

**May 9, 2018**  
**Regular Session**  
**City of Gaston**

**Present:** Mayor Tony **Hall**, Jerry **Spaulding**, David **Meeker**, Bill **Martin**, Don **Richter**, Jon **Wismer**, and Rod **Hale**.

**Absent:** City Clerk Sharon **Bregante-Candau**

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

- I. Mayor Tony **Hall** called the regular meeting to order at 7:05PM.
- 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**: present
  - Councilor Rod **Hale**: present
  - Councilor Don **Richter**: present
- III. **ADDITIONS OR DELETIONS:** Mayor **Hall** called for additions or deletions on the agenda. Audience member-Maryanne **Schilling** announced she had something she wanted to present to the Council under Citizens Communication. Laura **Corneills** coach for the Gaston Softball wanted to discuss safety concerns at Brown Park.
- IV. **CITIZEN COMMUNICATION:** Mayor **Hall** announced there were several persons on the agenda for citizen communication:
  - EMS Proclamation Week May 20<sup>th</sup> -26<sup>th</sup>, 2018: Ralph **Elmore**, representative from Metro West and ambulance Operations Supervisor was present to discuss with Council services Metro West provides for the Gaston area as the service area is approximately 50 square miles and continues to provide the best ambulance service that can be provided. Included for Council is an EMS Proclamation to declare for the week of May 20<sup>th</sup>-26<sup>th</sup> as emergency medical services week. Recorder **Blanchette** read aloud the EMS Proclamation declaring the week of May 20<sup>th</sup>-26 as Emergency Medical Services Week. No further action taken or needed.
  - Ed **Yates**- Knights of Pythias Electronic Sign Permit Conditional Use & Variance Fees: Ed **Yates** was present to discuss with Council the additional permits needed for the Knights of Pythias to have their illuminated signs installed. He was present to ask the Council to approve his permit as quickly as possible so it can be installed before the Wapato Car Show. Mayor **Hall** stated the Council could not approve of the sign permit tonight due to public notice requirements but was open to hearing his request to waive the additional fees required for the Conditional Use Permit and Variance. Ed **Yates** expressed his frustration with the process but was reassured that once the City received a complete application for the sign, Carole **Connell**, the City's City Planner will prepare her report and the City will hold a public hearing. Mayor **Hall** informed Ed **Yates** that staff will contact the City Planner and request to expedite the process. Councilor **Richter** made a motion to waive all the fees for the

Conditional Use Permit and the Variance Request. Motion seconded by Councilor **Spaulding**. Motion carried with aye votes heard from: **Spaulding, Meeker, Martin, Hall, Wismer, Hale, and Richter**. Nay: 0.

- **Nick Atwood**-Parking Ideas: Property owner to the Fleischauer Building was present to discuss parking ideas to enhance the City. **Atwood** provided a handout illustrating areas that could serve as potential parking areas. It was also presented paving in the area known as the “pocket park,” and along the railroad right-of-way. Areas proposed that would ideally service parking would require paving are either Oregon Department of Transportation’s property or the railroad property and that is currently being leased by a property owner and not at the liberty of being paved. Mayor **Hall** informed **Nick Atwood** that parking in Gaston is an issue and as a City, committed to make the parking situation better. Paving those areas at this time is not likely. No action taken or needed.

- **Christine Wilkinson**-Local Resident, Speed Bump on 2<sup>nd</sup> Street: City Recorder **Blanchette** explained to the Council, this individual who is not present at the meeting, intended to send an email to relay a request for adding or increasing the size of the current speed bump on her street (2<sup>nd</sup> Street) to slow down drivers. The City did not receive correspondence regarding this issue at this time. No action taken.

#### V. STAFF/COUNCIL/COMMITTEE/SUPERVISOR REPORTS:

**Police:** Mayor **Hall** recognized Deputy Rob **Richards** with Deputy **Richards** presented his report to the Council with an overview of this month’s stats. April had 86 calls for service with 54 of those being self-initiated, 32 in public demand, 2 arrests, 22 traffic details, 10 stops, 7 citations. The 128 expected hours for service and 147 hours of coverage provided. On April 1<sup>st</sup> there was a mother-daughter domestic; one was arrested, charged with assault 4 with minor injuries. Daughter has been reported as a runaway. On April 15, an incident of a two-vehicle crash at Front and Park Street. Deputy **Richards** stated the City has on average two motor vehicle crashes per year; not much. On the 22<sup>nd</sup>, three males were involved and one female; physical fight, gun was stolen with two wanted subjects still outstanding. On the 27<sup>th</sup> of April, a vehicle was broken into and stereo was stolen. No suspect information at this time.

**City Recorder:** Recorder **Blanchette** reviewed her written staff report with the following additions:

- Supplemental Budget process will begin with notice to the paper of appropriations that exceed 10% of their line item amounts. In June the City will hold a public hearing for comments.
- Attended a training with the City Clerk in regards to administrative processes with Community Development Block Grant for 3<sup>rd</sup> Street widening project on April 24<sup>th</sup>.
- Training for Excel and QuickBooks in June. These are webinars and begin at 6am.

**City Clerk:** Due to the Clerk’s absence, the Council reviewed her report provided with no comments or questions heard.

**Gaston Farm & Artisan Market:** **Kristin Sewall** was present to discuss with Council the status of the Market set to kick off May 17<sup>th</sup>. There are seven confirmed vendors selling produce, flowers, duck and chicken eggs, meat, baked goods, coffee, handmade soaps, pottery and more. There will also be a craft booth for kids to decorate a pot and planting flower seeds in it. Still working on completing the WIC/SNAP paperwork. Also discussed was the need to continue to

promote the market and advertise to increase vendors and people at the market. Deputy **Richards** confirmed he will be there to monitor traffic and be a presence at the event. **Kristin Sewall** cited a small amount of revenue is beginning to make headway in providing revenue for the event and the City. The Farm & Artisan Market begins at 5PM-8PM at Brown Park.

**Public Works:** Public Works Director **Whittaker** discussed his report beginning with:

- Consumption and Loss: Public Works Director **Whittaker** emailed everyone a copy of the consumption and loss report with 16% water loss. Will be scheduling leak detection soon.
- Spoke with the City Attorney today regarding the operating agreement with Cove Orchard Water Association and is being worked on. Also discussed with the City attorney is in addition to continuing to acquire water rights, the City will be submitting a letter to Clean Water Services in response to the Hagg Lake Dam project in support of the project and the City's involvement with the project.
- Included in Council packets is a street study from Oregon Department of Transportation for .19 miles of federal qualifying streets. Discussion heard of E. Main Street being the only federal street identified as a qualifying street.
- 1<sup>st</sup> and Park Street Sidewalk Project: Park Street sidewalk project is in the works with property agreements sent to property owners for splitting the cost of said improvements. Unfortunately, the City is waiting on the City Engineer for the Park Street Sidewalk project.
- Hydrology Study: No new updates.
- 104 Onion Lane: Public Works Director **Whittaker** explained to Council that tires were dumped on the property and was reported to police. Costs were \$260 for disposing approximately 50 tires that were dumped on the property. Property cleanup continues with 104 Onion Lane being the proposed location of the Farmers Market needing maintenance for preparing and leveling the area. Public Works Director **Whittaker** discussed with Council what has been done to the property explaining that he was able to acquire an amount of fill dirt equivalent to amount removed by Stratus Corp. at no cost. The only expense was cost of delivery and grading. **Whittaker** also stated that if the City purchases the rock and Geotextile fabric directly there would be a cost savings to the City with Councilor **Richter** stating that using the Geotextile fabric was not needed. Public Works Director **Whittaker** indicated that the everyone he spoke with, including the City Engineer working on the property recommend the geotextile fabric. Several options for the maintenance from Straus Corp. were discussed with Council: one for the cost of the of the entire project which included the fill work and gravel, another for site prep and grading if the City purchased the gravel and fabric, and another for just fill hauling and grading. Discussion heard on the City's procurement process. Councilor **Richter** motioned to approve the leveling proposal submitted by Stratus Corp. for \$4,063. Councilor Spaulding seconded the motion. Motion carried with aye votes heard from **Spaulding, Meeker, Martin, Hall, Wismer, Hale, and Richter**. Nay: none. Mayor **Hall** directed Public Works Director **Whittaker** to obtain at least two more bids for the remaining maintenance.
- 3<sup>rd</sup> Street Widening: Public Works Director **Whittaker** explained to Council in the original plans submitted for the 3<sup>rd</sup> Street Widening project for Community Development Block Grant did not include stormwater requirements. Review done by Tetra Tech, Gordon **Munro**, engineer overseeing the project, identified this omission which will increase costs of the project by approximately \$30,000. This includes an added filtration system as the engineers have determined the soils are not suitable for pervious pavements. Meeting had today with Community Development Block Grant and City staff to explain additional costs and possibly changing the scope of work explained that Community Development Block Grant would consider increasing the amount awarded to include the stormwater requirements. No action needed or taken.

**VI. PRESENTATIONS:** Mayor **Hall** called for presentations at this time. None heard.

**VII. CONSENT AGENDA:** Mayor **Hall** called for a motion to accept the consent agenda.

Included in the consent agenda:

- Bills Payable for May 2018
- April 11, 2018 Work Session
- April 11, 2018 Budget Committee #1
- April 11, 2018 Regular Session
- April 16, 2018 Budget Committee #2
- April 17, 2018 Budget Committee #3
- April 18, 2018 Budget Committee #4

Councilor **Meeker** motioned to approve the consent agenda, with accounts payables totaling \$87,976.53. Motion seconded by Councilor **Richter**. Aye: **Spaulding, Meeker, Martin, Hall, Wismer, Hale, and Richter**. Nay: 0.

**VIII. NEW BUSINESS:**

- **Resolution 18-002, A Resolution Reviewing and Reauthorizing Reserve Funds:**  
Councilor **Spaulding** inquired adopting all the resolutions included in the agenda in one motion. Motion to approve Resolution 18-002, 18-003, 18-004 and 18-005 was made by Councilor **Meeker** and seconded by Councilor **Richter**. Motion passed adopting Resolution 18-002 A Resolution Reviewing and Reauthorizing Reserve Funds, Resolution 18-003 A Resolution Extending Workers Compensation Coverage to Volunteers of the City of Gaston, Resolution 18-004 A Resolution Declaring the Eligibility of the City of Gaston to Receive State Shared Revenues and Declaring Municipal Services, and Resolution 18-005 A Resolution Declaring the City's Election to Receive State Shared Revenues. Motion carried with aye votes heard from **Spaulding, Meeker, Martin, Hall, Wismer, Hale, and Richter**. Nay: 0.

**IX. OLD BUSINESS:** Mayor **Hall** called for old business at this time with none being heard.

**X. COMPLAINTS:**

**Multiple Nuisances Violations:** Mayor **Hall** called on Public Works Director **Whittaker** explained for the nuisance violations that all have complied except for one and that property owner is working with the City to be in compliance.

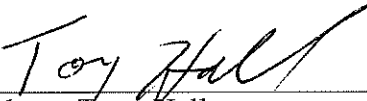
Councilor **Wismer** made a motion to change the employee reviews to omit the pay increase recommendations from the review process. Motion seconded by Councilor **Martin**. Discussion heard for changing the process of employee reviews and making wage increases separate from the review process. Councilor **Wismer** stated that wage increases should be separate from the annual review process. Councilor **Spaulding** did not feel that this was necessary and that this process is what was agreed upon for the wage committee Motion carried. Voting aye: **Meeker, Martin, Hall, Wismer, Hale, and Richter**. Nay: **Spaulding**.

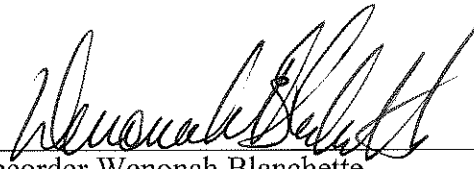
At this time Mayor **Hall** called to close the regular meeting and meet in executive session at 9:00PM and held a two-minute recess.

**XI. EXECUTIVE SESSION:** Mayor **Hall** reconvened the regular session and directly opened the Executive Session at 9:05PM pursuant to ORS.660 (2)(e) to conduct deliberations with the person(s) designated to negotiate real estate transactions.

**XII. RETURN TO REGULAR SESSION:** Mayor **Hall** reconvened the regular session at 9:25PM

**XIII. ADJOURNMENT:** Mayor **Hall** asked for any further business, none heard. Meeting adjourned at 9:25 PM.

  
\_\_\_\_\_  
Mayor Tony Hall

Attest:   
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City Recorder Wenonah Blanchette