

CITY OF SHERIDAN

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City Council Minutes

August 19, 2024, at 7:00 PM

Sheridan City Hall Council Chambers
120 SW Mill Street, Sheridan Oregon

A. Call to Order, Roll Call

Mayor George called the Council Meeting to order at 7:01 p.m.

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

Absent: None

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

B. Pledge of Allegiance

C. Additions or Deletions to the Agenda:

- 1) The Grand Sheramina Food Bank Grant Presentation was removed from the Agenda.

D. First Public Comment Period:

- 1) Tara Summers, Sheridan Resident: Ms. Summers commented on a dilapidated barn that is encroaching onto her property. She cited SMC 15.16.050, Sections A, D, & E which address dangerous buildings. She expressed concerns about the dangers the building poses to her family if it were to collapse.
- 2) Kim Greene, non-resident: Ms. Greene requested that City Recorder Yvonne Hamilton read comments that Ms. Greene prepared in advance. Ms. Greene commented on drainage ditch issues on the northeast side of town, in the 600 block of NE Hill Street.

E. Public Hearings: None

F. Presentation:

- 1) Provoking Hope, Diane Reynolds, Founder and CEO
Ms. Reynolds provided a brief history on Provoking Hope (PH), which has been operating in Yamhill County for nearly 15 years, and in Sheridan at 645 W. Main Street since June of 2024. She gave details on the recovery support and wrap around services that PH offers, noting that they work with people across all areas. Ms.

Reynolds said that PH has 67 certified Recovery Mentors, noting that they will soon be adding a Family program. She listed the four main tenants of PH: prevention, intervention, reduction, and recovery.

G. Consent Agenda:

- ✓ Councilor Acuff motioned to approve the Consent Agenda as presented. Councilor Hodgins seconded the motion. *Discussion:* There were a couple of typos noted for correction in the Council Minutes; Yvonne will correct. Additionally, there were clarifying questions from the Council regarding the Voucher Directory. Motion passed unanimously.

H. Vote: Voucher Directory Bulletin Board Expense:

- ✓ Councilor Acuff motioned to approve the Bulletin Board Expense. Councilor Hodgins seconded the motion. *Discussion: No further discussion.* Motion passed with a 3 to 0 vote; Councilors Hodgins, Houston, and McElroy abstained.

I. Department Reports:

- 1) Sheriff's Report for July 2024 & Comparison Report for July 2023
Deputy Grant was present at the meeting. He took questions from the Council regarding DHS calls; how statistics are recorded; request for a speed trailer; RV camping on Sheridan streets; and abandoned RV towing.
- 2) Public Works Director Report
Gary highlighted his report that was included in the packet. He commented on leak repairs; pothole filling; street sign replacement; the upcoming chip sealing project; and a Pavement Management plan. Gary noted that there will be a practice emergency drill by Stella Jones in September.
- 3) Library Director Report
Heidi explained the reasons for the recent Library closures.
- 4) Code Enforcement & Safety Report
- 5) City Recorder Report
 - i. Budget Reports for July 2024
 - ii. Grant Tracking Sheets
 - iii. Council Calendar
- 6) City Planner Report
Tyler explained that Planning is very busy. The Planner is working on the final report for a Subdivision Application, as well as numerous Building Compliance Applications. He noted that they are also working to gain more local control of FEMA-related issues.

7) Attorney Report

Tyler commented that he has been working on several development related items with the City Planner. He also noted that he and Heidi received a scholarship to attend a Brownfields class later this week.

J. Ordinances and Resolutions:

- 1) Vote: Ordinance 2024-6, An Ordinance Amending Chapters 12.04, 12.08, 12.12, 12.16, and 12.20 of the Sheridan Municipal Code Relating to Public Works Standards
 - ✓ Councilor Houston motioned to postpone Ordinance 2024-6 and Resolution 2024-S. Councilor Buckles seconded the motion. *Discussion:* A question was asked whether the Ordinance would be retroactive. Tyler answered that it would not be retroactive. Motion passed unanimously.

- 2) Vote: Resolution 2024-S, A Resolution Adopting the Updated Public Works Design Standards
 - ✓ Resolution 2024-S was postponed.

- 3) Vote: Resolution 2024-X, A Resolution Authorizing the Mayor to Negotiate and Sign a Permanent Easement on City Property to ODOT
 - ✓ Councilor Acuff motioned to approve Resolution 2024-X, A Resolution Authorizing the Mayor to Negotiate and Sign a Permanent Easement on City Property to ODOT. Councilor Hodgins seconded the motion. *Discussion:* Tyler gave some background on why ODOT requested the easement. Heidi commented on the difficulties identifying City underground infrastructure locations. Motion passed unanimously.

K. Unfinished Business:

- 1) Vote: Approve City Manager Contract
 - ✓ Councilor Acuff motioned to approve the City Manager Contract as amended. Councilor Hodgins seconded the motion. *Discussion:* There were a couple of typos noted for correction; Tyler will correct. Motion passed unanimously.

L. New Business:

- 1) Vote: Award Bid for ADA Improvements on Bridge Street

Chris Janigo of Civil West was present to take Council questions. He gave a brief explanation on the process for road repairs that are a part of water and sewer line projects. He explained the bid opening that took place on July 16th and the scope of the project, including the locations of the ADA bump outs and storm drains. Mayor George proposed that the City consider using ARPA money for this project and for repairs to other Sheridan streets deemed necessary. He suggested that the City work with Business Oregon to obtain grants and/or loans for the Sheridan Road project.

Heidi also suggested that they consider using some of the ARPA money for the Hebert Plaza foundation. She expressed concern that they may not be able to use the ARPA money for the Sheridan Road project before the ARPA deadline.

Councilor Hodgins said that she would like to see the ARPA money dedicated to the Sheridan Road project.

Councilor Acuff suggested that the City Council reassess their goals and the City's needs. She commented on safety, parking, and catch basins.

Heidi gave a brief explanation on how storm water would be removed.

- ✓ Councilor Houston motioned to postpone awarding the bid and to direct the City Manager to complete a comprehensive cost analysis and to pursue funding options for the projects. *Discussion:* It was suggested that decorative manhole covers be looked into as a part of the project. Councilor Buckles seconded the motion. Motion passed unanimously.

2) Vote: League of Oregon Cities 2025-2026 Legislative Priorities [2025-2026 Legislative Priorities Voting :: League of Oregon Cities \(orcities.org\)](#)

- ✓ Council consensus was to postpone this vote until September.

M. City Manager Report

N. Second Public Comment Period: None


O. Mayor/Council Comments:

- Concerns were expressed for pedestrians and cyclists crossing the overpass to go to Southside Park.
- City Hall's voice mail message.
- Review of the City Manager's spending limits.
- Term limits for City Council Members.
- City of Yamhill Beverly Cleary history.
- City Hall communication.
- City-owned houses be put on a future agenda.

P. Adjournment:

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

The meeting adjourned at 10:20 p.m.


Cale A. George, Mayor

Attest:


Yvonne Hamilton, CMC, City Recorder