

**January 19, 2022
Regular Session
City of Gaston
Zoom Videoconference**

Present: Mayor David **Meeker**, Bill **Martin**, Robert **Dooley**, Billy **Nice**, Margaret **Bell**, and Don **Richter**.

Absent: Mario **DePiero**

Staff Present: Public Works Specialist Rick **Mapes**, City Recorder Wenonah **Blanchette** and Washington County Deputy Jarrod **McCreary**.

- I. Mayor David **Meeker** called the regular meeting to order at 7:00 PM.
- II. **ROLL CALL:** City Recorder **Blanchette** conducted the roll call for the record with:
Councilor Mario **DePiero**: *absent*
Councilor Bill **Martin**: Present
Councilor Robert **Dooley**: Present
Mayor David **Meeker**: Present
Councilor Margaret **Bell**: Present
Councilor Billy **Nice**: Present
Councilor Don **Richter**: Present
- III. **ADDITIONS OR DELETIONS:** Mayor **Meeker** called for additions or deletions to the agenda with none being heard.
- IV. **CITIZEN COMMUNICATION:** Mayor **Meeker** called for citizen communication with none heard.
- V. **STAFF/COUNCIL/COMMITTEE/SUPERVISOR REPORTS:** Mayor **Meeker** called to begin staff reports beginning with the Police department:

Police: Deputy **McCreary** provided his report to the Council for December:

- Several parking complaints have been heard against the property owner on 1st Street and Main Street. Deputy **McCreary** explained the situation will resolve itself within the next couple weeks.
- Complaints of graffiti have been heard from businesses throughout town and also spoke about those businesses getting rid of discarded cigarette butts and ashtrays believing the graffiti is being done by kids in town. The School denied the Deputy the right to speak with the possible graffiti offenders due to those events not occurring on school grounds. Deputy **McCreary** thought it odd working previously as an SRO (State Resource Officer) that the school refused to let him speak to these juveniles.
- Councilor **Bell** thanked Deputy **McCreary** for speaking with her grandkids.

Supervisor Report:

- Councilor **Bell** provided a brief report on her communications with staff on the water department and assisting staff with volunteering. Councilor **Bell** further explained emergencies with the water pumps resulted with staff estimating water bills this last month and due to the overwhelming number of projects taking time away from meter reading could not complete them this month.

Recorders Report: Recorder **Blanchette** provided her report to the Council for December.

- Legal: The attorney is working on a telecommunications franchise for the City to adopt. Most recent adopted telecommunications franchise was in 1993.
- Financials:

- The City will be filing an extension with the Department of Revenue to complete the 2020-2021 audit.
 - Gaston Heights: A concern with stormwater mediation and runoff with Gaston Heights changing the stormwater easement location is being addressed by the City. Councilor **Richter** stated Gaston Heights will not accrue new billings due to owing the City for development fees. Public Works Specialist **Mapes** further explained Yamhill County Public Works Department requested a meeting with the City to go over the Gaston Heights stormwater plan, specifically the new easement location. Discussion continued on Gaston Heights with the Recorder **Blanchette** requesting Council hold a special meeting discussing concerns with development fees with the City Attorney to determine what options the City has for the developer to pay his fees. The Recorder was instructed to schedule a special meeting with the City attorney to discuss further.
 - Funding Options for Onion Lane: The City will need to acquire additional industrial land if the City plans to purchase the Flaherty property with a loan through Business Oregon further explaining the purpose to purchase the property would be to add property within the City; not take away developable land. This item is on the agenda later to discuss.
 - A contract renewal from MIG to be considered later in the meeting.
 - Municipal Court: Court scheduled January 18th resulted in one trial and two individuals were arraigned. Next court is scheduled for March 15th.
 - Grants:
 - 3rd Street: The Recorder submitted an invoice to Washington County's Community Development Block Grant program (CDBG) for the reimbursement of the City's first construction payment on 3rd Street. That amount is for \$127,215.50.
 - Franchise: Staff will be working with PGE on a renewal for the City's Franchise.
- Public Works Report:** Public Works Specialist Rick **Mapes** provided his report for Council:
- The first Monday of the new year resulted in an emergency occurring at the pump station in which a plug was removed during the exchanging of pumps and not installed properly before turning pumps back on resulting with water spaying and saturating the electronics/drives that control the pumps. It took several days to repair the pumps; they are now working as staff continues monitoring additional issues that may occur.
 - The new water line on 3rd street was successfully changed over having only a couple complaints from residents dealing with low water pressure.
 - Paving completed last Friday for 3rd Street. Final punch list will be completed within the upcoming weeks.
 - Staff is working with Clean Water Services for storm water mediation on E. Main Street/ Gaston Road. A copy of the city's hydrology study adopted in 2019 for the purpose of flood mitigation, was provided to Clean Water Services to further assist them in improving their stormwater plan.
 - Public Works Specialist **Mapes** explained to Council concerns of feeling severely overwhelmed by projects within the City including everyday tasks. Public Works provided Council with a list of duties and everyday tasks noting that after reviewing the list, several are missing. It was explained that with everything going on with the City, it would be in the best interest of the City to hire another field worker full time. This should be considered as the city moves into the next budget cycle. Mayor **Meeker** expressed his support to maintain safety to employees and stated the City needs to provide additional help for Public Works.
 - Working with the City Engineer in determining water loss to be around 38-40% of water loss.

VI. CONSENT AGENDA: Mayor **Meeker** called for a motion to approve the consent agenda with a motion made by Councilor **Martin** following second heard by Councilor **Bell**. Questions heard regarding Gaston Heights billings and discontinuing RonJons services for the porta potty

at the Wapato Wildlife refuge. Once the baseball fields are utilized, the City will pay for the porta potties again. Motion carried with aye votes heard from: **Dooley, Meeker, Martin, Bell, and Richter**. Nay: None. Motion carried.

*Bills Payable January 2022 *Exhibit A**

August 19, 2020 Regular Session

December 15, 2021 Regular Session

VII. NEW BUSINESS:

Appoint Budget Officer: Motion to appoint Wenonah was the Budget Officer for 2022-2023 was made by Councilor **Martin** and was seconded by Councilor **Dooley**. Motion passed. Aye: **Meeker, Martin, Dooley, Richter, Bell, and Nice**. Nay: 0

Adopt Budget Calendar for Fiscal Year 2022-2023: Council reviewed meeting dates provided by the Budget Officer for budget committee meetings noting all meetings occur on Wednesday and not consecutively. Councilor **Bell** motioned to adopt the budget calendar with Councilor **Martin** seconding the motion. Motion passed with Aye votes heard from: **Meeker, Martin, Dooley, Richter, Bell, and Nice**. Nay: None.

Appoint Budget Committee Members: Budget committee members participation was discussed with Council wanting a way to advocate residents in joining the budget process. The Recorder will be putting a notice on next month's water bills to ask residents for their participating in serving on the Budget Committee. No action taken.

Planning Contract Renewal: Planning contract was discussed with motion to approve made by Councilor **Richter** and seconded by Councilor **Bell**. Motion passed. Voting Aye: **Dooley, Meeker, Martin, Bell, Nice, and Richter**. Nay: 0.

OLCC License Renewal: Mayor **Meeker** asked Council if there were any concerns with businesses and their liquor permits. None heard, motion to approve OLCC license renewal. Mayor **Meeker** called for a motion to approve the OLCC license renewal from Don **Richter** with seconded heard by Councilor **Martin**. Motion carried. Voting Aye: **Dooley, Bell, Nice, Richter, Martin, and Meeker**. Nay: None.

Ordinance No. 22-001 Telecommunications Franchise/Ziplay Fiber: Jessica Epley representative of Ziplay Fiber was present to discuss Ziplay's recommended updates to the attorney's ordinance with the telecommunications franchise. Those changes include changing the definition of Gross Revenues and adding under section 9 "*Consent by the City will be automatic if the Oregon Public Utilities Commission enters an order approving an assignment to a successor.*" Motion to approve Ordinance No 22-001 An Ordinance of the city of Gaston Granting to Ziplay Fiber Northwest, LLC, a Delaware Limited Liability Company, DBA Ziplay Fiber, a Franchise to Construct, Operate and Maintain a Telecommunications Network within the City of Gaston, Oregon upon attorney review was made by Councilor **Martin** and seconded by Councilor **Richter**. Motion carried. Those voting aye: **Dooley, Martin, Meeker, Bell, Richter, and Nice**. Nay: None. Motion carried. Second and final reading of Ordinance No. 22-001 will occur February 16, 2022.

VIII. OLD BUSINESS:

Onion Lane/Property Purchase Update: Public Works Specialist **Mapes** and the Recorder **Blanchette** met with Colin at Business Oregon and issues came up researching the loan to purchase the Flaherty property abutting Onion Lane. It was explained that in order for the City to obtain the Flaherty property through the Special Public Works Fund through Business Oregon, it would require the City to add additional industrial land since purchasing the Flaherty property would potentially take away developable industrial property once the City owns it. The intention

for the property purchase would be to add additional publicly zoned land to the City Park because most of the property is located within the floodplain. After discussing amongst staff, it was determined if the City were to purchase the railroad property in addition to the Flaherty property, this will add the industrial land potentially lost if the City acquires the Flaherty property. A consensus amongst the Council was made to move forward with the purchase of the Flaherty property and Railroad property if acquiring the railroad property is necessary for the purchase of the Flaherty property.

3rd Street Improvements Update: *(this issue previously discussed)*

IX. COMPLAINTS:

New—

Speeding on 1st Street: Complaint submitted regarding the same individual with parking issues on 1st and Main Street allegedly speeding, doing “burn-outs,” and racing throughout town. Based on earlier conversations heard by the Council, the Deputy asserted the issue will resolve itself within the next couple weeks due to the nature of the issue.

Old—

Trash Dumpster for 1st Street: Public works stated that there might not be an easy solution to dealing with the trash dumpster from the apartments that was previously granted permission by the City allowing the use of a large dumpster instead of individual containers. This is causing an issue with trash and extra trash being dumped by others passing by. Public Works will contact the property owner again to discuss the issue.

X. ADJOURNMENT: Motion to adjourn the meeting was made by Councilor **Richter** with second heard by Councilor **Martin**. Motion carried unanimously closing the meeting at 8:16PM. Aye: **Meeker, Martin, DePiero, Bell, Richter, and Dooley**. Nay: None.



Mayor David Meeker

Attest:



City Recorder Wenonah Blanchette