

**July 15, 2020  
Regular Session  
City of Gaston  
Zoom Videoconference**

**Present:** Mayor David **Meeker**, Council President Bill **Martin**, Mario **DePiero**, Andrew **Sewall**, Sarah **Branch**, Suzy **Whittaker**, and Don **Richter**. Present: Lt. Bob **Ray**, Margaret **Bell** and others represented on the sign in sheet (attached)

**Absent:** Bill **Martin** and Washington County Deputy Jarrod **McCreary**

**Staff Present:** City Recorder Wenonah **Blanchette**

- I. Mayor David **Meeker** called the regular meeting to order at 6:20 PM.
- II. **ROLL CALL:** City Recorder **Blanchette** conducted the roll call for the record with:  
Councilor Mario **DePiero**: present  
Councilor Andrew **Sewall**: present  
Councilor Bill **Martin**: *absent*  
Mayor David **Meeker**: present  
Councilor Sarah **Branch**: present  
Councilor Suzy **Whittaker**: present  
Councilor Don **Richter**: present
- III. **ADDITIONS OR DELETIONS:** Mayor **Meeker** called for deletions or additions to the agenda. None heard.
- IV. **CITIZEN COMMUNICATIONS:**  
Mayor **Meeker** called for citizen communication with none heard.
- V. **STAFF/COUNCIL/COMMITTEE/SUPERVISOR REPORTS:**  
**Police:** Deputy **McCreary** was not present to discuss his report. Recorder **Blanchette** provided his report available for everyone to see with Councilor **Branch** reading aloud the report with total incidents as 45, self-initiated stops, 19. Public demand 26, 5 reports, 2 arrests, 10 traffic stops and 2 citations. (*verbatim at this time*)  
**Sarah Branch:**
  - *ODOT approved my request for a double yellow through town. I started this request back in December. This will really help with vehicles passing in town.*
  - *Dixon's house caught fire with about 50% burning. No injuries but we did have ammunition going off and some small explosions. We had to clear the property before fire would come in due to safety concerns.*
  - *Dixon got into a fight with a fired last week and they both took swings with a golf club at each other. Dixon showed up at the Gaston fire with a head wound. Nobody was arrested since it was a mutual combat.*
  - *Public demand calls are a little higher than average.*
  - *Traffic stops still down due to COVID. There is really no good way to do them and stay safe.*
  - *Traffic court was pushed back again due to restrictions of having people inside City Hall.***Recorders Report:** Recorder **Blanchette** provided her report with the following:
  - Charter: Preparing to submit to Washington County Elections for inclusion in the upcoming November 2020 Election.
  - Planning: Continuing work on development zone codes the previously adopted changes. Several inquiries made for the property behind the railroad. Zoned industrial, currently a temporary permit was approved for the Taco Food Truck currently at the location.
  - Wildlife Refuge Parking Area: The MOU (memorandum of understanding) is being drafted by Larry **Klimek** with final review by the City attorney before final adoption.

- Finances: Reports prepared by Mike **Marr** the City's accountant, only became available this afternoon providing electronic copies for June finances to Council instead of hard copies delivered with council packets last Friday. Interim field work is scheduled for next Monday and Tuesday for the upcoming 2019-2020 Audit.
- Municipal Court: Rescheduled to September 15<sup>th</sup> there are 14 individuals arraigned due to rescheduling because of COVID.
- Water: No water loss information due to billing cycles with Hillsboro. Leak detection information was provided for council to review that explains several hydrants are leaking and need replacement.
- Public Works Employment: Recruitment for the public works specialist position has resulted with a total of three likely candidates.
- Recall Election: Official recall results will be available August 3<sup>rd</sup>.
- City Council Elections: There will be three seats coming open for the upcoming election. Seats 1, 2, and 3 will be declared vacant and up for reelection. Forms will be ready July 27<sup>th</sup> with an end filing date of September 3<sup>rd</sup>. These seats require filing petition sheets with no less than 10 signatures for each qualifying candidate.
- Complaints :
  - 1.) Moreno's Tires, multiple tires.
  - 2.) Obnoxious weeds at 304 Church Street,
  - 3.) Proposed cost for 100 3<sup>rd</sup> Street storm drain repair,
  - 4.) 124 Front Street Green Awning: A letter was sent to the property owners, no update.
  - 5.) 104 2<sup>nd</sup> Street: A new complaint was received regarding obnoxious vegetation.
- Brown Park Opening: Several calls have been heard for using the park but with the Governor's closing parks throughout the state; brown park remains closed until Phase 2 of the Washington County's plan to reopen.
- Library Insurance Claim: Repairs to the library are being completed by Mark Dawson Construction. Repairs are needed in the library restroom. New linoleum for the library bathroom was provided for the City free of charge.
- A call was received at City Hall requesting sidewalks to be painted on Church Street. This person volunteered to help paint if help was needed.
- Grants:
  - Safe Routes to School: The city has three out of the four temporary construction easements. The project published in the DJC (Daily Journal of Commerce) today is slated for construction spring 2021.
  - 3<sup>rd</sup> Street Widening: The City issued the letters of interest for the property owners that will be affected by either the temporary construction easements or/and the property acquisition. The next step is to get an appraisal done on the properties and is looking like this will occur late June early July.
- Ziply Fiber has taken over Frontier Communications and staff will be working on drafting the City's telecommunication franchise agreement that has not been updated since 1993. Due to COVID-19 this has been delayed. Unsure of when this update will occur, but the existing franchise continues to be utilized in the same manner.
- The City will be working with Waste Management to possibly update the franchise agreement that was terminated in 2017 and expires in 2021.
- Upcoming Dates: Wapato Car Show for 2020 was cancelled due to COVID. Still scheduled is the Waterfowl Festival September 26-27.

A mutual consensus was agreed upon by Council to require contractors from Gaston Heights to use the city's hydrant meter to record all water usage.

Councilor Bill **Martin** arrived at 6:36PM.

**VI. PRESENTATIONS:** No presentations at this time.

**VII. CONSENT AGENDA:** Motion to approve the bills payable at 44,242.01 was made by Councilor **DePiero** seconded by Councilor **Whittaker**. Motion passed. Aye: **DePiero, Sewall, Martin, Meeker, Branch, Whittaker, and Richter**. Nay: None. Motion to the June 17, 2020 Regular Council Session minutes was made by Councilor **Sewall** and seconded by Councilor **Richter**. Motion carried. Aye: **DePiero, Sewall, Martin, Meeker, Branch, Whittaker, and Richter**. Nay: 0.

**VIII. NEW BUSINESS:**

**Wapato Lake NWR MOU/Parking Lot/Restroom:** Larry **Klimek** from Fish & Wildlife was present to announce what has developed since last month's meeting including a draft memorandum of understanding (MOU) for use of the area the parking lot will be made into including the area for the restroom installation. The contractor has been selected hoping to have it completed by the end of October. Councilor **DePiero** motioned to adopt the Wapato Lake Wildlife Refuge MOU for the parking lot and restroom. Motion seconded by Councilor **Martin**. Motion passed with aye votes heard from: **DePiero, Sewall, Martin, Meeker, Branch, Whittaker, and Richter**. Nay: None. No date confirmed for the Waterfowl Festival said to be held at Brown Park as part of the unofficial opening ceremony due to COVID restrictions.

**Dale Smith & David Lewis Correspondence:** Email submitted by Gaston Heights developer **Tim McDonald**, requested the Council name streets designated by the Council for future reference as Gaston Heights moves forward into Phase 3. Local resident **Dale Smith** submitted names for Council to consider based on knowledge and history of Gaston. Street A and B run east to west, Streets J and L run north to south, to bring consistencies to City Street names, the north and south street should be numbers and the east to west streets should be names. Based on the information, Council should consider changing the name of Costelloe Drive to a number street. By mutual consensus the Council agreed to use Atfalati, Kiakut and Arrowleaf, as street names with Street L as 7<sup>th</sup> Street and J as 8<sup>th</sup> Street. Council also agreed to leave Costelloe Drive as is instead of changing it to a number street and to continue with a school pathway, not developing it as a street.

**Declaration of Council Seats 1, 2, & 3 Up for Reelection:** Councilor **Sewall** made a motion declaring seats 1,2,3 up for Reelection for the 2020 Election and was seconded by Councilor **Richter**. Motion passed. Voting Aye: **DePiero, Sewall, Martin, Meeker, Branch, Whittaker, and Richter**. Nay: None. Councilor **DePiero** announced that with the upcoming recall it was requested to have potential vacancies, if the recall is successful, placed on the upcoming ballot for qualified electors running by initiate petition. The Recorder was requested to research this issue immediately noting Council may hold a special meeting soon if necessary, to declare additional vacancies to be placed on the ballot.

**Waste Management Franchise:** Dean **Kampfer** from Waste Management was online to discuss with Council, Gaston's annual cleanup reflecting changes this year with residents allowed to take up to three bulky waste items to the Forest Grove Transfer Station during the month of July. The past annual cleanups were scheduled with Waste Management providing dumpsters for persons able to dump bulky items at Brown Park. Due to this year's cancellation of the City's cleanup due to COVID; Waste Management is offering that for the month of July, Gaston residents may bring up to three bulky waste items. In drafting a new franchise, the City would like to propose updating the franchise fee to 5%, provide free garbage service for City Hall, an annual bulky waste collection day, and free Christmas Tree recycling program. Discussion to add yard debris and food waste collection to regular services offered or add it as a subscription service for Gaston residents. Motion to add yard debris and food waste bins as part of the new franchise for Gaston, was made by Councilor **Branch** and seconded by Councilor **Sewall**. Voting Aye: **Whittaker, Branch, and Sewall**. Nay: **DePiero, Martin, Richter, and Meeker**. Motion failed. It was mutually agreed by Council to provide yard debris and food waste collection as a subscription service for Gaston residents.

**Review Applicants:** Councilor **Sewall** wanted to establish a plan for reviewing applicants for the Public Works Specialist with Councilor **DePiero** stating that qualified applicants to be considered will have at least the public works experience and a Level 1 Water Distribution Certificate. Councilor **Sewall** further clarified the City should only consider applicants who possess a Level 1 Water and the job description that was adopted for the Public Works Specialist was to be used as part of the job announcement. Councilor **DePiero** will screen current candidates for Level 1 Water Distribution certification for Council to review soon.

**Resolution 20-009 A Resolution Submitting to the Electors of the City of Gaston a Measure Proposing a New City Charter, Adopting a Ballot Title, and Authorizing Related Matters:** Councilor **Branch** made a motion to adopt Resolution 20-009 placing the version of the charter that is attached on the ballot with the following changes, adding section F to article 3.2 stating “all powers to appoint officials and remove employees shall be subject to approval of Council.” Councilor **DePiero** seconded the motion with aye votes heard from **DePiero, Sewall, Martin, Meeker, Branch, Whittaker, and Richter**. Nay: 0.

**IX. OLD BUSINESS:**

**Hiring Committee:** No action or discussion needed.

**X. COMPLAINTS:**

**New—**

- **500 Front Street-Multiple Tires:** Complaint received for the Tire Shop at 500 Front Street of storing multiple tires and leaving them at the property. Council by mutual consensus agreed to send a letter to the property owner requesting the tires be removed or respond to the next Council meeting held August 19, 2020.
- **304 Church Street-Obnoxious Vegetation:** Motion made by Councilor **DePiero** to declare 304 Church Street in violation of the noxious vegetation ordinance. Councilor **Richter** seconded the motion. Voting aye: **DePiero, Sewall, Martin, Branch, Whittaker, and Richter**. Nay: None.

**Old—**

- **205 2<sup>nd</sup> Street-Chicken Coop Location:** A 2<sup>nd</sup> letter will be sent to the property owner requesting to move the chicken coop to an appropriate location noting the coop is in the same location and is still a nuisance violation.
- **124 Front Street-Green Awning:** The property owners for 124 Front Street informed City Staff they would be attending the meeting to discuss the green awning with Council in August. Councilor **DePiero** reiterated Council delegated a letter to the property owner saying any damages or occurrences that happen as a result of the awning collapsing is the sole responsibility of the property owner. The City has no authority declaring the awning a safety concern and cannot require the property owner make changes to the awning. This complaint will be removed from the complaints list.
- **100 3<sup>rd</sup> Street:** Council approved recommended repairs suggested by the City Engineer as previously provided in a proposal for no more than \$5,000 to make necessary improvements to the storm drain system at 100 3<sup>rd</sup> Street.

Council discussed the leak detection report recently submitted for Council to review with the Council requesting the Recorder to hire contractors to repair the identified leaks at hydrants for Park & 1<sup>st</sup> Street, Park & 1<sup>st</sup> Street, and Trail & Church Street. Also discussed are repairs needed for the clutch going out on the red vehicle with Council recommending the Recorder contact the local car repair shop in town.

- XI. ADJOURNMENT:** Motion to adjourn was made by Mayor **Meeker** with second heard by Councilor **DePiero**. Motion carried unanimously closing the meeting at 8:20PM.

*David Meeker*

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Mayor David Meeker

Attest:

*Wenonah Blanchette*

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City Recorder Wenonah Blanchette