

**City of Willamina
City Council Meeting Minutes
April 13, 2020
12:00 PM**

Location of Meeting:

Via Phone/Web

Minutes taken by Deputy Recorder located at:
West Valley Fire Station
825 NE Main St
Willamina, Oregon 97369

Present at Meeting:

Mayor Ila Skyberg
Council President Rita Baller
Councilor Bob Burr
Councilor Craig Johnson
Councilor Roberta Lawson
Councilor April Wooden
City Manager Kenna West
Deputy City Recorder Debbie Bernard
Public Works Director Jeff Brown
Library Director Sarah Frost
Bulletin Reporter Herb Swett

Absent from Meeting: Councilor McKnight

Mayor Ila Skyberg called the phone and video conference meeting of the City Council to order at 12:05 PM on April 13, 2020. The Deputy City Recorder took the roll and a quorum was present.

I. Approval of Agenda

The agenda for the meeting was distributed and unanimously approved.

II. Review of Previous Minutes

The minutes of the previous meeting were reviewed and unanimously approved.

III. Consideration of Open Issues

1. Consent Agenda

Mayor Ila Skyberg

Mayor Skyberg called for a motion to approve the items on the Consent Agenda:

MOTION: Councilor Baller moved to approve the items on the Consent Agenda. Councilor Burr seconded the motion. Motion carried with Councilors Baller, Burr, Johnson, Lawson, and Wooden all in favor.

1. Check Registers of February 1, to 29, 2020 (informational)
2. Financials February 29, 2020 (informational)
3. Minutes from the March 10, 2020 City Council Meeting
4. Minutes from the March 17, 2020 Special City Council Meeting

2. A Resolution of the Willamina City Council Extending The State of Emergency as a Result of the COVID19 Pandemic

Mayor Ila Skyberg

Mayor Skyberg stated the question, "Shall City Council adopt Resolution No. 19-20-004 extending the local state of emergency that was adopted on March 17, 2020?"

MOTION: Councilor Johnson moved to adopt Resolution No. 19-20-004, extending the local state of emergency. Councilor Burr seconded. Motion carried with Councilors Baller, Burr, Johnson, Lawson, and Wooden all in favor.

3. Resolution No. 19-20-005 A Resolution Adopting A Temporary Personnel Policy Requiring the Use of Face Masks

Mayor Ila Skyberg

Mayor Skyberg stated the question, "Shall City Council adopt Resolution No. 19-20-005 requiring City employees to wear face masks when on duty?"

MOTION: Councilor Burr moved to adopt Resolution No. 19-20-005 a Resolution of the Willamina City Council adopting a temporary personnel policy requiring the use of face masks. Councilor Wooden seconded. Motion carried with Councilors Baller, Burr, Johnson, Lawson, and Wooden all in favor.

Councilor Wooden questioned the one mask per employee.

City Manager West explained that the face mask design allows for gauze inserted into the mask and new gauze replaced after each washing; therefore, only one mask per employee was needed.

4. Information Reports from City Officers

Mayor Ila Skyberg

Mayor Skyberg called for the City Manager to report.

Manager West asked Library Director Sarah Frost to share an update on the Library. Library Director Frost reported during the library closure the Library is offering Storytime on Facebook twice a week. Director Frost added the Library now has content on YouTube, offering storytime and information to assist parents

with the use of technology. Manager West said that the City has one of the most up to date virtual library services in the area.

Manager West commented that a "Lasagna Dinner" prepared by Coyote Joes went to families in need in the community. Bill Walsh of Wash Trucking paid for the dinners. City staff in coordination with Coyote Joe's assisted in the distribution of the dinners. Manager West noted the Willamina Food Pantry has seen a large increase in families needing food assistance. The Hampton Family has donated generously in response to this need and the Ford Family Foundation has also awarded funds to assist. Our individual community members have also given generously and this community support is so very important---and very, very appreciated---right now particularly.

Manager West also reported that staff would be working on preparing for upcoming budget meetings. The meetings will be held via web conference. Due to the extension of the current State of Emergency and the need to hold virtual meetings, the City ordered Fire pad tablets for the use of each member of the Council to make certain all members have the necessary technology to join and participate in the meetings. This participation is required by Oregon budgeting law and necessary for the City's continued governance needs.

Motion to Adjourn
Mayor Ila Skyberg
Mayor Skyberg called for a motion to adjourn.

MOTION: Councilor Wooden moved to adjourn. Councilor Lawson seconded the motion. Motion carried with Councilors Baller, Burr, Johnson, Lawson, and Wooden all in favor.

Agenda and Time of Next Meeting

The next meeting:
Phone and Web Conference details to be announced.
Minutes to be taken by the Deputy City Recorder located at:
West Valley Fire Station
825 NE Main St
Willamina, Oregon 97396

Mayor Ila Skyberg adjourned the meeting at 12:20 PM.

Minutes submitted Deputy City Recorder Debbie Bernard



Minutes approved Mayor Ila Skyberg

