

Mayor Corey Adams

Council Members:

*Ila Skyberg, Council President
Rita Baller
Allan Bramall
Gary Hill
Laurie Toney*

City Staff:

*City Recorder, Sue C Hollis
Library: Melissa Hansen & Denise Willms
Office Coordinator: Debra Bernard
Office Specialist: Amber Deibel
Public Works Director: Jeff Brown*

**REGULAR
WILLAMINA CITY COUNCIL **EMERGENCY MEETING** (as amended 02/14/13)
Thursday, January 10, 2013
7:00 PM**

Mayor Mosser called the meeting to order at 7:00 pm.

I. Flag Salute

The Pledge of Allegiance was recited.

II. Passing of Gavel from Mayor Mosser to Mayor-Elect Adams

Mayor Mosser passed the gavel to Mayor-Elect Corey Adams. As he handed the gavel over, Mayor Mosser commented that this Council and the City staff is one of the best we've ever had and encouraged him to keep it that way. Adams presented the outgoing Mayor with a plaque showing the appreciation of the Council and staff for all he has done in his term as Mayor. He then invited everyone to enjoy some cake and coffee to celebrate. The meeting reconvened at 7:10 pm.

III. Oaths of Office for Newly Elected and Re-elected Officials

Sue Hollis, City Recorder, gave the Oath of Office to Mayor Corey L Adams and Councilors Rita Baller, Gary L Hill Jr, and Ila Skyberg.

IV. Roll Call

Following the Swearing-In Ceremony, Mayor Adams asked for the Roll Call. A quorum was present.

Present:

Mayor Adams
Councilor Skyberg
Councilor Baller
Councilor Bramall
Councilor Hill
Councilor Toney

Absent:

City Staff Present:

Sue Hollis, City Recorder
Jeff Brown, Public Works
Director
Denise Willms, Youth
Services Librarian
Sgt Vandewettering,
YC Sheriff's Office
Justin Coglein, YC Sheriff's
Office

Others Present:

Paul Daquilante, *News-Register*
Marguerite Alexander,
The Sun
Ed Gormely, Waste
Management/River
Bend Landfill
Jackie Lang, Waste
Management/River
Bend Landfill

V. Appointment to Fill Councilor Long Vacancy

Sue Hollis explained that Council had previously decided to wait until after the November elections to appoint someone to this vacancy because they knew that four people were running for three vacancies. Since all of these people had an interest in serving, Council decided to appoint whoever came in fourth to fill the vacancy. That person is Allan Bramall.

Councilor Toney **moved** to appoint Allan Bramall to fill the unexpired term of former Councilor Randall Long.

Councilor Skyberg **seconded**. Motion **carried** unanimously, with Councilors Baller, Hill, Skyberg and Toney voting aye; none opposed.

a. Oath of Office

Sue Hollis administered the Oath of Office to Allan Bramall who then took his seat at the Council table.

VI. Approval of Minutes

1. Minutes of Emergency Session of December 14, 2012

Councilor Skyberg **moved** to approve the minutes of the Emergency Session of December 14, 2012, as written.

Councilor Baller **seconded**. Motion **carried** unanimously, with Councilors Baller, Bramall, Hill, Skyberg and Toney voting aye; none opposed.

VII. Public Input

1. Presentation by Jackie Lang, Senior Manager of Communications, Waste Management

Jackie Lang, Senior Manager of Communications, Waste Management, wished Council a Happy New Year and thanked them for the opportunity to appear before them. She then gave a brief presentation on the 2012 Annual Report from Waste Management/River Bend Landfill. The number one imperative for 2012 was improving their gas management program and they accomplished this. While they are not completely there yet, they are still working diligently to continue to improve their performance. They also strengthened their operational expertise with some staff additions. She passed out copies of an outline of their major accomplishments in 2012 (attached hereto and made a part hereof).

She then went on to discuss community meetings they had scheduled to obtain input on any part of their operations that the participants wanted to discuss. They also used this opportunity to educate the community on their operations and future plans. She noted that it proved to be a very worthwhile dialog. They were able to actually quickly solve some problems that arose such as the noise. They have adjusted their hours and tightened up the schedule which has been difficult but manageable and has made their neighbors happier. Neighbors also expressed concern about birds at the landfill. In response, they have hired a falconer who is out there six days a week to make the landfill uninviting for other birds. It is a nonlethal program. Birds are not killed, but the falcons threaten seagulls and starlings in such a way that tells them they are not welcome at the landfill. This will take time, but they are encouraged by the early results.

Lang then gave a brief overview of the new recycling center that will be at the landfill. This is a free facility with the exception of any items that require a DEQ fee. It will open in 2013 and construction is scheduled to begin as soon as weather allows.

Riverbend has also asked for a permit to build a berm so that they can continue to operate. It will give them about two years of extra capacity while they work with the county on a more long-term solution. The berm will be along the west edge and will be camouflaged with vegetation.

She called attention to a card she had passed out entitled "Dream It. Do It." (attached hereto and made a part hereof). She noted that a Willamina resident, Twila Hill, is on the volunteer Steering Committee. That group has volunteered to help the communities have a conversation about this project which is to determine how 450 acres of Riverbend land will be used to benefit the community. They own 700 acres and only a small portion would be used for landfill. It was purchased as buffer and most is currently leased out as farmland. There are about 2 miles of riverfront property. Meetings will begin in April and they are seeking ideas and input.

Their company provides 48 family wage jobs for the community. They also bring a reliable, steady income stream to the County and this year it will be over \$1,000,000. They expect to spend \$12 million on this site over the next few years and briefly outlined the projects. This will provide contracting jobs during construction. The other economic piece of their operation is affordable disposal for businesses. If you don't have a modern, safe landfill close by then you have to pay more for disposal costs which impacts the ability of businesses to compete effectively. The baseline for Waste Management is that they meet or exceed the requirements of their environmental permits. They are also investing in technologies for waste that create green energy or green chemicals. They are thinking about an alternative to landfill as part of their new projects. They currently generate enough power for 2500 homes in McMinnville and any new projects will be in addition to that. She noted that it continues to be their privilege to serve this community and opened the floor for questions.

Councilor Baller asked if the new recycling center would take glass and plastic bags. Ms Lang responded that they would and the plastic bag part was quite exciting. Waste Management has built a new facility in Portland that will take plastic bags and other plastic waste such as old lawn chairs and children's toys that they were unable to recycle in the past.

Councilor Baller asked if they would be required to mitigate the stream while putting in the berm. Ms Lang responded that for this berm, it would not be required, however, if they expand in the future, something would have to be done with the stream. They do not have that plan on paper right now, but have talked about three different options that will improve the quality of the stream.

Councilor Baller noted that she had heard or read that within ten years there might be enough electricity generated for the hospital. Ms Lang responded that the contract with McMinnville Water & Light calls for the landfill to send their electricity to them which is then added to the grid. They are unable to direct it to any specific location.

Mayor Adams asked how much time it would take to fill up the berm. Ms Lang responded that it would give them approximately two more years. Mayor Adams asked if we might see more berms in the future. Ms Lang responded that they do have a drawing for Phase II of a berm, but they do not have a permit on that. Discussion then followed about construction debris.

A member of the audience asked if the Recycling Center would be open 24 hours. Ms Lang responded that it would not, but when it is open there would be a full time attendant. Another member of the audience, who identified herself as a Master Recycler, asked if consideration had been given to taking plastics to the facility in Brooks rather than expend the energy to transport it to Portland. Ms Lang explained that both facilities use the same technology and they would only have two sites in Yamhill County accepting this waste. They currently do not have any trucks going to Brooks, but do have trucks going to Portland. If they went to Brooks, it would involve additional energy.

VIII. Old Business

1. First Reading, Ordinance #650, City of Willamina Ordinance Granting Union Pacific Railroad License to Use City Right of Way

Sue Hollis gave a brief report to Council on the need for this Ordinance. Staff has been working with Union Pacific Railroad for almost two years since their 99 year Franchise expired in 2010. The railroad operates on a portion of the City Right of Way on Water Street. It wasn't until Council was presented with this ordinance for potential adoption that we got a real response from the railroad. They are not happy with the ordinance, but in looking at the letter, it is apparent that we are still not operating on the same wavelength. We are approaching this as a property rights issue and the railroad is approaching it as a regulatory issue.

The letter actually implies if we don't comply with their wishes they will appropriate our right-of-way through the Courts. While neither side really thinks that will happen because of the costs involved, if it did go to Court, one of the things that will be considered is to what extent both sides tried to resolve the issues. At this point, the City is the only one that has really tried to open a dialog. Tom Sponsler, the City Attorney working on this project, will respond to the letter, but is also recommending that City Council conduct the first reading of Ordinance #650. There is no set schedule for second reading or adoption. She briefly reviewed the process for first reading.

Mayor Adams asked what the potential consequences might be if we do the first reading. Hollis responded that you are not adopting the ordinance, but you are saying that we are really serious about this and we want to open a dialog with the railroad and hear their concerns. We also want them to hear ours about lack of maintenance and other issues we are dealing with along their line.

Councilor Skyberg **moved** that the first reading of Ordinance #650, "City of Willamina Ordinance Granting Union Pacific Railroad License to Use City Right of Way," be by title only.

Councilor Toney **seconded**. Motion **carried** unanimously, with Councilors Baller, Bramall, Hill, Skyberg and Toney voting aye; none opposed.

Councilor Skyberg then read Ordinance #650, "City of Willamina Ordinance Granting Union Pacific Railroad License to Use City Right of Way" into the record by title only.

Councilor Toney **moved** that to approve the first reading of Ordinance #650, "City of Willamina Ordinance Granting Union Pacific Railroad License to Use City Right of Way."

Councilor Bramall **seconded**. Motion **carried** unanimously, with Councilors Baller, Bramall, Hill, Skyberg and Toney voting aye; none opposed.

IX. New Business

1. Declaration of Council Vacancy & Approval of Process for Appointment

Sue Hollis explained that this vacancy is the one formerly occupied by now Mayor Adams. Council will need to declare the position vacant and determine how they wish to fill it.

Councilor Bramall **moved** to declare the City Council position formerly occupied by Mayor Corey Adams as vacant.

Councilor Baller **seconded**. Motion **carried** unanimously, with Councilors Baller, Bramall, Hill, Skyberg and Toney voting aye; none opposed.

Hollis then reviewed the options available to Council for appointing a successor.

Councilor Hill **moved** to accept applications to fill the term for the next thirty (30) days.

Councilor Baller **seconded**. Motion **carried** unanimously, with Councilors Baller, Bramall, Hill, Skyberg and Toney voting aye; none opposed.

2. **Election of Council President**

Councilor Baller **moved** that Councilor Ila Skyberg continue as Council President.

Councilor Toney **seconded**. Motion **carried** unanimously, with Councilors Baller, Bramall, Hill, and Toney voting aye; none opposed (Councilor Skyberg did not vote)

3. **Council Standing Committee Appointments – Mayor Adams**

Mayor Adams deferred action on this item until the March meeting.

4. **Changes in Banking & LGIP Authorities**

- a. **Resolution #12.13-003, Authorizing Access to Information and Making Transfers between Accounts, Direct Deposits & Wire Transfers for Payroll and Accounts Payable at the Bank of America; Modifying Current Signature Authority, & Access to Safe Deposit Box**
- b. **Resolution #12.13-004, Authorizing Information Access and Modification of Required Signatures for the Willamina Cemetery Savings Account #5002906 at First Federal**
- c. **Resolution #12-13.005, Granting Authorization for Information, Required Signatures, and Transfers into and out of the Local Government Investment Pool Account #5566**

Sue Hollis explained that these resolutions are required to replace Mayor Mosser with Mayor Adams as a signer on checks and accounts.

Councilor Bramall **moved** to adopt Resolutions #12.13-003; #12.13-004, and #12-13-005 changing banking and Local Government Investment Pool signatures.

Councilor Toney **seconded**. Motion **carried** unanimously, with Councilors Baller, Bramall, Hill, Skyberg and Toney voting aye; none opposed.

5. **Report of Bills Paid – December 1 thru 31, 2012**

Councilor Toney **moved** to approve the Report of Bills Paid for December 1 through 31, 2012, as written.

Councilor Bramall **seconded**. Motion **carried** unanimously, with Councilors Baller, Bramall, Hill, and Toney voting aye; (Councilor Skyberg abstained)

X. **Council Liaison Reports**

1. **Chamber Liaison (None)**
2. **School Board Liaison (None)**

No discussion.

3. **YCOM Board (Councilor Baller)**

Councilor Baller reported that the scheduled meeting had been postponed.

4. **Strategic Planning Focus Group (Commissioner Ulrich) (Next Meeting Date January 17, 2013)**

XI. **Council Committee Reports**

1. **Finance Committee – No Meeting**
2. **Public Works Committee – No Meeting**

XII. **Reports of City Officers**

1. **City Recorder – Verbal**

- a. **Contract for IT Services**

Sue Hollis reported that City staff has been seeking a replacement for Alex Christensen who recently passed away after a long illness. Two firms were interviewed, NookTech of Sheridan, and Primisys from McMinnville. Following the interviews, staff would like to go with Primisys because their current rates are \$50 less and they have 5 people on staff while NookTech is one person.

Primisys comes highly recommended by Yamhill County Information Services who have used their services. The County has been helping us out in the interim, but has determined that they do not have the staff necessary to take on the City as a contract client.

Hollis asked for consensus of Council that we go with Primisys. Council concurred.

b. Police Services Contract

Hollis reported that we have not had a Code Enforcement Officer for the past month. She then asked Sergeant Vandewettering, Yamhill County Sheriff's Office to update Council on the police services contract.

Sgt Vandewettering explained that Deputy Kent Stuart had been injured and was out on a Worker's Comp claim. It is hoped he will be cleared to return to duty soon.

He reported that Deputy Angie Elder would begin working the day shift for part of the week in Willamina and should start January 11. Deputy Schwartz has been moved to the Jail and Deputy Coglin will be moving to Sheridan sometime in February.

Vandewettering reported that Willamina was very calm on New Year's Eve, but there was a disturbance in Sheridan that was intense for a little while. There is an article about it in the newspaper.

He asked Council if there were any questions of him and how they felt the deputies were doing. Mayor Adams asked how the February rotation will affect us aside from new faces. Vandewettering responded that it would just be new faces. They are also trying to adjust hours on occasion so that it isn't always apparent when an officer is in town. When the deputies are not on duty, the Rural Deputy always responds when available.

Councilor Baller asked when Deputy Stuart might be back. Vandewettering responded that he hoped he would be back by the end of January. Councilor Baller asked if we can get someone else assigned while he is gone. Vandewettering responded that he would need to discuss this with Captain Svenson. Right now they are hoping to allow him to work more hours to make up the time.

Councilor Toney asked if we were ever going to get a School Resource Officer back at Willamina High School. Vandewettering responded that this depends on the school's ability to pay for it.

Vandewettering reported on activities that the department has done to have a presence at the High School after the Connecticut incident and just before the holidays. They also try to have a deputy there whenever possible when school lets out for the day. The intent is to show the students they are safe.

c. **Audit**

Hollis reported that we have had three auditors in our office for the week and things seem to be going well. They hope to have the field work finished by tomorrow and then a draft audit by the end of January. They will then return in May to begin the 2009-10 Audit.

2. **Public Works**

a. **Monthly Report**

Jeff Brown, Public Works Director, called attention to the agenda report and briefly reviewed its contents.

He reported that there haven't been any issues at the intake so far this year. More of the bank has eroded away but this may have helped us by moving the main part of the stream over a bit. As the water receded from our last heavy rains there was a tree and root ball lying on the screen. So far it has not caused us any problems. It may wash on down, but if not we will have to deal with it this summer.

The generator has been repaired and it seems to be working fine. The rental was returned today.

Councilor Skyberg thanked Brown for the recent work to repair some potholes. Councilor Toney thanked the crew for the Christmas lights that also received a lot of positive comments.

b. **Resignation of City Engineer**

Sue Hollis called attention to the agenda letter. Mayor Adams suggested a thank you letter be sent. David Monson will also assist with the review of respondents.

c. **Establishment of Selection Committee for City Engineer Finalists**

Sue Hollis called attention to a handout list of respondents to the City Engineer RFQ (attached hereto and made a part hereof).

Councilor Skyberg reported on a meeting she recently attended on "Grow Yamhill County." At that meeting she met someone from Amity who explained that they share an engineer with two other cities. She thought this might be an option.

Hollis responded that she felt that once we had reviewed the respondents to the RFQ, Council could move forward in whatever direction they felt benefitted them. She did note that a number of people have put a great deal of effort into preparing responses to the RFQ and it might be best to continue that process for now.

Mayor Adams appointed David Monson, Jeff Brown, Sue Hollis and himself to review the responses and determine the top candidates for Council interview.

3. Library

a. Library Board Minutes (No Meeting – Lack of Quorum)

b. November Library Statistics

No discussion.

c. Youth Services Librarian Report

Denise Willms, Youth Services Librarian, reported on a project to make the Children's and Young Adult sections Dewey free. They no longer teach the Dewey Decimal System in schools. It is difficult to use and she felt it was outdated and does not work well in small collections.

She made the decision to go Dewey free and use categories instead and shared some examples of how it has worked in other libraries. She felt that her decision was well thought out with other librarians and school personnel, including retired teachers. This will be a huge process because it involves about 1,000 books, but she has volunteers that will assist her.

She briefly explained the category system and how it would work. This type of system links common things together, much like the School District's Common Core system. She felt that it would make non-fiction books more available for younger children. The Ready to Read Grant, with permission from the State Library, will be paying for the signage because they are using picture signs that will make it easier for the younger age range. This change has typically improved circulation for non-fiction in other libraries.

Councilor Skyberg asked if this had been taken to the Library Board for approval. Willms responded that she did not, but did tell Melissa Hansen what she was doing.

Councilor Skyberg noted that, while this may be a wonderful change, she would feel better if it was presented to the Library Board to get their sign off. Willms responded that she had talked with them individually, but not at a Board meeting. Linda Brown, Library Board member, noted there was no meeting last month.

Willms felt that this change was necessary to keep up with the times and be relevant. Sue Hollis, City Recorder, interjected that she felt that what Councilor Skyberg was saying was that there is a process in place for these kinds of changes. The Library Board is an important part of that process and needs to be kept in the loop as a Board, not individual members. Willms noted that she was not aware that she needed to go to the Library Board for this type of change. Hollis felt that the Board at least deserved the courtesy of a presentation about what you are doing.

Councilor Baller also felt it was a good idea and that the Library Board would appreciate hearing from Willms. She noted that the Council always appreciates hearing about all the work she is doing.

Willms responded that she would be happy to go to the Library Board if she was invited. Hollis responded that it was not a matter of invitation but asking to be on the agenda to give a presentation. She will follow up on this.

1) **Little Free Libraries Project**

Denise Willms called attention to the agenda information on this program which is a project of Lowe's and explained how it works. She has applied for one at her private home. After talking with Mayor Mosser and Sue Hollis, she also submitted an application for the City to adopt one to be located at City Hall. She felt it was an easy way to get books into the hands of readers who might not go to the Library. Discussion followed about rain protection. There is a model one at the Library now and she urged people to stop by and look at it. The contents of the little houses are well protected from the weather. She noted that this is a nationwide program and there is even a website that shows each location.

Councilor Toney **moved** to apply to adopt a "Little Free Library" at City Hall.

Councilor Bramall **seconded**. Motion **carried** unanimously, with Councilors Baller, Bramall, Hill, Skyberg and Toney voting aye; none opposed.

4. **Sheriff's Office**

a. **Code Enforcement Report – December (None)**

b. **Crime Summaries**

- 1) **December 2012**
- 2) **Yearly Summary – 2012**

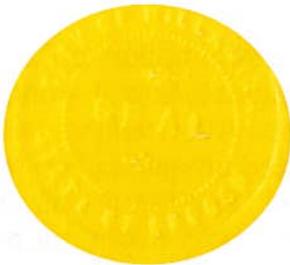
Brief discussion followed about recent events at the Green Frog in Sheridan. Mayor Adams noted that he was happy it didn't escalate further.

XIII. **Adjourn**

Councilor Toney **moved** to adjourn.

Councilor Bramall **seconded**. Motion **carried** unanimously with Councilors Baller, Bramall, Hill, Skyberg and Toney voting aye; none opposed.

Meeting adjourned at 8:30 pm.





Corey Adams, Mayor

Attest: 

Sue Hollis, City Recorder

Attachments