

CITY OF SHERIDAN

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City Council Minutes

December 16, 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 7:01 p.m.

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

Absent: None

Staff Present: Tyler Yeoman-Millette, City Attorney; Kie Cottam, Public Works Director; Staci Coker, Finance Director; and Yvonne Hamilton, City Recorder.

B. Pledge of Allegiance

C. Additions or Deletions to the Agenda:

- 1) Appointing an interim City Manager was added under Item M.

D. First Public Comment Period:

- 1) Marianne Thomson, Sheridan resident: Ms. Thomson commented on the importance of getting information out to the public. She spoke in favor of allowing Joe Neeley to attend Executive Sessions. Ms. Thomson emphasized the importance of recognizing the rights of the media, including alternative media forms like video reporting.
- 2) Matt Lux, resides outside City limits: Mr. Lux spoke in favor of Joe Neeley attending Council meetings. He commented that there were false accusations, adding that Mr. Neeley has done nothing wrong.
- 3) Joe Neeley, West Valley Transparency and Sheridan resident: Mr. Neeley spoke against the revised News Media Policy, adding that it goes against 1st Amendment rights. He distributed copies of his first traditional article that he recently published..
- 4) Michael Miller, Sheridan resident: Mr. Miller watches Council meetings online. He was opposed to changing the News Media Policy.
- 5) Edward Estes, Sheridan resident: Mr. Estes operates a digital media company. He read a statement regarding the US Constitution.

- 6) Faith Dauvin, Sheridan resident: Ms. Dauvin stated that she values Joe Neeley. She read News Media recommendations from the League of Oregon Cities. Ms. Dauvin suggested that the Council follow those recommendations if they wish to avoid litigation.

E. Public Hearings: None

F. Presentation:

1) Pavement Company Presentations:

i. Capital Asset & Pavement Services (CAPS)

Joel Conder presented how CAPS' Street Saver software works to help better understand how streets are rated for maintenance. He explained that a Budget is put into the system, and it runs scenarios for the best outcome from the available money. Mr. Conder noted that several local cities use this program. The software licensing and IT support are \$1,000 per year.

ii. Civil West Engineering

Chris Janigo presented how Civil West would be more suitable for a smaller city. He explained that information is collected, and degradation models are created and then put into an Excel spreadsheet. Mr. Janigo noted that the City would own the information; eliminating annual fees. He said that as streets are rehabbed, the City can then update data by editing the spreadsheet. Mr. Janigo acknowledged that their upfront costs are higher, but there would be savings overtime with no annual fees.

2) TMDL Update, Andrew Grant, SolidsDude Solutions LLC

Mr. Grant updated the Council on TMDL. The presentation slide can be found on the City's website.

G. Consent Agenda:

- ✓ Councilor Acuff motioned to approve the City Council Minutes for November 18, 2024 and December 2, 2024 and the Voucher Directory for invoices paid from November 18, 2024 to December 16, 2024. Councilor Buckles seconded the motion. *Discussion: Councilor Buckles reported that he spoke with Staci about the new software. Staci commented that the reports are coming out of two systems. She provided a timeline on the expected transition time. There were clarifying questions asked and answered.* Motion passed unanimously; Councilor Hebert was out of the room.

H. Vote: Bulletin Board Expense: None

I. Department Reports:

- 1) Sheriff's Report for November 2024
- 2) Finance Director Budget Reports
- 3) Public Works Director Report

- 4) Library Director Report
- 5) Code Enforcement & Safety Report
Councilor Houston requested a report on the status of the City's emergency preparedness.
- 6) City Recorder Report
- 7) City Planner Report

J. Ordinances and Resolutions:

1) Vote: Resolution 2024-J, Adopting a News Media Policy

- ✓ Councilor Hodgins motioned to adopt Resolution 2024-J, a Resolution Adopting a News Media Policy. Councilor Acuff seconded the motion. *Discussion: Councilor Acuff suggested adding "prohibit the use of cell phones" under section 4(b). Tyler commented that he did not see that language in other policies.*

Councilor Houston said that it is presumptive of the Council to adopt this Policy, adding that the City should adopt what the State of Oregon uses.

Councilor Acuff noted that the Policy applies only to Executive Sessions.

Councilor Buckles commented on the Oath of Office that each Councilor took, promising to uphold the laws.

Councilor McElroy commented on a previous agreement that West Valley Transparency signed regarding Executive Sessions.

Councilor Hodgins noted that the Policy is only for Executive Sessions and that it would bring the City in line with the Department of Justice and the State of Oregon.

Councilor Houston emphasized that the press should be protected.

- ✓ Councilor Hodgins amended the motion to add "prohibit the use of cell phones" under section 4(b). Councilor Acuff seconded the amended motion. Motion passed with a 3 to 4 vote; Mayor George voted in favor of Resolution 2024-J; however, he noted that at his discretion, he could invite Mr. Neeley to attend Executive Sessions.

2) Vote: Resolution 2024-AA, Adopting a Water System Master Plan

- ✓ Councilor Hodgins motioned to adopt Resolution 2024-AA, a Resolution Adopting the Water Master Plan for the City of Sheridan Prepared by Civil West Engineering Services, Inc., Dated December 2, 2024, Which Provides Basic Information and Guidance Necessary for the Sound Stewardship of the Municipal Water System Within the Water Service Boundary. Councilor Buckles seconded the motion. *Discussion: Councilor Buckles questioned if the Plan identified everything that needs to be taken care of, commenting on what the costs might be and limited funding. Kie responded that the Plan does include*

everything. He added that the Plan is the document the City needs to get funding. Councilor Acuff commented that the Master Plan provides guidance that helps the City set priorities. Motion passed unanimously.

- 3) Vote: Resolution 2024-BB, Approving the Canvass of City Election Results for the 2024 General Election and Spreading Such Results onto the Official Records of the City of Sheridan, Oregon

✓ Councilor Acuff motioned to approve Resolution 2024-BB, a Resolution Approving the Canvass of City Election Results for the 2024 General Election and Spreading Such Results Onto the Official Records of the City of Sheridan, Oregon. Councilor Buckles seconded the motion. *Discussion: No further discussion.* Motion passed unanimously.

- 4) Vote: Resolution 2024-CC, Listing the Authorized Signers for the Depository Services With U.S. Bank National Association

✓ Councilor Acuff motioned to adopt Resolution 2024-CC, a Resolution Listing the Authorized Signers for the Depository Services With U.S. Bank National Association and Authorizing the City Recorder/Treasurer to Certify the Names and Signatures to the Bank. Councilor Hodgins seconded the motion. *Discussion: No further discussion.* Motion passed unanimously.

- 5) Vote: Resolution 2024-DD, Authorizing First Federal Savings & Loan Association to Change the Authorized Signers for Depository Services

✓ Councilor Buckles motioned to adopt Resolution 2024-DD, a Resolution Authorizing First Federal Savings and Loan Association to Change the Authorized Signers for Depository Services and For the City Recorder/Treasurer to Provide Names of Authorized Signers and Other Documents to First Federal Savings and Loan Association and Establishing Online Access.. Councilor Hodgins seconded the motion. *Discussion: No further discussion.* Motion passed unanimously.

- 6) Vote: Resolution 2024-EE, Designating Signer for Land Use Applications

✓ Councilor Hodgins motioned to adopt Resolution 2024-EE, a Resolution Designating the City Planner as the City Manager's Designee to Exercise Decision Authority for All Type I Land Use Applications. Councilor Acuff seconded the motion. *Discussion: Councilor Houston asked if the Planner would be the only reviewer and signer. Tyler responded that there would be input from staff. Tyler listed Type I Land Use Applications.* Motion passed unanimously.

K. **Unfinished Business:** None.

L. **New Business:**

- 1) Vote: Transfer State of Oregon 2023 Community Shelters Grant funds in the amount of \$225,000 to YCAP
 - ✓ Councilor McElroy motioned to approve transferring the State of Oregon 2023 Community Shelters Grant funds in the amount of \$225,000 to YCAP. Councilor Hodgins seconded the motion. *Discussion: No further discussion.* Motion passed with a 5 to 0 vote; Councilor Houston abstained.

- 2) Vote: Approve Plan Review Fee in the amount of \$4,125 to Oregon Health Authority for Water Master Plan
 - ✓ Councilor Buckles motioned to approve paying the plan review fee in the amount of \$4,125 to Oregon Health Authority for the Water Master Plan. Councilor Hodgins seconded the motion. *Discussion: No further discussion.* Motion passed unanimously.

- 3) Discussion: Farm Lease Bids

The Council was informed that no bids were received. The Council discussed the past issues with the previous lease and what steps to take to move forward. The Council consensus was to direct Tyle to trespass the former tenant.

M. **City Manager Report**

The Council discussed interim City Manager options. They discussed appointing Kie Cottam as Acting City Manager and Yvonne Hamilton as Acting Assistant City Manager. Councilor Buckles asked if Kie would be willing to temporarily serve as Acting City Manager. Kie said that he was willing.

- ✓ Councilor Buckles motioned to appoint Kie Cottam as Acting City Manager effective immediately and Yvonne Hamilton as Assistant City Manager and to direct the City Attorney to negotiate compensation. Councilor McElroy seconded the motion. Motion passed unanimously.

N. **Second Public Comment Period:** None

O. **Mayor/Council Comments:**

Comments were made on the following:

- Mayor George's recent meeting with Andre Salinas's office.
- Mayor George thanked Rotary for making the Light Parade a great event.
- Status of the South Side Park Host position.
- City Logo contest.

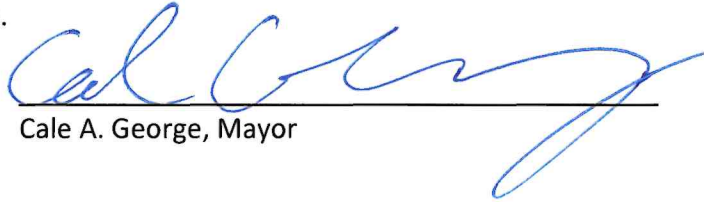
Councilor Acuff read a prepared statement addressing the Council's conduct in regard to the City Manager. She expressed embarrassment on how certain situations were handled and the disregard for Council rules of order and decorum. She encouraged the Council to cooperate and work together to accomplish the goals they established. She expressed gratitude to City

staff for their dedication and loyalty. She encouraged the Council to focus on the present issues facing the City and replacing the City Manager.
She expressed gratitude for the privilege of serving on the Council for the last 17 years.

P. Adjournment:


- ✓ Mayor George called for adjournment.

The meeting adjourned at 9:59 p.m.



Cale A. George, Mayor

Attest:



Yvonne Hamilton, CMC, City Recorder