

**MINUTES OF THE REGULAR MEETING OF THE GERVAIS CITY COUNCIL  
COUNTY OF MARION, STATE OF OREGON  
HELD AT GERVAIS CITY HALL AT 7:00 PM ON FEBRUARY 2, 2017**

**1. Call to Order**

- a. Mayor Platt called the meeting to order at 7:00 pm.

**2. Roll Call:**

Mayor Shanti Platt	Present
Councilor Micky Wagner	Present
Councilor Wes Leiva	Present
Council President Michael Gregory	Present
Councilor John Harvey	Present
Councilor Baltazar Gonzalez	Present

Staff Present: City Manager Susie Marston, City Recorder Tim Rhyne, Police Chief Peter Spirup, Public Works Superintendent Pat Claxton.

Others Present: Paul Iverson, Woodburn Fire; Rita Armstrong, Gervais Bus Company

**3. Announcements:**

- a. **Additions/deletions to the agenda –**

- i. **Addition:** Approve Sacred Heart Temporary Liquor Sales License, New Business (6c)

**4. Public Comment:**

**Public comment is limited to three (3) minutes per person with an optional two (2) minutes for Council questions and answers. If you wish to address Council please come forward to the podium and identify yourself for the record.**

**5. Consent Calendar:**

- a. Approval of the minutes of the January 5, 2017 Regular Meeting
- b. Approval of bill list for December 30, 2016 – January 25, 2017

***Councilor Wagner made a motion to accept the consent calendar as presented, seconded by Councilor Gregory. Motion is unanimously carried and so moved.***

## **6. New Business**

### **a. Surplus Items: 2008 Dodge Charger Patrol Car, City Hall Computer Equipment**

Susie Marston stated that the surplus memo for the 2008 Dodge Charger indicated that the proceeds from the sale would go to the Police Vehicle Replacement Fund. Instead, Susie requested that the proceeds from the sale be used to supplement the maintenance/repairs budget line item for the Police Department due to higher than usual vehicle repair costs. There was a short discussion about the reallocation of the funds. The council briefly talked about the surplus of the office computer.

***Councilor Wagner made a motion to surplus the 2008 Dodge Charger and the City Hall computer equipment with the proceeds from the sale of the 2008 Dodge Charger to go back into the General Fund, seconded by Councilor Gregory. Motion is unanimously carried and so moved.***

### **b. Discussion on parking issues in Gervais**

Chief Spirup, Paul Iverson and Rita Armstrong led the discussion with the council about various parking issues in Gervais that are affecting the accessibility of emergency vehicles and school buses. Last year Chief Spirup, Pat Claxton and Paul Iverson performed some traffic surveys in Gervais to ascertain problem areas regarding parking and congestion. Some of the problems arise from very narrow streets, excess vehicles, short driveways and boarding houses (excess vehicles). Paul Iverson stated that there are areas in town where a fire truck will literally not fit. The council discussed some possible solutions for the problem areas in town. It was recommended that some maps and materials be brought back to a future meeting to visually show the areas in town that are the most problematic. Rita Armstrong discussed the problems that are faced by bus drivers because of parking issues in Gervais. It was also mentioned that Republic Services is facing some problems because of parking concerns. State law mandates door-to-door service for special needs students. Because of the length of the large buses, it requires a second person to assist in backing up. The general consensus of the council was to have Chief Spirup bring back maps and information to a future meeting to help with making decisions on the parking problems in Gervais.

### **c. Sacred Heart Temporary Liquor Sales License**

The Sacred Heart Catholic School is requesting approval of a temporary liquor sales license for their annual Spring Fling fundraiser. The city needs to either approve or deny the application. The council gave consensus to approve the temporary sales license for Sacred Heart.

***Councilor Gregory made a motion to approve the Sacred Heart Temporary Liquor Sales License, seconded by Councilor Wagner. Motion is unanimously carried and so moved.***

**7. Staff Reports:**

**a. City Manager**

Susie updated the council on recent meetings and events. The draft of the goal-setting session should be available to adopt at the March 2017 meeting. Susie is still working on the application process with the IFA and Oregon Health Authority for the water tank loan. The current estimate for the tank refurbishing is \$436,000, including a 15% contingency and engineering costs. There was a short discussion about the costs of the tank project.

**b. Police Department**

Chief Spirup mentioned that the revocable permit process is getting close to being done. Officer Chase has a few more home owners to contact, and there have only been a few people who have submitted their applications thus far.

The police department continues to work with the school district on school safety and lockdown drills, summer youth activities, health fairs, etc. Chief Spirup also recently attended a 4<sup>th</sup> of July meeting. There was a discussion about fencing used during the 4<sup>th</sup> of July by the railroad property. Councilor Wagner asked Chief Spirup about registered sex offenders in Gervais.

**c. Public Works**

Pat stated that there was nothing else pertinent to discuss aside from his report and the prior discussion about the fence and water tank.

**8. Business from the Mayor & Council**

**a. Mayor**

Mayor Platt reminded the council about the upcoming City Day event being held at the Capital. There will be a town forum held on February 9<sup>th</sup> from 8:30-10:00am at the County Commissioners Board Room with Congressman Kurt Schrader.

**b. Council**

Councilor Wagner asked to be excused from the April 2017 council meeting due to vacation plans. She also reminded the council about the health and safety fair on August

7<sup>th</sup> from 4:00-7:00pm and the National Night Out event which will be held on August 1<sup>st</sup> from 6:00-8:00pm at the Black Walnut community park.

**9. Adjourn**

The goal setting session adjourned at 7:55 pm.

**I, TIM RHYNE, DO HEREBY CERTIFY THAT THE FOREGOING MINUTES OF SAID MEETING OF THE GERVAIS CITY COUNCIL HELD ON FEBRUARY 2, 2017 ARE, TO THE BEST OF MY ABILITY, CORRECT AS RECORDED.**

ATTESTED:

  
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Tim Rhyne, City Recorder

  
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Shanti Platt, Mayor