

TOLEDO CITY COUNCIL MINUTES
Toledo City Council Chambers
Regular Session
August 1, 2018

1. Call to Order

Mayor Billie Jo Smith called the meeting to order at 7:00 p.m.

Councilors present: Michele Johnson, Joshua Smith, Council President (CP) Terri Strom, Jackie Kauffman, Bill Dalbey and Deanne Dunlap

Staff present: City Manager (CM) Craig Martin, Police Chief (PC) Dave Enyeart, City Recorder (CR) Lisa Figueroa, Library Director (LD) Deborah Trusty, Interim Fire Chief (IFC) Larry Robeson, Interim Fire Chief (IFC) Dave Inman, and City Attorney (CA) David Robinson

Visitors present: Tracy Mix and Nancy Bryant

2. Visitors/Public Comment

Tracy Mix, resident, said there is an access line at the end of 7th street where a stream comes through the road during the winter, which overflows and floods one of the neighbor's garages. She asked if the Public Works Department could look at it.

3. Consent Calendar

The following amendments were suggested:

June 6, 2018:

Page 1 of 6, line 42 - Change 'mater' to 'matter'

June 20, 2018:

Page 3 of 5, line 37 – "...the cash carry over in unexpended funds is about \$1 million more than last year..."

Motion-It was moved and seconded (**Strom/Dunlap**) to approve the consent calendar consisting of the City Council Regular Session and Executive Session minutes of June 6, 2018, the Regular Session on June 20, 2018 and the Regular Session and Executive Session held June 27, 2018 as amended. **Motion passed 5-2; Councilors Smith and Dalbey abstained.**

4. Discussion and Information Items

Committee Updates

Councilor Smith said he attended a Cascades West Area Commission on Transportation (CWACT) meeting, where they received an update on the Cascadia Emergency situation. He indicated CWACT suggested people have a three weeks to six month supply of food and noted they determined Highway 20 is not a priority road and Highway 18 would be a Tier 2 priority road. He displayed signs that were handed out for households to place in windows in the event of an emergency; the signs would indicated if the household is 'OK' or if it would need 'HELP'.

Councilor Smith indicated CWACT also discussed the bike route along the Oregon coast which extends from Canada to Mexico. He said they estimated about 6,000 people make that trek annually and spend approximately \$573 per person on the entire trip. He said they are considering including a bicycle and walking path along the entire length of Highway 101. He

said they provided an update regarding Safe Routes to School and funding available for Title 1 schools and suggested including some sidewalks near the Arcadia area.

5. Decision Items

Reclassification of the Finance Director position

CM Martin summarized the report. He said this would place the Finance Director in the same salary range position as the Police Chief, Fire Chief and Public Works Director. He said he hopes the update will entice viable future applicants.

The Council asked for clarification regarding the Municipal Court duties. CM Martin indicated the reclassification would put the Finance Director in the same classification as the Police Chief, the Fire Chief and the Public Works Director because the person in that position has comparable or greater risk overseeing all the fiscal operations. The Council reviewed the information and asked clarification questions, which included inquiries about a salary survey. CM Martin indicated a salary survey was conducted internally for the non-represented employees several years ago but did not include every position. He indicated a comprehensive survey should be conducted to review wages and classifications. Councilor Johnson commented she would like the City to improve its chances, however selecting the highest increase does not guarantee they will find a qualified candidate.

Motion: It was moved and seconded (**Smith/Dunlap**) to reclassify the Finance Director Salary range from grade 41 to grade 43 in the City of Toledo non-represented salary schedule. **Motion passed 6-1 with Councilor Kauffman opposing.**

CM Martin clarified the funds are in the budget at the current range, the City will not recruit for that position for at least another month and he does not intend to overextend the budget. He indicated he hoped the reclassification would appeal to a candidate. Following discussion, Councilor Kauffman wanted to change her vote.

CM Martin noted the Council should revote to record Councilor Kauffman's vote.

Motion: It was moved and seconded (**Smith/Kauffman**) to revote on the issue. **Motion passed 7-0.**

Motion: It was moved and seconded (**Smith/Dunlap**) to reclassify the Finance Director Salary range from grade 41 to grade 43 in the City of Toledo non-represented salary schedule. **Motion passed 7-0.**

Approval of creating a City Planner position

CM Martin reviewed the report. He indicated the position was included and approved in the budget at a slightly higher range [range 42] and recommended the Council put it at range 41.

It was noted the proposed motion should indicate range 40 instead of 41. The Council questioned whether the City would be in compliance if they offered the City Attorney position to Mr. Adams upon his return from military duty since the combined City Planner/City Attorney position is being divided. CM Martin indicated according to the Uniformed Services

Employment and Reemployment Rights Act of 1994 (USERRA) law, the City is obligated to provide an equal position in pay and responsibility. He said it would be up for discussion on whether Mr. Adams were to consider not having the duties of City Planner upon his return. He said they cannot return to a position with decreased pay or responsibilities. The Council commented on the need for this position, asked clarification questions of the job description and requested bullet number 10 indicate the grants are related to planning only.

Ms. Mix, noted the motion indicates grade 40 rather than 41 and questioned whether the September 30, 2018 date is in regards to Mr. Adams deployment or whether it is the end of the contract with Mr. Osterlund. CM Martin responded it is in regards to Mr. Adams deployment. Ms. Mix asked if the Council can contact Mr. Adams to see if he will return. The Council indicated they cannot ask or compel Mr. Adams to indicate whether he would return.

Motion: It was moved and seconded (**Smith/Dalbey**) to approve a 1.0 FTE City Planner Position and establish the salary range for the position of Grade 40 of the current Non Represented Salary Schedule for 2018 - 2019. **Motion passed 7 -0.**

Approval of non-represented salary schedule

CM Martin indicated the Council previously approved two changes; the reclassification of the Finance Director to range 43 and established the City Planner position. He said traditionally the City Council approves a cost of living increase (COLA), which is reflective to the increase in the collective bargaining agreements.

Motion: It was moved and seconded (**Smith/Strom**) to adopt Resolution No.1407 for 2018, a resolution establishing the 2018 - 2019 Salary schedules for non-represented employees. **Motion passed 7-0.**

Declare Old Ingersoll-Rand Breathing air compressor surplus – Donate to Falls City Fire Department

IFC Inman and Robeson presented the report and reviewed the previous discussions. IFC Inman indicated the Council previously approved the purchase of a new air compressor machine. He said Falls City is fully aware of the status of the breathing air machine but are willing to take the machine.

Motion: It was moved and seconded (**Strom/Johnson**) to declare the Ingersoll-Rand (Serial# 2181601) breathing air compressor surplus and donate it to the City of Falls City Fire Department. **Motion passed 7-0.**

6. Reports and Comments Department Reports

PC Enyeart said they are down two dispatchers but have three potential applicants. He said they are down one officer and will be testing applicants on August 16. He indicated the Police Department will host National Night Out will be on August 7 with lots of activities and free food for the public. He noted the Police Department received a grant from the Siletz Tribe to purchase active shooter rifle ballistic vests.

LD Trusty provided a handout to the Council and indicated she sent an invitation to the Council regarding the flagpole plaza dedication, which will be held on August 20, 2018 at 10:00 a.m. She said they also received a grant to purchase books for the Oregon Battle of the Books program. She said the Library has hosted numerous activities and will partner with Recess Outdoors Adventures, who will provide outdoor programs for all ages. She said the library will host a concert on Friday, August 20 with Weird Science, a local group.

IFC Inman and IFC Robeson said there is a team that has been at the Garner fire. IFC Robeson said they have been making headway in the fire, but the team is nearing their two week deployment and will head back to Toledo soon. They provided information about the on-site training provided during those kinds of situations.

7. City Manager's Report

CM Martin reported the State implemented an emergency weekly testing for toxins, which would include the Siletz River. He said it was tested last week for Cyanotoxins and there were no toxins found in the water. He said Lincoln County will host a seminar at Lincoln City Hall from 2:00 – 4:00 p.m. regarding biosolids on August 21, 2018.

He reported the LOC Conference is scheduled in Eugene on Sept 27-29 and advised the Council to contact him or the City Recorder if they wish to attend. He reported August 15, 2018 is City Hall Selfie day and encouraged the Council to take a selfie and share it on social media. He commented the final day to file for candidacy in the General Election is August 28. He reviewed the potential agenda items for the August 7 work session; Minutes and formats to retain them, Council Rules, items for the Joint session with the Lincoln County Commissioners and RV use and parking. Councilor Smith asked if the Council is now receiving packets for the Council Work Session. CM Martin said yes.

Councilor Dunlap noted she will not be at the meeting on August 7, 2018.

CP Strom indicated the Chamber of Commerce is hosting a Swap Meet at Memorial Field on Sunday August 5 and said there are spaces still available.

Councilor Smith said he checked with the Port of Toledo to see if the Newport Tall Ships could come to Toledo, but the Port indicated the ships would not fit below the Georgia Pacific tube.

Mayor Smith said she will have the “Chat with the Mayor” at the Thursday Market. She recognized former Mayor and community member Floyd Ferguson who recently passed away.

The City Council recessed the Regular Session at 8:20 p.m. and entered into Executive Session.

8. Executive Session

Mayor Smith called the Executive Session to order at 8:25 p.m.

Councilors present: Councilors present: Michele Johnson, Joshua Smith, Council President (CP) Terri Strom, Jackie Kauffman, Bill Dalbey and Deanne Dunlap

Staff present: City Manager (CM) Craig Martin, City Attorney (CA) David Robinson and LGPI Attorney Pierre Robert

Mayor Smith stated the Toledo City Council will meet in Executive Session, pursuant to ORS 192.660(2)(d) To conduct deliberations with persons designated by the governing body to carry on labor negotiations

Representatives of the news media and designated staff shall be allowed to attend the executive session. All other members of the audience are asked to leave the room. Representatives of the news media are specifically directed not to report on any of the deliberations except to state the general subject of the session as previously announced. No final decisions may be made in Executive Session. At the end of the Executive Session, the City Council will reconvene the regular session and welcome the audience back into the room.

The Executive Session adjourned at 9:15 p.m.

9. Reconvene Regular Session

Mayor Smith reconvened the Regular Session at 9:20 p.m.

10. Adjournment

The meeting adjourned at 9:23 p.m.

ATTEST:



City Recorder, Lisa Figueroa

APPROVE:



Mayor, Billie Jo Smith

