



# CITY OF SHERIDAN

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## City Council Minutes

April 15, 2024 at 7:00 PM

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

### **A. Call to Order, Roll Call**

Mayor George called the Council Meeting to order at 7:00 p.m.

Roll Call: Present: Mayor George; and Councilors Acuff, Buckles, Hebert, Hodgins, 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 Mayor informed the Council that there were no additions or deletions; however, the order of some agenda items was changed.

### **D. Proclamation:**

- 1) Recognizing Vietnamese-American Remembrance Day, Thao Tu, President of the Vietnamese Community of Oregon  
Mayor George read the Proclamation. Mr. Thao Tu also read the Proclamation and thanked the Council.

### **E. First Public Comment Period:** None.

### **F. Swearing in of Newly Appointed City Councilor, Ian Houston**

### **G. Presentations:**

- 1) Cynthia Thompson, Transit Manager for Yamhill County Transit  
Ms. Thompson gave a summary of the history of Yamhill County Transit and the services they offer, including transit routes, bus stop locations, and connections. She explained how the transportation is funded, noting that it currently free for all riders. She provided the Council with a printout of her presentation.

**H. Consent Agenda:**

- ✓ Councilor Acuff motioned to approve the City Council Meeting Minutes for March 18, 2024 and April 1, 2024. Councilor Buckles seconded the motion. *Discussion:* No further discussion. Motion passed unanimously.
- ✓ Councilor Acuff motioned to approve the Voucher Directory for invoices paid from March 18, 2024 to April 15, 2024. Councilor Buckles seconded the motion. *Discussion:* No further discussion. Motion passed unanimously.

**I. Vote: Voucher Directory Bulleting Board Expense:**

- ✓ Councilor Acuff motioned to approve the Bulletin Board Expense. Councilor Buckles seconded the motion. *Discussion:* No further discussion. Motion passed with a 5 to 0 vote; Councilor Hodgins abstained.

**J. Department Reports:**

- 1) Sheriff's Report for March 2024  
Mayor George informed the Council that he and Heidi met with Captain Whitlow. Heidi added that the Sheriff's office will provide a monthly summary sheet, similar to the summaries provided in the past.
- 2) Public Works Director Report  
Gary answered clarifying questions related to the Public Works report.
- 3) Library Director Report  
Councilor Buckles commented that the library statistics show the importance of the library in the community.
- 4) Code Enforcement Report  
Councilor Acuff commented positively on the report.  
There were questions regarding an abandoned dog situation. Tyler summarized the situation for the Council and Heidi explained the code enforcement process.
- 5) City Recorder/Treasurer Reports
- 6) City Planner Report
- 7) Attorney Report

**K. Ordinances and Resolutions: None**

**L. Unfinished Business:**

- 1) Mobile Shower Unit  
Councilor McElroy noted that the Task Force was going to make a recommendation on the shower unit.

Heidi replied that the Task Force will not have time to get to the mobile shower unit; therefore, it will fall back to the Council. She explained that the Task Force is looking at the building requirements for a resource center to provide to the Council.

Mayor George inquired about if the shower unit would be located at the 127 SW Mill Street property.

Heidi responded that the grassy area between the two houses on Mill Street was just a suggestion from a long time ago.

Councilor Hebert questioned whether the shower unit could be connected in the back of the house.

Gary commented that they are uncertain as to the condition of the lines due to the age of the houses.

Councilor Houston commented that it may cost more to run lines into the house.

Councilor Acuff commented on the report that was in the Council packet, noting that there will probably be other costs; however, the shower unit is probably the smallest way to start.

Mayor George commented that the shower unit should not be unmonitored.

Heidi will do additional research for the Council.

2) Appoint Parks & Recreation Committee Members

The Council had the opportunity to interview each of the applicants. Both applicants introduced themselves and answered questions related to the Parks & Recreation Committee Member positions.

- ✓ Mayor George appointed Joseph Harrison to the Voting Member position and Bryan Baker to the Non-voting Member position.

**M. New Business:**

1) Appoint Budget Committee Member

The applicant introduced herself and answered questions from the Council.

- ✓ Mayor George appointed Gwen Fink to the Budget Committee.

2) Vote: Council Meeting Start Time

The Council discussed whether or not to change the start time of City Council meetings.

The Council consensus was to keep the start time at 7:00 p.m.

**N. City Manager Report**

It was noted that the Manager report was unintentionally left out of the packet. Yvonne will email the report to the Council.

Heidi commented on a meeting she and Mayor George had with PGE. She noted that PGE will attend a Council meeting in May to talk about wildfire management as well as rate increases.

Other items that Heidi reported on included an upcoming meeting with the owner of the Heider building, the progress of the funding request to Representative Salinas for the reconstruction of Sheridan Road, and the Water Source Point Protection grant application.

**O. Second Public Comment Period:**

- 1) Lisa Bonita, Sheridan Resident: Ms. Bonita commented that because code enforcement went unchecked for a while, the City should consider allowing for longer compliance periods and reduced fines.
- 2) Joe Neeley, Sheridan Resident: Mr. Neeley commented on the Yamhill Rivers Access meeting attendance and the that his YouTube recording of the meeting has received 120 views.

**P. Mayor/Council Comments:**

- The Council reviewed and signed a Thank you letter to Hampton Lumber.
- There was discussion regarding the timeline for the completion of the Water Master Plan and when the Wastewater Facilities Plan would begin.
- Other comments made were made on City Hall hours, 106 S Bridge Street fines, and fluoride in drinking water.

**Q. Adjournment:**

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

The meeting adjourned at 9:26 p.m.

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Cale George, Mayor

Attest:

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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>Hodgins</b>	<b>Houston</b>
Acuff motioned to approve the City Council Meeting Minutes for March 18, 2024 and April 1, 2024	Passed	Yes	Yes	Yes	Yes	Yes	Yes
Acuff motioned to approve the Voucher Director for invoices paid from March 18, 2024 to April 15, 2024	Passed	Yes	Yes	Yes	Yes	Yes	Yes
Acuff motioned to approve the Bulletin Board Expense	Passed	Yes	Yes	Yes	Yes	Abstain	Yes
Mayor George appointed Joseph Harrison to the Voting Member position and Bryan Baker to the Non-voting Member position	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Mayor George appointed Gwen Fink to the Budget Committee	N/A	N/A	N/A	N/A	N/A	N/A	N/A