

January 9, 2019
Regular Session
City of Gaston

Present: Mayor Tony **Hall**, Mayor-Elect Jerry **Spaulding**, David **Meeker**, Bill **Martin**, Council-Elect Mario **DePiero**, Council-Elect Sarah **Branch** and Council-Elect Suzy **Carver**.

Absent: Jon **Wismer**, Rod **Hale**, and Don **Richter** (*with excuse*)

Staff: City Recorder Wenonah **Blanchette**, Public Works Director Brent **Whittaker**, City Clerk Sharon **Bregante-Candau** and Washington County Deputy Rob **Richards**.

- I. Mayor Tony **Hall** called the regular meeting to order at 7:00PM.
- II. **ROLL CALL:** Recorder **Blanchette** conducted the roll call for the record with:
Councilor Jerry **Spaulding**: present
Councilor David **Meeker**: present
Councilor Bill **Martin**: present
Mayor Tony **Hall**: present
Councilor Jon **Wismer**: *absent*
Councilor Rod **Hale**: *absent*
Councilor Don **Richter**: *absent (with excuse)*
- III. **OATH OF OFFICE:** Mayor **Hall** administered the oath of office to Mayor-elect Jerry **Spaulding**. Tony **Hall** stated that he would like to thank all the Council members and staff for a job well done. Within the last four years many things were accomplished but most important for him was getting the financial audits up to date and filed with the state. At this time Tony **Hall** left the meeting. Mayor **Spaulding** administered the Oath of Office to the three elected appointee's Mario **DePiero**, Sarah **Branch**, and Suzy **Carver**.
- IV. **APPOINTMENT OF COUNCIL PRESIDENT:** Mayor **Spaulding** announced the need to appoint a new Council President and motioned to appoint Councilor **Meeker** with second heard by Councilor **DePiero** nominating Councilor **Meeker** as Council President. Motion carried with aye votes heard from **DePiero**, **Meeker**, **Martin**, **Spaulding**, **Branch**, and **Carver**. Nay: 0.

At this time the City Recorder **Blanchette** handed out binders for new and remaining Council members that include the Gaston City Charter and the Council Rules and Procedures.

V. STAFF/COUNCIL/COMMITTEE/SUPERVISOR REPORTS:

Public Works: Public Works Director **Whittaker** provided his report with the following and informed Council many of the items previously tabled are on the agenda for the Council to decide on them at this time.

- Water rate increases as outlined in Resolution 2018-011 Councilor **Branch** asked the Public Works Director how he came up with the calculation to the increase the water rates with Public Works Director **Whittaker** replying these amounts were factored in by increased costs for power, petrol, labor and the City of Hillsboro Water Utilities recent rate increase.
- Cove Orchard Water Association: A draft maintenance and operations agreement was reviewed by Council at this time with the Public Works Director expressing his opinion for not wanting to moving forward with this agreement because the City would not own the infrastructure or water system; it is simply taking over the daily operations and continuing maintenance of their system and does not fully benefit the City Water Department at this time.
- Field Use Agreement: Public Works Director **Whittaker** met with Gary **Hedin**, the Gaston School's Athletic Director regarding the field use agreement with some minor changes suggested to the agreement including lowering the cost per year from \$2,750 (which is the use of both softball and baseball fields) to \$2,100 (with the use of the softball field only). Council **Branch**

wanted to know what the cost of maintaining these fields are with response by Public Works Director **Whittaker** that maintenance of these fields costs significantly more than what revenue is generated for the use of the fields. The City holds an ongoing verbal agreement with Gaston Youth Sports expecting they pay \$7.50 per participant but carries no contract to ensure these amounts are paid. Discussion had on if similar sized cities contract with sports organizations and school ball field teams for field use and what their fees are. It was noted that the Knights of Pythias do not pay a fee to use the field during the Wapato Car Show, which likely causes the most damage to the fields.

- Farmers Market Update: Public Works Director **Whittaker** wanted to know if Council was interested in the City continuing with the Farmers Market for this upcoming spring and summer. Discussion heard amongst the Council and audience on pros and cons from last year's Market. This item will be discussed later in the meeting.

Deputy **Richards** providing his monthly report out for December for Council to review with the following Gaston statistics:

- Total incidents; self-initiated and public demand were 57, of those calls 27 were self-initiated and 30 were public demand. 7 reports, 3 arrests, 12 traffic details with 7 citations written for the month of December. Instead of going over any of the detailed events throughout the month of December; one incident on the 24th of December occurred where an unresponsive individual was found at the Riverside Apartments where deputies immediately detected an overwhelming chemical smell and evacuated the entire building. This initiated the TVFR Hazmat team and Portland Bomb Squad. After a complete investigation, the chemical smell was never determined and no bomb making materials were found as originally reported. The individual from the apartment was transported to the hospital.
- Neighborhood Watch meeting was held on December 17th, 2018 at the Gaston Fire Department. This meeting was an outreach meeting to help establish a neighborhood watch committee for Gaston. This meeting was provided by Doreen **Rivera** from the Washington County Sheriff's Office with nearly thirty or more people in attendance.

City Clerk: Clerk Sharon **Bregante-Candau** provided her report with the following:

- Manufacturing Class at Gaston Jr/Sr High School and Brady **Sheets** from Western Iron Works are collaborating on ideas for the Welcome to Gaston Sign and wanted to know if the City or City Council had any sayings or quotes that they would like to see on the sign. City Clerk **Bregante-Candau** has put this on the City's webpage and Facebook page to gain further input. She is looking for Council direction in developing this saying.
- Safe Routes to Schools: Safe Routes to School Grant looks promising and was recommended by the Safe Routes to School Advisory Committee for funding sidewalk improvements from Front Street to 3rd Street for Cottonwood Street. The Oregon Transportation Committee will be reviewing those recommendations January 17 and select those projects for funding.
- 3rd Connectivity Project: This project is on hold due to the government shutdown with many of the individuals/entities involved being furloughed and is not sure when they will return to work.
- Oregon Park and Recreation Grant: Looking for ideas the City can apply for through the State's Oregon Park and Recreation Grant in the upcoming funding cycle. Last year the City applied for this grant to create an extension of Brown Park connecting 104 Onion Lane and providing ADA accessibility; paving parking and walking paths but was not awarded. City Clerk **Bregante-Candau** is looking for Council input or ideas for this year's funding cycle and is not due until April.
- 104 Onion Lane: Working on a contamination site assessment for 104 Onion Lane to help assist with cleanup of the property. No additional information is provided on this grant due to the government shutdown this month.

- Washington County Emergency Management Grant: City Clerk **Bregante-Candau** is working a county-wide grant application requesting communications equipment and portable lighting. Washington County Land Use and Transportation offered a portable lighting tower for the City of Gaston. Other items being sought through the SPIRE (State Preparedness and Incident Response Equipment) Grant, is a sandbagging machine, water purification/desalinization water and portable power generation. Working with the Gaston Fire Department and the Gaston School as they are part of the emergency operation plan in creating a tabletop exercise for use during an emergency.
- New Water Main Line: Working with Business Oregon to acquire funding to install a new direct main line for the Water system directly linking the reservoir to the water tower.

Recorders Report: Recorder Wenonah **Blanchette** provided her report with the following:

- Currently working with IT (Genuine Technology Group) in getting new councilors established with City email addresses. If there are any other councilors wishing to establish City email addresses to let her know.
- Looking to have a Councilor appointed to review bank statements each month same as Mayor **Hall** did. It would require reviewing the Local Government Investment Pool (savings account) and the City's US Bank checking account against the reconciliation each month.
- Extension request submitted tonight from Gaston Heights developer Tim **McDonald** requesting a one-year extension to continue phase 2 of the Gaston Heights subdivision. Recorder **Blanchette** noted that she will be sending this to the City Planner for further review and Council will most likely have a Public Hearing to determine the if the City wishes to proceed with the requested extension.

VI. CITIZEN COMMUNICATION: Mayor **Hall** called for citizen communication at this time. None heard at this time.

VII. CONSENT AGENDA: Recorder **Blanchette** reported there were a few new bills for inclusion of the original Bills Payable list provided Friday January 4th. Due to the early Council meeting this month, not all bills have been received. Also noted is a training (payment included in payables) that Recorder **Blanchette** will be attending at the end of February. Councilor **Meeker** asked Public Works Director what the Schonestedt GA72-CD locator & freight was with him replying that it is a metal detector that the Council spoke about at the last Council meeting. **Whittaker** clarified he already had a locator, but this is a metal detector.

- Bills Payable -January 2019
- Work Session Minutes December 2018
- Regular Council Session Minutes December 2018

Mayor **Spaulding** called for a motion to approve the accounts payable with motion made by Councilor **Meeker** following second heard by Councilor **Martin** to approve the total bill's payable of \$36,433.51. Motion passed with aye votes heard from **DePiero, Meeker, Martin, Spaulding, Branch, and Carver**. Nay: None.

VIII. NEW BUSINESS:

- **Designate Signers on US Bank Account:** Mayor **Spaulding** called for a motion to designate new authorized bank signers. Councilor **Carver** motioned to approve Mayor Jerry **Spaulding** and Council President David **Meeker** as authorized signers on the US Bank account. Councilor **Martin** seconded the motion. Motion passed with aye votes heard from: **DePiero, Meeker, Martin, Spaulding, Branch and Carver**. Nay: 0.
- **Cove Orchard Water Association Draft Agreement Approval:** Mayor **Spaulding** called for a motion to vote on the Cove Orchard Water Association agreement for operations to approve or not to approve. Councilor **DePiero** made a motion to approve the cove orchard water association

draft agreement. Councilor **Meeker** seconded the motion. Public Works Director **Whittaker** wanted to clarify for Council if Council votes in favor of the motion, it would mean the City would take over operations and maintenance; if they vote nay on the motion the City would not assume any responsibility toward Cove Orchard's water system. Mayor Spaulding called for a vote with those voting Nay: **DePiero, Meeker, Martin, Spaulding, Branch** and **Carver**. Aye: 0. Motion failed.

- **City Planner of Record Review-RFP:** Public Works Director **Whittaker** explained to the Council the City's current planner will be retiring soon and the City will need to select by an informal process by soliciting three quotes for planning services and is asking the Council for direction with this matter. By consensus amongst the Council, it was agreed to solicit by the informal process a new City Planner.
- **City Engineer of Record-RFQ:** Public Works Director **Whittaker** explained to the Council the City will be soliciting for a new City Engineer by the formal process and is looking for direction from the City Council in doing so. By consensus amongst the Council, it was agreed to solicit by formal process a new City Engineer of Record.
- **Farmers Market:** Councilor **Branch** motioned to approve the Farmers Market for the upcoming year with second heard by Councilor **DePiero**. Motion passed with aye votes heard from: **DePiero, Meeker, Martin, Spaulding, Branch,** and **Carver**. No Councilor voted in opposition. Public Works **DePiero, Meeker, Martin, Spaulding, Branch,** and **Carver**. Public Works Director asked for clarification from Council if they wanted him to solicit for a Market Manager and begin the process.
- **OLCC License Renewal:** Mayor **Spaulding** asked Council if they had any questions or comments regarding the liquor renewal for the businesses in town. Councilor **Branch** asked if there were any concerns or problems with establishments regarding their liquor licenses. None heard. Councilor **Branch** motioned to approve the OLCC licenses with second heard by Councilor **Carver**. Motion passed. Aye: **DePiero, Meeker, Martin, Spaulding, Branch,** and **Carver**. Nay: 0.
- **City Motto Selection:** A few sayings have been created but wanted Council to decide on one or ask for direction with selecting one. City Clerk **Bregante-Candau** stated she could request additional input from community members by placing an insert inside the monthly newsletter mailers. Input has been asked via the website and Facebook. Councilor **Branch** asked that a mailer should be generated and mailed throughout town.

IX. OLD BUSINESS:

- **Resolution 2018-011 Water rate Increase:** Mayor **Spaulding** called for motion to adopt Resolution 2018-011 with motion made by Councilor **Martin** following second by Councilor **DePiero**. Motion carried with aye votes heard from **DePiero, Martin, Spaulding, Branch,** and **Carver**. Nay: **Meeker**.


X. COMPLAINTS:

New—

Old—

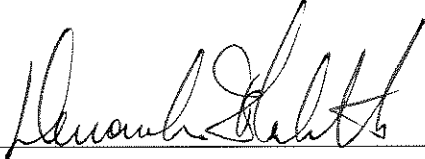
- **310 Church Street:** Public Works Director **Whittaker** explained that the property owner has complied with the necessary requirements and has resolved the complaint at this time and recommended it be removed from the complaints list. Motion to remove 310 Church Street from the complaints list was made by Councilor **Carver** and seconded by Councilor **Branch**. Motion passed. Aye: **DePiero, Martin, Meeker, Spaulding, Branch,** and **Carver**. Nay:0.

XI. ADJOURNMENT: Mayor **Spaulding** asked for any further business, none heard. Meeting adjourned at 8:17PM with motion heard by Councilor **Martin** and second from Councilor **Meeker**. Aye: 6, Nay: 0. Motion carried.



Mayor Jerry Spaulding

Attest:



City Recorder Wenonah Blanchette