

**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 APRIL 6, 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	Absent, excused
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: Paul Iverson, Woodburn Fire District; Kristin Ramstad, Oregon Dept. of Forestry

3. Announcements:

a. Additions/deletions to the agenda

- i. Presentation of Tree City USA Award, After New Business 6b

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 March 2, 2017 Regular Session
- b. Approval of bill list for February 22 – March 29, 2017

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

6. New Business

- a. Adopt Proclamation for Child Abuse Prevention Month

Mayor Platt talked about the banner that would be displayed and then read the proclamation.

- b. Adopt Arbor Day Proclamation

Mayor Platt discussed the Arbor Day proclamation as well as the activities associated with Arbor Day and then read the proclamation. After the proclamation Krista Ramstad presented the Tree City USA Award to the Council. She read a poem for the occasion and reviewed the necessary standards of being a Tree City USA member. Krista then presented the council with a new flag for a being 10 year member. Mayor Platt presented Kristin with a small gift in appreciation of the occasion.

- c. Adopt Resolution 17-004, Adopting the 2016-17 Supplemental Budget for the General Fund, Making an Appropriation for Maintenance & Repair

Susie Marston explained that this supplemental budget was created because of increased repairs to the black Dodge Charger. The proceeds from the sale of the white Dodge Charger will be put back into the General Fund to supplement the maintenance and repair line item.

Councilor Gregory made a motion to adopt Resolution 17-004, adopting the 2016-17 supplemental budget for the General Fund, making an appropriation for Maintenance & Repair in the amount of \$4,000. Seconded by Councilor Gonzalez. All councilors indicated approval by saying, "aye." Motion is unanimously carried and so moved.

- d. Adopt Resolution 17-005, Adopting the 2016-17 Supplemental Budget for the Wastewater Fund, Making an Appropriation for Capital Outlay

Susie stated that this supplemental budget was to compensate for the recent order of an incorrect generator for the third lagoon pond. The incorrect generator was re-sold to the City of Dayton, and the funds from the sale of the generator (\$15,537) are being re-appropriated back to the Wastewater Fund to purchase the correct generator.

Councilor Gregory made a motion to adopt Resolution 17-005, adopting the 2016-17 supplemental budget for the Wastewater Fund, making an appropriation for Capital Outlay in the \$15,537. Seconded by Councilor Harvey. All councilors indicated approval by saying, "aye." Motion is unanimously carried and so moved.

- e. Adopt Resolution 17-006, A Resolution of the City of Gervais Authorizing a Loan from the Safe Drinking Water Revolving Loan Fund

Susie explained that this resolution allows the City to enter into a loan agreement with the Drinking Water Revolving Loan Fund through the Infrastructure Finance Authority and Oregon Health Authority. This money will be used to refurbish the older water tank. The City applied for \$471,000 but the bids for the project came back significantly lower than that.

Councilor Gregory made a motion to adopt Resolution 17-006, a resolution of the City of Gervais authorizing a loan from the Safe Drinking Water Revolving Loan Fund not to exceed \$471,700, seconded by Councilor Harvey. All councilors indicated approval by saying, "aye." Motion is unanimously carried and so moved.

- f. Approve intent to award contract for Reservoir No. 1 Repair and Recoating Project and authorize Mayor to sign the same

Susie stated that the City has received bids for the water tank project. The project involves replacing the roof beams and recoating tank #1. The bids were opened March 29th and the lowest bidder was Utility Service Company, Inc. Steve Kraushaar is checking references on Utility Service Company and is receiving some mixed reviews on the sub-contracted painter that will be used. Steve is waiting on some additional information about the painter before making a recommendation to the City. There was a short discussion about the painter for the tank project. Until the recommendation is received from Steve, the City cannot move forward with the intent to award the contract. Susie suggested scheduling a special meeting to give intent to award the contract.

- g. Request to Surplus Police Department Equipment

Chief Spirup stated that the department has five cell phones that need to be surplused so they can be sold.

Councilor Gregory made a motion to surplus the old Police Department cell phones, seconded by Councilor Harvey. Motion is unanimously carried and so moved.

- h. Presentation of Police Sergeant Job Description

Chief Spirup presented the Sergeant job description to the council on their request. Since the last meeting, the union has given a demand-to-bargain for the Sergeant position. For the sake of bargaining in good faith, Chief Spirup will work through the demand-to-bargain before making any decisions with the council. There was a short discussion about the union bargaining and about creating the new Sergeant position.

- i. Discussion on Parking Changes in Gervais

Chief Spirup gave an overview of the proposed parking changes as discussed at the last

council meeting and asked for approval from the council to make those changes. The only update from last month was that Chief Spirup told the council that they could reduce the speed limit 25 to 20 mph if the department can certify that there are issues related to bicycle and pedestrian traffic in specific areas in town (e.g. Black Walnut Avenue, East Grove Avenue, East Ivy Avenue).

Chief Spirup briefly went through each item on his report to review the changes with the council. The council discussed parking issues at the Black Walnut Community Park. Councilor Harvey asked if the city is allowed to make certain listed changes and Chief Spirup stated that the council is the road authority in Gervais and is allowed to make certain changes without the county being involved. The council conversed about reducing speed limits, adding speed bumps in town, including their cost, etc. Councilor Leiva asked about overflow parking when some of the parking changes are enforced. Chief Spirup talked about parking in the public right-of-way and enforcing parking problems.

The council gave consensus to Chief Spirup in approval of the parking changes.

7. Staff Reports:

a. City Manager

Susie reminded the council of the upcoming Budget Committee Meeting on Monday, May 8 at 7pm.

b. Police Department

Chief Spirup stated that they department had a very busy month. The black Dodge Charger has finally been correctly diagnosed and will be repaired very soon. The department has been very involved in the schools and doing excellent work. Mark Chase has a lot of experience working in schools and is having a big impact on the students.

c. Public Works

Pat Claxton didn't have additional information beyond his written report.

8. Business from the Mayor & Council

a. Mayor

Mayor Platt updated the council on events happening at the schools including a recent Doernbecher event. She commented that the students really like Officer Chase and it shows in the way they interact with him. Mayor Platt distributed packets to the council members for the annual evaluation of the City Manager and requested that they be

returned to her in May. Mayor Platt briefly mentioned the activities she was involved in for Arbor Day and thanked Councilor Gregory and Chief Spirup for their help. She quickly stated that the annual city cleanup will be on April 22 from 8am to 4pm and asked for volunteers if any were able to help.

b. Council

Councilor Gregory gave a report to the council about the events being held during the upcoming 4th of July. He complimented John Hoffman on his excellent work for the event. He also praised Councilor Wagner for her work in fund raising. Activities will include a parade, music, food vendors, dunk tank, car show, fireworks and more. There was a discussion among the council about safety fencing along the railroad tracks. There was general conversation among the council about miscellaneous items and activities related to the 4th of July event.

9. **Adjourn**

The meeting was adjourned at 8:11 pm.

I, TIM RHYNE, DO HEREBY CERTIFY THAT THE FOREGOING MINUTES OF SAID MEETING OF THE GERVAIS CITY COUNCIL HELD ON APRIL 6, 2017 ARE, TO THE BEST OF MY ABILITY, CORRECT AS RECORDED.

ATTESTED:

Timothy Rhyne, City Recorder

Shanti M. Platt, Mayor