

**MINUTES OF THE REGULAR SESSION OF THE GERVAIS CITY COUNCIL  
COUNTY OF MARION, STATE OF OREGON  
HELD AT GERVAIS CITY HALL WITH ZOOM ALTERNATIVE AT 7:00 PM ON DECEMBER 1, 2022**

**1. Call to Order**

Mayor Annie Gilland called the meeting to order at 6:59 pm.

**2. Pledge of Allegiance**

John Harvey led the Pledge of Allegiance

**3. Roll Call**

Mayor Annie Gilland	Present
Councilor Pamela Foreman	Present
Councilor Baltazar Gonzalez	Present (via Zoom)
Council President Micky Wagner	Present
Councilor Diana Bartch	Present
Councilor John Harvey	Present

Staff Present: City Manager Susie Marston, City Recorder Denise Dahlberg, Police Chief Mark Chase, and Public Works Superintendent Kyle Jentzsch (via Zoom)

Others Present: None

**4. Announcements/Additions:**

Mayor Gilland announced Marion County would be posting final election results on Monday, December 5<sup>th</sup>. She explained the item was not on the agenda because Marion County had not yet posted the final results. She asked the council to consider adding it to the agenda. Mayor Gilland took a vote to add this item to agenda. Foreman-Aye, Councilor Wagner- Aye, Bartch-Aye, Harvey-Aye. The council voted in favor of putting this item on the agenda under action items.

**5. Public Comment**

Chief Joe Budge, Woodburn Fire District provided the council with an update on the fire station project. He will be approaching the state representatives at the legislature for additional funding for a community room, quarters for cert team, and a training facility. He will provide a briefing in December and Mayor Gilland will be able to attend. Chief Budge noted before council in January he would be providing a packet of what the fire district is asking and he will ask Gervais for a letter of support to put in that packet.

Doug's Lanphere, 940 Winfield St., wrote a letter written to the city and asked that it be read into the record. The council was provided a copy of the letter and Mayor Gilland read it aloud. Lanphere's letter noted that Grisel Malstrom committed elections fraud by submitting an application for candidate of Mayor. He explained this was a violation because Malstrom hadn't

lived in the city for a year prior to the date of election. Mayor Gilland stated she would address Lanphere's letter in the 'Business from Mayor and Council' portion of the agenda. Mayor Gilland announced that all future correspondence would be included in the packets but not read during the meetings. People with public comment would have an opportunity to express their concern in person or via zoom.

#### **6. Consent Calendar:**

- a. Minutes of the November 3, 2022 Regular Session
- b. Bill list for October 27 – November 22, 2022
- c. Treasurers Report for period ending November 22, 2022

*Requested Action: Motion to approve the December 1, 2022 consent calendar as presented.*

***Council President Wagner made a motion to approve the December 1, 2022 consent calendar as presented. Seconded by Councilor Bartch. Motion is carried and so moved.***

#### **7. Committee Reports**

Clifton noted there was no meeting last month. Clifton learned there was an application process on the IRT website and the account had to be set up by a city official with city email. This process could help with designing, building, and materials of Skate Park. Councilor Wagner asked about funding and Clifton responded that 1<sup>st</sup> step is setting up application process on website. There was a discussion about who would get the account set up. Gilland referred the account set up to City Manager Marston and asked for a council consensus.

***There was a council consensus to have Clifton forward information to City Manager Marston for account set up.***

#### **8. Presentations – None**

#### **9. Public Hearing** a. Site Development Review, #SDR 2022-01

- I. Open hearing – Mayor Gilland opened hearing at 7:18 pm.
- II. Applicant request to postpone to January 5, 2023- City Manager Marston read Holly Byram's memo regarding the proposed development of the two story storage facility located on 5<sup>th</sup> Street, between Alder and Birch. The applicant is now requesting additional time to respond to feedback on the development which could result in minor modifications to the submitted site plan.
- III. Council motion to postpone

***Councilor Wagner made a motion to continue public hearing on land use application #SDR 2022-01 to the date and time certain of 7pm on Thursday, January 5, 2023, at City Hall. Seconded by Councilor Foreman. Motion is carried and so moved.***

- III. Close hearing – Mayor Gilland closed the hearing at 7:20 pm.

#### **10. Old Business- None**

## 11. Action Item

Denise Dahlberg, City Recorder read the unofficial election results into the record. For the position of Mayor, Annie Gilland had the highest votes of 252. For City Council, two positions were open. Michael Gregory had 305 and John Harvey had 308 for highest votes.

***Councilor Wagner asked for a motion to approve the unofficial November 8, 2022 Marion County Election Results as they stand on 11/25/2022, and if the Final Election Results change the outcome of the election, then this item will be brought back at a subsequent Special Meeting for action. Seconded by Councilor Bartch. Mayor Gilland took a roll call vote. Foreman-Aye, Wagner-Aye, Bartch- Aye, Harvey-Aye. Motion is carried and so moved.***

## 12. New Business - None

## 13. Staff Reports

### a. City Manager – Susie Marston

Marston provided written report in the packet. The contract was signed with Love Inc. and will start after 1<sup>st</sup> of the year. In response to a question brought up at the last council meeting, the city is still partnering with grant writer but doesn't have any projects yet. Marston reminded council of the elected essentials workshop offered by League of Oregon Cities. Marston encouraged the council to attend this great training and the next one available is at the City of Keizer on January 26<sup>th</sup>. Marston mentioned contacting PGE and the potential of them helping with park lights for the city. She should have more information this month and a draft plan for council to look at in January or February. Marston said they would maintain the lights and the city would do digging and trench work. Gilland mentioned another dark spot on 7<sup>th</sup> and Grove and asked if PGE could help with lights in that area. Marston replied that she would check with them on that. It was noted that the city was billed for grant writer when the city used her.

### b. Police Department – Chief Mark Chase

Chief Chase was absent and provided a written report.

### c. Public Works – Superintendent Kyle Jentszch

Superintendent Jentszch provided written report. Jentszch reported the generator is expected to be delivered March 2023. He noted crosswalks should be painted beginning of next week. Jentszch mentioned hiring a new employee, Hunter Riggs who started December 28<sup>th</sup> and so far he is working out excellent with a great work attitude and doing what the jobs requires.

Councilor Bartch asked when the flashing lights by the crosswalk would be installed. Jentszch explained the delay in supply chain and there wasn't an ETA. The electrician was scheduled to come out next week to install conduit and once the supplies arrived, they would be installed.

Councilor Wagner observed speed lights coming in from 99 were barely visible. Superintendent Jentszch noticed that also and one of the options he had noted was a bright blue LED light. He explained it was a challenge to keep lights charged during the darker months.

Councilor Bartch brought up worn out peeling street signs. Jentszch will survey and see which ones should be replaced first and noted to change them would be a larger expense.

Councilor Harvey thanked Superintendent Jentszch for getting the stop signs put in on 7<sup>th</sup> and 8<sup>th</sup>.

#### **14. Business from the Mayor or Council**

Mayor Gilland addressed Lanphere's letter to the city claiming Grisel Malstrom committed election fraud by submitting application to run as a candidate and not meeting the qualification of living in Gervais a year prior to election. Mayor Gilland explained the council is the final judge of the election and qualifications of city elected officials. Although election results are still unofficial, it does not appear that Malstrom with 18 votes will be elected to office and therefore there is nothing for council to judge.

Mayor Gilland brought up the community drive-thru and city sponsored tree lighting event with Santa Claus, gift bags and hot chocolate. Gilland stated the drive thru will not have an escort this year and asked the public to exercise caution. Gilland explained in the future if an escort is needed a county permit has to be on file.

Councilor Wagner reported she fundraises behind the scenes. This year she asked for 300 apples and cutie oranges coming from Bauman's. Wagner invited people to help put goodie bags together on Tuesday, December 13<sup>th</sup> at 5:30 pm at City Hall. Councilor Harvey will donate 300 rice krispy treats and fruit snacks. Councilor Wagner will do small candy canes and stickers. Councilor Wagner requested to use city canopy and asked if public works could set up back drop. Jentzsch said he would get it set up if needed. More details about set up were discussed amongst the council. Barricades will be set up in front of city hall and by the fire department.

Councilor Wagner mentioned the Community Progress Team involving the community to spread Christmas cheer through a candy gram sell and a \$50 photo with Santa delivering gifts to the home. Harvey asked where the \$50 would go. Wagner explained the \$50 would go into the CPT fund to help with different city needs such as coats, socks, Halloween costumes, and movie nights in the park, etc. Community Progress Team is a non-profit group not affiliated with the city.

#### **15. Recognition of outgoing council member, Councilor Barth**

Mayor Gilland recognized Councilor Bartch and her involvement in the community. Councilor Bartch thanked everyone for letting her serve and has plans to continue serving in the community. Bartch was awarded an appreciation plaque for serving as a City Councilor for the City of Gervais. City Manager Marston expressed her appreciation and thanked Diana Bartch for serving on the council.

#### **16. Adjourn**

Mayor Gilland adjourned meeting at 7:56 pm.

**I, DENISE DAHLBERG, DO HEREBY CERTIFY THAT THE FOREGOING MINUTES OF SAID MEETING OF THE GERVAIS CITY COUNCIL HELD ON DECEMBER 1, 2022 ARE, TO THE BEST OF MY ABILITY, CORRECT AS RECORDED.**

ATTESTED:

\_\_\_\_\_  
Denise Dahlberg, City Recorder

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Annie Gilland, Mayor