

CITY OF SHERIDAN

City Hall • 120 SW Mill Street • Sheridan, OR 97378

Phone 503-843-2347 • Fax 503-843-3661

www.cityofsheridanor.com

City Council Minutes

November 18, 2024

Sheridan City Hall Council Chambers

120 SW Mill Street, Sheridan Oregon

7:00 PM - City Council Regular Meeting

A. Call to Order, Roll Call

Mayor George called the Council Meeting to order at 7:02 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; Kie Cottam, Public Works Director; Staci Coker, Finance Director; Gwen Gorham, Library Director; Liam Bean, City Planner; and Yvonne Hamilton, City Recorder.

B. Pledge of Allegiance

C. Additions or Deletions to the Agenda:

- 1) Item L1 was moved to Presentations.

D. First Public Comment Period:

- 1) Barbara and Jeff Leisman, Sheridan residents: Mrs. Leisman commented on the City Council considering the removal of fluoride from Sheridan's drinking water. She spoke against the idea, citing a letter her dentist provided about the importance of fluoride in drinking water, and that being one of the only passive ways for young people to get fluoride for developing teeth.
- 2) Tara Summers, Sheridan resident: Ms. Summers requested follow-up discussion on the code violations she reported regarding a dangerous building issue. She said that she believes the deteriorating barn is causing damage to her property and to City property. Ms. Summers provided photos of the property. She expressed concern about the bad seasonal weather coming.
- 3) Janeice Tinney, Sheridan resident: Ms. Tinney is coming to the Council to address what Councilor Houston said about the American Legion at the October 21, 2024 City Council meeting. She said that the American Legion, through food donations and volunteer help, provides meals for those less fortunate. She added that they do not receive funding; however, they are in need of funding for building repairs.

E. Public Hearings: None

F. Presentation:

- 1) Yamhill County Sheriff, Sam Elliott: Summary Report for July 1, 2023 through June 30, 2024

Sheriff Elliott provided an Annual Report to the City Council. He summarized the report providing history from 1989. He commented on the significant increase in calls, noting however, arrests are down. Sheriff Elliot said that even though the Sheriff's office has faced staffing issues, they have continued to provide 24/7 coverage in Sheridan. He noted that traffic enforcement is number one on the list of top 20 service calls, adding that Yamhill County's high number of impaired while driving stops has resulted in a higher number of citations being issued. He commented on the increasing demand for law enforcement in Sheridan.

- 2) FEMA Pre-Implementation Compliance Measures, City Planner Liam Bean
City Planner Liam Bean provided a report to the Council that was included in the Council Packet. Liam reported that FEMA is still making rules and there are no draft rules as of yet. He noted that they are targeting 2025 for completion of the draft rules, with implementation in 2027.

Liam discussed the pros and cons of the options the Cities received from FEMA:

1. Ban all development in the flood plain.
2. Address development permit by permit.
3. Adopt FEMA's model code.

The Council consensus was to make code amendments to adopt FEMA's model code.

G. Consent Agenda:

- ✓ Councilor Buckles motioned to approve the City Council Minutes for October 21, 2024 and November 4, 2024. Councilor McElroy seconded the motion. *Discussion: No further discussion.* Motion passed unanimously.
- ✓ Councilor Buckles motioned to approve the Voucher Directory for invoices paid from October 21, 2024 to November 28, 2024. Councilor Hodgins seconded the motion. *Discussion: Councilor Buckles went through a list of items that he requested clarification on. Staci provided answers and explained the new Tyler Tech report.* Motion passed unanimously.

H. Vote: Bulletin Board Expense: None

I. Department Reports:

- 1) Sheriff's Report for October 2024 & Comparison Report for September 2023
- 2) Finance Director Budget Reports
- 3) Public Works Director Report

Kie highlighted his report that was included in the Council Packet. He commented on the requirement for a Filtration Endorsement at the water treatment plant.

- 4) Library Director Report
Gwen highlighted her report that was included in the Council Packet. She noted that numbers are down since FCI is not checking out.
- 5) Code Enforcement & Safety Report
- 6) City Recorder Report
 - i. Grant Tracking Sheets
 - ii. Council Calendar
- 7) City Planner Report
- 8) Attorney Report

J. Ordinances and Resolutions:

- 1) Vote: Ordinance 2024-07, An Ordinance Repealing Section 13.04.140 of the Sheridan Municipal Code Relating to Water Fluoridation
Councilor Hodgins expressed concern that there had not been enough information to make a decision. Councilors Houston, Hebert, and McElroy commented on the alternative ways that people could get fluoride.
 - ✓ Councilor Houston motioned to read Ordinance 2024-07, An Ordinance Repealing Section 13.04.140 of the Sheridan Municipal Code Relating to Water Fluoridation for the first time by title only. Councilor Buckles seconded the motion; *Discussion: No further discussion.* Motion passed unanimously.

Tyler read Ordinance 2024-07 for the first time by title only.

- ✓ Councilor Acuff motioned to accept the first reading of Ordinance 2024-07. Councilor Houston seconded the motion. *Discussion: No further discussion.* Motion passed unanimously.

Councilor Roll Call:

Acuff – yes	Buckles – yes	McElroy – yes
Hebert – yes	Houston – yes	Hodgins – yes

- ✓ Councilor Acuff motioned to read Ordinance 2024-07, An Ordinance Repealing Section 13.04.140 of the Sheridan Municipal Code Relating to Water Fluoridation for the second time by title only. Councilor Houston seconded the motion; *Discussion: No further discussion.* Motion passed unanimously.

Tyler read Ordinance 2024-07 for the second time by title only.

- ✓ Councilor Acuff motioned to accept the second reading of Ordinance 2024-07. Councilor Houston seconded the motion. *Discussion: No further discussion.* Motion passed unanimously.

Councilor Roll Call:

Acuff – yes Buckles – yes McElroy – yes
Hebert – yes Houston – yes Hodgins – yes

- ✓ Councilor Hodgins motioned to read Ordinance 2024-07, An Ordinance Repealing Section 13.04.140 of the Sheridan Municipal Code Relating to Water Fluoridation for the third time by title only. Councilor Houston seconded the motion; *Discussion: No further discussion.* Motion passed unanimously.

Tyler read Ordinance 2024-07 for the third time by title only.

- ✓ Councilor Acuff motioned to accept the third reading and adopt Ordinance 2024-07. Councilor Hodgins seconded the motion. *Discussion: No further discussion.* Motion passed unanimously.

Councilor Roll Call:

Acuff – yes Buckles – yes McElroy – yes
Hebert – yes Houston – yes Hodgins – yes

- 2) Vote: Ordinance 2024-06, 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 Acuff motioned to read Ordinance 2024-06, 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 for the first time by title only. Councilor Buckles seconded the motion; *Discussion: No further discussion.* Motion passed unanimously.

Tyler read Ordinance 2024-06 for the first time by title only.

- ✓ Councilor Acuff motioned to accept the first reading of Ordinance 2024-06. Councilor Buckles seconded the motion. *Discussion: No further discussion.* Motion passed unanimously.

Councilor Roll Call:

Acuff – yes Buckles – yes McElroy – yes
Hebert – yes Houston – yes Hodgins – yes

- ✓ Councilor Acuff motioned to read Ordinance 2024-06, An Ordinance Repealing Section 13.04.140 of the Sheridan Municipal Code Relating to Water Fluoridation for the second time by title only. Councilor Houston seconded the motion; *Discussion: No further discussion.* Motion passed unanimously.

Tyler read Ordinance 2024-06 for the second time by title only.

- ✓ Councilor Hodgins motioned to accept the second reading of Ordinance 2024-06. Councilor Acuff seconded the motion. *Discussion: No further discussion.* Motion passed unanimously.

Councilor Roll Call:

Acuff – yes Buckles – yes McElroy – yes
Hebert – yes Houston – yes Hodgins – yes

- ✓ Councilor Buckles motioned to read Ordinance 2024-06, An Ordinance Repealing Section 13.04.140 of the Sheridan Municipal Code Relating to Water Fluoridation for the third time by title only. Councilor Hodgins seconded the motion; *Discussion: No further discussion.* Motion passed unanimously.

Tyler read Ordinance 2024-06 for the third time by title only.

- ✓ Councilor Buckles motioned to accept the third reading and adopt Ordinance 2024-06. Councilor Hodgins seconded the motion. *Discussion: No further discussion.* Motion passed unanimously.

Councilor Roll Call:

Acuff – yes Buckles – yes McElroy – yes
Hebert – yes Houston – yes Hodgins – yes

K. Unfinished Business: None.

L. New Business:

1) Vote: ARPA Funding Final Decision for Dedication

The Council consensus was to go with Package B, excluding the Emergency Lift Station Repairs, which has been completed, and the addition of Solar Speed Signs:

- Hebert Memorial Plaza P1 & P2: Sidewalk, Decking, Parking Lot, & Engineering
- Ballston Pump Station Automation Control Project
- SCADA System for Water Plant: Starting System
- SCADA System for Sewer Plant
- Morgan Street Parking Lot: Portion
- Solar Speed Signs
- ✓ Councilor Hodgins motioned to approve Package B, excluding the Emergency Lift Station Repairs, and with the addition of Solar Speed Signs. Councilor Buckles seconded the motion. *Discussion: No further discussion.* Motion passed unanimously.

2) Discussion & Vote: City Manager and Department Head Spending Authority & Review of Resolution 2023-DD

Councilor McElroy commented on larger expenditures that he believes should have been discussed and approved by Council. He proposed that the City Manager's

spending limit be dropped back to \$1,000 and \$500 for Public Works, even for budgeted items.

Councilor Hodgins noted that \$1,000 is not enough to operate efficiently in the current economy, adding that purchases may be held up.

Councilor McElroy suggested they could hold emergency Council meetings for urgent needs.

Heidi listed the spending limits of City Managers/Administrators in many other small cities in Oregon, noting that the lowest limit was the City of Lafayette at \$15,000.

Councilor Hebert agreed with Councilor Hodgins that \$1,000 is not enough.

Councilor McElroy noted that the \$1,000 spending limit would not include monthly operating expenses.

Heidi read the August 7, 2023 City Council meeting minutes, approving Resolution 2023-DD, adopting the current purchasing policy. She noted that she did not request the current spending limit of \$50,000. Heidi explained that she has prepared a new purchasing policy that she has been waiting to discuss with the advisory committee. There was discussion about whether the advisory committee is a "work group" or an "advisory committee" and whether the Mayor would be making the appointments. The Council tabled the discussion until they have an opportunity to hear Heidi's presentation.

M. City Manager Report

The Mayor commented on the Heider Building and provided a status update.

N. Second Public Comment Period: None

O. Mayor/Council Comments:

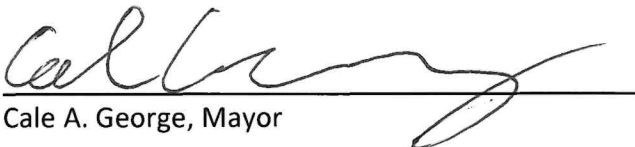
Comments were made on the following:

- Councilor request for the prior year's Orchard Street Farm Lease.
- Future discussion on planning fees for City residents versus developers.
- Legislative water survey.
- The importance of following Council Rules of Procedure for distribution of materials.
- The need for a formal media policy.
- Councilor request for mechanic shop invoices.


P. Adjournment:

- ✓ Councilor Acuff motioned to adjourn. The motion was seconded and passed unanimously.

The meeting adjourned at 9:51 p.m.


Cale A. George, Mayor

Attest:


Yvonne Hamilton, CMC, City Recorder