

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, September 1, 2021, in the Council Chambers, City Hall, 109 Maddox, Amity, Oregon.

Councilors Present:

Councilor Rachel King, Councilor Sandy McArthur, Councilor Napua Ann Rich, Councilor Robert Andrade (late), Councilor April Dyche and Councilor Cody Goings

Councilors Present via Zoom

None

Councilors Absent

None

Staff Present

City Administrator Mike Thomas and City Recorder Tasha Johnson

CONSENT AGENDA:

Councilor Rich moved to approve the Consent Agenda. Councilor McArthur seconded and with no discussion motion passed 4-0.

CITIZEN COMMENTS/QUESTIONS:

A. Yamhill County Sheriff's Report: YCSO submitted crime stats and Deputy High was present via Zoom. He went over the different calls the YCSO responded on for the month of August. He let Council know YCSO would conduct crosswalk stings beginning August 31. Interim Mayor King asked about patrolling the Cemetery area. Deputy High asked if there were specific problems. She stated that from secondhand sources she heard of issues at the cemetery and just wanted to make sure the Deputies were patrolling the area. Deputy High let Council know he will talk with the deputies about patrolling more in that area.

Councilor Dyche asked if there would be more patrols once school started. Deputy High told Council there would be extra patrols. He confirmed with Council the start date for schools in Amity. City Recorder Johnson updated Council regarding rough numbers on tickets for the crosswalk operation. There were no further comments or questions for the YCSO.

B. DIG Report: Erin Rainey with DIG updated Council regarding updating RDI (Rural Development Initiative) and how to get the community more engaged. Councilor Rich let Ms. Rainey know when the Council Work Sessions are and who is the Community Point of Contact. City Administrator Thomas elaborated on what RDI does. There were no further comments or questions for DIG.

C. Citizen Comments: Citizen Joan M. thanked the city for all the paving. There were no further comments.

OLD BUSINESS:

- A. Second Reading and Approval of Ordinance 670 Code Amendments: City Administrator Thomas conducted the 2nd reading of Ordinance 670, an ordinance amending the Amity Development Code to extend plat recording deadlines for land division. Councilor Rich moved to approve the change to the Amity Development Code, giving individuals 18 months to complete a partition or subdivision. Councilor McArthur seconded motion and with no further discussion motion passed 6-0.
- B. Appoint New Finance Committee Co-Chair: City Administrator went over background regarding appointing new Finance Committee Co-Chair. Councilor McArthur made motion to terminate this agenda item and address this and all other Council assignments as part of the new business of Council, upon completion of the appointment of a new Mayor. Councilor Andrade seconded and with no further discussion motion passed 5-0.

NEW BUSINESS:

- A. Appointment and Swearing in of New Mayor: City Administrator Thomas detailed the background regarding appointment of New Mayor. He stated that only Councilor King applied. Councilor Rich asked applicant King questions regarding becoming the mayor. Applicant King answered the questions. Councilor Rich moved to appoint Rachel King as the next Amity Mayor effective immediately with a term to expire December 31, 2024. Councilor McArthur seconded and with no further discussion motion passed 5-0. City Staff will advertise for Councilor Position immediately.

City Recorder Johnson conducted swearing of new Mayor Rachel King.

- B. Appointment of New Council President: Mayor King went over background regarding needing to appoint new Council President since she is now the mayor and can't be the Council President. Councilor Andrade nominated Councilor Rich to be named the Council President for the remaining year of 2021. Councilor McArthur seconded. Councilor Rich let council know she will gladly accept but she is currently selling her house. While she wants to stay in Amity, it isn't guaranteed. Councilor Dyche commented about the validity of this choice with all the changes regarding signatures and not knowing Councilor Rich's retention. Councilor Rich stated she just wanted Council to be aware of her status. With no further discussion motion passed 5-0.
- C. Reassign Council and Committee Assignments: Mayor King went over the background regarding needing to re-assign committee assignments and point of contact assignments. She assigned Councilor Rich to Finance Chair and Co-Chair to Community Engagement. She kept Councilor McArthur and Councilor Andrade the same. Mayor King assigned Councilor Dyche Community Engagement Chair and Public Safety Co-chair. Finally, Mayor King assigned Councilor Goings Public Safety Chair and Infrastructure Co-Chair. Mayor King stated she will be Infrastructure Chair and Co-Chair for Finance Committee.

- D. Approval of Ordinance 671 – Adopting a New City Code of Ordinances: City Administrator Thomas went over background and conducted 1st reading of Ordinance 671, adopting a new city code of ordinances. Councilor Dyche made motion to approve 1st reading of Ordinance 671, adopting a new city code of ordinances. Councilor Andrade seconded motion. Councilor Rich thanked staffs for all the hard work getting it done. With no further discussion motion passed 6-0.
- E. Approval of Ordinance 672 – Tampering with Water Meters: City Administrator Thomas discussed the rationale for this Ordinance and conducted a 1st reading of Ordinance 672, regarding the tampering with water meters. Councilor Goings asked if the \$250 will cover replacement cost of a meter. Administrator Thomas explained it wouldn't cover the cost. Councilor Rich asked why wouldn't charge what it cost to replace it. Administrator Thomas explained he was aligning the fines with the City's fine structure not meter cost. Councilor Andrade said the fine should meet the crime. Councilor Dyche said should charge them the fine of \$250, but also the cost of a meter replacement. Councilor King explained her concern regarding the tampering part of the Ordinance. Administrator Thomas provided potential changes he can make to the ordinance, to include a case-by-case basis option. Councilor Goings asked if the City considered a device to put on the meters for customers to shut off the water on their own. Administrator Thomas stated he would check with Public Works. Councilor Rich made motion to disapprove Ordinance 672 and direct staff to incorporate the changes as recommended by Council and bring back to Council. Councilor Andrade seconded and with no further discussion motion passed 6-0.
- F. Appointment of New Auditor Services: City Administrator went over background regarding appointment of new auditor services. Councilor Goings asked what the auditor charged their client the City of Banks. Councilor Goings mentioned the auditor may have possibly low bid due to not having cities as a client. Councilor Andrade stated the City should give this company the chance to get the experience with a city. Councilor Dyche brought up her concern with the auditor lacking a municipality, but she is comfortable with the information provided from the auditing firm. City Recorder Johnson let Council know they are currently in the middle of a city audit and recommend we wait to decide until after the City of Banks' audit is complete and see how it went for Banks. The City Administrator agreed that the City Recorder made valid points but countered that waiting too long could increase the price the new auditor sets. Councilor Andrade tasked the staff to reach out to City of Banks for pros and cons on their audit thus far. Councilor Goings asked how long we can wait to accept the bid. City Administrator explained to Council that he told the auditing firm he would announce who won the bid the day after the Council meeting. Mayor King expressed hesitancy with locking in a contract for five years. Councilor Rich is concerned with them never doing a municipality while having over sixty years of experience. Councilor Rich asked what cons are for keeping current auditors besides the cost. City Administrator provided some of the cons. Councilor Andrade recommended changing the contract wording to offer a 5-year contract with a one-year guarantee. Councilor Rich moved to approve and accept the bid by Jarrard, Seibert, Pollard & Co., LLC to conduct Amity's audits in 2022 through 2025 with a one-year guarantee and authorize the City Administrator to enter a contract for their auditing services. Councilor Dyche seconded motion and with no further discussion motion passed 5-0.

DEPARTMENT REPORTS:

City Administrator Report: City Administrator Thomas submitted his report and added that the city pulled 2 less millions of gallons of water from the river in August 2021 compared to August 2020. Councilor Dyche said that is something that should be put in the Newsletter. There were no further comments for the City Administrator.

City Recorder/Treasurer Report: City Recorder Johnson submitted her report and had nothing to add. There were no comments for City Recorder.

Public Works Report: Superintendent Mathis submitted his report and was not present at the meeting and nothing to add. There were no further comments for Public Works.

Library Report: Librarian Jenkins submitted her report and was not present at the meeting. City Administrator let Council know the library is getting painted. There were no comments for the library.

City Engineer Billing Report: There was no billing report this month and there were no comments.

City Attorney/Planner Billing Report: Billing report submitted and there were no comments.

BUSINESS FROM THE MAYOR & CITY COUNCILORS:

Mayor's Comments: Council President King submitted her report and updated Council about the federal low-income assistance program and that it is happening and in October. YCAP should be receiving almost \$200,000 to help Yamhill County Residents with their utility bills. She also summarized for Council her meeting with Representative Anna Scharf. There were no comments for Councilor King.

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

Councilor Robert Andrade Comments: Councilor Andrade submitted his report and nothing to add. There were no comments for Councilor Andrade.

Councilor Napua Ann Rich Comments: Councilor Rich did not submit a report. She discussed how she and Councilor Dyche determined that with the covid numbers being so high, they will not be continuing with a proposed community job fair. Mayor King went over the numbers of Covid cases. There were no comments for Councilor Rich.

Councilor Dyche Comments: Councilor Dyche did not submit a report and had nothing to report. There were no comments for Councilor Dyche.

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

EXECUTIVE SESSION:

Council President King closed public hearing and read executive session script.

Council met in Executive Session ORS 192.660 (2)(i) to review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.

Council President King opened public hearing back up.

CONTINUE NEW BUSINESS:

There were none.

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

Approved by City October 6, 2021

Rachel King, Mayor

Attest:

Natasha Johnson, City Recorder