

CITY OF SHERIDAN

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City Council Minutes

March 6, 2023, at 7:00 PM

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

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, McElroy, Hebert, George, and Hodgins.

Absent: None

Staff Present: Heidi Bell, City Manager; Tyler Yeoman-Millette, City Attorney; Gwen Gorham, Library Director; and Yvonne Hamilton, City Recorder.

ADD OR REMOVE ITEMS TO AGENDA:

After the Public Comment Period, Heidi added two items 1) the State's request to prioritize capital funding and 2) a brief update on health insurance.

PLEDGE OF ALLEGIANCE:

Mayor Thomson led the attendees in the Pledge of Allegiance.

A. PUBLIC COMMENT PERIOD: None.

1. Request to Prioritize Capital Funding

Heidi said that she submitted six grant requests to State Representative, Lucetta Elmer's office. She explained that the State needs the City to prioritize the requests.

Heidi listed the grant requests with the amounts requested for each.

Councilor Acuff remarked that it is important to consider what the City needs to fund first; not the dollar amounts.

Councilor Buckles questioned how the amount for the Homelessness request was determined.

Heidi replied that the request amount was based on the estimates already obtained for the project, the fact that the City owns the land, and that the City has about \$15,000 to put towards the project.

Councilor McElroy inquired as to whether the State has designated money for this.

Heidi responded that the State has not obligated money yet; however, the Mayor's Association is lobbying for that. She said that the Yamhill County Commissioners are still considering whether or not to Declare an Emergency Due to Homelessness because they still have unanswered questions.

Tyler asked if there are alternative funding sources for any of these projects.

Heidi listed the projects and possible alternative funding sources for each:

- Sheridan Road – Possible construction training programs may be available; ARPA money; ODOT money; gas taxes.
- Tri Cities Little League Athletic Complex – Possible Ford Family Foundation money.
- Civic Center – Possible \$1.5 million available if the Library is included in the project.
- Hebert Plaza – Possible State money through new revitalization program; also, City funds.
- Public Works Building – Right now, there are no alternative funding sources.

The Council prioritized the requests as follows:

1. Homelessness
2. Sheridan Road
3. Hebert Plaza
4. Public Works Building
5. Civic Center
6. Tri Cities Little League Athletic Complex

2. Health Insurance Update

Heidi reported that the Union agreed to the health insurance change and provided a memorandum of understanding to amend the Union contract; this is the second amendment to the current Union contract. She added that she will bring a health insurance contract to the City Council at the next meeting; however, she wanted to know if the City Council would like her to proceed with the 60-day cancellation notice to CIS.

- ✓ Councilor Buckles motioned for the City Council to approve the 60-day cancellation notice to CIS for health insurance. Councilor McElroy seconded the motion. *Discussion:* No further discussion. Motion passed unanimously.

B. APPROVAL OF COUNCIL MEETING MINUTES:

Discussion: Councilor Buckles noted that the spelling of Vivian and Paul's last name should be corrected to show *Pena*. Councilor Buckles also noted that the reference to *graveled streets* should be corrected to show *graveled alleys*.

- ✓ Councilor Buckles motioned for the City Council to approve the City Council Meeting Minutes for February 21, 2023, with corrections. Councilor Acuff seconded the motion. Motion passed unanimously.

C. VOTE: RESOLUTION 2023-F:

Vote: Resolution 2023-F, A Resolution of the City Council of the City of Sheridan Declaring Certain City-Owned Real Property as Surplus Real Property, and Setting the Time and Place for a Public Hearing on the Proposed Sale of Said Surplus Property

- ✓ Councilor Buckles motioned for the City Council to approve Resolution 2023-F, A Resolution of the City Council of the City of Sheridan Declaring Certain City-Owned Real Property as Surplus Real Property, and Setting the Time and Place for a Public Hearing on the Proposed Sale of Said Surplus Property. Councilor McElroy seconded the motion. *Discussion:* Councilor Buckles confirmed that this Resolution only sets the date for the Public Hearing. Motioned passed unanimously.

D. VOTE: RESOLUTION 2023-G:

Vote: Resolution 2023-G, A Resolution Accepting the Engagement Letter Outlining City Attorney Services from Haugeberg, Rueter, Gowell, Fredricks & Higgins, PC, for the City of Sheridan

- ✓ Councilor Buckles motioned for the City Council to approve Resolution 2023-G, A Resolution Accepting the Engagement Letter Outlining City Attorney Services from Haugeberg, Rueter, Gowell, Fredricks & Higgins, PC, for the City of Sheridan. Councilor Hodgins seconded the motion. *Discussion:* Councilor Buckles asked some clarifying questions regarding the legal language. Motion passed unanimously.

E. DISCUSSION: HOMELESSNESS:

Mayor Thomson shared information about recently touring the Polk County Resource Center with City staff. She shared about how this resource center offers many services under one roof to assist families and individuals with basic needs. Mayor Thomson explained that the Polk County Resource Center receives funding from many different sources. She told the Council that the resource center staff offered to help Sheridan. Mayor Thomson noted that they also offer services like parenting classes; many of which are available to Yamhill County residents.

Heidi added that Sheridan could start small by setting up resource tables. She gave an example of how the Polk County Resource Center sets up a table on utility shut-off day to assist people with completing the application for YCAP assistance to prevent shut-off. Heidi noted that the resource center staff shared that it can cost about \$11,000 to get established in a home, depending on the individual's criminal and/or credit history.

Mayor Thomson shared that the Sheridan Catholic Church has been helpful with assisting in the organization of resources and services. She said that this information helps Sheridan to know what we have so that we can determine what we need. Mayor Thomson also informed the Council about the Catholic Church considering 7 PM to 7 AM shelter in Sheridan when temperatures drop below 35 degrees. She will notify the Council on the Church's decision. Heidi expressed gratitude and acknowledged that this has all happened through Mayor Thomson's efforts.

Councilor Acuff gave a presentation on Homelessness; following is the excerpt:

“I have asked Heidi to put this on the agenda for this evening because I feel we need to discuss this subject seriously.

We as a City Council have been given the responsibility of finding a solution to our homelessness, and it is OUR responsibility, because homelessness can happen to anyone. Whether it be caused by a loss of job, mental illness, drug use, death of a provider, for whatever reason we must start this process now. We have allowed winter weather to come without providing warming shelters, a safe environment, and basic needs for our fellow human beings. By ignoring this situation, we are only showing our indifference and apathy to our citizens. We have been given money in grants to spend on this crisis.

And yet, we are still waiting, waiting for what? The deadline? Summer?
Someone else to solve the problem? Someone else to tell us what to do?

We know there is not a fix-all, we may make mistakes, but I do not want to be a part of a council that was accused of not doing something before it gets much worse and we have a tragedy.

Willamina has provided homeless some of the basic necessities, they are specifically mentioned in the Mayor’s funding proposal on page 10 and should be commended for their prompt commitment, I didn’t see Sheridan mentioned in the multi-page report.

I do not have the answer, but I know we need to act and here could be a start. Unless someone has a better idea, I feel we need to provide a safe area with fencing and privacy to camp, with hygiene stations, and basic supplies for survival and maybe more.

I propose we acquire a trailer that will provide showers, washers/dryers, water, power station and basic needs that can be moved to locations in need and perhaps used in times of emergencies. I want it to be ours to use as we see fit and need as we need it, because Homelessness is not going away anytime soon.

Further down the line we can adapt our services to the needs of our community once we know what we lack.

I’m not looking to provide for large numbers of homelessness, just some of those in our jurisdiction, we can start with accommodations for 10-15. We already know not all will take our assistance. Even though we do not have an exact count, we know about most of them, and numbers will grow. I don’t propose to provide such accommodations that will draw homeless from other towns.

Someday, I do want us to be able to provide extended services from other agencies to help them help themselves, an outreach center where public assistance can be accessed and more.

As elected City Councilors, our major responsibilities are policy and administration. Our job is to decide what needs to be done. We are the decision maker in the policy

making process. Yes, we share this with Heidi and the staff, but we are responsible for and accountable to our residents, with or without homes.

I don't want to wait any longer to start providing assistance to our homeless.

I'm sure there are other points of concern that I have not covered here tonight.

Others on the council have their ideas to contribute to this subject. **Please do.**

My intentions tonight are to ignite this council into action so that we can show our citizens that we are committed to addressing this situation.

Not all will agree with our decisions, get a backbone and a heart, consider those who cannot help themselves for whatever reason.

If you are a councilor that does not feel that this is our obligation, please resign your position. We took this office with the promise to make this a better place for all in the City of Sheridan and I for one am not taking it lightly.

Let us agree to start this process now and be a part of the solution."

Councilor Buckles commented that he does not know where to start.

Mayor Thomson responded that the research Councilors Acuff and McElroy did on the location at 985 SE Sheridan Road is a good start.

Councilor Acuff noted that the area could be fenced to provide a safe place to camp. She added that a more permanent place could be set-up later.

Heidi commented that it is important to consider the security for both the campers and their neighbors. She added that it is also important to have the area monitored by individuals that are trained in de-escalation. Heidi noted that Church @ the Park [Homeless Services | Church@thePark | Salem OR \(church-at-the-park.org\)](#) is looking to expand. She said that they work with people to help them find more permanent solutions. Heidi will contact Church @ the Park to invite them to present to the Council.

Councilor McElroy expressed concern regarding the public's perception of homeless camps. He added that we need to be respectful of the public and a camp needs to be kept neat and tidy.

Heidi said that the City Council may want to consider allowing RVs on private property. Heidi emphasized the importance of providing a safe sleep place for victims of domestic violence.

Councilor Buckles asked if prayer is a requirement at Church @ the Park.

Heidi responded that, while they acknowledge that they are faith based, prayer or religious activities are not required.

Heidi listed the items she will work on:

- Set-up meeting with Church @ the Park; early evening
- Work on drafting rules for RVs
- Look into vehicle rotation program for victims of domestic violence

There was follow-up discussion regarding RV camping, RV waste dumping, and RV permits.

Councilor Buckles asked about a City Emergency Declaration on Homelessness. Heidi explained that the State only recognized the Emergency Declarations at the County level. She added that Yamhill County cities are urging the Emergency Declaration at the County level, noting that the Yamhill County Commissioners will not sign until they get their questions answered by the State.

Councilor Hebert suggested that they look into a grant for insurance. Heidi responded that we need to determine where the gaps are, even preventative gaps.

Councilor Hodgins volunteered to look into McMinnville's Safe Homes program; she will share the information with the City Council.

Councilor Acuff volunteered to look into estimates for a shower trailer.

F. REVIEW AND DISCUSSION OF COUNCIL RULES OF PROCEDURES:

The City Council will review the Council Rules of Procedures and submit comments to Yvonne by March 13.

G. REVIEW OF PSILOCYBIN MATERIALS:

Mayor Thomson explained that the City Council will need to make time, place, and manner rules.

The Council agreed to wait on rule making while staff looks into what other Cities are doing.

Heidi noted that she will be sharing the same information with the Planning Commission.

H. REVIEW: CODE ENFORCEMENT TRACKING SHEET:

Councilor Buckles commented that the inspection dates are not current.

Heidi responded that there has not been anyone in the Code Enforcement position; however, Deycia starts on March 8, 2023.

I. MAYOR/COUNCIL COMMUNICATIONS & PROJECT TRACKING SHEET/SET NEXT WORK SESSION TOPIC(S):

Mayor Thomson reported that she is preparing a presentation on the history of Stoney Mountain for the April 3, 2023 City Council meeting.

Councilor Buckles thanked Mayor Thomson, Councilor Acuff, and Heidi for all of their work.

Councilor Hebert questioned who paid for the asbestos report on 106 S Bridge and if that amount is on the reimbursement list. Councilor Hebert expressed concern regarding 106 S Bridge and erosion compromising the integrity of the foundation of the Plaza. She is concerned that the Plaza foundation will not make it through another winter.

There was additional discussion regarding whether liens could be placed on 106 S Bridge if it compromises the integrity of the Plaza.

Heidi reviewed the Project Tracking Sheet with the City Council.

J. EXECUTIVE SESSION:

The City of Sheridan City Council will meet in Executive Session pursuant to ORS 192.660 (2)(e) To conduct deliberations with persons designated by the governing body to negotiate real property transactions.

The City Council entered into Executive Session at 9:17 p.m.

The Executive Session ended at 10:34 p.m. and the Open Session reconvened.

K. VOTE: PURCHASE OF REAL PROPERTY:

- ✓ Councilor Buckles motioned to authorize the City Manager to make a non-negotiable offer of \$25,000 for 106 S Bridge Street within two weeks of March 7, 2023. Councilor Acuff seconded the motion. *Discussion:* No further discussion. Motion passed with a 5 to 1 vote; Councilor Hebert voted “no”.

- ✓ Councilor Hodgins motioned to authorize the City Manager to make an offer of \$5,000 plus recording fees to Yamhill County for Tax Lots for R5626CD 01604 and R5626CD 01702. Councilor McElroy seconded the motion. *Discussion:* No further discussion. Motion passed with a 5 to 1 vote; Councilor Hebert voted “no”.

L. ADJOURNMENT:

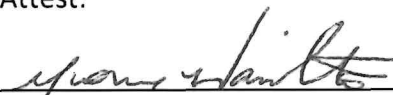
- ✓ Councilor Hebert made a motion to adjourn. The motion was seconded and passed. Councilor Buckles abstained.

The meeting adjourned at 10:39 p.m.



Marianne Thomson, Mayor

Attest:



Yvonne Hamilton, CMC, City Recorder

MOTION SUMMARY:

VS = Verbal/Show of Hands

RC = Roll Call Vote

Motion	Outcome	Acuff	Buckles	McElroy	Hebert	Cale	Hodgins	VS or RC
Buckles motioned for the City Council to approve the 60-day cancellation notice to CIS for health insurance.	Passed	Yes	Yes	Yes	Yes	Yes	Yes	VS
Buckles motioned to approve the City Council Meeting Minutes for February 21, 2023, with corrections.	Passed	Yes	Yes	Yes	Yes	Yes	Yes	VS
Buckles motioned for the City Council to approve Resolution 2023-F, A Resolution of the City Council of the City of Sheridan Declaring Certain City-Owned Real Property as Surplus Real Property, and Setting the Time and Place for a Public Hearing on the Proposed Sale of Said Surplus Property.	Passed	Yes	Yes	Yes	Yes	Yes	Yes	VS
Buckles motioned for the City Council to approve Resolution 2023-G, A Resolution Accepting the Engagement Letter Outlining City Attorney Services from Haugeberg, Rueter, Gowell, Fredricks & Higgins, PC, for the City of Sheridan.	Passed	Yes	Yes	Yes	Yes	Yes	Yes	VS
Buckles motioned to authorize the City Manager to make a non-negotiable offer of \$25,000 for 106 S Bridge Street within two weeks of March 7, 2023.	Passed	Yes	Yes	Yes	No	Yes	Yes	VS
Hodgins motioned to authorize the City Manager to make an offer of \$5,000 plus recording fees to Yamhill County for Tax Lots for R5626CD 01604 and R5626CD 01702.	Passed	Yes	Yes	Yes	No	Yes	Yes	VS