

City of Willamina
Minutes of the Once A Month Meeting of the City of Willamina City Council
November 7, 2018
1:00 PM

Location of Meeting:

Willamina High School
1100 SW Oaken Hills St
Willamina, Oregon 97396

Present at Meeting: Mayor Ila Skyberg

Councilor Bob Burr
Councilor Theresa McKnight
Councilor April Wooden
Councilor Craig Johnson
Councilor Jenny Wymore
City Manager Kenna West
Deputy City Recorder Debbie Bernard
Public Works Director Jeff Brown
Library Manager Sara Frost
Code Enforcement Dave Morey
Guest: (not Limited To) Willamina High School Students
Vice Principal Tim France
Government Instructor Scott Nelson

Absent from Meeting: Councilor Rita Baller

Prior to calling the meeting to order, City Manager Kenna West asked for introductions from the Mayor and Council. The Mayor and Council introduced themselves and shared a bit of their background on the Council. Also prior to the meeting, instructions to download an app on personal cell phones were handed out for the students and audience members to use to vote on presentations. This meeting was a change in date and location from the regular second Tuesday monthly meeting.

The meeting of the City of Willamina City Council was called to order at 1:00 PM on November 7, 2018, at Willamina High School by Mayor Ila Skyberg. The flag salute was recited. The roll call was taken by Deputy City Recorder and a quorum was present.

I. Approval of Agenda

The agenda for the meeting was distributed and unanimously approved.

II. Review of Previous Minutes

The minutes of the previous meeting were reviewed and unanimously approved.

III. Consideration of Open Issues

November 7, 2018, City Council Meeting Minutes

1. Agenda Additions, Deletions, And Corrections

Mayor Ila Skyberg

Mayor Skyberg introduced agenda item 6.5 to be added under the regular agenda. The title for the addition was City Partnership with Willamina Economic Improvement District and Willamina Coastal Hills Chamber of Commerce.

2. Correspondence

Mayor Ila Skyberg

Mayor Skyberg introduced Ginny Wymore who presented a New Release of Willamina Coastal Hills Art Tour. Ginny passed out advertisement posters and cards for the event which is November 9th, & November 10th, 2018. Ginny shared there will be 30 artists represented at the event. She extended an invitation to everyone and their families to attend. She also shared a News-Register article showcasing Bill Boyson for his ceramic artwork. He had been an art teacher and the Willamina High School. Also, Ginny reported that there will be a bake sale at Mayor Skyberg house during the event.

Kenna asked how long the event has been running.

Ginny said the event has been going for 27 years. It was started by Mr. Frownfelter, Artist Judy Buswell and Artist Walt Mendenhall.

3. Consent Agenda

Mayor Ila Skyberg

Mayor Skyberg asked if there were any pulls to the consent agenda. There were none. The Mayor asked for a motion and discussion prior to the final vote.

MOTION: Councilor Burr moved to approve the consent agenda. Councilor Johnson seconded the motion. Motion carried with Councilors, Burr, McKnight, Wooden, Johnson, and Wymore. All in favor.

Councilor Burr read the description of the items in the consent agenda.

1. Check Registers from September 1 to 30, 2018 (information only)
2. Financials September 30, 2018
3. Minutes from the October 9, 2018, City Council Meeting

Mayor Skyberg asked for those in favor or opposed. All were in favor.

Councilor Burr then explained to the audience that items on the consent are generally items that do not need a great deal of discussion and therefore are approved or pulled for further discussion.

4. Regular Agenda

5. Ordinance 676 - An Ordinance Amending Title LX, Chapter 90. Animals

Mayor Ila Skyberg

Mayor Skyberg asked for a motion on Ordinance No. 676, An Ordinance Amending Title IX, Chapter 90. Animals of the Willamina Code.

MOTION: Councilor Burr moved to approve Ordinance No. 676. Councilor McKnight seconded. Motion carried with Councilors, Burr, McKnight, Wooden, Johnson, and Wymore. All in favor.

Discussion prior to the final vote:

Kenna explained the background and need for the Ordinance. She explained that we have had issues with folks walking their dog and not picking up after themselves. The Ordinance would allow Code Enforcement the authority to ticket those in violation of the new code. The penalty is \$250.00 for those who do not pick up after their animals.

Kenna asked the audience to vote.

City Recorder Debbie Bernard read aloud Ordinance No. 676 in its entirety.

6. Planning Commission appointment to a vacant position.
Mayor Ila Skyberg
Mayor Skyberg asked for a motion.

MOTION: Councilor McKnight moved to approve Debra Jo to the Planning Commission. Councilor Wooden seconded. Motion carried with Councilors, Burr, McKnight, Wooden, Johnson, and Wymore. All in favor.

Discussion after the final vote:

Mayor Skyberg asked Debbie to address the staff report. Debbie shared with the audience that the Planning Commission is a 7 member committee whose purpose is to hear land use cases that come before them. Currently, there is a vacancy and a citizen who has applied with interest to serve on the Planning Commission. If the Council approves the applicant by motion, the planning commission will have that seat filled. Debbie said there is another vacant seat, in addition, there are two additional seats that will expire December 31, 2018, therefore, there is a great need at this time to advertise and seek new members. She asked the audience to help by recommending family or friends to contact City Hall if they have an interest in serving.

Kenna asked the audience to vote as to whether or not you would add someone new to the planning commission in order for the city to continue to have a quorum.

7. Revision of Job Description And Job Duties For Code Enforcement Officer
Mayor Ila Skyberg
Mayor Skyberg asked for a motion.

MOTION: Councilor Burr moved to approve the revisions and new job description for a

code enforcement officer. Councilor Wooden seconded the motion. Motion carried with Councilors, Burr, McKnight, Wooden, Johnson, and Wymore. All in favor.

Discussion prior to the final vote and amended motion:

Kenna asked Code Enforcement Officer Dave Morey to share what his duties currently entail. Dave said when he was hired 2 years ago he thought he would be issuing citations for tall grass and other code violations. He now has taken over dog control. In addition to working with the Sheriff, office on civil matters to be the go-between. He said he feels more like a psychologist.

Kenna added that Dave also handles fence permits and has to be the one to cite if a fence is out of compliance.

Councilor McKnight asked when Dave will have time to do code enforcement.

Kenna responded and explained that this is a change in job title and not a change in wages. She said that Dave has been doing these duties all along and the job title change better reflects his actual duties.

Councilor Wymore said she had a problem with the title as proposed. She said it sounds like a pastor or therapist; it sounds so soft. She said she would like the word Code added. So it would be Community Code Support officer.

Kenna asked if Ginny wants to amend the motion to add Code to Community & Support Officer Title and asked then asked for a second. Councilor Wooden seconded.

MOTION: Councilor Wooden moved to amend the amended motion to have the City Council approve the revision job title change to Community Code & Support Officer. Councilor Burr seconded. Motion Carried with Councilors, Burr, Johnson, McKnight, Wooden and Wymore. All in favor.

Mayor Skyberg asked for a vote on the amended motion. All were in favor. Kenna said by voting on the second amended motion in takes care of the first one.

8. Chamber Liaison 6.5 on the agenda
Mayor Skyberg
Mayor Skyberg asked for a motion.

MOTION: Councilor Wooden moved to approve the City partnership with the EID, Chamber of Commerce and staff assistance at the Goose. Councilor Johnson seconded the motion. Motion carried with Councilors, Burr, McKnight, Wooden, Johnson, and Wymore. All in favor.

Discussion prior to the final vote:

Kenna explained that the Goose is on City Property and has been a part of the community for a long time. It belongs to the EID and the Chamber is the main organization to maintain it. Kenna said the Goose and suffered vandalism from people staying inside the goose leaving bio hazards behind. This security will try to stop the vandalism.

9. City of Willamina Paranormal Investigation Report.

Mayor Ila Skyberg

Mayor Skyberg called on Sara Frost to introduce the topic. Sara had her presentation on a laptop. She showed the Council several pictures of orbs and what the Paranormal Investigation discovered in the Library and City Hall. She gave the Council the background on the paranormal findings. She said that paranormal investigators visited the Library and City Hall with equipment that they use to detect whether entities exist. The pictures of what Sara described as orbs showed that there were entities. Sara said that she has now become a part of the paranormal investigation team who will do future investigations.

Kenna then asked the audience to vote on Sara's presentation.

10. Mayors Report

Mayor Ila Skyberg

Mayor Skyberg gave her report on attending the monthly elected official's breakfast in Dallas Oregon. She said Mayor Skyberg said they normally do a round table and discuss what is going on in their cities. Mayor Skyberg explained that our City is represented by 2 counties Yamhill and Polk. She also complimented the students and told them they were very important. Mayor Skyberg said the main topic at the monthly meeting has been a discussion on the need for a third bridge.

11. Council Liaison

Mayor Ila Skyberg

Mayor Skyberg called on Councilor Wooden Chamber Liaison. Councilor Wooden had several items to report on which are the following:

She said the Christmas lights will not be up for the Art Tour this year. PGE now requires an annual permit that we won't have in time.

The Christmas Light parade will be Saturday, December 1s. Bob Burr is a coordinator again this year.

The Chamber's website is not being administered. It could possibly be done by the Journalism class at WHS.

The small cities meeting will be hosted by Mayor Skyberg on November 8th.

The Library Book Sale will be on November 8 & 9.

The school received \$20,000 Nike Grant for the multi-purpose gym.

Student, Caleb Floyd, is going to State Cross Country. First time in 10 years.

State Football Playoff Game played Saturday at 1:00 pm against Nyssa.

Hampton has begun a bee pollinator program.

Dedication of Connie's Memorial Bench at the Campus will be on April 20th, which is her Birthday.

Mayor Skyberg called on Library Liaison Theresa McKnight. Theresa reported that Tracy Dillan completed a three-year statistical report that gives information comparisons on prior years. The report would also give information on the physical circulation and attendance. In addition, the library has received a new sound system.

Next, Mayor Skyberg called on Yamhill County Transit Authority Board Member Councilor Johnson. Councilor Johnson reported that the Board is working towards improving transit for people to get to their medical appointments. Also, they are working on a Shopper Shuttle that will add more frequent and consistent service. In addition to improving on the bus transportation to Chemeketa Community College.

Kenna reported to the audience how they voted on presentations using the downloaded APP:

VOTING - 38 Total - Students				
		ABSTAIN	NO	AGREED WITH COUNCIL
ORDINANCE 676 - ANIMALS		7	2	29
CODE ENFORCEMENT - TITLE CHANGE		6	1	31
PLANNING - APPOINTMENT TO COMMISSION		4	2	32
LIBRARY -Paranormal Investigation	INTERESTING	NOT INTERESTING	REPEAT	COME BACK
	2	7	9	17

Next, Kenna reported on City Business. She said that the sandbar in Willamina Creek had shifted and put our water intake at risk, causing this to be an emergency. If not fixed it would have caused the citizens to go without water. As a result, the City received grant funding to fix that problem. Also, the City paved 1st Street. In addition, the City will be paving 4th and D St.

The Trunk or Treat Event was a great success with a total of 2000 in attendance of which 500 were kids.

MOTION: Councilor Wooden moved to Adjourn. Councilor McKnight seconded. Motion carried with Councilors, Burr, McKnight, Wooden, Johnson, and Wymore. All in favor.

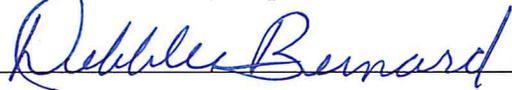
IV. Agenda and Time of Next Meeting

The next meeting will be held at 6:00 PM on December 11, 2018, at:
West Valley Fire
825 NE Main St.
Willamina, Oregon 97396

The agenda for the next meeting is as follows:

The meeting was adjourned at 3:00 PM by Mayor Ila Skyberg.

Minutes submitted by Deputy City Recorder, Debbie Bernard



Minutes approved by Mayor Ila Skyberg