



Mayor Corey Adams

**Council Members:**

*Ila Skyberg, Council President*  
*Rita Baller*  
*Allan Bramall*  
*Gary Hill*  
*Jeri St Onge*  
*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*

**WILLAMINA CITY COUNCIL REGULAR MEETING**  
**Thursday, March 14, 2013**  
**7:00 PM**

**Present:**

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

**Absent:**

**City Staff Present:**

Sue Hollis, City Recorder  
Jeff Brown, Public Works  
Director  
Denise Willms, Youth  
Services Librarian  
Sergeant Russ Vandewet-  
tering, YC Sheriff's Office

**Others Present:**

Marguerite Alexander,  
*The Sun*  
Susan Meredith, Waste  
Not of Yamhill County  
Jan Reibach  
Scott Nelson, Willamina  
High School  
Mariah Woodward,  
Willamina High School

**I. Flag Salute**

Mayor Adams called the meeting to order at 7:00 pm. The Pledge of Allegiance was recited.

**II. Roll Call**

Sue Hollis, City Recorder, conducted the Roll Call. A quorum was present.

**III. Approval of Minutes**

**1. Special Session of January 24, 2013**

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Councilor Skyberg **moved** to approve the minutes of the Special Session of January 24, 2013, as written.

Councilor Toney **seconded**. Motion **carried** unanimously, with Councilors Baller, Bramall, Hill, Skyberg and Toney voting aye; none opposed.  
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## 2. Regular Session of February 14, 2013

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Councilor Bramall **moved** to approve the minutes of the Regular Session of February 14, 2013, as written.

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

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## IV. Public Input

### 1. Susan Meredith, re Riverbend Landfill

Susan Meredith introduced herself and thanked Council for the opportunity to speak. She is a member of a group called "Waste Not of Yamhill County" which has evolved into a larger group called "Stop the Dump Coalition." They are local residents and business owners whose mission is to see Riverbend Landfill closed in 2014 and to seek other options for waste disposal. They want to encourage the County Commissioners and other local governments to find alternatives to a landfill. They have been working toward their goal for 5 years and have been successful in stopping one expansion.

She commended Ray's Market here in Willamina for their stance on not using plastic bags. She felt this was a wonderful thing they had done for the community and hoped that others would follow their lead. She wrote a Letter to the Editor on the subject.

She then called attention to a handout (attached hereto and made a part hereof). The City of Portland no longer has landfills in the City. About half of the waste at Riverbend comes from Portland. The rest goes east to Arlington.

Ms Meredith reviewed the points in the advertisement about how to site a landfill. She then pointed out the deficiencies of Riverbend in this regard. It is in one of the wettest parts of Oregon, is sited along one of the most used tourist highways, and the neighbors constantly complain about the odors. She felt they had purchased a landfill that didn't meet their own criteria.

The latest plan for Riverbend is to add a 40 foot high, 1500 foot long wall which is actually a mechanically stabilized berm. This would allow them to infill trash between the berm and the current trash mountain and would give them another year of capacity. She showed a map that identified where this would go. The ultimate plan is to expand to allow 20-25 more years of trash placed in this location.

She then called attention to the Alternatives to Landfilling showing other options to landfills. She indicated that Waste Management personnel have told her personally that they won't do anything they are not required to do. She noted that the city of San Francisco has an 85% recovery rate. Yamhill County is at 46%.

Ms Meredith explained the issue of liquefaction in a large earthquake that causes the soil to liquefy from ground water. The berm is being designed to withstand an 8.5 earthquake and this area could be subject to a 9.0 earthquake. They have talked with consultants who feel that it should be designed for a 9.0, however, DEQ was convinced by Waste Management's consultants to accept the 8.5. She went on to explain that a 9.0 earthquake is 6 times as powerful as an 8.5. The release of energy is enormous. Other large public projects are using 9.0 as the design limit. Yamhill County Emergency Planning is also using a 9.0 event in their emergency planning. She asked why this standard was not being applied to the berm, but noted that she does not have the answer. There will be a public hearing at 6:00 pm at the McMinnville Senior Center on March 28. She urged everyone to attend and let their opinions be known.

She then called attention to the last section of the handout and briefly reviewed its contents which outline why she and her group believe Riverbend Landfill should close in 2014.

She noted that the City of McMinnville has made it one of their goals this year to look at the impact of Riverbend Landfill on the City.

**2. Jeri St Onge, representing Chamber of Commerce**

Jeri St Onge read a brief handout memo from the Chamber (attached hereto and made a part hereof) requesting that the citizens of the community be permitted to use the City Shops burn pile for yard debris on any day that burning is permitted, not just when we have a clean-up day. Jeff Brown, Public Works Director, responded that it currently is open from 8-5 weekdays for yard debris only. Ms St Onge stated that this was wonderful and thanked the City.

**3. Jan Reibach, 1030 SW Hill**

Mr Reibach thanked Council for all they do and also commended the Public Works crew. He reported on an issue some time back at his home at 1030 SW Hill when there was a cave-in that caused sediment and small gravel to come into their bathroom and laundry. Since that time, he and his family have had recurring skin and intestinal issues. He stated that he and his wife went to the doctor today and she told them that the bacteria that they have is normally found in water pipes and creek water. Women appear to be more susceptible. His grandkids have always asked why the water smells like the river.

He went on to report that on the 3<sup>rd</sup> of this month he installed a new water heater. The old heater had mud inside and a furry growth like plants. He is a general contractor and has never seen anything like that to this degree. They experience issues with sediment in their water every few weeks. In between, they begin to feel better.

Yesterday, they started to smell the water again and they had brown water and small pebbles in their toilet and washer. Jeff Brown came up and explained that they are the last house and when they flush the hydrants, there is no place for that debris to go except the end of the line. Mr Reibach stated that he ran the water for 4 hours down in the yard and started to drain his hot water heater and found mud.

His wife became ill again and has now had four rounds of antibiotics as have other members of the family. He would like to know what is happening. They try hard to stay healthy with exercise and eating right. He asked for water that did not make his family sick when they bathed in it, drank it or brushed their teeth in it. He noted there is a pipe or something near the end of the line that might be used to purge the line periodically.

Jeff Brown explained that what happened yesterday was that Justin Riggs, our Water Treatment Plant Operator, exercised the fire hydrant at the bottom of the hill. Mr Reibach's home is at the top of the line that fills the Hill Drive Reservoir. When the reservoir is not filling, that last home is essentially a dead-end line. By exercising the fire hydrant it stirred up sediment in the line. In the future when we exercise fire hydrants in the future, which we do about every 6 months, we will notify Mr Reibach and flush out the lines afterward. Mayor Adams asked if this could potentially occur at other locations. Jeff Brown responded that it could but we have not received any complaints from other locations. Mr Reibach's location is in an area that is pressure pumped and this is different from other locations.

Mr Reibach noted that he had taken a sample with him to the doctor's office and she advised them not to drink it or brush their teeth with it. He asked that someone come up tomorrow and purge the line. There was more dirt in the hot water heater tonight. The filters also have dirt and grit in them. He didn't feel that a warning was going to solve the problem because they are still getting sick in between these episodes and they are being told that the problem is waterborne. Their water still smells like dirt. He also has a neighbor that is very concerned. His daughter-in-law reports that his grandchildren always come home from visits with the runs. He felt there must be some kind of backup in the line that is causing problems. He asked that the line be flushed using the blow-off. Jeff Brown will do that Friday morning. He noted that we sample and test our water at several locations in the City and have not had any positive samples. The water that the Reibach's are drinking is the same as everyone in the southeast part of the City.

Mr Reibach noted that the water at his home is visibly dirty and that is not the case in these other locations. Only his and his neighbor seem to have this problem. Maybe a schedule should be set for flushing out these lines on a regular basis. Jeff Brown responded that he was not trying to downplay this, it is a serious issue. Staff will flush the line Friday morning. Brown noted that we also do what we call dead-end blow-offs every three months. Brown will work with the Riebachs when they purge the lines to try to avoid getting sediment into their lines.

**4. Letter from Kevin C Nortness, 3/4/13, re Library**

Mayor Adams called attention to the agenda memo. Sue Hollis, City Recorder, called attention to a handout showing the preliminary design of the Library (attached hereto and made a part hereof). Councilor Hill had asked that this be provided to Council. Mayor Adams felt that the letter had a lot of good points. Discussion followed.

Councilor Skyberg felt that City staff was maxed out at present and we were in no position to apply for grants. She suggested sending a letter to Mr Nortness and asking him if he would be interested in spearheading this effort. Sue Hollis noted that the City is not going to be eligible for any grants until the audits are updated. Staff must focus on this, but Council may wish to set up a Committee. She felt there are a couple of things needed before you begin fundraising. The first is the final design of the facility. Latest discussions were to have a combined facility. This needs to be firmed up before we ask for money. In addition, at the last joint session on this subject, the group felt that a professional fund raiser was probably the most effective way to do this. This will cost money. She went on to note that there was an audit comment in the FY 2007/08 Audit regarding a concern about having donated monies like this run through the City's books. Their recommendation was that it be kept separate.

Councilor Hill asked if we might put a group together, including Library staff, to just look at the options. Councilor Skyberg felt that this would again be something added to City staff workload. Sue Hollis suggested perhaps setting a goal to revisit this issue in the Fall when we are closer to completion of the audits. Council concurred. Hollis will follow up with a letter to Mr Nortness from the Mayor.

At this time, Sue Hollis stated that Jeff Brown has a family emergency and needs to leave. He has asked that his report be moved up on the agenda.

**IX. Reports of City Officers****2. Public Works****a. Monthly Report**

Jeff Brown called attention to the report. There were no questions from Council.

**b. Use of City Dump Truck for Bark Dust Sale**

Jeff Brown reported that the Chamber has asked to use the City dump truck for its bark dust sale in April. If approved, he will donate his time to operate the vehicle.

**c. Installation of Gate to OC Yokum Property**

Brown reported that he had been approached by the people who do the Mud Drags about installing a gate between the City facility and the adjacent property which is owned by OC Yokum. Mr Yokum has given his permission to allow them to park on his property during this event. This will alleviate some of the congestion on Adams Street.

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Councilor Baller **moved** to approve the use of the City dump truck for the Chamber bark dust sale and the installation of a gate between the Adams Street facility and the OC Yokum property.

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

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Councilor Baller reported that she had seen the biggest otter she had ever seen at Huddleston Pond. Jeff Brown noted that there are a couple that go back and forth between the river and the pond. People enjoy watching them, but they do eat the fish. There is also a pair of osprey and a bald eagle in the park that also feed on the fish.

Mayor Adams suggested a thank you to ODOT for the asphalt.

Jeff Brown reported that ODOT has approved a \$10,000 grant for sidewalk improvements on South Main. Council will be approving the grant agreement at their next meeting.

Discussion followed about bank erosion at the pond. Sue Hollis noted that one of the things that had been suggested was to have the new engineers take a look at this because they have done similar projects.

At this time, Jeff Brown left the meeting.

**V. Old Business**

**1. Appointment to City Council Vacancy**

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Councilor Skyberg **moved** to appoint Jeri St Onge to fill the position vacated by Mayor Adams.

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

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**a. Oath of Office**

Sue Hollis administered the Oath of Office to Jeri St Onge. Councilor St Onge took her seat at the Council table.

**2. Establishment of Honorary Council Seat**

Mayor Adams called attention to the agenda information outlining the rules for a Student City Councilor. Hollis noted that these should be adopted by the Council and then a resolution will be prepared to actually establish the seat.

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Councilor Bramall **moved** to approve the rules and establishment of the Honorary City Councilor position as written.

Councilor Hill **seconded**. Motion **carried** unanimously, with Councilors Baller, Bramall, Hill, Skyberg, St Onge and Toney voting aye.

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Scott Nelson from Willamina High School reported that he was present tonight at the request of Gus Forrester, School Superintendent, regarding the Honorary City Councilor position. The school has selected Mariah Woodward for this position. Ms Woodward was present. She will take her seat on the Council at the April meeting. She asked that her packets be delivered to the school.

**V. New Business**

**1. Use of City Park for Senior Project**

Sue Hollis called attention to the handout memo from Sierra Hawley (attached hereto and made a part hereof). She is seeking permission to use Tina Miller Park for an Ag Day as her Senior Project. She is asking for use of the Park on either April 6 or 13.

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Councilor Bramall **moved** to approve use of Tina Miller Park by Sierra Hawley on either April 6 or 13.

Councilor Toney **seconded**. Motion **carried** unanimously, with Councilors Baller, Bramall, Hill, Skyberg, St Onge and Toney voting aye.

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2. **Approve Proposed FY 2013/14 Budget Calendar**

Sue Hollis noted that she provided the calendar to assure that Council members have no conflicts with the dates.

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Councilor Skyberg **moved** to approve the Proposed FY 2013/14 Budget Calendar as presented.

Councilor Bramall **seconded**. Motion **carried** unanimously, with Councilors Baller, Bramall, Hill, Skyberg, St Onge and Toney voting aye.

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3. **Adopting Required Policy on Use of Excessive Force**

Sue Hollis called attention to the agenda memo. She noted that many granting agencies require this policy. The City had adopted a similar policy in 2010, however, the resolution stated that it was for a specific grant application. This new resolution is generic and should be able to be used for a variety of purposes.

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Councilor Toney **moved** to approve Resolution #12.13-007, A Resolution Adopting a Policy on Use of Excessive Force.

Councilor Bramall **seconded**.

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Councilor Hill asked for clarification on what constitutes excessive force. Does it mean that peaceful demonstrations can block entrance to a facility and our police cannot move them? Hollis responded that the resolution does include language that supports state and local laws that prohibit physically barring entrances or exists from facilities where a demonstration is taking place. So we would be able to move them.

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Motion **carried** unanimously, with Councilors Baller, Bramall, Hill, Skyberg, St Onge and Toney voting aye.

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**4. Report of Bills Paid – February 1 thru 28, 2013**

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Councilor Bramall **moved** to approve the Report of Bills Paid from February 1 thru 28, 2013.

Councilor Toney **seconded**. Motion **carried** unanimously, with Councilors Baller, Bramall, Hill, St Onge and Toney voting aye; Councilor Skyberg abstaining.  
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Sue Hollis noted for the record that the bills have already been paid. This report provides the details.

**5. Expenditures vs Budget (Jul-Dec) [Information]**

No discussion. Hollis invited anyone who had questions to contact her.

**6. Appraisal Report on City Properties (Information)**

Sue Hollis noted that this report was for information, however, it will affect the City because property values increased substantially with this appraisal. This will likely increase the cost of our insurance coverage. She went on to note that the old department store is still listed with a cash value. This means it would not be insured for replacement like City Hall, for example, just the cash value.

**VII. Council Liaison Reports****1. Chamber Liaison (None)**

Councilor Skyberg asked if this is something that Councilor Hill would be interested in taking on since he attends these meetings. Councilor Hill volunteered and the Mayor appointed him as Chamber Liaison.

Discussion followed about the status of JW Millegan's project. Councilor St Onge reported that he apparently feels that he has political support for the project.

Hollis cautioned that if there are four members of Council present at a Chamber meeting City business should not be discussed. It would be best if one of them left the meeting. Councilor Skyberg responded that she doesn't attend on a regular basis.

**2. School Board Liaison (None)****3. YCOM Board (Councilor Baller)**

Councilor Baller reported that she has been ill and unable to attend this meeting.

**4. Strategic Planning Focus Group (Commissioner Ulrich)**

Mayor Adams and Councilor St Onge gave a brief report. Mayor Adams reported that the group is developing information for a website that will tell about the City, where we have been, what is happening now, and where we want to go. There will be specific projects that are identified and ways to get involved. Councilor St Onge noted that it essentially is a marketing tool for the City. Mayor Adams felt that it was something that a visitor to town could look at and find out what is happening.

**VIII. Council Committee Reports****1. Finance Committee – No Meeting (lack of quorum)**

No discussion.

**2. Public Works Committee – No Meeting Scheduled**

Councilor Toney noted that they were planning to have a meeting once the City Engineer contract has been finalized but no date has been set. Hollis noted that since we now have a new City Councilor, she could be appointed to serve on the Committee if the Mayor so desires. Mayor Adams appointed Councilor St Onge to the Public Works Committee. St Onge responded that she did not have a problem with that, but does not know anything about public works. Hollis explained that some of the things that the Committee will be working on include working with an architect to determine if the old department store can be salvaged and what it might cost. It was hoped that the new City Engineering firm might have someone on staff that could assist with that project. They would also work with the Water Master Plan from a policy perspective, not the technical work. Hollis recommended a possible meeting with the engineer to discuss capital needs of the City.

**IX. Reports of City Officers****1. City Recorder – Verbal**

Sue Hollis gave a brief report. We have received the grant agreement from the Infrastructure Financing Authority which Council will receive at the April meeting. Hollis noted that part of the grant is for Administration and she will be recommending that we contract with the Council of Governments for this service. She also announced that she will be out of the office tomorrow.

**2. Public Works****a. Monthly Report****b. Use of City Dump Truck for Bark Dust Sale**

Previously discussed.

**3. Library**

- a. **Library Board Minutes**
- b. **January Reports & Library Statistics**
- c. **Coming Attractions**

No discussion.

**e. Youth Services Librarian Report – Verbal**

Sue Hollis called attention to a handout collage of photos from the recent Boogie Woogie Concert at the West Valley Community Center (attached hereto and made a part hereof). Denise Willms, Youth Services Librarian, reported that it was an absolutely spectacular event. There were 44 children and 23 adults, even including some teenagers! It was such a success that she wants to do another one in the fall.

Willms will be conducting a Tiny Tot Easter Egg Hunt on the Saturday before Easter. She will be using plastic eggs which the children will trade for a Beanie Baby. The Library will be closed until 11:00 am to allow time to hide the eggs.

She reported that reorganizing of the Young Adult Non-Fiction is continuing. The first week in April is National Library Week. There are other, smaller events as well, such as Pretzel Day. Summer Reading is coming up.

**1) Letter from Charles M West**

Councilor Toney congratulated Willms on the letter from Charles West and thanked her for all she does.

**f. Report on Monday Closure**

Mayor Adams noted that last year we closed the Library on Mondays. He asked if we had set a time to review this policy. Hollis responded that they did note that they wish to revisit it, but had not set a specific time. She will have Melissa Hansen prepare a report to Council for the next meeting.

**4. Sheriff's Office****a. Code Enforcement Report – February 2013**

Sue Hollis reminded Council that Deputy Stuart was out for the month of December due to an injury. The Yamhill County Sheriff's Department has given us a credit for that entire month. Councilor Skyberg asked about his typical schedule. Hollis responded that he is usually there on Tuesday and

Thursday, except this week he is also out due to illness. He plans to be in on Friday.

**b. Crime Summaries – February 2013**

Sergeant Vandewettering reported that the Department has been hit with illness and has several deputies out. His own schedule will be changing to 3 on and 3 off for 3 or 4 months and will be rotating in and out of weekends. He will also be taking some vacation soon. Sue Hollis has his phone number if she needs to let him know something.

He reported that Marc Brodeur has been assigned as Willamina's deputy for this rotation and maybe the next. Rotations are for 3 months. It was noted that Deputy Brodeur had been at the last meeting with his dog, Remi. Vandewettering noted that he tries to make sure that the West Valley deputies know about both Willamina and Sheridan. He felt this was a part of community policing so they get to know everybody they will be working with.

Mayor Adams asked about vandalism at the Old High School. Vandewettering noted that a chunk of concrete had been thrown and neighbors reported kids on the roof. The report came about a week after it had happened. He has asked neighbors to report suspicious activity right away.

He then touched on the Department's work to control meth distribution. There have been some incidents of stealing gas. He noted that assaults were down this year in the City. Councilor Bramall reported that they have had kids throwing rocks at cars down by the Mill.

Councilor Skyberg reminded everyone that there is a fund raiser at the Museum this Saturday.

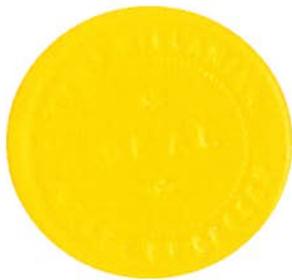
Mayor Adams reported that he will not be present for the April 11<sup>th</sup> meeting.

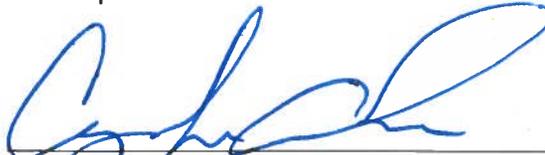
X. **Adjourn**

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Councilor Toney **moved** to adjourn.

Councilor Bramall **seconded**. Motion **carried** unanimously with Councilors Bramall, Hill, Skyberg, St Onge and Toney voting aye; none opposed (Councilor Baller absent).  
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Meeting adjourned at 8:40 pm.



  
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Corey Adams, Mayor

Attest:

  
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Sue Hollis, City Recorder

Attachments

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