

**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 MARCH 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	Present	Councilor Harvey	Present

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:

No Comments

6. Consent Calendar

- a. Approval of the minutes of February 4, 2021 Regular Session
- b. Approval of bill list for January 29 - February 28, 2021

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

7. Presentations

- a. Woodburn Fire District Bond Objectives Summary – Chief Joe Budge

Chief Joe Budge of the Woodburn Fire District began by recapping some of the highlights of his written summary provided to the Council. He stated that the Woodburn Fire District Board of Directors had approved a general obligation bond request that will appear on the May 18, 2021 ballot. He explained the primary purpose of the capital bond is to move all of

their capital expenses out of their operating budget and allow them to use their operating budget for staff.

Chief Budge explains that the Woodburn Fire District is 75 square miles served by the Fire District and began discussion of the projected expenses for the next 20 years. It replaces the current bond and it's going to raise about 12.7 million dollars over the next 20 years. He touches on how a bond fits into Oregon tax structure. All taxing authorities have their rate permanently set by measure 50. They have an operating levy for day to day operations and the general obligation bond for capital expenses.

The Fire District Board of Directors approved the following objectives for the bond structure and expenditures.

- Same Tax Rate as Current Bond
- Emergency Response Vehicle Replacement
- Gervais Fire Station Reestablishment
- Facilities Maintenance and Training Center
- Emergency Response Equipment Replacement
- Maintenance of Firefighter Staffing Levels to meet Emergency Response Needs

Chief Budge explains that 54% of this bond revenue has been allocated for the replacement of emergency apparatus. This encapsulates 13 pieces of equipment, 8 of them will be replaced over the next 20 years. The usable life span of the District's fire engines, trucks, tenders, and support vehicles is 30 to 40 years.

22% of the bond is for all the equipment they use such as SCBA's used by firefighter-medics to enter burning structures, the hydraulic equipment used to extract people from motor vehicle or farm accidents, cardiac heart monitors /defibrillators, turn outs, emergency radios & cameras.

The Fire District doesn't currently have a training center. Some of the bond money will be used for a training center where the firefighters will have the ability to learn realistic fire training in real conditions. This is something that will also improve the Insurance Service Office (ISO) rating. Councilor Harvey asked about using the Brooks Training Center instead of having to build a place and take care of that also. Chief Budge informs the council that they are currently paying to use the Brooks Training Center and that the biggest issue is it takes them too far out of the district to be able to respond back into the area and provide protection. Chief Budge continues to explain that they are working towards a goal of having a Fire Training Station that is centrally located for the Canby, Aurora, Hubbard and Woodburn Fire Districts all to use. These Fire Districts are working together and believe that they can do this efficiently and effectively. Chief raises another issue with Brooks center and that is that it's closed most of the time. They don't always have access to it.

Chief Budge moves on to discuss the reestablishment of the Gervais Fire Station with a joint project with the City which takes about 4.5 % of the bond proceeds. As previously discussed they would potentially share that with the Gervais Public Works Department. Budge used a picture of the response area to explain the incoming calls in the area. They have about 250 calls in the center area of Gervais, 130 in the city limits, and up to 243 calls in the surrounding

area.

That would be the response area for the station that they locate here in Gervais.

Harvey asks where they are training now. Budge states that they train in the parking lot at the station, or they schedule the fire training center in Brooks or at the Silverton Fire District, but mostly at the Silverton Fire District.

Chief Budes used a map of the fire district to explain the reason the Fire District is not getting a good ISO rating. The Insurance Service Organization (ISO) rates all fire departments and districts in the nation on a 1-10 scale. Woodburn Fire District has a 3 rating right now. He explains that having a fire station in Gervais and local training center would improve the rating from a 3 to a 2. Taxpayer saves about 5% of our property insurance with each increase in number. Chief Budge believes that with a \$500 policy we would save about \$25.00 and that is almost what this bond costs. It is currently costing the tax payer \$2.65 a month. When we renew it will cost the tax payer about \$3.00 a month.

Chief Budge presented the next slide explaining how Assessed Value and Market Value work. The upper line showed a mark-up value of the home. He explained it will go up and down with the economy. There is a big dip where it bottomed out in 2012 with the recessions. The red line showed the assessed value, and it was set by the property tax reform measures in the 90's. They set it at a 3% increase each year providing predictability for the tax payer and the service provider.

Chief Budge moves to the next slide explaining what the Woodburn Fire District tax structure looks like. The permanent tax rate is \$1.60 per \$1000 of assessed value. The 5-Year Local Option Levy (Exp. 2024) is .35 cents per month. He's proposing that we reset the bond at .26 cents, which leaves a total of \$2.21 for the Fire District. That's about \$32 per month for the average residents in the Fire District.

In relation to other picture slides, Chief Budge shows a comparison of other fire districts in the area. There was a discussion about the slide show presentation and the written Bond Objectives Summary.

Budge reminds the Council that the biggest objective is to keep the capital expense money out of the operating money so they can retain their staff.

Mayor Gilland asked Councilor Wagner to read her support letter to include in the bond and asked Council for edits. Wagner states this letter will go into the Voters Pamphlet as well as a letter to the Editor.

Councilor Wagner begins with reminding the Council that Chief Chase and she have the CERT program so she gets to do a lot of the CERT trainings with the Fire District. With her personal experience and the current ice storm, Wagner emphasizes the importance of getting a consensus from the Council to support the following statement. Councilor Wagner reads the letter aloud to Council:

"Gervais needs a Fire Station for quicker response to save lives. The Gervais City Council supports the Fire District bond request. A portion of the bond funds will be used to reestablish a Gervais Fire Station that will improve the speed of emergency responses to the Gervais area.

We support the bond for the following reasons. The fire station currently operated by the Woodburn Fire District is 7-9 minutes away from Gervais. A quicker response will improve fire protection and sustainability for residents that experience a cardiac arrest or other medical emergency. Not excluding MVA's (motor vehicle accidents), house and brush fires, etc. A quicker response from firefighter medics will save lives. Each year several homes in the Gervais are damaged or lost by fire. A quicker response by firefighters from Gervais will help reduce the damage from house fires that can actually double in size every 30 seconds. The Fire District responds to more than 250 emergencies each year in and around the City of Gervais. That number is expected to double along with the population over the next 20 years. The increased growth will result in more emergency response needs. Taxes collected will stay in Gervais. Gervais taxpayers provide about 4.5% of the total tax revenue collected by the Fire District. The same percent of the total bond revenue collected will be used to reestablish the fire station in Gervais.

Efficient Use of Tax Payer Dollars

The building that will house the fire station will be built and used jointly by the Fire District and The City of Gervais Public Works, resulting in an efficient use of tax payer dollars. Let's all help the Fire District improve the protection of life and property here in our little City of Gervais by supporting a Fire District bond request.

Gervais City Council “

Mayor Gilland opened it up to the council for any edits or comments they wanted to add. Councilor Harvey expressed his concern of the bond raising a cost to the taxpayers of the City of Gervais. Chief Budge confirmed that the average home would be paying .60 cents more per month. Mayor Gilland reiterated her concern with the improvement of response time and having people there. Budge clarified that if there were living quarters in the building that they are looking at, they would bring some of his students to Gervais. Budge pointed out that there are out-of-district volunteers that want to become firefighters that will work a shift at the new station on a small stipend. Budge explained that there are other volunteers in the area and he will be recruiting more.

Mayor Gilland stated she was for the bond at \$7.20 a year if the response time was increased. Budge specified that if they built one with living quarters, this would be achievable. His current 4.5% projection included a building with living quarters. There was a discussion about the size of the living quarters.

Councilor Wagner pointed out that depending on where the firefighters are coming from will affect the 7-9 minutes response time. Budge circles back to remind the Mayor that the firefighters will not be living in the building full time, because that would be a career employee. We currently do not have enough in the budget for more career firefighters.

Mayor Gilland asked for a consensus for the above letter to be put in the bond and all councilors voted in favor.

8. Action Items

a. Budget Committee Appointment

Mayor Gilland asked City Manager Marston to speak on the matter. Marston reported last month that we had 3 vacancies on the Budget Committee, and we have had 3 individuals submit applications. Maria Contreras, Susan Smith and Christopher Bartch submitted applications. Marston gave the applicants an opportunity to address the Council if they wanted to. Applicant Christopher Bartch approached the bench stating that most everyone knew him, and that his wife is on the Council. He mentioned that he had been coming to the council meetings for almost 3 1/2 years. He expressed his desire to serve his community and shared about his background in business. He is an engineer by trade, detail oriented, and good with numbers. He believes this is a small way that he can help serve the City.

Councilor Bartch made a motion to appoint Maria Contreras, Susan Smith, and Christopher Bartch to the City of Gervais Budget Committee, seconded by Councilor Wagner. Motion is unanimously carried and so moved.

City Manager Marston let the new budget committee members know they would be receiving a letter from Denise Dahlberg, the City Recorder, of when the first meeting is.

b. Reschedule Goal Setting Session

Councilor Wagner made a motion to accept the Goal Setting Session date change to be held on March 18, 2021 at 6:30 PM, seconded by Councilor Bartch. Motion is unanimously carried and so moved.

9. New Business

No New Business

10. Staff Reports:

a. City Manager - Susie Marston

City Manager Marston reported to the Council that the City of Woodburn applied for an emergency rental assistance grant. It's a CDBG grant through Business Oregon. They were awarded that money and they named the City of Gervais and the City of Hubbard as co-applicants. She explained that this emergency rental assistance money will be available to our Gervais residents. She explained that City of Woodburn is currently contracted with Love Inc. to provide utility assistance for people. Love Inc. will also be managing the application process for the emergency rental assistance program. City of Woodburn has taken care of all of the marketing material and they will share them with the City of Gervais and City of Hubbard. Marston stated there will be information put on the Website and Facebook page in regards to the assistance program.

Marston informed the Council of the complete loss of the tree farm out at the sewer lagoons caused by the February 13th ice storm. City Manager Marston and Superintendent Robinson are working on a plan to help rebuild. She explained that AKS Engineering and Forestry reached out and offered to help them facilitate with DEQ because Gervais has a permit that allows them to discharge into the Pudding River from November to May 1st. Come May 1st they have to irrigate

because they have to have a way to get rid of the water in the pond and they cannot irrigate to bare ground. Marston stated that there was a time line to get this remedied. AKS has offered to facilitate between Gervais and DEQ. They have offered to investigate the market for Poplar Trees and there could be some revenue potential to offset the cost of having to clear it and rebuild. They will also look into any emergency or grant funding. Marston is in contact with the City's insurance to see if any of the work could be covered under the current policy. AKS Engineering looked at the tree farm and they are willing to help for \$3,000. Marston trusts that this a fair cost for the services they provide.

Marston informs the Council that she did fill out an initial damage assessment report. Marion County asked all the surrounding cities to do that. Marston claimed the eligible costs which was the tree farm, the extra gas needed for the generators, and the guys' overtime. If the damages statewide amount to 6 million dollars then Gervais would be eligible for FEMA money.

City Manager Marston mentions that the League of Oregon City has a Spring Symposium planned for May 7th. It is virtual and the cost is \$25.00 and it is open to Staff and Council. Marston suggests that the topics would be very valuable with what we just went through.

Marston touched on information coming from the Oregon Government Ethics Commission. She stated that last week Denise sent out an email with the Official Guide for Elected officials. Every elected official has to complete a Statement of Economic Interest (SEI). Marston specified that anyone in the council position April 15th of this year needs to file.

a. Public Works – Superintendent John Robinson

Superintendent Robinson reported that after meeting with AKS that the tree farm is a total loss and they are estimating \$100,000 for tree removal. Robinson said DEQ is coming out to assess the soil and they may suggest not going with poplar trees again and just planting a grass field where all they would need to do is water and mow. Robinson explains this would be a cost savings because the irrigation is buried under the trees. He continues to inform the council that in a normal harvest they would pull all the lines out, coil them up, cut the trees down and replant and then take the irrigation system and put it back into service. Due to the ice storm damage, that is not an option right now. He continues to explain that if we do have to go back to poplar trees that we are looking at the cost of a whole new irrigation system as well, which he currently does not have a price for. Robinson explains that it's not an easy fix and that the longer the trees lay on the ground the less value there is in them. Robinson said that AKS could expedite the removal and get the grounds logged off within 30 days. DEQ will come out next week to do a soil analysis. There was a discussion about different types of crops to plant. City Manager Marston addressed Superintendent Robinson and said they will be talking to DEQ to see what they recommend. Robinson closed by emphasizing that Kyle Jentzsch and Joe Bechtold were invaluable during this period. They both showed total dedication in keeping the city operational. Without them the City would not have had water to drink. Robinson gave them the highest praise.

Councilor Wagner asks the questions about a generator for City Hall. City Manager Marston asked the Chief to cover that in his report because he is the emergency manager for the City.

c. Police Department – Chief Mark Chase

Chief Chase opened his report with fun news about how the graduating 5th graders at Gervais

Elementary School who successfully completed the DARE classes were hand delivered their certificates and t-shirts to their homes.

Chief Chase reports that they received \$125k in federal funding from the COPS office for our Student Success Officer position. The contract that was approved by the council started in January so Chase noted that the Police Department has been doing a lot of extra work for the schools, doing welfare checks and checking on families. He notes that now that school is slowly phasing back in from kindergarten to high school they are working full time to help the school. Once they get the new Officer on they will be working full time as well.

Chief Chase commended the Mayor for supplying her own generator to a resident in need. He recognized & thanked the Council members who came together and contributed to help one another and the City. Chief noted that people were thanking the Police Department because they are visible, but behind the scenes the Public Works guys were working around the clock to keep things going, such as running water, flushing of toilets, etc. Chase acknowledged that Public Works are the ones that deserved the kudos during the ice storm.

Chase stressed the importance of a generator because of the lack of power at City Hall. He explained that this was a good dry run to help prepare us for bigger disasters. Chase said that a key issue is that everyone should have their own preparations, their own backup power, and their own sources of water. Chase recommended City Hall being an emergency location in an extreme emergency supplied with heat, power, and running water. City Hall was built to earthquakes specs in 2012.

Chief Chase explained that he will report back next month with more information about the generator. Chase finished with pointing out the School Districts generators were working and they were able to keep the food going.

Councilor Wagner asked what the restrictions were for the number of people allowed in City Hall. She talked about the community being interested in the CERT program and she offered to provide CERT training. Chase responded with the importance of CERT training happening in the next year so that people don't forget. Wagner urged for the classes to happen in the next few months and Chief Chase gave his blessing with Wagner being the CERT Coordinator. Chase commented that if the bond levy goes through then we will have another emergency location.

11. Business from the Mayor or Council

Mayor Gilland acknowledged that she was proud of the City staff with how they responded and the sacrifices they made to keep everyone's water running and flushing toilets. She thanked Kyle and Joe from her heart. Mayor Gilland acknowledged the Council and community for how they helped and served one another. She said it was beautiful.

Councilor Wagner expressed her sincere gratitude for the cases of water from Mega Foods.

Mayor Gilland mentioned needing a phone from the City for emergencies. Council asked staff to follow up with other options.

12. Adjourn

Mayor Gilland adjourned the meeting at 8:42 PM.

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

ATTESTED:

Denise Dahlberg, City Recorder

Annie Gilland, Mayor