



CITY OF SHERIDAN

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City Council Minutes

January 22, 2024 at 7:00 PM

Sheridan City Hall Council Chambers
120 SW Mill Street, Sheridan Oregon
Public Attendance in person & via Zoom

A. Call to Order, Roll Call

Mayor Thomson called the Council Meeting to order at 7:00 p.m.

Roll Call: Present: Mayor Thomson; and Councilors Acuff, Buckles, George, Hebert, Hodgins, and McElroy.

Absent:

Staff Present: Heidi Bell, City Manager; Tyler Yeoman-Millette, City Attorney; Gary Mathis, Operations Director Water & Wastewater; Gwen Gorham, Library Director; and Yvonne Hamilton, City Recorder.

B. Pledge of Allegiance

C. Additions or Deletions to the Agenda:

- 1) Add: Measure 110 Letter Review, Under New Business N3
- 2) Remove: Presentations Brennan ODOT and Brent Forester

D. 2024 State of the City Address by Mayor Marianne Thomson:

Mayor Thomson reviewed the numerous accomplishments of the City over the last year. She recognized the many organizations and individuals that have volunteered their time to make a difference in Sheridan. She also acknowledged the City Council and City staff for their service and their efforts towards successfully managing and completing many City projects.

E. Election of Council President for 2024:

- ✓ Councilor McElroy nominated Councilor Buckles for Council President. Councilor Hodgins seconded the nomination.
- ✓ Councilor Hodgins nominated Councilor Hebert for Council President. Councilor Buckles seconded the nomination.

There were no other nominations. *Discussion:* Councilor Hebert thanked Councilor Hodgins for the nomination; however, Councilor Hebert did not accept the nomination. Councilor Buckles accepted the nomination. The Council acknowledged Councilor Buckles' dedication to the Council and expressed appreciation for his hard work, time, and effort.

Councilor Roll Call:

Acuff – yes	Buckles – Abstain	McElroy – yes
Hebert – yes	George – yes	Hodgins – yes

Councilor Buckles was elected Council President with a 5 to 0 vote; Councilor Buckles abstained.

F. City of Sheridan Civics: Understanding Water and Sewer Certifications with the State: How to Look Up a System

Operations Director Water & Wastewater Gary Mathis and City Manager Heidi Bell gave a presentation on how to look up information regarding the City's water and wastewater systems, as well as the certifications of the City's operators. They gave a brief tutorial on navigating the State's website and provided clarification on testing requirements for water and wastewater.

G. First Public Comment Period:

- 1) Krysten King, City Resident: City Recorder Yvonne Hamilton read the emailed public comments from Ms. King regarding limiting the number of vehicles on private property.
- 2) Sarah John Hitchcock resides outside of the City: City Manager Heidi Bell read Ms. Hitchcock's emailed public comments regarding her desire to help address the needs of those experiencing homelessness.
- 3) Margret Bucknell, City Resident: Ms. Bucknell commented that she is against extending the Healthy Sustainable Communities contract. She noted that it is too expensive and that the Task Force should find a community member that is willing to communicate between them and the City Council.

H. Public Hearing: None.

I. Presentations: None.

J. Consent Agenda:

- ✓ Councilor Acuff motioned to approve the Consent Agenda. Councilor Hodgins seconded the motion. *Discussion:* Councilor Buckles commented that Marissa answered his many questions, and he found no issues with the Voucher Directory. Motion passed unanimously.

K. Department Reports:

- 1) Sheriff's Report for December 2023
The Council discussed the new report format, noting that the amount of information in the report was somewhat overwhelming. They suggested ideas for making it easier to discern information from the report, including sorting the report, elimination of unnecessary columns, and providing a cover page that includes a summation of the report information.
- 2) Finance Specialist Budget Reports
- 3) Public Works Director Report
- 4) Library Director Report

- 5) Code Enforcement Report
- 6) City Recorder Report
- 7) City Planner Report
- 8) Attorney Report

L. Ordinances and Resolutions:

1) Vote: Ordinance 2024-01, An Ordinance Amending Chapter 10.40 of the Sheridan Municipal Code Relating to Parking Regulations

- ✓ Councilor Acuff motioned to read Ordinance 2024-01, An Ordinance Amending Chapter 10.40 of the Sheridan Municipal Code Relating to Parking Regulations for the first time by title only. Councilor McElroy seconded the motion; *Discussion:* The Council discussed that property owners should be involved with the permit process. Motion passed unanimously.

Tyler read Ordinance 2024-01 for the first time by title only.

- ✓ Councilor Acuff motioned to accept the first reading of Ordinance 2024-01. Councilor Buckles seconded the motion. *Discussion:* No further discussion.

Councilor Roll Call:

Acuff – yes	Buckles – yes	McElroy – yes
Hebert – no	George – yes	Hodgins – no

Motion passed with a 4 to 2 vote

- ✓ Councilor Acuff motioned to read Ordinance 2024-01, An Ordinance Amending Chapter 10.40 of the Sheridan Municipal Code Relating to Parking Regulations for the second time by title only. Councilor McElroy seconded the motion; *Discussion:* No further discussion. Motion passed unanimously.

Tyler read Ordinance 2024-01 for the second time by title only.

- ✓ Councilor Acuff motioned to accept the second reading of Ordinance 2024-01. Councilor McElroy seconded the motion. *Discussion:* No further discussion.

Councilor Roll Call:

Acuff – yes	Buckles – yes	McElroy – yes
Hebert – no	George – yes	Hodgins – no

Motion passed with a 4 to 2 vote

2) Ordinance 2024-02, An Ordinance Amending Chapter 2.20 of the Sheridan Municipal Code Relating to the Planning Commission

Tyler noted that there was a typo regarding the terms and that he would be making those corrections.

- ✓ Councilor Buckles motioned to read Ordinance 2024-02, An Ordinance Amending Chapter 2.20 of the Sheridan Municipal Code Relating to the Planning Commission as

corrected for the first time by title only. Councilor Hodgins seconded the motion;
Discussion: Tyler clarified the corrections to be made. Motion passed unanimously.

Tyler read Ordinance 2024-02 for the first time by title only.

- ✓ Councilor Acuff motioned to accept the first reading of Ordinance 2024-02. Councilor McElroy seconded the motion. *Discussion:* No further discussion.

Councilor Roll Call:

Acuff – yes Buckles – yes McElroy – yes

Hebert – yes George – yes Hodgins – yes

Motion passed with a 6 to 0 vote

- ✓ Councilor Hodgins motioned to read Ordinance 2024-02, An Ordinance Amending Chapter 2.20 of the Sheridan Municipal Code Relating to the Planning Commission as corrected for the second time by title only. Councilor Acuff seconded the motion;
Discussion: No further discussion. Motion passed unanimously.

Tyler read Ordinance 2024-02 for the second time by title only.

- ✓ Councilor Acuff motioned to accept the second reading of Ordinance 2024-02. Councilor Buckles seconded the motion. *Discussion:* No further discussion.

Councilor Roll Call:

Acuff – yes Buckles – yes McElroy – yes

Hebert – yes George – yes Hodgins – yes

Motion passed with a 6 to 0 vote

- 3) Vote: Resolution 2023-II, Healthy Sustainable Communities LLC
Mayor Thomson reported that she had a phone conversation with Jon Legarza, and she expressed to him that the Council feels that he is not acting on the Council's wishes. Mr. Legarza provided an amended extension for the Council's consideration. Mayor Thomson informed the Council that if the Council does not want to act on the contract extension, then no further action would be required. No motion was made.

M. Unfinished Business: None.

N. New Business:

- 1) Appointment of the Parks and Recreation Committee Members
Mayor Thomson reappointed Sarah Hillyard, Kay Buckles, Ernie Hebert, and Nicole Pugh to the Parks and Recreation Committee.

- 2) Award Community Grant Applications

The Council discussed the Community Grant Applications that were received. Heidi read the emailed letters from West Valley Youth Cheerleading and Sheridan High School Cheerleading. The Council said that they would like the applicants to include more information on their community involvement. Heidi noted some of the community events that the Sheridan High School Cheerleaders have been involved in.

The Council also discussed the improvements made at the new community garden location. Councilor Hodgins noted that the group is going to hold a membership drive in the Spring. The Council consensus was to give the Friends of Sheridan Parks and Recreation another shot.

Due to some changes to how the grant funds would be used, the Sheridan Arts Group withdrew their application and will reapply at a later date.

- ✓ Councilor Buckles motioned for the City Council to award the Sheridan Community Grant to each of the five remaining applicants in the amount of \$500.00 each. Councilor Hodgins seconded the motion. *Discussion:* No further discussion. Motion passed unanimously.

3) **Measure 110 Letter Review**

Mayor Thomson read the letter to the City Council. Council consensus was to sign the letter and send it by US mail and by email. Heidi will also submit the letter to the Sheriff's Office and to other organizations.

O. City Manager Report:

Heidi highlighted her City Manager report that was included in the Council Packet. She commented on a meeting she attended today with the Senator Merkley and Senator Wyden's Offices regarding Stoney Mountain. Heidi noted that she learned more about the benefits of hiring a lobbyist.

P. Second Public Comment Period:

- 1) Lisa Bonita, City Resident: Ms. Bonita commented on the Sheriff's Report. She suggested that they not eliminate the Case # column. Ms. Bonita also commented that she would like more newly released books available at the library.
- 2) Joe Neeley, City Resident: Mr. Neeley informed the Council that he has been videoing the Sheridan Revitalization Meetings. He encouraged the Council to watch the meetings on YouTube. Mr. Neeley also commented on the cost of the Healthy Sustainable Communities contract.

Q. Mayor/Council Comments:

Council commented on the following:

- Vehicle logos
 - Heidi noted that the vehicle logos would be placed on vehicles tomorrow.
- Speed limit on West Main in the School Zone
- City Art SDC fee
- Metal statuary for river water level
- Purchasing fruit trees from the gentleman that lives out by the Dairy Queen

R. Executive Session:

1) **The City of Sheridan City Council will meet in Executive Session pursuant to ORS 192.660 (2)(o)** To consider matters relating to the safety of the governing body and of public body staff and volunteers and the security of public body facilities and meeting spaces.

Opened: 10:04 p.m.

Closed: 10:35 p.m.

S. Adjournment:

- ✓ Councilor Buckles made a motion to adjourn. The motion was seconded and passed unanimously.

The meeting adjourned at 10:35 p.m.


Marianne Thomson, Mayor

Attest:


Yvonne Hamilton, CMC, City Recorder

Motion Summary	Outcome	Acuff	Buckles	McElroy	Hebert	George	Hodgins
McElroy nominated Councilor Buckles for Council President.	Passed	Yes	Yes	Yes	Yes	Yes	Yes
Acuff motioned to approve the Consent Agenda.	Passed	Yes	Yes	Yes	Yes	Yes	Yes
Acuff motioned to accept the first reading of Ordinance 2024-01.	Passed	Yes	Yes	Yes	No	Yes	No
Acuff motioned to accept the second reading of Ordinance 2024-01.	Passed	Yes	Yes	Yes	No	Yes	No
Acuff motioned to accept the first reading of Ordinance 2024-02.	Passed	Yes	Yes	Yes	Yes	Yes	Yes
Acuff motioned to accept the second reading of Ordinance 2024-02.	Passed	Yes	Yes	Yes	Yes	Yes	Yes
Buckles motioned for the City Council to award the Sheridan Community Grant to each of the five remaining applicants in the amount of \$500.00 each.	Passed	Yes	Yes	Yes	Yes	Yes	Yes