

**City Of Willamina**  
**Minutes of the Meeting of the City Council**  
**August 14, 2018**  
**6:00 PM**

**Location of Meeting:**

West Valley Fire  
825 NE Main St  
Willamina, Oregon 97132

**Present at Meeting:** Mayor, Ila Skyberg

Councilor, Ginny Wymore  
Councilor, Craig Johnson  
Councilor, Bob Burr  
Councilor, Theresa McKnight  
Councilor, April Wooden  
Deputy City Recorder, Debbie Bernard  
Public Works Director, Jeff Brown

**Guest:**

Mary Jane Hollinger  
News-Register, Paul Daliquante

**Absent from Meeting:**

City Manager, Kenna West  
Council President, Rita Baller

The regular meeting of the City Council of City of Willamina was called to order at 6:00 PM on August 14, 2018, at West Valley Fire by Mayor Ila Skyberg.

**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**

1. Roll Call  
Mayor Ila Skyberg  
Mayor Skyberg asked for the roll call from the Deputy City Recorder and a quorum was present. The Flag Salute was recited.
2. Consent Agenda  
Mayor Ila Skyberg

Minutes prepared by Deputy City Recorder Debbie Bernard

Mayor Skyberg asked if there were any pulls. There were none. The Mayor read the items on the consent agenda then asked for a motion and discussion. There was no further discussion.

**MOTION:** Councilor Burr moved to approve the Consent Agenda. Councilor McKnight seconded. Motion carried with Councilors, McKnight, Wooden, Wymore, Johnson and Burr. All in favor. Councilor Baller was absent.

3. Regular Agenda – Council to Consider Resolution 18.19.003 City Manager Appointment to YCAHC Board Of Directors

Mayor Ila Skyberg

Mayor Skyberg called upon the Deputy City Recorder for a report.

Debbie explained that a vacancy on the board was created by the resignation of Councilor Stritzke in May 2018 who served on the Board of Directors. The Yamhill County Housing Board requires that the City Council by Resolution select a Board member to fill the vacancy. The City Manager has decided she would like to fill the vacancy. Therefore, with a motion to approve Resolution 18.19.003 the City would send a new member for the Board.

**MOTION:** Councilor Wooden moved to approve Resolution 18.19.003 the City Manager Appointment to the YCAHC Board of Directors. Councilor McKnight seconded. No further discussion. Motion carried with Councilors, McKnight, Wooden, Wymore, Johnson and Burr. All in favor. Councilor Baller was absent.

4. Regular Agenda – Council to Consider Application for City Office - Parks Advisory Board

Mayor Ila Skyberg

Mayor Skyberg asked the Deputy City Recorder Debbie Bernard to respond.

Debbie explained that the Parks and Recreation Advisory Board which was reestablished in May 2018 has three members of a seven-member committee. The City received an application for the Parks and Recreation Advisory Board from Samantha Morey for Council consideration.

**MOTION:** Councilor Burr moved to approve Samantha Morey to the Willamina Parks and Recreation Advisory Board. Councilor Wooden seconded. No further discussion. Motion carried with Councilors, McKnight, Wooden, Wymore, Johnson and Burr. All in favor. Councilor Baller was absent.

5. Mayors Report

Mayor Ila Skyberg

Mayor Skyberg reported that along with the City Manager they attended a meeting at the Sheridan Federal Prison. The new Warden will serve for the next two years then retire. During his presentation, he said that he really wanted the public to know that they treat those incarcerated very well. The Mayor also shared that School Superintendent Carrie Zimbrick was also in attendance at the meeting. Carrie shared that the school had saved thousands of dollars by utilizing the prison for services. One example was the School Bus

cleaning detail which was done with pride and excellence. That saved the school money for that expense. The Mayor said she hopes that the City will use those folks next year.

Mayor Skyberg relayed to the Council a request from the City Manager, Kenna West to thank Councilor Burr for attending the Volcanoes game in Keizer and throwing out the first pitch. Bob responded that it was fun. Also, the Mayor asked Councilor Wymore to aloud the statement that was read at the game for their audience.

Ginny read the prepared message:

The beautiful City of Willamina is a small, vibrant community known for its family-friendly festivals, local artisans, gorgeous parks, and charming downtown. Sitting at the west end of Yamhill County just 4 miles from the Spirit Mountain Casino, Willamina is home to Willamina Lumber-the 4<sup>th</sup> largest producer of wood products –and provides visitors with the opportunity to fish, hike, and play in our 7 gorgeous parks while also welcoming you to our charming historical downtown businesses. Come to spend a day at our Harvest Festival in September, join the Halloween festivities in October, explore local arts at the Coastal Hills Art Tour in November, or watch your child’s face light up as the brightly lit floats travel down Main Street at our Annual Christmas Light Parade. The beautiful City of Willamina welcomes you!

The Mayor then asked Jeff for an update on Public Works. Jeff reported that the walkway at Hampton Pond has been completed with the help from Hampton Lumber staffers. He also said the painting at the Tina Miller Park was completed with the help of City Staff. He thanked Dave, Thomas, Scott, Karen, and Justin; in addition to citizens who help out, Mary Jane Hollinger and Marian. Jeff also said that the cities cyan toxin test have all been negative.

6. Chamber Liaison

Mayor Ila Skyberg

Mayor Skyberg asked Councilor Wooden for a report. April said she had nothing to report as she did not attend the last meeting.

7. Library Liaison

Councilor Theresa McKnight

Councilor McKnight reported that the Library received 44 books from the Oregon Battle of the books. Also, the Library will be applying for the 2019 Ready to Read Grant and they are wrapping up the summer reading program.

8. Yamhill County Transit Authority Board Members

Mayor Ila Skyberg

Councilor Johnson reported the new buses have arrived and they are equipped with air conditioning.

9. Adjourn

Mayor Ila Skyberg

Mayor Skyberg asked for a motion to adjourn.

**MOTION:** Councilor Wooden moved to adjourn. Councilor Burr seconded. Motion carried with Councilors, McKnight, Wooden, Wymore, Johnson and Burr. All in favor. Councilor Baller was absent.

**IV. Consideration of New Business**

**V. Agenda and Time of Next Meeting**

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

The agenda for the next meeting is as follows:  
City Manager Annual Evaluation

The meeting was adjourned at 6:30 PM by Mayor Ila Skyberg

Minutes submitted by Deputy City Recorder, Debbie Bernard\_\_\_\_\_.

Minutes approved by Mayor Ila Skyberg\_\_\_\_\_.