

**MINUTES OF THE REGULAR SESSION OF THE GERVAIS CITY COUNCIL
COUNTY OF MARION, STATE OF OREGON
HELD AT GERVAIS CITY HALL AT 7:00 PM ON NOVEMBER 7, 2019**

1. Call to Order

The meeting was called to order at 7:00 PM.

2. Pledge of Allegiance

The pledge of allegiance was recited.

3. Roll Call

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

Staff Present: City Manager Susie Marston, City Recorder Tim Rhyne, Police Chief Mark Chase, Public Works Superintendent John Robinson. Please see sign-in sheet for others who were present.

4. Announcements/Appointments

a. Additions/deletions to the agenda

b. Swearing in of Reserve Police Officer Tanya Virula

- 1) Mayor Platt administered the oath of office for Tanya Virula. Chief Chase introduced Tanya to the council and spoke briefly about her background.

5. Public Comment:

a. 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.

- 1) Rebecca and Isabel Vasquez, Gervais High School, came before the council to request funding in support of the annual senior class drug-and-alcohol-free graduation party. They gave details to the council about their fund raising progress. After brief discussion about the event, the council approved a donation of \$300. It was requested to make the check payable to "Gervais Senior Parents."

6. Consent Calendar:

- a. Approval of the minutes of the October 3, 2019 Regular Session
- b. Approval of the minutes of the October 17, 2019 Special Session
- c. Approval of the minutes of the October 17, 2019 Work Session
- d. Approval of bill list for September 27 – October 30, 2019

Suggested Motion: I make a motion to approve the November 7, 2019 consent calendar as presented.

Councilor Wagner made a motion to approve the November 7, 2019 consent calendar as presented, seconded by Councilor Gonzalez. Motion is unanimously carried and so moved.

7. Presentations

- a. None noted

8. Public Hearing

- a. None noted

9. Action Items

- a. Adopt Resolution 19-010, A Resolution for Woodburn-Gervais Enterprise Zone Boundary Change

Fire Chief Joe Budge voiced his support for Resolution 19-010 and stated that this boundary change will help expand the enterprise zone and potentially bring in business that helps support the Woodburn Fire District.

Councilor Wagner made a motion to adopt Resolution 19-010 a Resolution for Woodburn-Gervais enterprise zone boundary change. Seconded by Councilor Gonzalez. Council Vote:

- 1) ***Wagner: Yes***
- 2) ***Gonzalez: Yes***
- 3) ***Gregory: Absent***
- 4) ***Leiva: Absent***
- 5) ***Harvey: No***
- 6) ***Platt: Yes***

Motion is carried and so moved. Jamie Johnk spoke briefly about the process of expanding the enterprise zone and why Gervais should approve the resolution.

- b. Adopt Resolution 19-011, A Resolution Establishing Rates for Water Service in the City of Gervais, Oregon

Susie explained that these following resolutions are coming in response to consensus from the council to establish updated water, wastewater and storm drain utility rates. SDC fees are also being adjusted. On approval by the council, the water rates will increase by 2.75% each year through year 2035. The new rates will take effect on January 1, 2020 and will first appear on the bill that mails in February 2020. The connection fees for water and sewer are also increasing with approval by resolution.

Councilor Wagner made a motion to adopt Resolution 19-011, a resolution establishing rates for water service in the City of Gervais, Oregon, seconded by Councilor Gonzalez. Motion is unanimously carried and so moved.

- c. Adopt Resolution 19-012, A Resolution Establishing Rates for Wastewater Service in the City of Gervais, Oregon

Susie stated that this resolution is similar to the prior resolution with wastewater rates increasing from \$37.00 to \$43.50. This resolution also increases the wastewater connection fee from \$150 to \$275. Councilor Wagner asked a question relating to residential and commercial base rates. Susie also mentioned that there will be a yearly increase at a percentage set by the Portland CPI index. There was brief discussion about the yearly increase. Councilor Harvey asked if a visual presentation could be brought to the next meeting to show the annual increase of each utility rate.

Councilor Wagner made a motion to adopt Resolution 19-012, a resolution establishing rates for wastewater service in the City of Gervais, Oregon, seconded by Councilor Gonzalez. Motion is unanimously carried and so moved.

- d. Adopt Resolution 19-013, A Resolution Establishing Rates for the Stormwater Utility in the City of Gervais, Oregon

Susie explained that this resolution will increase the current residential storm drain rate from about \$5 to \$6.50. Commercial rates are charged at \$6.50 per EDU (EDU is 2500 square feet). Like the wastewater rates, this rate will increase by following the Portland CPI index. There was a discussion about why Gervais follows the CPI index. Councilor Wagner suggested asking the city engineer if there is another standard to follow other than the Portland CPI.

Councilor Wagner made a motion to Adopt Resolution 19-013, a resolution establishing rates for the storm water utility in the City of Gervais, Oregon, seconded by Councilor Gonzalez. Motion is unanimously carried and so moved.

- e. Adopt Resolution 19-014, A Resolution Adjusting Systems Development Charges for Water, Wastewater and Stormwater for New Development in the City of Gervais, Oregon

Susie outlined the updates to the SDC fees for the water, wastewater and storm drain funds. The water and storm drain SDCs are increasing, while the wastewater SDCs are decreasing slightly. Councilor Harvey asked why the wastewater SDC is being reduced. Susie explained the purpose of SDC fees and the methodology that the engineer uses when creating recommendations for the SDC fees. The overall total SDC fees are increasing by approximately \$1000. The Parks SDC is not changing with this resolution.

Councilor Wagner made a motion to adopt Resolution 19-014, a resolution adjusting systems development charges for water, wastewater and storm water for new development in the City of Gervais, Oregon, seconded by Councilor Gonzalez. Motion is unanimously carried and so moved.

- f. Adopt Resolution 19-015, A Resolution to Adjust Water Reconnection Fee and Utility Account Late Charge on City of Gervais List of Fees

Susie explained that the late fee is increasing from \$5 to \$7.50, the shut-off fee is changing from \$40 to \$50. Mayor Platt asked about the deposit amounts that are required for each utility account. Susie stated that the account deposit amount is set by ordinance is specified to be twice the amount of the minimum bill.

Councilor Wagner made a motion to adopt Resolution 19-015, a resolution to adjust water reconnection fee and utility account late charge on City of Gervais List of Fees, seconded by Councilor Gonzalez. Motion is unanimously carried and so moved.

- g. Council discussion of City Hall operating hours

This topic was brought up at a prior meeting and Councilor Harvey had requested to postpone the discussion until this meeting. Susie explained that opening the window at 8:30 each morning would allow staff to balance the till from the prior day without interruptions and also give for staff to meet if necessary. Mayor Platt voiced her opinions on the topic. Councilor Harvey stated that he would prefer for City Hall to open at 8:00 as usual. Councilor Wagner stated that she likes the idea of opening a little later to allow time to deal with prior day closing. There was discussion among the council and staff regarding City Hall hours.

10. Staff Reports:

- a. City Manager

Susie presented the idea of changing the goal-setting meeting to a bi-annual event rather an annual event. This idea originally came from Sean O'day from the COG. There was brief discussion and it was decided to hold a discussion at a later meeting when Councilors Leiva and Gregory are present. Susie spoke about a recent public records law case and encouraged councilors to use caution when taking written notes during a council meeting.

The company that was in the FiberFab building have moved on and are no longer in the building. There will be several public hearings at the December meeting, one for 640 4th Street and one for and alley vacation for industrial land on 5th Street. Susie also mentioned that the new water meters have been installed and the process went very well.

- b. Police Department

Chief Chase gave his report and stated that there were 258 calls for service during the past month, 3 arrests, 48 citations, 38 warnings, 2 assists to outside agencies, 13 assists inside city limits. He also updated the council on the accreditation process and hopes to have it completed by July 2020. The DARE program is going well and will have an upcoming graduation in December 2019, likely around December 19th. Officer Seibel is the Oregon representative for the DARE program. The Chief gave further information regarding the progress of the DARE program.

The partnership with the Gervais School District is stemming talks about potentially creating a dedicated School Resource Officer position. Talks will continue to discuss additional financial support from the GSD for a potential school officer. Current support from GSD is about \$22,500

with an increase to \$25,000 next year. The proposed cost of the school resource officer position would be split 80% / 20% with GSD covering the 80% portion. There was discussion between the Chief and council about school coverage and concerns relating to armed school personnel.

Lastly, Chief Chase spoke about the reserve program and gave further information about new reserve officer Tanya Virula. On a negative note, the upcoming reserve academy in Brooks has been canceled which means Gervais may not have an additional reserve in Gervais for a little while. Councilor Harvey spoke briefly about warning tickets.

c. Public Works

John informed the council that approximately 95% of the new meters are in the ground and only a couple of old meters required new connections. One additional 3" meter will need to be purchased for the café/gym connection. That cost will be outside what was budgeted.

11. Business from the Mayor or Council

The Mayor recognized Councilor Gonzalez for his military service to the United States. A recent article in the Woodburn Independent was written about his background. She also spoke about the ordinance work that the Police Department is doing for the community. In relation, she then talked with the council about possibly holding the city cleanup on a semi-annual basis. The council gave consensus and Mayor Platt said she would approach Republic Services about making the change.

Councilor Wagner and Mayor Platt spoke to the council about upcoming Christmas activities. Councilor Wagner recently spoke with Eric from Marion County Emergency Management about the need for a generator. He mentioned that he will put through paperwork for a grant to help with the purchase of a generator for City Hall. Councilor Wagner then spoke about activities in the CERT program and encouraged others to participate in the CERT program.

12. Adjourn

- a. The meeting was adjourned at 8:44 PM.

I, TIM RHYNE, DO HEREBY CERTIFY THAT THE FOREGOING MINUTES OF SAID MEETING OF THE GERVAIS CITY COUNCIL HELD ON NOVEMBER 7, 2019 ARE, TO THE BEST OF MY ABILITY, CORRECT AS RECORDED.

ATTESTED:

Timothy Rhyne, City Recorder

Shanti M. Platt, Mayor