

**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 AUGUST 2, 2018**

1. Call to Order

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

2. Roll Call

Mayor Shanti Platt	Present
Councilor Micky Wagner	Absent, excused
Councilor Baltazar Gonzalez	Present
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: Joe Budge, Woodburn Fire District; Laurie Ladd; Diana Bartch; Richard Christenson

3. Announcements:

a. Additions/deletions to the agenda

1) None noted.

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.

- a. Joe Budge of the Woodburn Fire District came before the council to inform them that the Woodburn Voters will have the opportunity to approve an option levy this upcoming November. If approved, the levy funding will be used to fund paramedic staffing. If the levy fails, there could be loss of staffing. Chief Budge will bring further information as it comes available. He also mentioned that his crews will be here in Gervais for the National Night Out.
- b. Richard Christenson spoke briefly about the truck parking ordinance (18-006) that is under New Business tonight. He gave details about how he has kept his dump truck parked on his property.

5. Consent Calendar:

- a. Approval of the minutes of the July 5, 2018 Regular Session
- b. Approval of bill list for June 27 – July 25, 2018

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

6. New Business

- a. Adopt Ordinance No. 18-006, An Ordinance of the City of Gervais Amending the Text of the Gervais Municipal Code 10.08.050 to Prohibit the Parking of Truck Tractors, Truck Trailers or Motor Trucks in any Residential District within the Gervais City Limits

Councilor Leiva made a motion to adopt Ordinance No. 18-006, An Ordinance of the City of Gervais Amending the Text of the Gervais Municipal Code 10.08.050 to Prohibit the Parking of Truck Tractors, Truck Trailers or Motor Trucks in any Residential District within the Gervais City Limits. Seconded by Councilor Gonzalez. Motion is unanimously carried and so moved.

- b. Adopt Resolution No. 18-010, 2018 Small City Allotment

Susie explained that the Small City Allotment is a program through ODOT that supplies funds for street projects. This is the same program that supplied funds for the 6th Street project. This application would be for next year, and Pat and Susie have identified 4th Street between Ivy and Fir to be in need of widening. One of the requirements of the application is for the council to adopt a resolution to allow the City to apply for the grant. The maximum allowable grant amount is \$100,000.

Councilor Gregory made motion to adopt Resolution 18-010, 2019 Small City Allotment, seconded by Councilor Leiva. Motion is unanimously carried and so moved.

- c. Identify highest and lowest League of Oregon Cities (LOC) Legislative Priorities

Susie told the council that the LOC asks councils to fill out these priorities each year. The LOC is seeking the top four and lowest four priorities. There was a brief discussion about the priorities.

- d. Motion to Approve Proposals for Utility Master Plan Updates and New Utility Truck

Susie told the council that the City has recently received a quote from Steve with TetraTech for master plan updates. Susie asked him to update his most recent quote from 2014 and also provide a scope of work for each master plan update. The new quote amount is the same as back in 2014. Susie also mentioned a recent grant that the City will receive to help with the master plan project costs.

The 2004 Chevy utility truck is getting old and is ready to be replaced. Pat received a quote from Landmark Ford for a 2019 Ford F250 utility truck in the amount of \$28,678.

Both of the above items have been included in the budget and simply need a motion from the council for approval.

Councilor Gregory made a motion for the proposal for the utility master plan updates, seconded by Councilor Gonzalez. Motion is unanimously carried and so moved.

Councilor Gregory made a motion to approve the purchase of the new utility truck in the amount of \$28,677.95, seconded by Councilor Leiva. Motion is unanimously carried and so moved.

7. Staff Reports:

a. City Manager

Susie informed the council that the old city hall has been listed for sale and that there is a viewing scheduled for Friday the 3rd. The listing contract is for six months with Coldwell Banker. Susie also mentioned that she heard back from DataVision about the cost (if any) of service calls for the upcoming VoIP phone system and was informed that there was no cost for service calls to the City.

b. Police Department

Chief Spirup reminded the council that Officer Snell is graduating from the academy on August 10th. The ceremony will be at 11am. The Chief also updated the council on coming updates to ordinances in Gervais, namely the ordinance relating to backyard burning. Chief Spirup talked at length about possible changes to the ordinance for backyard burning and how to address concerns from citizens and the council.

One half-measure would be to rely on the DEQ open burning regulations which are very clear and well-written. The regulations do allow for burning of yard debris, but only during a short time during the spring and the fall. There are other requirements laid out by the DEQ regulations. The city attorney has stated that the City is able to adopt the DEQ regulations. To assist in making decisions about burning, Claudia Davis from DEQ would like to attend a council meeting to talk about these issues with the council. The Chief suggested not completely banning backyard burning, but rather making tighter standards to start. He gave more details about yard burning and stated that it will be good to have Claudia Davis help the council make good decisions. Chief Spirup suggested holding a work session on September 20th. There was a brief discussion about backyard burning and relating regulations.

The Chief mentioned that he and Susie recently attended a 3-day training on emergency management. The application training exercise had to do with a train derailment in Gervais. The training gave a lot of good information. Mayor Platt and Chief Spirup talked briefly about the impact of an emergency situation in Gervais. Susie mentioned that one thing that people need to understand is resource management, e.g., who to go to when a disaster occurs.

c. Public Works

Pat updated the council on maintenance around town and mentioned that the 6th Street paving should be done by August 8th. The rest of the project is done, but they had to wait on the sidewalk to get approval from the County. A recent power outage caused a minor problem at the water plant. Mayor Platt talked to Pat about student volunteer activities around town. Lastly, Pat mentioned that the population study is very important since there is interest in developing land around Gervais.

The Mayor inquired about the status of the vacant lot across from City Hall and Susie replied that there has been no news regarding its use.

Susie mentioned that there are some increased project costs with the 6th Street project. When saw-cutting the pavement to prepare for increasing width, it was discovered that street was narrower in some areas than in others. The increased cost for the extra widening is approximately \$17,000, bringing the total project cost to about \$141,000. Pat confirmed what Susie stated and gave additional details about the project change. There was a discussion among the council about budgeting for projects and potential costs. Susie stated that projects are usually budgeted high to compensate for potential changes. The council talked about paving projects and the method for paving.

8. Business from the Mayor or Council

Mayor Platt updated the council on her personal schedule and talked briefly about the annual City yard sale. She also talked about storage of materials used for City events.

Councilor Leiva mentioned that a recent Bingo event was held on July 27th and that there was a good turnout.

Councilor Gregory briefly talked about the 4th of July activities and stated that the event went very well.

9. Executive Session as Authorized under ORS 192.660 (2)(i), To Review and Evaluate the Employment-Related Performance of the Chief Executive Officer of any Public Body, a Public Officer, Employee or Staff member Who Does Not Request an Open Hearing.

- a. Opened at 7:54pm.
- b. Closed at 8:12pm.

10. Adjourn

Councilor Gregory made a motion to adjourn the meeting, seconded by Councilor Leiva. The meeting was adjourned at 8:15 pm.

I, TIM RHYNE, DO HEREBY CERTIFY THAT THE FOREGOING MINUTES OF SAID MEETING OF THE GERVAIS CITY COUNCIL HELD ON AUGUST 2, 2018 ARE, TO THE BEST OF MY ABILITY, CORRECT AS RECORDED.

ATTESTED:

Timothy Rhyne, City Recorder

Shanti M. Platt, Mayor