

**TOLEDO CITY COUNCIL MINUTES
REGULAR SESSION
March 21, 2018**

Mayor Billie Jo Smith called the meeting to order at 5:31 PM. Councilors present: William Dalbey, Deanne Dunlap, Michelle Johnson, Jackie Kaufman, Joshua Smith, and Council President Terri Strom.

Councilors absent: None

Staff present: City Manager (CM) Craig Martin, City Attorney (CA) David Robinson, Police Chief (PC) Dave Enyeart.

Budget Committee Applicant Interviews:

Council interviewed the following candidates for consideration of appointment to the City of Toledo Budget Committee:

5:30 PM	Polly Chavarria
5:45 PM	George Crane
5:55 PM	Gregg Harrison
6:05 PM	Heather Jukich
6:15 PM	Stu Strom

Recess:

Mayor Smith recessed the meeting at 6:25 PM

Call to Order:

Mayor Smith called Council out of recess at 7:00 PM

Councilors Present: William Dalbey, Deanne Dunlap, Michelle Johnson, Jackie Kaufman, Joshua Smith, and Council President Terri Strom.

Councilors absent: None

Staff present: City Manager (CM) Craig Martin, City Attorney (CA) David Robinson, Police Chief (PC) Dave Enyeart, Library Director (LD) Deborah Trusty

Visitors present: Polly Chavarria, Heather Jukich, George Crane, Nancy Bryant, and William Farley.

Media present: None

Visitors/Public Comment

(LD) Trusty introduced Library Advisory Board Chair Eric Erickson to the Council and visitors. Mayor Smith welcomed Mr. Erickson and thank him for his service on the Library Board.

Consent Calendar

March 7, 2018 City Council Meeting Minutes

Councilor J. Smith noted a correction to the Draft March 7, 2018 City Council Meeting Minutes correcting the spelling of Chuck Lerwick, representing Dahl Sanitation Services.

Motion- It was moved and seconded (T. Strom/J. Smith) to approve the City Council Meeting Minutes of March 7, 2018 with the correction noted.

Motion passed 7-0-0.

Discussion and Information Items

Committee Updates

Councilor J. Smith noted he will be attending the CWACT meeting remotely at the Toledo CWCOG facility March 22, 2018, 5 – 7 PM.

Second Reading Ordinance Bill No. 1378

CM Martin read Ordinance No. 1378, an Ordinance Amending Ordinance No. 846 (Toledo Municipal Code Chapter 2.24) to revise Library Board Member requirements aloud in its entirety.

Councilor J. Smith noted a typographical error in the ordinance that will be corrected upon adoption.

Decision Items

New Outlet Liquor License – Cobblestone Pizza

CM Martin introduced the request for Council to consider a recommendation to the Oregon Liquor Control Commission for a New Outlet Liquor License to be granted to Cobblestone Pizza, located at 300 & 318 S. Main Street in Toledo, Oregon.

Motion: It was moved and seconded (D. Dunlap/J. Smith) to recommend approval of the Liquor License Application for Cobblestone Pizza to be located at 300 and 318 S. Main Street in Toledo Oregon.

Motion passed 7-0-0.

Revised Contract – Municipal Court Judge Services

CM Martin introduced a proposed revised Contract for Municipal Court Judge Services provided by Judge Joan Demarest and explained the changes in the proposed contract including the rate of monthly compensation from \$400.00/month to \$1,000.00/month. CM Martin noted the revised contract before the Council for consideration was the result of the work of a Council Subcommittee comprised of Mayor Smith, Councilor Kauffman, Council President Strom and City Attorney David Robinson.

Mayor Smith noted that the Council has the responsibility to perform an annual evaluation as well as approve the Pro-Tem Judges the Municipal Court Judge selects to serve in their absence. Councilor J. Smith inquired regarding the Pro Tem Judges and if we have used any to date? CM Martin indicated Pro-Tem Judge Gerald Waite was used recently due to Judge Demarest being away at a legal training.

Councilor J. Smith noted a typographical edit needed on page 4.

Motion – It was moved and seconded (Councilor J. Kaufman/B. Dalbey) to approve the revised contract between the City of Toledo and Joan Demarest for Municipal Court Judge Services effective 3/1/2018.

Public Comment: None

Motion passed 7-0-0.

Budget Committee Appointments

CM Martin reported that upon completion of the interviews conducted earlier in the meeting, Council can consider voting and filling the three vacant Budget Committee positions. CM Martin explained the procedure for making the selections and appointments including the need to vote by ballot for three candidates for the appointments. Once the vote is completed, Council can make appointments to the three terms as desired.

CM Martin distributed written ballots containing the names of all five (5) candidates for each Council Member to vote for three. Council voted individually on separate ballots for three candidates and CM Martin collected and read the vote results as follows:

Councilor M. Johnson cast ballots for: Polly Chavarria, Heather Jukich, Stu Strom
Councilor J. Smith cast ballots for: Polly Chavarria, Heather Jukich, Stu Strom
Councilor D. Dunlap cast ballots for: George Crane, Gregg Harrison, Stu Strom
Councilor B. Dalbey cast ballots for: Polly Chavarria, Gregg Harrison, Stu Strom
Councilor T. Strom cast ballots for: Gregg Harrison, Heather Jukich, Stu Strom
Mayor Smith cast ballots for: Gregg Harrison, Heather Jukich, Stu Strom
Councilor Kaufman cast ballots for: Polly Chavarria, Gregg Harrison, Heather Jukich

CM Martin read the vote totals as follows:

Polly Chavarria	4
George Crane	1
Gregg Harrison	5
Heather Jukich	5
Stu Strom	6

The three Candidates receiving the most votes were declared by CM Martin as Gregg Harrison, Heather Jukich, and Stu Strom

Councilor Strom suggested the following appointments – three year terms for Stu Strom and Gregg Harrison, and the currently unexpired term for Heather Jukich.

Motion – It was moved and seconded (Councilor J. Smith/T. Strom) that Council temporarily suspend the appointment requirements specified in Council Rules Section 3. – Filling vacancies and vote by ballot to appoint the following:

Stu Strom to a term expiring 12/31/2020
Gregg Harrison to term expiring 12/31/2020
Heather Jukich to term expiring 12/31/2018

Public Comments: None

Motion passes 7-0-0

2018 City Manager Evaluation

CM Martin reviewed the process leading up to this action being considered by the Council. He further stated any action and or decision regarding the outcome of the evaluation by the Council must be taken in open session.

Mayor Smith read aloud the 2018 Performance Evaluation of City Manager Craig Martin.

Public Comment: None

Motion - It was moved and seconded (T. Strom/J. Smith) to adopt the 2018 Performance Evaluation of City Manager Craig Martin dated March 7, 2018.

Motion passes 7-0-0

ORDINANCE NO. 1378 - AN ORDINANCE AMENDING ORDINANCE 846 (TOLEDO MUNICIPAL CODE CHAPTER 2.24) TO REVISE LIBRARY BOARD MEMBER REQUIREMENTS.

CM reported that Council had fulfilled the requirements of the ordinance adoption process as stipulated in Chapter IX of the Toledo City Charter and can choose to take action to adopt the ordinance or continue it to another meeting for further discussion, comment or review if desired.

Public comment: None

Motion – It was moved and seconded (Councilor J. Smith/D. Dunlap) to adopt Ordinance No. 1378, and Ordinance Amending Ordinance No 846, (Toledo Municipal Code Chapter 2.24) to Revise Library Board Member Requirements. CM Martin clarified the need for the vote of each Councilor on ordinance adoption to be recorded individually.

Roll call vote:

Councilor M. Johnson- Yes
Councilor J. Smith – Yes
Councilor T. Strom – Yes
Mayor Smith – Yes
Councilor J. Kaufman – Yes
Councilor B. Dalbey – Yes
Councilor D. Dunlap – Yes

Motion passed 7-0-0

Reports and Comments:

Department Reports

PWD Mike Adams announce that Jeffrey Chatterton has been hired as the City Mechanic effective March 12, 2018. PWD Adams indicated the Department still has a .50 FTE position in Facilities Maintenance open and will be filling it after the first of the fiscal year.

PC Enyeart reported that the two recently vacated dispatcher positions have been filled by Bruce Vandyke and James Foster and that the new Code Enforcement Officer (CEO) being provided by contract through TCB Security will be starting Thursday March 22, 2018.

LD Trusty reported that Denyse Marsh has been hired as the Children's Librarian and Technical Services Operator. Councilor J. Smith commented positively on the unique promotional notices being provided by Harrison Baker to help generate interest and promote increased use of the Library and its services.

City Managers Report:

CM Martin reminded Council of the scheduled League of Oregon Cities training opportunities being offered in Newport on April 5, 2018.

CM Martin reported the application period for the Executive Assistant/City Recorder position will be closing Friday March 23, 2018. To date the City has received 10 applications and will be posting the Finance Director-City Treasurer opportunity the week of March 26 – 30.

Council Comments:

Councilor M. Johnson expressed concerns regarding the establishment of a school zone and or 20 MPH zone on NW "A" in the vicinity of the Skate Park, Pool and Library due to the increased youth activity in the area. CM Martin indicated the requirements for 20 MPH and/or special speed zone requirements and the process for establishing same. PC Enyeart informed Council of the limitations regarding time frames for School speed zone regulations.

Councilor Dunlap reported on the upcoming Toledo Chamber of Commerce business lunch will feature City Attorney David Robinson reporting on the impacts of recent tax changes to small business enterprises. The luncheon will be held April 19, 2018 at 12:00 Noon at the Union Hall.

Mayor Smith reported on media coverage and positive comments received from a local resident regarding the Toledo Fire Department and their recent training activities.

Mayor Smith also reported on correspondence she received from the City of Cottage Grove Youth Advisory Council raising awareness of youth abusing the chemical nitrous oxide. The letter chronicled their success in passing legislation prohibiting purchase of this substance unless a person is 18 years of age or older.

Councilor M. Johnson reported on efforts to create localized community art depicting our local School mascots that could be placed in various locations around the community.

Adjournment:

Mayor Smith adjourned the meeting at 7:58 PM.

ATTEST:

APPROVE:

City Manager

Mayor

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