

**MINUTES OF THE REGULAR SESSION OF THE GERVAIS CITY COUNCIL  
COUNTY OF MARION, STATE OF OREGON  
HELD AT GERVAIS CITY HALL WITH ZOOM ALTERNATIVE AT 7:00 PM ON APRIL 1, 2021**

**Call To Order - Mayor Gilland called the meeting to order at 7:00 PM.**

**1. Pledge of Allegiance**

**Mayor Gilland asked Cub Scout Pack 105 to lead in the Pledge of Allegiance**

**2. Roll Call**

|                     |         |                  |         |
|---------------------|---------|------------------|---------|
| Mayor Annie Gilland | Present | Councilor Wagner | Present |
| Councilor Foreman   | Present | Councilor Bartch | Present |
| Councilor Gonzalez  | Present | Councilor Harvey | Present |

Staff Present: City Manager Susie Marston, City Recorder Denise Dahlberg, Police Chief Mark Chase, Public Works Superintendent John Robinson

Others Present: Chief Joe Budge, Woodburn Fire District, Bob Nelson and Cub Scout Troop 105, Krista Carter, Program Coordinator at Marion County Emergency Management, Kathleen Silva, the Marion County Emergency Manager. Please see the meeting log sheet for other attendees.

**3. Announcements/Additions**

City Manager Marston asked to delete Item 7 c. on the Agenda and move it to May's Agenda.

**5. Public Comment:**

a. Susan Smith, 852 Lantana Ln, asked if the pond in the new Ivy Woods Subdivision was going to be fenced off. Mayor Gilland asked her to get in touch with the City in regards to this question.

b. Dandy Stevens, Superintendent of the Gervais School District, gave an update on what was going on in the district. She let the council know that kids are back in school and they are filled with excitement to be back. She mentions staff doing an amazing job working out the logistics of getting kids back into the buildings. Athletics is back in session and doing well even though things look a little different. She explained the School District is doing some planning for the future to determine what the major core values are and what they want education to look like for the students of Gervais. She explains they are putting together a mission and a vision statement that will hopefully be done in June with the idea that they will be able to identify what it is people will experience going to school in Gervais School District. She also mentioned they have board elections coming up with 3 open positions and 4 people running. Stevens closes with thanking the Council for the partnerships and participation.

## 6. Consent Calendar

- a. Approval of the minutes of March 4, 2021 Regular Session
- b. Approval of the minutes of the March 18, 2021 Goal Setting Session
- c. Approval of bill list for February 26 – March 23, 2021

***Councilor Foreman made a motion to approve the April 1, 2021 consent calendar as presented, seconded by Councilor Bartch. Motion is unanimously carried and so moved.***

## 7. Presentations

### a. Cub Scout Recognition

Bob Nelson introduced himself and thanked the Council for the opportunity to speak. Nelson began with acknowledging the ice-storm that happened 6 weeks ago and the difficulties that the Gervais Residents experienced. Nelson, wanted to recognize some of the heroes in the Gervais Community who went above and beyond to provide, food, water, and oxygen during the ice storm. Bob Nelson & Cub Scout Pack 105 expressed their appreciation and sincere gratitude with Hero Awards.

In addition to Nelson's recognition of Town Hero's, Mayor Gilland also had some awards of her own to give from the City Council. Collectively, with the help of Scout Pack 105 they hand delivered Hero Awards to the following people: Ken Kline, Tom Kushnik, Rafael Fernandez, Dandy Stevens, Kyle Jentsch, Joe Bechtold, Susie Marston, Christopher Bartch, Sebastian Bartch, Jimmy JR Marquez, Erica Ramon, Bryan Wagner, Susan Smith, Jason Smith, Keith Gilland, Randy Gilland, Chris Webster, Brandy Shoup, John Robinson, Mark Chase, Baltazar Gonzalez, Pam Foreman, John Harvey, Diana Bartch, Micky Wagner & Annie Gilland.

Mayor Gilland thanked Cub Scout Troop 105 for being brave and giving their attention to the City Council.

### b. Marion County Emergency Management

Krista Carter, Program Coordinator at Marion County Emergency Management opened with thanking the City Council for the invite. Carter reported that during the beginning stages of Covid they issued over a million pieces of (PPE) Personal Protective Equipment (gloves, masks, face shields, scrubs, hand sanitizer, coveralls, N95 masks). She explained that they organize and manage resources throughout 4 phases of emergency management, which are preparedness, mitigation, response and recovery. Carter mentioned that when they are not having an emergency, they are planning and collaborating with cities for resources. Carter reported that they will also help with applying for grants and they currently have a grant available for a generator that is due April 2<sup>nd</sup>.

Kathleen Silva, the Marion County Emergency Manager introduced herself and spoke more about the grant that is available. Silva explained that the State Security Homeland Grant is

open and does need to be turned in by April 2<sup>nd</sup> but she would extend the due date to April 5<sup>th</sup>, Monday morning for Gervais. Silva informed the Council that it will take several months for the funds to become available. City Manager Marston assured the council that she would be in contact with Marion County Emergency Management and would work diligently to get the Grant turned into them by Monday, April 5<sup>th</sup>.

Krista Carter closed with reminding the Council she would like the City to notify Marion County Emergency Management when the City is in need of incident supplies or equipment.

## **8. Action Items**

### **a. Arbor Day Proclamation**

City Manager Susie Marston explained that every year the City Council proclaims a certain day in April as Arbor Day, but this year given the ice storm and so much damage to the trees, Governor Brown led by example by proclaiming April as Arbor Month. Tree City USA has encouraged us to follow that example and declare April as Arbor Month for Gervais. Mayor Gilland read the Proclamation.

### **b. Adopt Goal Setting Results for Fiscal Year 2021-2022**

**Counciler Wagner made a motion to adopt the Goal Setting Results for Fiscal Year 2021-2022. Motion is unanimously carried and so moved.**

## **9. New Business**

### **a. Review City of Gervais Compensation Comparison Study**

**Councilor Harvey made a motion to move this to a Work Session. Motion is unanimously carried and so moved.**

There was discussion amongst the City Council about setting a Work Session date of Tuesday, April 20<sup>th</sup>, at 6:30 pm.

### **b. Set date for CERT Training.**

Councilor Wagner mentioned she would provide dates for CERT Training at the April 20th Work Session.

## **10. Staff Reports:**

### **a. City Manager - Susie Marston**

City Manager Marston began with letting the council know that Gervais will be getting \$562,000 from American Rescue Plan's stimulus package. She mentioned the money will be coming in 2 parts. Marston explained that we can expect the 1<sup>st</sup> half \$280,000 no later than May 10<sup>th</sup> and the remainder of it will be delivered no earlier than 1 year later. Marston's received information from the city attorney that the money can be used for water and wastewater infrastructure and her hope is to use the money to repair the tree farm.

City Manager Marston stated she had been in contact with the Ethics Commission about providing an ethics training session. There was some discussion about what dates worked for the entire council to attend the ethics training. Council decided that April 27<sup>th</sup> would work for them.

Marston reminded the council that the SEI (Statement of Economic Interest) Report is due to the Ethics Commission by April 15<sup>th</sup> and if they needed help to contact Denise or herself.

#### **b. Police Department – Chief Mark Chase**

Chief Chase announced that Officer Tim West has been hired for the School Success Officer (SSO) Position. Chief explained that Officer West comes with a remarkable career and a depth of knowledge and experience. Chief Chase considers Officer West to be a real asset to the Gervais Police Department. Chase is also happy to announce that Office Quinn will be returning back to work after her Maternity leave and Officer Megale is progressing through his FTEP training. With the addition of Officer West, the Gervais Police Department will be at full staffing in April. Chase explained to the council that with training the new officer, hiring our SSO position and another on leave, the Police Department is completing the assessment recommendations and policy changes by Oregon Accreditation Alliance (OAA), as time allows. Chief Chase announced that he has received a couple of bids for the Generator and described what the wiring would look like for City Hall.

#### **c. Public Works – Superintendent John Robinson**

Superintendent Robinson informed the council that Public Works is just about finished with all the storm clean up. Robinson explained that he is in touch with DEQ in regards to the tree farm. Public Works will be test running the irrigation system because DEQ will not allow the city to discharge the wastewater into the Pudding River in the summer months. Robinson noted that if the irrigation is relatively intact and they don't get the tree farm cleared off, they will probably irrigate what is left of the trees. He pointed out that he does have two contractors coming back with bids to see what it will cost to remove, de-stump and prep the property. Robinson indicates the potential replacement of the trees instead of grass.

### **11. Business from the Mayor or Council**

Mayor Gilland thanks the community for being such good people. She encouraged the community members to continue to attend the council meetings and proactively engage in public discussion. She reminded the community that the council is there for them.

### **12. Adjourn**

Mayor Gilland adjourned the meeting at 8:19 PM.

**I, DENISE DAHLBERG, DO HEREBY CERTIFY THAT THE FOREGOING MINUTES OF SAID MEETING OF THE GERVAIS CITY COUNCIL HELD ON APRIL 1, 2021 ARE, TO THE BEST OF MY ABILITY, CORRECT AS RECORDED.**

ATTESTED:

\_\_\_\_\_  
Denise Dahlberg, City Recorder

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Annie Gilland, Mayor