

**MINUTES OF THE REGULAR SESSION OF THE GERVAIS CITY COUNCIL
COUNTY OF MARION, STATE OF OREGON
HELD AT GERVAIS CITY HALL WITH ZOOM ALTERNATIVE AT 7:00 PM ON FEBRUARY 4, 2021**

- 1. Call To Order - Mayor Gilland called the meeting to order at 7:00 PM.**
- 2. Pledge of Allegiance**
- 3. Roll Call**

Mayor Annie Gilland	Present	Councilor Wagner	Present
Councilor Foreman	Present	Councilor Bartch	Present
Councilor Gonzalez	Absent	Councilor Harvey	Excused

Staff Present: City Manager Susie Marston, City Recorder Denise Dahlberg, Police Chief Mark Chase, Public Works Superintendent John Robinson

Others Present: Chief Joe Budge, Woodburn Fire District and Aaron Baker, President of the Woodburn Fire District Board of Directors. Please see the meeting log sheet for other attendees.

- 4. Announcements/Additions**

No announcements

- 5. Public Comment:**

- a. Sylvia Silva representing the Gervais bar spoke to the council via Zoom on behalf of the owner, Enciso Sotero, about putting up an outdoor tent in a few parking spaces in the front of the bar to serve food and eventually controlled alcohol once the owner has the okay from OLCC. Mayor Gilland commented that she thought it was a good idea and Susie Marston, City Manager asked that Sylvia contact City Hall to submit a plan of how she would like the tent and parking set up and Susie will review it. Susie asked that she submit a sketch of what she is proposing and the City will take it from there. Councilor Foreman then asked if the tent was going to put in the parking spaces, because the sidewalk would not support a tent. Sylvia stated, "Whatever was feasible for the City". Councilor Wagner asked if they intended on doing a tent similar to what they do for the 4th of July. The owner, Enciso Sotero then stated he needed to comply with the City. So, whatever the City would allow is what he would do. Mayor Gilland asked if there would be alcohol served outside. Enciso Sotero (owner of the Gervais Bar), stated that they would be serving food only and eventually with the okay from OLCC they would then try to serve alcohol. Mayor Gilland then stated she thought that only food served would be a good idea and asked Chief Mark Chase what he thought. Chief Mark Chase stated, when Susie looks at the plan she will review it and then the City will let them know. Sylvia closed with letting the council know that Gervais Bar would be opening their doors to the public tomorrow for use of the Lottery machines only and she would begin working up an outdoor tent plan with Enciso to submit to City Hall.

6. Consent Calendar

- a. Approval of the minutes of January 7, 2021 Regular Session
- b. Approval of bill list for December 29 - January 28, 2021

Councilor Foreman made a motion to approve the February 4, 2021 consent calendar as presented, seconded by Councilor Wagner. Motion is unanimously carried and so moved.

7. Presentations

a. Continued discussion on Woodburn Fire District proposal for local Gervais fire protection and consideration to approve of joint partnership statement

Chief Joe Budge of the Woodburn Fire District is returning from his presentation to the council last month on one option of establishing a fire station in Gervais. This would be a joint agreement. He prepared a report that was included in the council packets, which he reviewed with the council. Chief Budge asked the city council for their consideration of approving a statement which will allow the Fire District to refer to this concept in the voters' pamphlet that will be on the May 18th ballot at the conclusion of this discussion.

As he began to explain the first proposal, he emphasized that this is an example of just one of several proposals that we could have. Currently, the first proposal is for the construction of a 45'x50' structure. One-third of it would be used by the Fire District and two-thirds by the City. This would be built on city property on Douglas Avenue next to the Public Works facility. The construction costs would be split 75% and 25% percent, with the Fire District paying 75%. He believes the total estimated cost would be around \$250,000. This would be a 25 year agreement, and after the 25 years it would revert back to the city for the city's use. During this time each side would take care of their own utilities and maintenance. Woodburn Fire District would bring a fire engine to Gervais from their existing fleet and house it at the fire station.

He then discussed the justification for having a fire station in Gervais. The Chief explains that response time is extremely important for fire protection and emergency medical responders. He explained that fires double about every 30 seconds. He then gave an example of a person experiencing a cardiac arrest and the chances of survivability declines by 7 to 10 percent for every minute that passes. He would like to have a quicker response time than we currently have.

He explained that providing for better coverage in the Gervais community would improve their insurance rating from an ISO Level 3 to an ISO Level 2, which is very good for a fire district to have and would save on premiums.

Another reason they are looking at this property is the expectant population growth. He provided information from the census bureau of the increase in population from 2011 - 2019 projecting that the population will more than double over the next 20 years. The Fire District currently has 250 emergency responses in this community, this increase in population could take that number up to 350 in corresponding calls.

The second part of the proposal that the Fire District is looking at is finding some land in the Gervais community where they could potentially build a permanent station.

In summary, the Fire District looks at this proposal as a first step into the community. It would allow them to establish a presence here, reduce their response times and then later if the area grows like they think it might, they would have a piece of property they could look at for building a permanent station to prepare for that growth.

Chief Budge mentioned he will be back next month to talk about the bond and what the costs would be and how this proposal fits into the bond. He then went on to answer any questions the council had about the proposal and asked them to consider approving the statement below. The Fire District Board of Directors would also be looking at the statement for approval and this would allow them to refer to this proposal in the voters' pamphlet.

Mayor Gilland asked a question on behalf of a constituent. She asked, "With the fire station being volunteer basis, how is having a truck here that is isn't manned all the time going to be any different from them coming from Woodburn, if we have to wait for Volunteers to get there?" Chief Budge mentioned they do have volunteers locally that would respond to the station. He has also discussed with the City staff the potential of public works employees becoming volunteer fire fighters and they could operate that apparatus and get it to the scene quickly. This came to light after a significant fire on Douglas over the summertime. The excavators that were working on the new housing project were able to bring their water truck down there and stop the fire before the fire fighters arrived.

He emphasized that the proposal he has presented is just one example. If this bonds passes, The Chief would like to consider adding some living quarters to this station. City Manager, Susie and Chief Budge have talked about how they would do that. That would allow some of the student firefighters to stay at the station and be available for response.

Mayor Gilland asked if our tax dollars go to Woodburn. Chief Budge responded that they do not go to the City of Woodburn. The Fire District is separate from the City. The Fire District covers 75 square miles of this part of the valley. All of Woodburn, Gervais and 75 miles around the area. Mayor Gilland asked if the taxpayers money would come back and benefit them fully. The Fire District levies taxes and provides services separate from the City.

Councilor Foreman asked Chief Budge if he was going to bring more proposal's next month. Chief Budge responded that he would only bring more proposals if the bond passed, emphasizing again that this is just one example of an idea City staff and he have talked about. He then read the following statement:

" The City of Gervais and the Woodburn Fire District approve the proposed plan as one option for the joint construction of a structure to be used by the City and Fire District to help meet the current and future fire protection and emergency response needs for the City of Gervais. The City and the Fire District are committed to working together to identify additional options for a joint ownership agreement upon approval of the bond request."

Chief Budge then asked the council to consider approving that statement. He said upon approval it would allow them to reference a joint project in the Gervais community for fire protection. Councilor Foreman asked if they approve this statement, would it be put in the ballot? Budge said no, that the statement would not be in the ballot. What would be in the ballot is a statement about a joint project between the fire district and the City of Gervais to establish a fire station.

Mayor Gilland asked for a consensus and informal vote.

Councilor Foreman stated that if there is a precedence for asking city employees to serve as a volunteer, then to her that seems like a conflict of employment and asked for at least a change in a job description. Budge responded that this would be a volunteer activity and they would not be pressed or forced into it. He said that he had discussed with Mayor Platt, when she was here. Foreman said she wasn't opposed to them helping, she just wanted to make sure we weren't violating any labor laws. Budge stated that it would be completely on a volunteer basis. Many of his firefighters have other jobs and they are released by their employer to come volunteer and provide a service to the community. Same thing would happen here. The City would choose to release them from their official duties and they would volunteer to provide this service to their community as a fire fighter.

On behalf of a community member, Councilor Bartch asked what happens if we don't get volunteers? One of the concerns was "that is what happened with the last fire station we had. We couldn't get volunteers." Budge stated that was a really good question and he has been trying to figure out how to best attract volunteers. They're really hitting on that the best candidate for this position is the person that is looking for a career change from a different occupation and wants to become a firefighter. Those members are called out-of-district volunteers. They come into the district one night a week and stay at a station somewhere in the district and they provide that service. The model is working extremely well in the Hubbard Fire District. They have 40 volunteers that perform that duty, and they are able to staff engines with at least 2 to 3 people usually 24/7. Budge stated that he believes that they have the potential to do that here. As a follow-up, Councilor Bartch what happens with the agreement between the City and Fire District if we don't get volunteers. Budge explained that there would be a provision in the agreement where the building would revert back to the City with a proration of the costs that were involved. Councilor Bartch asked the Chief how the response time would change by having a station in Gervais. Budge said that if the fire fighters are at the station, it would be a matter of minutes depending on where they are at.

Mayor Gilland asked if there would be consideration for city-owned land that is being provided in the event the agreement fails. Budge states that in the agreement 25% of the construction costs will be covered by the City and the City would provide the land where the structure is built. If for some reason it didn't work, the City would then acquire the structure before the 25-year agreement ended. Then there would be some payment back to Fire District because now it would fully owned by the city. Mayor Gilland then refers back to Councilor Bartch's question if it fails for a reason that wasn't our fault, we would then have to pay money back to fire station? Budge replies that the Fire District would have a significant investment and the City would have full use of that building. It also has been identified as a city/staff meeting additional space and that's why they will have a portion of

that structure. A short discussion continued about the terms of the agreement. The Chief validated the points being made and explained that the terms of the agreement would need to be worked out with an attorney once the bond is passed and asked that this be looked at more broadly as a general concept. Mayor Gilland is supportive of the bond.

Budge then introduces the Board of Directors President Aaron Baker. Baker gave some clarification that this would be an enhancement to the City of Gervais with a vision of looking down the road and meeting the demands of the future. A lot of things affect that. He states that some neighbors south of us have some budgetary constraints and cuts that this would allow an effective time of response in that direction as well, which will also affect this community. He explains that this proposal doesn't have to be the one we land on but it is an option to set a priority to get the fire department presence here early providing a level of service more than what it is now. He also explained that the piece of equipment that would be here wouldn't be the primary response. We would have other responding units from mutual aid partners and Marion County and the city would still come this direction because all those people are still needed in these calls. We would need all these units to effectively do the mission of whatever it is they're responding to, whether it be fire, cardiac arrest or as we might have witnessed the significant accident on 99-E last night. It took a lot of hands to accomplish all the tasks that were required.

Mayor Gilland related her personal experience of being in a roll-over car accident, lying in a ditch and waiting quite a while for response as she stressed the importance of having something here in Gervais. Baker explained again the ISO rating and how that is affected by just having an apparatus in the City and how that would benefit the community. Baker references a comment about property taxes. Baker states that the bond that he is speaking about is a renewal bond and services would be enhanced for the same amount of tax.

Mayor Gilland asked for a consensus from the council on the statement presented to them earlier as read by Chief Budge. All councilors present approved consensus.

8. Action Items

a. Resolution No. 21-002 A Resolution Giving Authority to Open Accounts and Deposit and Withdraw Funds with Columbia Bank

City Manager Marston states that last month city council passed a resolution authorizing signatories to sign documents for the city. The bank has specific language that she needs to certify that the city council adopted. That language was not included in last month's resolution. She presented this resolution with the bank's specific language to authorize the following individuals to sign checks on our checking account: Mayor Annie Gilland, City Manager Susie Marston, Councilor John Harvey and Councilor Baltazar Gonzalez. With the adoption of this resolution, Resolution 21-002 is rescinded.

Councilor Wagner made a motion to adopt Resolution 21-002 A Resolution Giving Authority to Open Accounts and Deposit and Withdraw Funds with Columbia Bank, seconded by Councilor Foreman. Motion is unanimously carried and so moved.

9. New Business

a. Scheduled the Budget Committee Meeting

City Manager Marston suggested May 20, 2021 as the date to schedule this year's budget committee meeting.

Councilor Bartch made a motion to schedule the Budget Committee Meeting for May 20, 2021 at 6:30 PM, seconded by Councilor Wagner. Motion is unanimously carried and so moved.

10. Staff Reports:

a. City Manager - Susie Marston

Marston introduced Denise Dahlberg, the new City Recorder who started on January 11th.

Marston let the council know that the Ivy Woods Subdivision will be recording with county soon. The builder picked up his permit to build his model home. He shared that he is getting ready to submit applications for 8 more homes in the subdivision. As one home sells that would permit him to put in another application and so forth. Councilor Bartch asked how long it would take to get a house built in there. Marston replied that the county takes 3 – 4 weeks in their review process. So by the time they turn it into the city it might be a month before it gets released to them. It usually takes 60- 90 days to build a home.

Marston announced that there are three vacancies on the Budget Committee this year. She stated we will get the word out at city hall and start collecting applications. There will be applications available on the city website. Applicants will be appointed at the March 4 council meeting.

Marston concluded by reminding the council that we have a goal setting session scheduled for February 18th at 6:30 PM. She will prepare a memo with Zoom information.

b. Police Chief - Mark Chase

Chief Chase reviewed the written report he provided in the council packet with information on calls and activities of the police department.

Tomorrow will be the last D.A.R.E lesson. Kids have done a great job and there will be a special graduation tour for the students inside the city limits. Principal Helms and Lt Craig Siebel will be delivering their t-shirts and certificates to their home. He thanked the school district and Kerry Broadhurst who was significant help with the technical operations with the D.A.R.E program. There was discussion between the Mayor and Chief Chase about doing something for Mr. Broadhurst in recognition for all of his assistance with the program. Mayor Gilland suggested getting the community together for D.A.R.E. once COVID restrictions lift.

Chief Chase closed by sharing that the Oregon Accreditation Alliance has gone through proofs and policies and have made recommendations for adjustments. They will make those adjustments. Within a few months they will receive the award of accreditation.

c. Public Works – Superintendent John Robinson

Ivy Woods has started its first model home and the foundation should be poured the first of the week.

On December 23rd a traffic accident on Hwy 99E damaged 150 feet of chain link fencing and is due for repair. A large fir tree on 5th Street damaged power lines and three poles were replaced by PGE.

Four trees on city right of way have been slated for removal. The trees are too large for public works to remove. Bids were collected and R&R Tree Service was selected to do the work.

The city has entered into an agreement with City Sweepers, LLC to provide street sweeping services. This is slated to start in February and will continue every other month, except for the fall when the streets will be swept every month October through December

Councilor Foreman asked about the City signs because she hasn't seen them on and Superintendent John Robinson let her know they were on a timer. He would make sure to double check that they are working.

11. Business from the Mayor or Council

Mayor thanks everyone for a job well done and asks for our website to be updated with pictures of the City Staff and Council.

Councilor Foreman asked about a street sign pointing in the wrong direction. Superintendent John Robinson states he will get it fixed.

12. Adjourn

Mayor Gilland adjourned the meeting. There was no time mentioned for the record, but the duration of this meeting was approximately 1 hour and 11 minutes.

I, DENISE DAHLBERG, DO HEREBY CERTIFY THAT THE FOREGOING MINUTES OF SAID MEETING OF THE GERVAIS CITY COUNCIL HELD ON FEBRUARY 4, 2021 ARE, TO THE BEST OF MY ABILITY, CORRECT AS RECORDED.

ATTESTED:

Denise Dahlberg, City Recorder

Annie Gilland, Mayor