

September 14, 2016
Regular & Executive Session
City of Gaston

Present: Mayor **Hall**, Council President Richard **Sager**, Chris **Jeffries**, David **Meeker**, Don **Richter**, and Jerry **Spaulding**. City Recorder Wenonah **Blanchette**, City Attorney Ruben **Cleaveland**, City Clerk Sharon **Bregante-Candau**, Carole **Connell**, Consulting City Planner, and others present are represented on the sign-up sheet. (attached)

Absent: Councilor Rod **Hale**-(*unexcused*).

I. Mayor Tony **Hall** called this regular meeting to order at 7:18 PM.

II. ADDITIONS/CHANGES OR CORRECTIONS – Mayor **Hall** announced an updated to the agenda with the following correction: “Final Approval of 124 Front Street” *not* “Final Approval of 304 Front Street” and an addition under New Business for “Resolution 16-002 Amended- A Resolution Extending Workers Compensation Coverage to Volunteers of the City of Gaston.”

III. ROLL CALL: Recorder **Blanchette** conducted the roll call for the record with:

Councilor Jerry **Spaulding**: present

Councilor David **Meeker**: present

Councilor Richard **Sager**: present

Mayor Tony **Hall**: present

Councilor Chris **Jeffries**: present

Councilor Don **Richter**: present

Councilor Rod **Hale**: *absent without excuse*

IV. STAFF REPORTS:

Police: Deputy **Wormington** reported for the month of August 2016 that there were 69 total incidents, 49 public demand, 20 self-initiated, one arrest, 30 traffic stops, and 6 citations issued. On the 16th of August it was reported that the snack shack at Brown Park was broken into, nothing was reported missing however there are no suspects at this time. A verbal domestic incident occurred near the school. No crimes reported and had limited cooperation with those involved. A traffic crash next to Gaston Market on the 26th of August. The female rear-ended the driver and two citations were issued. On the 27th an individual passed away from unknown causes and an intoxicated male was at the One Horse Tavern and later trespassed after causing a disturbance outside the bar. On August 28th a male driver was stopped for speeding and careless driving later to find out he had a warrant and was arrested without incident. The Washington County Sheriff’s office participated in the annual parade with six deputies held on the 26th. Contract hours expected were 132.85 and 172.75 was contracted by Deputy **Wormington**.

Office: Recorder **Blanchette** reported the new house at 410 Hedin Terrace was requesting an extension for thirty days previously discussed at the work session held on August 24th. By mutual consensus, the Council agreed to extend the extension to install sidewalks due to availability of contractors to do the work. Continued discussion heard on the developer and individual persons’ buying these lots. No action taken.

V. COUNCIL REPORTS:

Mayor **Hall** provided his Supervisors report and asked Council to review and ask questions; so he was not needing to go over each item due to its length. Mayor **Hall** reviewed with Council an incident that occurred on September 6th in which staff reported water alarms going off upon entering work. Lars **Best** from Best Electrical, two individuals from Hillsboro Water, Mel **Olson** from LA-Water Co Op, Rick **Henry**, Councilor **Meeker**, Clerk **Bregante-Candau** and Mayor **Hall** worked together at figuring out the water emergency was the result of a disconnection between the automatic pumps communication and the levels in the water tower. The malfunction caused the water pumps to continue drawing water into the tower until it overflowed. Best Electrical was contacted to re-write the program for the automatic pumps. His proposal is included to be discussed later in the meeting. Corrective action behind this incident includes adding several other phone numbers into the alarm system in the event the water pumps go into alarm again.

Councilor **Sager** had nothing to report on installation of security cameras throughout town. Councilor **Meeker** reported the City hired Bob **Jolley** as the vehicle mechanic to perform routine maintenance on the City's equipment. Discussion was heard following a mutual consensus amongst the Council for continuing to have Bob **Jolley** perform routine maintenance in order to keep equipment working properly. Councilor **Meeker** stated the City was in need of safety cones. Staff was instructed to purchase safety cones.

VI. PUBLIC COMMENT: None.

NEW BUSINESS:

VII. Authorization for Community Development Block Grant Project 2017-2018 3rd Street Project Designation: Mayor **Hall** called for a motion to approve 3rd Street widening and installation of sidewalks previously approved the past two years as this year's CDBG project. No action taken.

Best Electrical Proposal to Perform Electrical Services-Due to the event that occurred on September 6, Best Electrical put together a proposal for correcting the current pump situation due to Rich **Williams** retiring. Since no one has been appointed to the Public Works Director at this time, changing the schematics will prevent a second incident in which the only person notified was **Williams**. Additional items to include a reset button on the electrical control panel to power cycle radios in the event of another link loss, automate the power cycle in the event of a link loss, and automate the pump station to disable the pump in the event of a link loss or level sensor failure. Mayor **Hall** called for a motion to "approve the proposal for \$2,652 from Best Electrical," with Councilor **Richter** moving to approve, following second heard by Councilor **Spaulding**. Motion passed with aye votes head from **Jeffries, Hall, Meeker, Richter, Spaulding** and **Sager**. Nay: 0.

Brown Park Dugout Roof Replacement:

Mayor **Hall** discussed with Council three proposals for repair to the dugout roofs at the park. Included in packets was proposals from Leo Roofing, Legacy Roofing, and CC& L Roofing. Leo Roofing provided their costs of \$4,720 for 2 dugouts. Legacy Roofing did not provide a proposal, and CC&L Roofing provided a cost of \$26,775 for 4 dugouts. Discussion was heard on what work was needed, materials to be used, and time needed for the project. Motion to

“approve the proposal from Leo’s Roofing,” was made by Councilor **Spaulding** and seconded by Councilor **Richter**. Motion carried. Aye: **Jeffries, Hall, Richter, Spaulding** and **Sager**. Nay: 0. Abstain: **Meeker**

Resolution 16-002 Amended-A Resolution Extending Workers Compensation Coverage to Volunteers of the City of Gaston: Recorder **Blanchette** explained the need to amend the adoption of the volunteer roster provided through City County Insurance Services due to the City having Councilor **Meeker** volunteer much of his time in which the City has not had the need to provide workers compensation coverage. With Councilor **Meeker** volunteering in the office and at the park, it is necessary to include him on the volunteer roster for such coverage. Motion to “amend Resolution 16-002 as presented by staff,” was made by Councilor **Meeker** and seconded by Councilor **Richter**. Motion passed. Aye: 5 Nay: 0.

OLD BUSINESS:

Hiland Water Proposal-Public Works Director Interview Date Selection: Discussion was had on the need to hire a company vs. hiring a public works director. Mayor **Hall** called for a vote “to hire a public works director,” with Councilor **Spaulding** motioning to hire a Public Works Director with Councilor **Richter** seconding the motion. Motion passed with aye votes heard from **Jeffries, Hall, Meeker, Richter,** and **Spaulding**. Nay: **Sager**. Motion passed. Mayor Hall was instructed to obtain an updated contract for services from Hiland Water for a three or six month period; whichever period of time they would be willing to work with and to have the revision include the removal of reading water meters as the new Public Works Director will be reading meters upon hire. A mutual consensus was made amongst the Council to have interviews set for a Special Session, Thursday September 22nd at 6PM for the Public Works Director position, interviews approximately 30 minutes each.

Hire Contracted Vehicle Maintenance Help: As previously discussed it was made by general consensus of the Council to hire Bob **Jolley** to perform maintenance on the city vehicles and equipment to ensure them running correctly. No action taken or needed

Final Approval of 124 Front Street: Mayor **Hall** discussed his conversation had with Judith and Allyn **Mitchel**, property owners for 124 Front Street. This is regarding access to the south property wall at City Hall. They had planned to attend and answer questions regarding access through their property, but were unable to attend tonight’s Council meeting due to work conflicts. This contract grants access and responsibility for cleaning up the area for future structure and repair improvements. City Attorney Ruben Cleaveland reviewed and approved the revised contract. Motion was made by Councilor **Spaulding** to “proceed with the updated contract for 124 Front Street.” Motion was seconded by Councilor **Richter**. Motion carried with aye votes heard from **Jeffries, Hall, Meeker, Richter, Spaulding** and **Sager**. Nay: 0.

Wage Study Report Review: Mayor **Hall** discussed with Council his research to average wages for the Public Works Director, City Clerk, and City Recorder positions of relatively similar populated cities. Included in packets was a spreadsheet that included two cities smaller with wages and two cities larger with wages. All four cities reported higher wages than current wages for Gaston City employees. Discussion heard by the Council of the recruitment difficulty finding a qualified person to apply for the Public Works Director Position. It was agreed upon to

form a wage committee to review wages, job descriptions and make recommended changes to the Council as needed. Motion to “form a wage committee,” was made by Councilor **Spaulding** and seconded by Councilor **Richter**. Motion carried. Those voting Aye: **Jeffries, Hall, Meeker, Richter, and Spaulding**. Nay: **Sager**. Appointed as Chairman for the wage review committee was Councilor **Spaulding**. Councilor **Meeker** and Councilor **Richter** were appointed as members of the committee set to meet on Tuesday September 20th at 6PM to review and make recommendations to the Council for possible wage increases.

COMPLAINTS: None.

MINUTES: Mayor **Hall** called for a motion to approve the minutes from the last meeting. These minutes were drafted by ABC Transcription Services. Mayor **Hall** announced for the record, the importance of identifying persons speaking due to having a company transcribe minutes. Motion made by Councilor **Richter** to adopt the minutes for August 10, 2016,” and seconded by Councilor **Spaulding**. Motion passed with aye votes heard **Jeffries, Hall, Meeker, Richter, Spaulding** and **Sager**. Nay: 0.

ACCOUNTS PAYABLE: Mayor **Hall** called for a motion to adopt the Bills Payables for September. Motion to “approve the bills,” was made by Councilor **Meeker** and seconded by Councilor **Spaulding**. Motion passed. Aye: 6. Nay: 0.

Mayor **Hall** discussed an additional bill to be included in payables for a proposal from Best Electrical to upgrade the pumps to a single-phase system and update the bladder control system that has been damaged and needs replacement. After discussion with the City of Hillsboro Water Department, they recommended updating the system to a current pressure system and indicated the bladder technique is an outdated method for such use. Motion to “approve the proposal from Best Electrical,” was made by Councilor **Spaulding** and second heard by Councilor **Richter**. Motion passed with aye votes heard from **Jeffries, Hall, Meeker, Richter, Spaulding, and Sager**. Nay: None.

Councilor **Meeker** discussed with Council the importance to apply for Community Development Block Grants through Washington County and how necessary it was to keep the City involved with its continued efforts to allocate funding for the 3rd Street project. Motion to “apply the 3rd Street widening and sidewalk installation for the 2017-2018 Community Development Block Grant program,” was made by Councilor **Spaulding** and seconded by Councilor **Richter**. Motion carried with aye votes heard from: **Jeffries, Hall, Meeker, Richter, Spaulding, and Sager**. Nay: None.

At this time, Mayor **Hall** called a 5 minutes recess.

The regular session reconvened at 8:47PM

Open Executive Session: 8:53PM

VIII. EXECUTIVE SESSION—ORS 192.660(b)-To consider dismissal or discipline of, or hear charges or complaints against an officer, employee, staff member, or agent.

Close Executive Session: 8:58PM

At this time, Councilor **Sager** handed out a resignation letter. Mayor **Hall** announced the Council would address this resignation at the following Council meeting in October.

IX. ADJOURNMENT: Mayor **Hall** adjourned the regular session at 9:00PM.

Mayor Tony Hall

Attest:

City Recorder Wenonah Blanchette