

**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 SEPTEMBER 6, 2018**

1. Call to Order

Council President Gregory called the meeting to order at 7:00 pm.

2. Roll Call

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

Staff Present: City Manager Susie Marston, City Recorder Tim Rhyne, Police Chief Peter Spirup, Public Works Superintendent Pat Claxton

Others Present: Joe Budge, Paul Iverson and Charlie Piper, Woodburn Fire District; Lisa Brosnan, Mid-Willamette Valley COG; Ted Woodruff; Connie Cabrera; Laurie Ladd; Bartch

3. Announcements:

a. Additions/deletions to the agenda

1) Add item 6(b), Motion to adopt wayfinding maps. Change current item 6(b) to 6(c).

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.

Ted Woodruff of 260 Alder Avenue addressed the council about his concerns about speeding traffic coming into Gervais on Checkerboard Road. He stated that it would be a good idea to install an electronic speed sign on Checkerboard. Chief Spirup told Ted that a speed sign will be installed in the near future.

5. Consent Calendar:

- a. Approval of the minutes of the August 2, 2018 Regular Session
- b. Approval of bill list for July 26 – August 28, 2018

Councilor Wagner made a motion to adopt the consent calendar, seconded by Councilor Gonzalez. Motion is unanimously carried and so moved.

6. New Business

a. Woodburn Fire District Local Option Levy Information – Chief Joe Budge

Chief Budge presented information to the council to provide details and support for a new local option levy that is going out on the November 2018 ballot. Chief Budge talked about the department staff and volunteers, including the local CERT teams. He also reviewed current department buildings, as well as activities in the community. Chief Budge talked about the importance of adequate staffing and reviewed the cost of the levy. The average increase to a homeowner in the fire district will be about \$56 per year. The current bond levy is a 20 year bond, expiring in 2022. This proposed levy is a 5-year levy. There was a discussion about whether retired people will be able to afford this levy. Chief Budge explained the research and projections associated with the bond levies.

Councilor Harvey asked Chief Budge about how board positions are vacated and appointed on the Woodburn Fire District board. There was a discussion between Charles Piper and Councilor Harvey about board positions and the process behind being elected.

At 7:58pm, Charlie Piper read a letter of support for the levy to the council.

The council gave consensus to the Woodburn Fire District to approve putting the new levy on the November 2018 ballot.

b. Adopt Wayfinding Maps, Mid-Willamette Valley COG

Lisa Brosnan approached the council to discuss wayfinding (walking) maps that she has been working on for Gervais. This project is being funded by grant money and is a way to increase tourism and interest in the cities affected by the grant. Councilor Wagner mentioned that it will be nice to have a map of Gervais to show people the different points of interest in the town. Councilor Gregory asked how the walking path would be identified. The council gave general approval for the walking maps.

c. Adopt Ordinance 18-007, an ordinance vacating the Hemlock Avenue public right-of-way between 6th Street and 7th Street and reserving easements in the Gervais town plat and declaring an emergency

Susie explained that with the recent public hearing for the vacation of Hemlock Avenue between 6th and 7th Streets, an ordinance is needed to officially vacate the street. Public comment was allowed and there was brief discussion about the city right-of-way inside the Hemlock vacation. There was a question about declaring the ordinance an emergency and Susie gave explanation.

Councilor Wagner made a motion to adopt Ordinance 18-007 an ordinance vacating the Hemlock Avenue public right-of-way between 6th Street and 7th Street and reserving easements in the Gervais town plat and declaring an emergency. Seconded by Councilor Leiva. All councilors voted, "aye". Motion is unanimously carried and so moved.

7. Staff Reports:

a. City Manager

Susie updated the council on the progress of the utility master plan updates and stated that she and Pat recently met with Steve from TetraTech to discuss the project. Several people from DEQ were also at the meeting to discuss what was expected in the master plan updates. The updates will include a capital improvement plan and a financial analysis to determine correct utility rates. The current state average sewer charge is \$54 per month and Gervais' is at \$37. The project should be completed sometime in the spring.

Susie also gave new details about the salability of the old city hall building. A contractor recently looked at it for an interested buyer and noted that it would take approximately \$90,000 to bring it up to date. The current sale price of the old city hall is \$110,000.

Susie mentioned that she will be working on a salary study in order to have a professional basis for salaries, benefits and leave for City employees. This study will also help the city be more marketable for future potential employees.

Susie reminded the council about the upcoming work session on September 20th at 7 pm to discuss backyard burning in Gervais. An employee from Oregon DEQ will be present to help answer any questions from the council. Republic Services also recently met with Susie to discuss a surplus charge to compensate for an increase in hauling costs for recyclables. They have been invited to the September work session to discuss the proposed surplus charge.

b. Police Department

The Chief mentioned that a \$15,000 grant that was received will be used for electronic speed signs. There will be a total of four signs purchased with the grant money; two will be used for the school zone on Douglas Avenue, one for Butteville Road and one on Checkerboard Road. Speed surveys will be done prior to installing the signs.

c. Public Works

There has been a large amount of interest in vacant property in Gervais, for the purpose of building homes. Pat mentioned that the master plan updates are coming at a very good time since there will be a great need for expanding the current infrastructure. Councilor Gregory asked if the SDC fees from new homes will help build the new infrastructure. Pat answered in the affirmative. Pat commented that SDC funds cannot be spent without specific allowance by utility master plans. The master plan updates will also provide for an increase in potential grants. Lastly, Pat mentioned that he will be retiring in 2019.

8. Business from the Mayor and Council

Councilor Wagner thanked the council for the excused absence from a previous meeting. There was a brief discussion about the speed survey for the speed signs. The council thanked Pat Claxton for his service to the City.

9. Adjourn

Councilor Wagner made a motion to adjourn the meeting, seconded by Councilor Gonzalez. The meeting was adjourned at 8:03 pm.

I, TIM RHYNE, DO HEREBY CERTIFY THAT THE FOREGOING MINUTES OF SAID MEETING OF THE GERVAIS CITY COUNCIL HELD ON SEPTEMBER 6, 2018 ARE, TO THE BEST OF MY ABILITY, CORRECT AS RECORDED.

ATTESTED:

Timothy Rhyne, City Recorder

Shanti M. Platt, Mayor