

CITY OF McMinnville
MINUTES OF CITY COUNCIL REGULAR SESSION
Held via Zoom Video Conference and at the Kent L. Taylor Civic Hall on Gormley Plaza
McMinnville, Oregon

Tuesday, January 26, 2021 at 7:00 p.m.

Presiding: Scott Hill, Mayor

Recording Secretary: Claudia Cisneros

Councilors:	<u>Present</u>	<u>Excused Absence</u>
	Remy Drabkin, Council President	
	Adam Garvin	
	Zack Geary	
	Kellie Menke	
	Sal Peralta	
	Chris Chenoweth	

Also present were City Manager Jeff Towery, City Attorney Amanda Guile-Hinman, Police Chief Matt Scales, City Recorder Claudia Cisneros, Finance Director Jennifer Cuellar, Planning Director Heather Richards, Parks and Recreation Director Susan Muir, Human Resources Manager Kylie Bayer, Library Director Jenny Berg, Community Development Director Mike Bisset, Information System Director Scott Burke, Fire Chief Rich Leipfert, Fire Operations Chief Amy Hanifan, and Jerry Eichten, McMinnville Community Media and Dora Totoian, News-Register.

1. CALL TO ORDER: Mayor Hill called the meeting to order at 7:00 p.m. and welcomed all in attendance.

2. INVITATION TO CITIZENS FOR PUBLIC COMMENT

No community comments.

3. PRESENTATIONS

3.a. ESCI Fire Department Consolidation Implementation/Strategic Planning Session

Fire Chief Leipfert introduced Sheldon Gilbert, consultant.

Mr. Gilbert gave a presentation on the fire district and departments consolidation feasibility study. He discussed the process, study purpose, and recommendation for four phases. He led the Council in an exercise to

identify the strengths, weaknesses, opportunities, and threats. Strengths included: good relationships, good economies of scale and synergy of working together, working solution for barriers with staffing and support of fire teams with growth challenges, opportunity for seamless fire and EMS response services, increase of morale amongst troops and fresh approach and start to fire protection, opportunity to reset the tax base and tax rate, opportunity for operational unity and training and SOPs, and single purpose governing body. Weaknesses included: will take more time to meet the City's staffing issues, transition could inhibit ability to address funding priorities with law enforcement issues and fiscally isolating law enforcement services, losing intimacy with constituents, loss of local control and identity, and minimum vs. maximum tax rate potential. Opportunities included: relate services for fire protection to certain tax base, resources coming from different directions reducing response times x 2 ERF, more energy towards volunteer recruitment, opportunity to address retention needs, and more opportunity for different locations, certifications, and levels of service with more opportunities for promotions. Challenges/threats included: could torpedo public support of existing and future tax rates, loss of control could equate to loss of charter by assigning authority to the fire district, able to maintain current service levels, alignment with staff support, "eleventh hour" fatal flaw or grenade, timing and pace moving forward for broader support and maintaining good communication, too many jurisdictions could be cumbersome, and challenge to sell a regional concept to the public. He then discussed the implementation process.

Mayor Hill said staff had asked for a Councilor to participate in the stakeholder meetings.

Council President Drabkin MOVED to APPOINT Councilor Garvin to the Stakeholder Focus Committee; SECONDED by Councilor Menke. Motion PASSED unanimously.

4. NEW BUSINESS

4.a. Discussion of Letter to Governor Brown in Support of McMinnville's Small Businesses

Mayor Hill said the City received a letter from the Chamber to the Governor asking to reopen fitness centers and restaurants, and he asked if the City should also sign the letter.

There was discussion regarding how this was not in the City's jurisdiction, lack of information, response from staff on what the City had done to support businesses during Covid, other programs that had helped businesses, timing of the letter, problem solving collaboratively instead,

and approaching the Governor as the City with a program that was right sized for McMinnville.

There was no support for the City to sign the letter.

4.b. Discussion of City Council Joint Statement Regarding January 6, 2021 Capitol's Violence

Mayor Hill asked the Council to consider a joint statement regarding the actions that occurred on January 6.

There was discussion regarding not making this about racism, how the Council needed to be non-partisan, and denouncing violence and racism.

Councilor Geary MOVED to ADOPT the Mayor's letter on behalf of the City; SECONDED by Councilor Peralta. Motion PASSED 4-3 with Mayor Hill breaking the tie.

5. ADVICE/ INFORMATION ITEMS

5.a. Reports from Councilors on Committee & Board Assignments

Councilor Peralta said the annual Council of Governments meeting would be in February.

Councilor President Drabkin said the Affordable Housing Task Force would meet tomorrow. She and Councilor Menke met with staff, local non-profits, federal delegation, and Mayor Hill regarding future federal dollars for maintaining affordable housing inventory stock. For more information about the Covid vaccine, people could contact the County. Fitness centers were allowed to reopen as of today.

Councilor Geary said the Landscape Review Committee would meet tomorrow, Mac Pac would meet in February, and there would be a service club speaking tour in February. The pool subcommittee had formed and toured Newberg's facility. The Climate Friendly and Equitable Communities Rules Advisory Committee met yesterday and the McMinnville Active Transportation Concept Plan group was looking at the 99W couplet concept.

Councilor Garvin said the Airport Commission would meet tomorrow. He looked forward to serving on the Fire District committee.

Councilor Menke reported on Visit McMinnville's discussion on the Visitor Center, possible Beverly Cleary statue, and art mural for Rosemary

Court. She gave statistics on YCAP's grant revenue and personnel as well as the motel program.

Mayor Hill reported on the Newberg-Dundee bypass maps. He met with the Oregon International Airshow to discuss details of the show in the summer.

5.b. Department Head Reports

City Attorney Amanda Guile-Hinman announced she had been appointed as the Co-Chair of the Oregon State Bar's Pro Bono Committee.

Planning Director Richards shared they were working on a code amendment for childcare facilities.

Library Director Berg discussed the Community Reads program.

Human Resources Manager Bayer discussed DEI Committee interviews and bilingual pay incentive policy.

Police Chief Scales reported on creating a police advisory committee, upcoming bills that could affect policing, and swearing in of a new police officer.

Fire Chief Leipfert discussed their interaction with Public Health during Covid.

City Manager Towery reported on the meeting with the Airshow and how it would be a drive-in event.

6. RESOLUTIONS

6.a. Consider **Resolution 2021-04**: A Resolution authorizing the approval of Cooperative Improvement Agreement No. 34513 and Intergovernmental Agreement No. 34613 with the Oregon Department of Transportation, related to the Three Mile Lane Bridge replacement project.

Community Development Director Bisset said the agreements were in conjunction with ODOT's plans for the Three Mile Lane Bridge project. As part of the project, the City would construct a sanitary sewer forced main and McMinnville Water & Light would construct water, power, and communication lines.

There was discussion regarding timing of construction and impacts to downtown businesses and safety.

Valerie from ODOT thought there would be minimal impacts. They would have a much better sense after they received a construction timeline from the contractor and they would include the City in the coordination.

Councilor Geary MOVED to adopt Resolution 2021-04; SECONDED by Councilor Peralta. Motion PASSED unanimously.

- 6.b. Consider **Resolution No. 2021-02**: A Resolution approving the award of a Personal Services Contract to Jacobs Engineering Group Inc. for an Infrastructure-Based Time Extension Request (IBTER) Analysis as required by HB 2001 and OAR 660-046-0300.

Planning Director Richards explained the analysis to be done of the City's infrastructure and how it would be impacted by HB 2001. They received a state grant that would help fund the work. It needed to be completed by June 2021.

Councilor Peralta MOVED to adopt Resolution 2021-02; SECONDED by Councilor Garvin. Motion PASSED unanimously.

- 6.c. Consider **Resolution No. 2021-05**: A Resolution authorizing the approval of a cooperative fund exchange agreement between the City of McMinnville and Oregon Department of Transportation (ODOT) known as Fund Exchange Program (FEX) Agreement No. 34653.

Community Development Director Bisset said the City executed a loan agreement in 2013 for the first phase of the bypass project and had been making annual payments. They were able to use federal funds in exchange for state funds to cover the expense.

Councilor Menke MOVED to adopt Resolution 2021-05; SECONDED by Councilor Peralta. Motion PASSED unanimously.

7. ADJOURNMENT: Mayor Hill adjourned the Regular City Council Meeting at 9:44 p.m.

Claudia Cisneros

Claudia Cisneros, City Recorder