

**September 27, 2022**  
*Rescheduled from September 21, 2022*  
**Regular Session**  
**City of Gaston**  
**In-Person & Zoom Videoconference**

**Present:** Mayor David **Meeker**, Mario **DePiero**, Bill **Martin**, Robert **Dooley**, Tim **Sullivan**, Margaret **Bell**, and Don **Richter**. Also, in attendance include local resident Marvin **Howard** and Laura **Altermatt**, Representative from Habitat for Humanity.

**Absent:** None

**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 6:01PM
- II. **ROLL CALL:** City Recorder **Blanchette** conducted the roll call for the record with:  
Councilor Mario **DePiero**: Present  
Councilor Bill **Martin**: Present  
Councilor Robert **Dooley**: Present  
Mayor David **Meeker**: Present  
Councilor Margaret **Bell**: Present  
City Councilor Tim **Sullivan**: Present  
Councilor Don **Richter**: Present
- III. **ADDITIONS OR DELETIONS:** Mayor **Meeker** called for additions or deletions to the agenda with none heard.
- IV. **CITIZEN COMMUNIATON:** Mayor **Meeker** called for citizen communication with Marvin **Howard** resident at 107 E. Main Street speaking to Council about changing the nonconforming use on his property hoping the Council will reconsider including his property within the zone that allows for him rebuild his home if it were to be destroyed. Council directed the Recorder to investigate the matter with Councilor **Richter** motioning to research the issue for Mr. **Howard** with second heard by Councilor **Dooley**. Motion carried with aye votes heard from **Meeker**, **DePiero**, **Dooley**, **Sullivan**, **Bell**, **Richter**, and **Martin**. Nay: None.

Laura **Altermatt**, representative of Habitat for Humanity: Provided Council with a handout and discussed work being done in the community, asking Council to consider donating ARPA funds towards projects for their Repair Program in the Gaston area. This program aids individuals who are mostly self sufficient but cannot afford projects such as porches, yard maintenance, and plumbing, etc. Nearby cities have donated ARPA funds towards Habitat in Washington County and is asking the city of Gaston for a contribution. At this time Laura left the meeting at 6:26PM. No action taken.

- V. **STAFF/COUNCIL/COMMITTEE/SUPERVISOR REPORTS:** Mayor **Meeker** called for staff reports beginning with the Police department: Deputy **McCreary** reported for August stats are higher than before but no major issues.  
**Police:**
  - E. Main Street resident was arrested for theft and had fail-to-appear warrants. A fire call was reported at the property again, but Gaston Fire did not establish contact due to prior issues but again was reportedly burning trash.
  - Resident at Salter Street property had an incident with a domestic disturbance with the property owner back home from hospice care and unsure of what the health situation is of the homeowner. He was in a nursing home but has since left to come back to his house.

- Public Safety Power Shutoff:
  - Deputy **McCreary** reported on the planned power outage that occurred the weekend of the 15-18 of September working with the Fire Department. Discussion heard on issues that came up with having no generator back up and concerns with residents that use medical devices that requires power. Public Works Specialist **Mapes** discussed with Council potentially rewiring the City Hall building to use the city generator and designate City Hall as an emergency center. Costs may exceed \$10,000 and will require bids.
- Deputy **McCreary** introduced his new supervisor, Sergeant Chris **Siliz** to the Council and offered his contact information to Council if they had any questions or concerns with the local deputy or the county sheriff's office.

**Public Works Report:** Public Works Specialist **Mapes** provided his report for August with the following:

- Meter box was repaired at Country Mobile Estates with help from Councilor **Sullivan**. Looking into changing the meter box location due to farm equipment possibly driving over it potentially causing damage.
- Working on moving the vault and the master meter for Cove Orchard. A survey will be conducted in the area to determine where the highway jurisdiction and the county jurisdiction are located.
- Inmate work crew worked along the railroad property cleaning up blackberry briars and working towards clearing/grading the area some.
- October 1<sup>st</sup>, this Saturday is the opening for the wildlife refuge walking path. The official grand opening will be in the spring. Preliminary opening will occur from October 1<sup>st</sup> to December 1<sup>st</sup>. December 1<sup>st</sup>- January 31<sup>st</sup> is for hunting only and it's three days a week with no other persons allowed in the refuge other than hunters.
- Damage of someone doing cookies in the ball field occurred while out of town for training and will be looking to put a gate up to restrict access to all fields.
- Due to issues with property lines at the ball fields and Scott **Flaherty's** adjacent property the Wildlife Refuge attorney and Mr. **Flaherty's** attorney recommended and had removed 20 feet of fence that was considered encroaching on his property.
- A new water service line is scheduled to be installed on the 12<sup>th</sup> of October for 93 E. Main Street, Scoggins Creek Coffee considering all parts for install are delivered.
- Councilor **Richter** inquired about use of the hydrant by the Riverside Apartments for bulk water use with response heard from the Recorder stating there are two contractors pulling water out of the hydrant and Public Works will be working on installing a new bulk water access near the double doors on Hwy 47. This would cost approximately \$1,500 to purchase with motion made by Councilor **Sullivan** and was seconded by Councilor **Richter** to abandon the standpipe and purchase a hydrant meter for bulk water sales. Motion carried with aye votes heard from: **Meeker, Dooley, DePiero, Sullivan, Bell, Richter, and Martin**. Nay: None.

Recorders Report: Recorder **Blanchette** reported for the month of August with the following:

- Legal: None
- Preparing to submit for publication the RFQ (Request for Proposals) for engineering services.
- Audit Report: In addition to Gaston there are 21 other cities that have not filed their audit report with the State of Oregon which will result in having 10% of all tax revenues withheld until the report is filed. Currently the City is waiting for Pauly Rogers to complete the report and the City has satisfied all requests for information. Once the report is filed the City will receive the withholdings that were held back. Financial reports were emailed to Councilors.

- Planning: Councilor **Richter** asked about the annexation for Country Mobile Estates with the response that the property owner was contacted by the Planner and had requested additional information was needed before the City could proceed with the process.
- Habitat for Humanity was present tonight asking the City for a donation of ARPA funds for their repair and home projects.
- A leak reimbursement has been submitted for Council to review and included in packets that is above the leak adjustment request. Public Works provided additional information regarding the water loss and contact with the property owner. Further discussion was heard on the water usage at the standpipe which residents have reported to City Hall. These folks were granted access and are paying for their water usage. The standpipe needs to be abandoned and a new one established. It was discussed to install a metered hydrant inside the bay doors along Hwy 47.
- Municipal court was held on the 20<sup>th</sup> and went well and very happy with the Judges services so far.
- Working to acquire federal funding for improving broadband services through the County. They will be providing surveys to aid in with grant processes and policies.
- Training is scheduled in Newport for the next three days with the Oregon Association of Municipal Recorders annual conference.
- TMDL (Total Maximum Daily Loads) a plan required by DEQ to address runoff water and ways to mitigate erosion and pollution within the City was prepared by the City Engineer and submitted for review. Councilor **Bell** wanted to ensure the plan states that one of the creeks named "Creek with No Name," which runs down the south side of Olson Road is known in Yamhill County as Blackjack Creek and there was a silt-loam on Southwest South River Road and the only street with a River Road is in Hillsboro. It should be identified as South Road.
- Discussion was had on changing the phone service due to the high cost of the multiple lines. There are 4 phone lines: library, City Hall, Police, and Fax.

Supervisor Report: Councilor **Bell** discussed with Council updating the employee handbook. Public Works Director further explained a credit card purchase was made during training and has since stated he will pay noting he is aware now that such purchases should not made. Per diem was discussed for training following a mutual consensus of the Council to establish a per diem rate of \$64 of food per day and \$96 per day for lodging. Also, it was requested of staff to update job descriptions for both City Recorder and Public Works positions.

**CONSENT AGENDA:** Mayor **Meeker** wanted to report to Council on the September bills that the Knights of Pythias used the park for camping during the Wapato Car Show. Motion was made by Councilor **Richter** and seconded by Councilor **Dooley** to send the Knights a bill for the difference of use for the car show camping/power. Motion carried with aye votes from: **Meeker, Martin, Bell, DePiero, Dooley, Sullivan, and Martin**. Also discussed was the Gaston Youth Sports use of the ball field lights without submitting an application or contacting City for approval. Mayor **Meeker** called for a motion to adopt the consent agenda including August 2022 Bills Payable and July 20, 2022, Regular Council Session. Motion was made by Councilor **Bell** and seconded by Councilor **Richter** to adopt the consent agenda. Motion carried. Aye: **Meeker, DePiero, Martin, Dooley, Sullivan, Bell, Don, and Richter**. Nay: None.

## VI. NEW BUSINESS:

**Water leak Adjustment Request:** Resident at NW Country Mobile submitted a credit request for their water bill citing they did not use \$500 worth of water and that there is no way they used that much water because they were on vacation during that time. It was decided more information is needed to determine if a credit is possible. No action taken.

A 3<sup>rd</sup> bill was received by the City regarding Ted **Bracken's** request for the city pay for damages caused by a leak that happened on the customers side of the meter. In the July meeting, council reviewed and denied paying a \$1,500 invoice submitted to the City from his insurance company. Mayor **Meeker** stated that 2 years ago the resident said he had a leak under his house and could not find it. As previously discussed, anything on the customer side of the meter is the customers responsibility. Council directed staff to write a letter telling him that the City is not responsible for his bill and not to send the City anymore correspondence or it will be turned over to the attorney.

**VII. OLD BUSINESS:**


**VIII. COMPLAINTS:**

**New**— Discussion was heard on hazardous vegetation throughout town.

**Old**— *(none heard)*

**IX. ADJOURNMENT:** Motion to adjourn the meeting was made by Councilor **Bell** with second heard by Councilor **Richter**. Motion carried unanimously closing the meeting at 8:18PM. Aye: **Meeker, Martin, Sullivan, DePiero, Richter, and Dooley**. Nay: None.

  
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Mayor David Meeker

Attest:   
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City Recorder Wenonah Blanchette