

**MINUTES OF THE REGULAR MEETING OF THE GERVAIS CITY COUNCIL  
COUNTY OF MARION, STATE OF OREGON  
HELD AT GERVAIS CITY HALL ON OCTOBER 6, 2016**

**1. Call to Order**

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

**2. Roll Call**

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

The council gave consensus to allow Council President Wes Leiva to be absent from the meeting.

Staff Present: City Manager Susie Marston, City Recorder Tim Rhyne and Police Officer Jason Maddy.

Others Present: Stuart Rogers, Woodburn Chamber of Commerce

**3. Announcements:**

- a. Additions/deletions to the agenda

**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.**

**5. Consent Calendar:**

- a. Approval of the minutes of the September 1, 2016 Regular Meeting
- b. Approval of bill list for August 25 – September 28, 2016

***Councilor Wagner 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. Introduction of Stuart Rogers, Executive Director - Woodburn Chamber

Stuart Rogers of the Woodburn Chamber introduced himself to the council and briefly discussed his background and also the goals for the Chamber. Mayor Platt talked to Stuart about connecting the Gervais and Woodburn events and communities. Stuart briefly talked about possibilities of spreading word of Gervais events. The mayor and council briefly discussed several topics with Mr. Rogers including economic development and connecting surrounding communities.

### b. Surplus of 1994 Chevy Silverado

Susie Marston explained that the 1994 Chevy pickup was replaced by a new vehicle and can be surplused. After a short discussion, the council decided to apply the proceeds of the sale toward refurbishing the water tank.

***Councilor Gregory made a motion to surplus the 1994 Chevy Silverado and for all proceeds of that sale to go to the refurbishing of the water tank, seconded by Councilor Wagner. Motion is unanimously carried and so moved.***

### c. Approval of Intergovernmental Agreement for Municipal Judge as Amended by Addendum

Susie explained that in 2014, there was an intergovernmental agreement (IGA) among the cities of Hubbard, Aurora, Mt. Angel and Silverton to share the services of a municipal judge (Lori Coukoulis). Gervais has the opportunity to join that IGA and begin using Judge Coukoulis in Gervais. Recently, Chief Spirup, Mayor Platt and Susie met with Lori to discuss the opportunity of using her services. It is believed that it would be advantageous for Gervais to take part of the IGA and use Lori Coukoulis as Municipal Judge. There was a discussion among the council about the costs involved with a municipal judge. Mayor Platt commented that Judge Coukoulis stays very current on current laws through training. Also, a diversion program will be offered by joining the IGA. Susie outlined a minor wording change to the IGA, including Woodburn in the list of contracted cities. There was a brief discussion among the council about Judge Lipton.

***Councilor Wagner made a motion for approval of the intergovernmental agreement for municipal judge as amended by the addendum including the City of Woodburn and allowing the City Manager to sign same, seconded by Councilor Gregory. Motion is unanimously carried and so moved.***

## 7. Staff Reports:

### a. City Manager

Dollar General was issued their structural permits last Friday and the contractor will be on site starting Monday. It is planned to have a ribbon-cutting ceremony when the store opens

rather than a ground-breaking ceremony. Dollar General was required to build a retention pond on the property.

Divers will be in Gervais on October 8<sup>th</sup> to inspect the water tank. Gervais also received the application for a loan through the Oregon Health Authority for the City Drinking Water Revolving Loan Fund to use to recondition the tank. 10% of the funding will be grant and the remaining 90% will be in the form of a loan. There was a short discussion about the divers and refurbishment funding.

Renata Wakeley of the COG informed Susie that there is a \$2000 grant available from the Marion County Cultural Trust Fund. Renata would like to apply for the grant in partnership with Gervais. The funding would be used to produce walkability maps for Gervais. The council gave consensus to Susie to move forward with the grant application.

City Planner Jim Jacks contacted Susie about the Gervais city council members attending a planning commissioner training class. The cost of the training is \$1000 for a full day or \$600 for half of a day. That cost can be shared if other cities participate in the training. There is also a possibility of a similar training offered by another agency that would be free. Susie will let the council know about that at a later date.

Susie submitted an application to HEAL Oregon Cities for a project to create a quarterly newsletter. There was a discussion about the newsletter and what topics could potentially be included.

b. Police Department

Officer Maddy reviewed Chief Spirup's report and commented that Woodburn IT recently finished updating the computers in the patrol cars which has made a big improvement. Officer Maddy also updated the council on the clown scare happening in parts of the NW.

c. Public Works

The generator for the ponds has been ordered and it's expected in the next few weeks. The Public Works truck has arrived and is being prepped for use. Ivy Avenue is completed and the grant funds have already been received. There was a short discussion about the placement of stop signs.

**8. Business from the Mayor or Council**

a. Mayor

Mayor Platt asked for an excused absence from the November council meeting since she will be unable to attend the meeting. She also commented that she has made some inquiries about backyard burning ordinances in nearby cities. Mayor Platt talked about the school classes that come to tour the City Hall and about the Tree City USA program relating to the students. There was a short discussion about the review of canceled checks for audit

purposes. The council decided to continue having the canceled checks reviewed by a council member. Mayor Platt updated the council on various current Gervais events such as the raffle and Toys-for-Tots program.

b. Council

Councilor Harvey requested that the discussion about backyard burning and trash service be postponed until the January 2017 council meeting since he will be unavailable at the November council meeting. The council agreed to move the discussion to January 2017.

Councilor Leiva announced that he is now a member of the Gervais School Board.

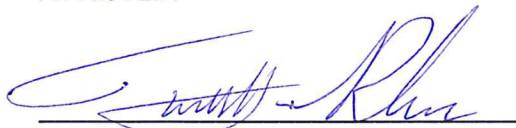
Councilor Wagner mentioned that the council is invited to the upcoming open house being held on October 8<sup>th</sup> at the Woodburn Fire Department. Volunteers are also needed on October 15<sup>th</sup> from 12-2 for the Halloween costume giveaway at City Hall. Councilor Wagner also talked about mapping neighborhoods and the CERT program that she heard about at the LOC conference.

9. Adjourn

- a. Council was adjourned at 8:06 pm.

**I, TIM RHYNE, DO HEREBY CERTIFY THAT THE FOREGOING MINUTES OF SAID MEETING OF THE GERVAIS CITY COUNCIL HELD ON OCTOBER 6, 2016 ARE, TO THE BEST OF MY ABILITY, CORRECT AS RECORDED.**

ATTESTED:

  
Tim Rhyne, City Recorder

  
Shanti Platt, City Mayor