



# CITY OF SHERIDAN

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## City Council Minutes

November 6, 2023, at 5:30 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 5:31 p.m.

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

Absent: None

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

### **A. 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 5:33 p.m.**

**The Executive Session ended at 6:53 p.m. and the Open Session reconvened.**

### **B. Vote: Farm Lease**

Councilor Buckles motioned to award a lease for 17.5 acres on Highway 18B to Bryant Farms and to award a lease for the 10 acres on Orchard Street and the 8 acres adjacent to the sewer lagoons to Lepin Farms and to direct the City Attorney to negotiate and finalize lease agreements for all three parcels. Councilor Acuff seconded the motion. *Discussion:* No further discussion. Motion passed with a 5 to 0 vote; Councilor McElroy abstained.

### **C. Public Comment Period:**

- 1) Kay Buckles, lives within City limits, requested an update on the safety concerns expressed regarding the crosswalk on South Bridge Street in front of the IGA Store and Country Bargains.
- 2) Julie O'Leary, lives within City limits, said that she feels there has not been clear communication with the taxpayers regarding plans for addressing homelessness.
- 3) Joe Neeley, lives within City limits, agreed with Ms. Buckles on the need for addressing safety concerns regarding the crosswalk on South Bridge Street. He noted that a flashing light would help.

**D. Public Hearing:**

- 1) Amend the Sheridan Development Code, Section 16.235.020, Commercial Zone Case No. LA 2023-02

Mayor Thomson read from the script that was included in the packet:

OPENING OF HEARING: The Hearing opened at 7:07 p.m.

CALL FOR ABSTENTIONS: Councilor Hebert disclosed that she is the owner of property that would be affected by the outcome of the Public Hearing; therefore, she will be abstaining.

OBJECTIONS TO JURISDICTION: None

OBJECTIONS TO NOTICE: None

STAFF REPORT: City Planner Laura Conroy attended the meeting via Zoom. She briefly summarized the Staff Report that was in the Council packet.

STAFF RECOMMENDATION: Staff recommended that the City Council adopt the Staff Report and approve the proposed amendments to the Sheridan Development Code.

PUBLIC INPUT: None

CLOSE OF HEARING: The Hearing closed at 7:14 p.m.

DELIBERATION/DECISION:

Councilor Acuff inquired about how the City will determine the need for testing the waste that will be entering the City's sewer system.

Civil West Engineer, Tim Gross was in attendance. Tim noted that testing is determined at the time of application, when there is an estimate for what type of waste is being generated.

**E. Vote: Ordinance 2023-06, An Ordinance Amending the Sheridan Development Code, Title 16 of the Sheridan Municipal Code, Relating to Allowed Uses in the Commercial Zone**

- ✓ Councilor Acuff motioned to read Ordinance 2023-06, An Ordinance Amending the Sheridan Development Code, Title 16 of the Sheridan Municipal Code, Relating to Allowed Uses in the Commercial Zone for the first time by title only. Councilor Hodgins seconded the motion; *Discussion: No further discussion.* Motion passed with a 5 to 0 vote; Councilor Hebert abstained.

Tyler read Ordinance 2023-06 for the first time by title only.

- ✓ Councilor Acuff motioned to accept the first reading of Ordinance 2023-06. Councilor Buckles seconded the motion. *Discussion: No further discussion.*

Councilor Roll Call:

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

Motion passed with a 5 to 0 vote

- ✓ Councilor Acuff motioned to read Ordinance 2023-06, An Ordinance Amending the Sheridan Development Code, Title 16 of the Sheridan Municipal Code, Relating to Allowed Uses in the Commercial Zone for the second time by title only. Councilor Buckles seconded the motion. *Discussion: No further discussion.* Motion passed with a 5 to 0 vote; Councilor Hebert abstained.

Tyler read Ordinance 2023-06 for the second time by title only.

- ✓ Councilor Acuff motioned to accept the second reading of Ordinance 2023-06. Councilor Buckles seconded the motion. *Discussion: No further discussion.*

Councilor Roll Call:

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

Motion passed with a 5 to 0 vote

#### **F. Mayor Appointments of Task Force Members**

Councilor Acuff gave a presentation on the City’s efforts on homelessness and suggestions for things the City Council might consider doing, including setting up a soup kitchen, creating a shower and hygiene location at the City’s property on Mill Street, and creating a Resource Center with scheduled staff. The presentation is attached as Exhibit A.

Due to a disruption, the City Council took a brief recess from 7:35 p.m. to 7:40 p.m.

Mayor Thomson announced her appointments to the Task Force:

- Amanda Widmark
- American Legion Post 75
- Amy Stuck
- Deputy Brady Walters
- Churches United for West Valley who will be represented by Julie Schumann and Nicholas Giannettino
- Encompass Yamhill Valley
- Jessica Helms
- Margaret Bucknell
- Sheridan Revitalization
- Staci Coker
- Yamhill County Health and Human Services
- YCAP
- Provoking Hope

There was discussion regarding the Mayor’s survey on homelessness. Mayor Thomson noted that the survey would help to provide the Task Force with a framework on projects the City Council would or would not support, the Mayor requested that each Councilor vote on the survey questions. The results were as follows:

	Question	Outcome	In Favor	Opposed
1	Should the City of Sheridan construct a multi-unit houseless shelter in Sheridan?	No	1	5
2	Should the Sheridan City Council support a homeless campsite in Sheridan?	No	1	5
3	Should the City of Sheridan build individual cabins or pods for houseless people on City property?	No	1	5
4	Should the Sheridan City Council provide an easily moved mobile unit containing showers, laundry, and restrooms on City property?	Split	3	3
5	Does the Sheridan City Council favor a permanent unit containing showers, laundry, and restrooms on City property?	No	0	6
6	Should the City of Sheridan provide additional transportation for residents seeking County services in McMinnville?	No	2	4
7	Should the Council approve longterm RV camping within Sheridan’s City limits?	No	1	5
8	Should the City of Sheridan offer a resource center at either the Food Bank or on City property?	Yes	6	0
9	Is the Council in favor of renovating the City-owned house as a resource center?	Yes	4	2
10	Is the Council in favor of working with Grand Sheramina to develop a resource center?	Yes	4	2

Councilor Hodgins expressed concern that their constituents do not feel heard through this survey process.

Councilor Acuff reminded everyone that the Council represents everyone; not just those who have the loudest voice or possess the most money.

Heidi noted that no decisions have been made that give direction to the Task Force.

The Councilors agreed that they need to start with small steps and the decision is to form a Task Force.

**G. City Engineer Presentations:** The Presentation slides can be found on the City’s website.

- 1) Sheridan Road Concept
- 2) Water Master Plan Next Steps
- 3) Hebert Memorial Plaza Next Steps
- 4) Open Q & A for Council with Engineers

**H. Mayor and Councilor Discussion**

- 1) RV Parking

There was discussion regarding Councilor McElroy’s proposal for temporary RV parking permits on residential properties. The temporary parking would be allowed for 72 hours,

up to three times per year, from May through September. There were concerns expressed regarding how to handle noise complaints or complaints regarding those that exceed the permitted time. Councilor McElroy commented that we need to enforce our codes. Tyler will prepare a draft ordinance for the December Work Session for Council discussion.

The Council discussed crosswalk safety concerns and suggested ideas for solutions, including the addition of yellow crosswalk paint, signs, and bulb outs. Heidi noted that the cost to have Spaniol Striping paint would be about \$4,000.

- ✓ Councilor Acuff motioned to approve using yellow paint to paint the curbs on both sides of the crosswalk on South Bridge Street in front of the IGA Store. Councilor George seconded the motion. *Discussion:* No further discussion. The motion passed unanimously.

There was additional discussion regarding Code Enforcement processes and Municipal Court. Councilor Buckles suggested that revenue from driving citations be put into the Street fund.

**I. City Manager Project Updates**

Heidi updated the City Council on Stella-Jones. She said that they are still in the clean-up phase, noting that the water and lagoon water tests show that things are fine.

The Task Force Town Hall was scheduled for December 14 from 6:00 p.m. to 8:00 p.m.; the Town Hall with Representative Elmer will be rescheduled.

**J. Adjournment**

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

The meeting adjourned at 9:56 p.m.

  
\_\_\_\_\_  
Marianne Thomson, Mayor

Attest:

  
\_\_\_\_\_  
Yvonne Hamilton, CMC, City Recorder

<b>Motion Summary</b>	<b>Outcome</b>	<b>Acuff</b>	<b>Buckles</b>	<b>McElroy</b>	<b>Hebert</b>	<b>George</b>	<b>Hodgins</b>
Buckles motioned to award a lease for 17.5 acres on Highway 18B to Bryant Farms and to award a lease for the 10 acres on Orchard Street and the 8 acres adjacent to the sewer lagoons to Lepin Farms and to direct the City Attorney to negotiate and finalize lease agreements for all three parcels.	Passed	Yes	Yes	Abstain	Yes	Yes	Yes
Acuff motioned to accept the first reading of Ordinance 2023-06.	Passed	Yes	Yes	Yes	Abstain	Yes	Yes
Councilor Acuff motioned to accept the second reading of Ordinance 2023-06.	Passed	Yes	Yes	Yes	Abstain	Yes	Yes
Acuff motioned to approve using yellow paint to paint the curbs on both sides of the crosswalk on South Bridge Street in front of the IGA Store.	Passed	Yes	Yes	Yes	Yes	Yes	Yes

Exhibit A

Councilor Acuff Presentation:

We have all witnessed and have had our own opinions on the homeless. Most are tired of the garbage, filth, crime and just the mere appearance of homeless people, and I would venture to guess we would all want it to go away.

Maybe someday it will, but not without the cooperation of those willing to make a difference and are inclined to do something about it, will it ever happen.

We have had citizens come forward to voice their opinions on what the City and Council should do. Some of their opinions are of value and consideration to the city, thank you for sharing and helping us see what you want to happen, but most are telling us what they do not want and what we should not do. City council meetings interactions, emails and social media concerns are predominantly negative, prejudiced and do not help address the issue. Doing nothing will not make it go away. The city is committed to providing some benefits to the homeless in Sheridan and to those of you who are opposed, shame on you.

In our search for a solution or working for a common goal, we should focus on what we can do to make this a better place for all of us.

Sheridan is a small town, the population on record includes the prison population. We do not have the sheer numbers of homeless that larger cities must deal with. Our homeless will estimate that there are less than 30 living on the streets and in open places in Sheridan.

These do not include those that come and go or those that are couch surfing or living with friends and family members.

If we start in a small way, we can get a better handle on what our homeless need, want and will take advantage of, instead of creating services that are not necessarily used, just because someone else says they will be.

I would like the Council to consider:

1.

A "Soup Kitchen" at the VFW Hall that would provide warm meals and a place to eat them. A meal once a day for perhaps 4-5 days a week and /or a sack lunch to take. Food is a priority, and we can provide food with the help of other organizations' assistance. The food bank is a wonderful source for those that have a kitchen, changed. A place for OHS and YCAP to set up a table on a regular basis. One day a week could help start the schedule and an acceptance from the homeless knowing that someone would be there for them. This could be incorporated in City Hall or the house on Mill Street or somewhere else. I have between 5-10 homeless people that rent storage units from me. I talk to them about their needs and problems. I have had 7 surveys returned to me, all from homeless people. None of them want to be homeless. All have different reasons for their current situation. They agree that the three above projects are needed and will be used.

The purpose of my presentation is to inform the citizens of Sheridan and remind the Council that we have talked, and talked, and talked about this situation. We have asked for more information, we have had a Town Hall meeting, we have invited organizations to our meetings, we have had multiple conversations on the issue, and we have put out surveys. So far, the only thing we have agreed upon is that it is a tough decision, and we don't have the answer.

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It is time to proceed with a plan and implement it!!

microwave, and refrigerator to prepare and eat meals, however, homeless people cannot store, make, and serve meals. They eat what they can carry and have no use for items that need storage, refrigeration, and heating to eat. Many face the possibility of items including food being stolen by those without food.

2.

We can create a place to shower, use a toilet, sink, wash clothes, provide lockers, clean water, charge their phones, garbage service, recycling bins, Wi-Fi, and other basic needs. This space could also include clothing, personal hygiene items, snacks, and encouragement. We have the funds to equip and supply a structure for the homeless to use in a supervised and safe environment.

Whether it be portable or stationary it would serve a huge need. This does not need to be open 24/7, this would be supervised and on a schedule with rules to be observed and enforced. The house and vacant lot on Mill St could accommodate this project with some additions and remodeling.

3.

A resource area, with scheduled personnel once a week at first. After it has been consistently and dependably open, we can see what services are needed and requested and not allocate time, and manpower to a cause that might not be utilized or may need to be

We cannot expect the City Manager to make this decision for us and it is not her job to do so. We need to give her directions on what we want to have her accomplish, without micro-managing every step. Heidi has the tools to make these projects happen. Many of the pieces are already in place. We can ask the Task force to work on the next step of this process, but we need to get started on these basic needs NOW. This is our decision, and we need to come to an agreement on something that will make a difference. Starting small cannot be wrong, hopefully it will show that we are not only empathetic towards those that are homeless, but also willing to do something about it. To recap:

1. Facilitate the Soup kitchen at the VFW Hall.
2. Create a Place to shower, wash, and other basic needs with a trailer and house renovation for Mill St.
3. Provide a Resource area.

Fellow Councilor members:

Please join me in a consensus to direct our City Manager to proceed with these 3 projects immediately.

Respectfully, Roxie Acuff