

**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 MAY 3, 2018**

1. Call to Order

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

2. Roll Call

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

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

Others Present: Kevin Cameron, Marion County Commissioner; Joe Budge, Woodburn Fire District; Jeremiah Platt, Angelica Herrera-Clark, Jonetta Clark, Alexandra Herrera-Clark, Melissa Eichhorn, Laurie Ladd, Diana Bartch, Ulenia Alagoz, Micheal Johnson

3. Announcements:

a. Additions/deletions to the agenda

- 1) Delete item 6(b) from New Business
- 2) Add new item 6(b), Approve 2018 Small Cities Allotment Agreement and Authorize Mayor and City Manager to sign.

4. 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.**

Jonetta Clark of 940 Mesquite Lane came before the council to voice her concerns about recent parking changes on Mesquite and Lantana. There was a discussion between Jonetta and the council and staff regarding the recent parking changes. Fire Chief Budge also gave some details relating to the safety concerns that led to the parking updates.

Micheal Johnson of 188 E Fir Drive addressed the council about parking concerns that cause issues while trying to pull onto Blackwalnut between E Fir Drive and E Elm Court. There was a discussion among staff and council about the cause of this problem. Mayor Platt talked about

parking issues in Gervais. Chief Spirup said that he and Pat Claxton would look into the problem on Black Walnut.

Kevin Cameron, Marion County Commissioner, came before the council to introduce himself and thank the council for their service to the citizens of Gervais. He also updated the council on upcoming changes to Marion County Sheriff patrol areas in Salem. Mayor Platt talked briefly about Kevin Cameron and thanked him for his service to the City of Gervais.

Fire Chief Joe Budge addressed the council to report on department activity in the City of Gervais. Over the last year, the Woodburn Fire District responded approximately 92 times to events in Gervais. Of those events, 57% were medical related and the remaining calls were for fire and other service calls. Mayor Platt asked Chief Budge about the response time needed for a call to Gervais. Chief Budge replied that a normal response time to Gervais is about 7-8 minutes. Mayor Platt also talked briefly about the idea of a fire station in Gervais. Chief Budge stated that it would be good to discuss a station in Gervais for long-term planning purposes. There was a brief discussion about building a fire station in Gervais.

5. Consent Calendar:

- a. Approval of the minutes of the April 5, 2018 Regular Session
- b. Approval of bill list for March 29 – April 25, 2018

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

6. New Business

- a. Sister Tree City Proclamation

Mayor Platt stated that the City of Aumsville approached Gervais about becoming sister cities for Tree City USA. The Mayor discussed the importance of this connection and also about the activities relating to Tree City USA. Mayor Platt read the Sister City Tree City USA proclamation.

- b. Approve the 2018 Small Cities Allotment Agreement and Authorize Mayor and City Manager to sign same

Susie Marston recapped by stating that Gervais has received a \$50,000 small cities allotment grant from ODOT for the widening project of 6th Street. The council needs to approve this agreement and authorize the Mayor and City Manager to sign.

Councilor Gregory made a motion to accept the 2018 Small Cities Allotment Agreement for the 6th Street improvements for the City of Gervais. Councilor Wagner seconded the motion. Motion is unanimously carried and so moved.

- ~~b. Intent to award the bid for the 6th Street Widening Project contingent upon 7-day protest period~~

- c. Approve Marion County Veterinary and Community Licensing Program Agreement and authorize Mayor to sign the same

Susie explained that Gervais city staff has been in discussions with Marion County Dog Control to allow Gervais City Hall to issue dog licenses to Marion County residents. This agreement would allow this to happen. There was a short discussion among the council and staff about the dog licensing program in Gervais.

Councilor Gregory made a motion to approve the Marion County Veterinary and Community Licensing Program Agreement. Seconded by Councilor Wagner. Motion is unanimously carried and so moved.

- d. Approve contract agreement with Gervais School District for police services

Susie told the council that she and Chief Spirup recently met with Gervais School District (GSD) Superintendent Matt Henry to discuss Gervais Police services in the schools. In light of how much the department is involved in the schools along with the court truancy cases, the GSD has drafted a 3-year agreement with support increases for each year. Susie also recently attended a school board meeting in April and told the GSD how valuable the relationship is between the City and the GSD. Mayor Platt asked if the truancy cases in court have had a positive impact. Chief Spirup replied in the affirmative and gave some details about the results that have come from the court truancy cases.

Councilor Wagner made a motion to approve the contract agreement with the Gervais School District for Police Services for the 2018-19, 2019-20 and 2020-21 fiscal years. Seconded by Councilor Gregory. Motion is unanimously carried and so moved.

7. Staff Reports:

- a. City Manager

Susie first explained why Item 6(b) was removed. The bids were received for the project on April 24th with two different schedules, one for the storm drain work and one for the paving work. The intent was to choose the lowest bid for each portion of the project. This would potentially allow for the project to be completed by two different contractors. However, because of some conflicting information in the bid documents, one of the contractors was considering protesting the bids. Because of this, the city decided to reject all the bids, correct the bid documents and resubmit for bids again on May 22nd. There was a brief discussion about the error that occurred in the bid documents prepared by the engineering firm. The new bid should be available for intent to award at the June 2018 meeting.

Wendy Veliz with PGE recently met with Susie and one thing that was discussed was the City's ability to impose a privilege tax on residents in Gervais. This is a pass-through tax that PGE can collect on behalf of the City up to 1.5% of each bill for each home. If that 1.5% tax was collected, Susie estimates that it would generate approximately \$17,000-\$18,000 in revenue each year. This would average to about \$2 per month per household.

Susie reminded the council of upcoming dates, including the budget committee meeting on May 17th, work session on May 24th and the June 7th regular council meeting.

b. Police Department

Chief Spirup gave a short report in addition to his written report. He stated that the department has hired a new officer, Benjamin Snell. He started at the police academy on April 16th and will graduate on August 10th. He is a local resident and the department is happy to have him on board. The Chief updated the council on progress in the new parking changes in Gervais.

With the recent need to replace a damaged police vehicle, the department was able to locate a like-new, partially equipped police SUV at a reduced price. This allowed the department to get a replacement vehicle much sooner than expected. Mayor Platt asked the Chief and Pat Claxton about rules about parking near to stop signs. Pat stated that 20 feet is the nearest allowed distance for parking against a stop sign. Chief Spirup said that the distance can also increase if you are parking an oversized vehicle. The Mayor talked about the challenge that is created when cars are parked too closely to stop signs. There was a general discussion about parking problems in Gervais. Susie suggested adding this discussion to the May 24th work session.

c. Public Works

In light of the prior discussions, Pat asked if the council had any questions regarding his written report. Mayor Platt thanked the Public Works staff for their help with the city cleanup. Pat stated that there is a lot of building going on in town with nearly every piece of property being spoken for.

8. Business from the Mayor or Council

Mayor Platt talked about recent concerns from a resident about crop dusting outside of city limits. Chief Spirup gave some details about the complaint. There was a brief discussion about the issue. The Mayor updated the council on her personal schedule and status. She thanked everyone for their concern and thoughts during her recent events. She also stated that she will be rescheduling the school Tree City USA events for some time in May and went on to discuss some details.

Councilor Micky Wagner thanked Public Works for the help they provided with the annual cleanup and gave details about how much garbage was removed from Gervais. To recap, the trash company hauled away 17.15 tons of trash, 4.47 tons of yard debris and 2.27 tons of scrap. Micky gave some further details about the cleanup.

Micky Wagner told the council about an upcoming event on June 16th from 10am-3pm, the Brooks Historical Society is holding a "Historical Gervais Day". The event is being held at the Antique Powerland in Brooks. Susie asked about how that event is being advertised. Micky also mentioned that the Community Progress Team is holding a fundraiser by selling t-shirts, hoodies, long-sleeve shirts and full aprons.

Mayor Platt stated that she will be meeting with Kevin Mannix in the coming days to discuss a potential business venture in Brooks that could have an effect on Gervais.

9. Executive session as authorized under ORS 162.660(f): To consider information or records that are exempt by law from public inspection.

The executive session was opened at 8:30pm.

The executive session was closed at 8:40pm.

10. Adjourn

The meeting was adjourned at 8:42pm.

I, TIM RHYNE, DO HEREBY CERTIFY THAT THE FOREGOING MINUTES OF SAID MEETING OF THE GERVAIS CITY COUNCIL HELD ON MAY 3, 2018 ARE, TO THE BEST OF MY ABILITY, CORRECT AS RECORDED.

ATTESTED:

Timothy Rhyne, City Recorder

Shanti M. Platt, Mayor

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