

TOLEDO CITY COUNCIL MINUTES
Toledo City Council Chambers
Work Session
July 10, 2018

Mayor Billie Jo Smith called the meeting to order at 6:15pm. Councilors present: Joshua Smith, Council President (CP) Terri Strom, Jackie Kauffman, Bill Dalbey and Deanne Dunlap
Councilor Michele Johnson was absent

Staff present: City Manager (CM) Craig Martin, Police Chief (PC) Dave Enyeart, Public Works Director (PWD) Michael J. Adams, Library Director Deborah Trusty, City Attorney David Robinson, Interim Fire Chiefs (FC) Dave Inman and Larry Robeson, and City Recorder (CR) Lisa Figueroa

Visitors present: Heather Jukich

Visitors/Public Comment

Citizen expressed concern about the new Juno project at the Mill and questioned whether it would create more traffic or how it would impact the community. CM Martin indicated he would contact the Mill on her behalf and follow up with her.

Heather Jukich asked if there are Summer Festival buttons available for low income families. The Council directed her to the Toledo Summer Festival Committee.

Discussion and Information Items

Committee Updates

CM Martin noted the Council suspended the housing rehab loan committee and appointed the Council to act as that committee. He indicated the Council will review a request for partial payment for the housing rehab loan project at a future meeting.

2018 Small City Allotment Agreement

PWD Adams summarized the Council discussion held on June 20, 2018 and referenced the memo included in the packet addressing those questions. He said there was a question regarding the use of County funds the City received for Arcadia project in 2011. He said there were no restrictions on how the money can be used other than it can be used for improvements for that project.

PWD Adams said the state added another grant cycle and increased the grant allocation to \$200,000. He said it was suggested the City not sign the agreement if they plan to submit a modification or another application. He said the current anticipated costs could be under \$50,000 but it does not include any geotechnical engineering tests. The Council asked if the project still needs to include the sidewalk. PWD Adams said the original application included sidewalks but the City should not sign the agreement and submit a modification request to remove that component and let them decide if they would still allocate the money. He commented the State recommend the application should be modified before an agreement is executed. PWD Adams suggested staff bring back a resolution to the Council for consideration in regards to the project. The Council discussed whether they

The Council asked if the \$80,000 is currently in the bank or in the County's possession. PWD Adams said he understands the City has the money in the bank and the funds were not committed to any specific element on the project. The Council discussed ways to utilize the money and whether they should only resurface the street or include sidewalks. It was noted the project would be in the city right-of-way and could potentially impact owners' yards. After further discussion, PWD Adams suggested Council repeal the resolution for the current application and then consider another resolution for a separate application. He indicated he would bring a request to the Council to modify the request omitting the sidewalk portion of the project.

Approval to award bid for the breathing apparatus

FC Robeson and FC Inman presented a report to the Council. FC Robeson indicated they needed to replace their 15 year old equipment and were able to actively test several types of packs during live fire trainings. He reviewed the issues of the air packs they tested. FC Inman highlighted several safety features of the packs they chose. They answered clarification questions by the Council.

Surplus old Ingersoll-Rand breathing air compressor

Mr. Inman reviewed the report. He said the department was in contact with Falls City who is interested in acquiring the air compressor. He noted there will be no transportation or training costs to Toledo. CM Martin included the donation to Falls City complies with the City's purchasing policy and Falls City will accept it in "as is" condition.

Operations Policies for consideration – Water leak adjustment policy and Utility Deposit Policy

PWD Adams referenced page 17 of the packet and summarized the current established policy standards in accordance to Toledo Municipal Code Section 13.12.460. He reviewed the suggested amendments and noted the current Leak Adjustment Reimbursement Form on page 19 of the packet. He questioned whether an adjustment should be considered for the wastewater portion as well and recommended an adjustment could be made if the leak occurred between January and April. He noted the policy allows a customer to apply for an extension if they cannot complete a repair within ten days. He suggested a clarification as to whether a water leak adjustment can be made within a calendar year or 12 months from the last occurrence. He indicated it would be difficult for staff to determine what 'faulty or poorly installed plumbing' is. The Council referenced the reimbursement request form and requested language be included to clarify which City staff would review leak adjustments and whether there is an appeal process. PWD Adams indicated he could include that information on the resolution. Councilor Smith noted page 20 last bullet needed a closed parentheses.

Ms. Jukich noted renters are not responsible for property maintenance and questioned whether the owner could be fined for multiple leaks within a 12 month period. The Council discussed whether that is a landlord/tenant issue or if they could review it on a case by case basis.

PWD Adams directed the Council to page 22 and reviewed the water deposit refund policy. He said he would include proposed language for the Council to review. He suggested clarify the policy for requiring deposits and whether they can receive a refund of the deposit. He suggested establishing criterion for permanent discontinuance of water service, requiring deposits from property owners and addressing refunds less than \$10.00.

OLCC Temporary Use application Toledo Elks Lodge/Toledo Lincoln County Swap Meet
CM Martin presented the report. He said the request is for a temporary liquor license use permit by the Elks Lodge to operate a beer garden at the Chamber of Commerce Swap Meet on August 5. He indicated the request is being expedited so the Oregon Liquor Control Commission (OLCC) has time to process the application.

It was moved and seconded (**Smith/Dunlap**) to recommend approval of the Toledo Elks Lodge for a temporary use of an Annual License Application to the OLCC to operate a beer garden at the 2018 Toledo Swap Meet. Seconded by Councilor Dunlap. **Motion passed 6-0**, noting the absence of Councilor Johnson.

CP Strom thanked staff for their work on the new utility billing statements. Mr. Adams provided updates to the Council regarding the online bill pay and the new City website.

Additional Council Comments

Mayor Smith updated the Council on the Summer Festival float.

City Manager Comments

CM Martin indicated the City was be able to assist the homeowner with a housing rehab loan to avoid foreclosure. He indicated the City passed the first stage of the Department of Land Conservation and Development housing needs analysis grant. He indicated it is time for the Council to select the priorities for the 2019 legislative session and asked the Council to forward their individual priorities to the City Recorder, who will compile the information for the Council to review at their next meeting. He said the City participated in an OSHA workplace voluntary inspection through a workplace safety program. He said he will be out of the office Wednesday and Thursday this week. He said the CSC barrel to keg relay will have a detour planned to avoid the parade.

LD Trusty said they would have a booth at the summer fest and provided information of the programs. She noted Lincoln County participated in the Dolly Parton book giveaway program and had 400 kids registered. She indicated there are some statistics available from United Way's Asset Limited, Income Constrained, Employed (ALICE) program that could provide valuable statistical household and income information if the City considers affordable housing options.

Adjournment:

Meeting adjourned at 8:20 p.m.

ATTEST:

APPROVE:

/s/City Recorder

/s/Mayor