sup>th</sup>.

She asked council to review the LOC homelessness "1-pager" and to email her with any recommended edits. She thanked everyone for coming to the Goal Setting and when the goals will be published to the public. Staff explained they are on the website and will be published to social media. She went over the new Councilor Point of Contacts list. She let Council know she is going to direct Administrator Thomas to include Point of Contacts in emails and to reach out to him if they have anything. There were no further comments for Mayor King.

Councilor Bojorquez moved to adjourn. Councilor McArthur seconded and with no discussion Mayor King adjourned the meeting at 9:10 pm.

**Approved by the City March 1, 2023**

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Rachel King, Mayor

**Attest:**

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Natasha Johnson, City Recorder