

**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 MARCH 2, 2017**

**1. Call to Order**

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

Others Present: Krista Carter, Marion County; Adam Kerkman; Chief Iverson, Woodburn Fire

**3. Announcements:**

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

- i. Authorize contract for DJ services for 4<sup>th</sup> of July Celebration (6g)
- ii. Discussion on parking issues in Gervais (6h)

**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.**

- a. Nikki Shultz, 149 E Grove Avenue, came before the council to discuss her concerns about speeding cars on E Grove Avenue. There was a discussion about speeding cars and speed limits in Gervais.

## 5. Consent Calendar:

- a. Approval of the minutes of the January 23, 2017 Goal-Setting Session
- b. Approval of the minutes of the February 2, 2017 Regular Session
- c. Approval of bill list for January 25 – February 22, 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. Presentation from Marion County Emergency Management

Krista Carter from Marion County Emergency Management (MCEM) came before the council to present information about emergency management in Marion County. Chief Spirup has been working with MCEM to create an emergency preparedness plan for Gervais. Marion County is currently working on updating their Emergency Operations Plan and it should be finished and adopted sometime in June. Krista briefly talked about the CERT program and also went over the timeline of recovery from damage from a potential 9.0 earthquake. There was a discussion about the effects of a serious earthquake. Krista brought informational materials and pamphlets about emergency preparedness for the council. Please listen to the audio minutes for more information.

- b. Adopt Results from January 23, 2017 Goal Setting Session

***Councilor Wagner made a motion to adopt the results from the January 23, 2017 Goal Setting Session, seconded by Councilor Gregory. Motion is unanimously carried and so moved.***

- c. Review 2016 Annual TMDL (Total Maximum Daily Load) Plan Report

Susie Marston explained that Gervais adopted the TMDL Plan in 2010. The TMDL Plan is a strategy to reduce pollutants in the storm drains that make it to the Pudding River. Part of the plan is to also report annually on activity relating to TMDL. There was a brief discussion about Sam Brown Creek.

- d. Resolution No. 17-003 - A Resolution of the City of Gervais City Council Recommending Restoring Recreational Immunity Rights

Susie Marston explained the background of the recreational immunity rights.

***Councilor Gregory made a motion to adopt Resolution No. 17-003, a resolution of the City of Gervais recommending restoring recreational immunity rights. Seconded by***

***Councilor Gonzalez. Motion is unanimously carried and so moved.***

e. Surplus Lagoon Generator

Susie Marston explained the situation behind surplus the new lagoon generator. There was a discussion about the process for purchasing city equipment. Additional details are outlined in the February 2017 Public Works report.

***Councilor Gregory made a motion to surplus the lagoon generator, seconded by Councilor Leiva. Motion is unanimously carried and so moved.***

f. Discussion on proposed Police Department organizational structure change

Chief Spirup talked with the council about the need to create a sergeant position in the Police Department. Creating the sergeant position will provide backup for the Chief when he is not in the office. This position would also be a true supervisory position that could act in the capacity of the chief when necessary and be able to assist the Chief with certain tasks. There was a discussion among the council about creating the sergeant position. The council gave consensus to Chief Spirup to move forward with creating the sergeant position and asked that a job description be presented at the next council meeting for consideration.

g. Authorize contract for DJ services for 4<sup>th</sup> of July Celebration

Susie Marston explained that the 4<sup>th</sup> of July Committee selected Dennis Marcelino to provide DJ services at the 4<sup>th</sup> of July event. Susie requested that the council give authorization for the City to approve the contract for services and allow her to sign the contract. There was a short discussion about the selection of a DJ for the 4<sup>th</sup> of July event.

***Councilor Harvey made a motion to accept Dennis Marcelino as DJ for the 4<sup>th</sup> of July event and give authorization for the City Manager to sign the contract. Seconded by Councilor Wagner. Motion is unanimously carried and so moved.***

h. Discussion on parking issues in Gervais

Chief Spirup presented information, photos and videos to the council to illustrate some of the parking issues found in Gervais. Chief Spirup stated that he plans to bring specific recommendations to the council in April for parking changes and updates. The council discussed various parking concerns with Chief Spirup and Chief Iverson.

## **7. Staff Reports:**

### **a. City Manager**

Susie updated the council on the water tank project stating that the bid documents have been finalized and the project will be advertised in the upcoming week. It will be advertised in multiple publications in Portland and Salem. Bids will be due on March 29<sup>th</sup>. A mandatory pre-bid conference will be held on March 15<sup>th</sup>. IFA notified the City that funding had been awarded to assist in the cost of this project. The total grant funding will be \$77,000 with the remainder being in the form of a loan.

Susie stated that Fiber-Fab has sold its business and will be moving out of Gervais. Their last day of business in Gervais is March 17<sup>th</sup>. With budget season coming up, Susie suggested scheduling a Budget Committee meeting for May 11<sup>th</sup> at 7:00pm. Because of scheduling conflicts, May 8<sup>th</sup> at 7:00pm was chosen as the final date.

Susie requested that the 4<sup>th</sup> of July Committee create an official agenda and present it to the council at the April council meeting. Since the event is sponsored by the City of Gervais, Susie stated that the council should be aware of what is happening during that event. Councilor Wagner asked that the agenda be presented at the May council meeting to give time to reserve a DJ. Susie said that would be fine.

Susie updated the council on some items coming up on her personal schedule.

### **b. Police Department**

The Police business is discussed in the above minutes and the monthly Police report.

### **c. Public Works**

Pat Claxton was out sick and Susie briefly touched on his upcoming activities such as training and status of the ponds.

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

### **a. Mayor**

Mayor Platt updated the council members and staff on upcoming events such as Arbor Day. Mayor Platt also talked to the council about a meeting she attended that was regarding changes in federal laws that could affect Gervais. The Mayor briefly discussed the upcoming city cleanup and her schedule with the 4<sup>th</sup> grade students for the Arbor Day activities.

b. Council

Councilor Wagner told the council about her recent experience talking with Rep. Kurt Schrader. She also asked for an excused absence from the April council meeting due to vacation plans.

The council briefly discussed purchasing fencing for use during the 4<sup>th</sup> of July event. The council briefly discussed garbage pickup and street sweeping services in Gervais. There was also a short discussion about crossing guards for the schools.

9. Adjourn

The meeting was adjourned at 9:10 pm.

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

ATTESTED:



Tim Rhyne, City Recorder



Shanti Platt, Mayor