

**MINUTES OF THE REGULAR MEETING OF THE GERVAIS CITY COUNCIL
COUNTY OF MARION, STATE OF OREGON
HELD AT GERVAIS CITY HALL ON JANUARY 7, 2016**

1. Call to Order

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

2. Roll Call

- a. Council Present: Council Members Micky Wagner, Wes Leiva, Michael Gregory and John Harvey. Council Member Tony Miller was absent. Mayor Shanti Platt was present.
- b. Staff Present: City Manager Susie Marston, City Recorder Tim Rhyne, Police Chief Peter Spirup and Public Works Superintendent Pat Claxton.

3. Announcements:

- a. Additions/deletions to the agenda

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 December 3, 2015 Regular Meeting
- b. Approval of the bill list for November 25 – December 30, 2015

Council Wagner made a motion to accept the January 7, 2016 consent calendar, seconded by Councilor Gregory. Motion is unanimously carried and so moved.

6. New Business

- a. Presentation of June 30, 2015 Annual Financial Report

Kathy Wilson came before the council and presented the financial summary as determined by Grove Mueller & Swank. A copy of the financial audit report was distributed to each of the council members and the mayor. There was a short discussion about different points of the audit report.

- b. Consideration and Approval of 2016 ODOT Special City Allotment Agreement

Susie Marston stated that the ODOT Special City Allotment Agreement needed to be approved with approval for Mayor Platt to sign.

Councilor Gregory made a motion to approve the 2016 Special City Allotment

Agreement of Ivy Avenue and 1st Street to 3rd Street of the City of Gervais and to give authorization to the Mayor to sign, seconded my Councilor Wagner. Motion is unanimously carried and so moved.

7. Staff Reports:

a. City Manager

Susie Marston did not have much to report as the holidays had just finished out. Susie did get in contact with Jennie Mesmer of the COG about scheduling the annual goal-setting session. The available dates are February 11th or 18th. The council agreed on February 11th at 7:00pm.

The city recently hosted a blood drive for the American Red Cross on December 31st. The event was successful being that it was the first drive to be hosted by the city. Nineteen pints were collected as a result of the drive with only three attendees unable to donate. Approximately 48 patients were helped from the 19 pints donated. Stacy Crane with the American Red Cross was very happy with the outcome of the event and would like the city to host this event 2-3 times each year. Councilor Gregory asked that, since Woodburn had their drive on the same day, it may be possible to schedule the drive for a separate day than Woodburn in the future. There was a short discussion about scheduling the drive in the most efficient manner.

Susie extended thanks to the council for their kindness and flexibility with her recent personal circumstances.

b. Police Department

Chief Spirup reported that the surplused 2006 Ford Crown Victoria had been sold for \$3,000. Gervais Police Department (GPD) has been having some meetings with the Gervais School District (GSD) about an increase in what they are seeing as gang activity. GPD met with them to discuss some students that are involved in said activities. GPD also had staff training at the school along with Woodburn Police and Marion County Parole and Probation officers. The training dealt with identifying and handling students who are potentially involved with gang activity. Chief Spirup hoped that the training would help alleviate the concerns of the GSD and its staff. Thankfully gang activity in the City of Gervais is very minimal at this time.

Mayor Platt asked the chief about the small shed that is located off of 99E just south of Gervais. The shed is mostly demolished but still has gang-related markings on it indicating the direction of Gervais. The Mayor asked if there is a way that those markings could be removed. Mayor Platt also mentioned pairs of shoes that are suspended from the power lines in parts of Gervais. She asked that perhaps PGE could remove them when they are next in town.

The mayor mentioned that she received a letter from the American Honor Society thanking the city for the money that has been raised for the police department and for partnering with the GSD doing bicycle training, etc. Chief Spirup said that it's nice to receive positive feedback about the work being done by the police department.

c. Public Works

Pat Claxton mentioned that the newly installed drains performed very well with the recent heavy rains that fell on Gervais. Councilor Gregory remarked that the sump pumps that pump water to the streets were performing very well with virtually no drain-back from the street.

Pat stated that serious talks need to be held about raising water rates to counter increased costs of operation and upcoming repairs in the water department. The city is getting further behind all the time, and with many water meters needing replacement in the near future, the need for increased revenue is very real. Some of the water meters that have failed recently have been replaced under warranty, but most of the meters are out of warranty now and will require funds to replace. The money is not available to make these replacements. With the system getting older, pumps could fail, the water tank still needs to be refurbished and the money is not there to cover these costs. Pat talked about options to increase revenue in the water fund. One option would be to reduce the maximum allowable amount from 1000 cubic feet to something lower (e.g. 800 cubic feet). There was a short discussion about how this would affect the different citizens in Gervais. Councilor Gregory asked if some hard data/numbers could be compiled so the council would have more information to make a decision. Pat mentioned that OAWU could perform a catered water audit for about \$8,000-\$10,000. Susie Marston mentioned that OAWU would look back at the operating expenses of the water department and then look at the work that needs to be done and create a water rate that takes those items into account. There was a short discussion about the current water rates and the 2.5% yearly increase that was implemented a few years back. The 2.5% yearly rate increase is not enough to cover repairs to the water system when they arise. There was a short discussion about water SDCs and where they can be used. Councilor Harvey asked if there is a grant available to cover the cost of a water audit by OAWU. There was more discussion among the council about water rates.

8. Business from the Mayor or Council

a. Mayor

Mayor Platt thanked Public Works for cleaning up the old city hall and for building shelves from some of the old lumber that was over there. Councilor Harvey mentioned that maybe the city should consider selling that old city hall. Councilor Gregory asked Pat Claxton if Public Works had any plans for the piece of property next to the water plant. There was a short discussion about the possible sale and use of said property.

The mayor remarked that the city charter doesn't allow for continued unexcused absences from council meetings. The question was posed to the council as to whether the charter would be followed and how that should be done. The council discussed what circumstances are allowable to miss council meetings and the methods used to follow through on the unexcused absences. It was decided by the council that Mayor Platt would try to first contact the councilor in question before sending an official letter from the council.

The mayor asked Susie Marston if there was a work session coming up, and Susie confirmed that there is a work session scheduled for January 21st at 7:00pm to discuss nuisance ordinances. As a reminder, there will be the regular session in February

followed by the goal-setting session on February 11th. Councilor Wagner mentioned that she may not be available for the work session on the 21st of January due to family circumstances.

Mayor Platt extended thanks to the FFA over at the high school for raising funds for the Christmas boxes. Mayor will also be sending out thank you letters to Toys For Tots who partnered with the Salvation Army to donate toys for the kids. Mayor also extended thanks to Councilor Wagner and the volunteers who volunteered to stuff the goody bags for the kids.

Mayor Platt stated that she will be on vacation for the next week so any emergency calls should go to the council president.

b. Council

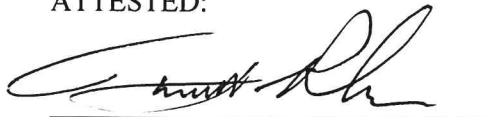
Councilor Wes Leiva thanked the council for allowing him the time off to attend his classes. Wes also mentioned that he recently accepted a position at the Woodburn Boys and Girls Club as director. Wes talked briefly about the different programs offered by the Boys and Girls Club and the council briefly discussed how they could be utilized by people in Gervais.

9. Adjourn

- a. Council was adjourned at 8:01pm.

I, TIM RHYNE, DO HEREBY CERTIFY THAT THE FOREGOING MINUTES OF SAID MEETING OF THE GERVAIS CITY COUNCIL HELD ON JANUARY 7, 2016 ARE CORRECT AS RECORDED.

ATTESTED:



Tim Rhyne, City Recorder



Shanti Platt, City Mayor