

TOLEDO CITY COUNCIL
WORK SESSION
February 23, 2022
6:00 p.m.

1. CALL TO ORDER

Mayor Rod Cross called the meeting to order at 6:00 p.m. electronically via Zoom in Toledo, Oregon.

Present	Absent	
<u>X</u>	<u></u>	<u>Mayor Rod Cross</u>
<u>X</u>	<u></u>	<u>Council President Betty Kamikawa</u>
<u></u>	<u>X</u>	<u>Councilor Jackie Kauffman</u>
<u>X</u>	<u></u>	<u>Councilor Rob Duprau</u>
<u>X</u>	<u></u>	<u>Councilor Todd Michels</u>
<u>X</u>	<u></u>	<u>Councilor Wade Carey</u>
<u>X</u>	<u></u>	<u>Councilor Tracy Mix</u>

Staff present: City Manager (CM) Judy Richter, City Recorder (CR) Lisa Figueroa, Police Chief (PC) Michael Pace, Public Works Director (PWD) Bill Zuspan, Fire Chief (FC) Larry Robeson, Library Director, Deborah Trusty, Assistant Library Director Harrison Baker, City Attorney (CA) Mike Adams

2. JOINT MEETING WITH THE WITH THE CONFEDERATED TRIBES OF SILETZ INDIANS

Confederated Tribes of Siletz Indians Tribal Council members present: Tribal Chairman (TC) Delores Pigsley, Vice Chairman (VC) Alfred ‘Bud’ Lane III, Treasurer Robert Kentta, Secretary Sharon Edenfield, Members Angela Ramirez, Loraine Butler, Bonnie Petersen, Selene Rilatos, Frank Aspria

There were introductions and then both Councils discussed the possibility of partnerships between both communities. TC Pigsley said the Tribe is focused on infrastructure as is the state and Mayor Cross noted it would be good to improve infrastructure at the Stedco property, which would improve access to its entrances; thus enticing it to developers. They deliberated about the use of the railway to the site and TC Pigsley indicated it is a shovel ready site. The Council informed the Tribal Council about their interest in the SREUS project as an alternative to wastewater treatment and the opportunity to develop a much larger facility on the Stedco site because of its proximity to the river and the railway.

Mayor Cross spoke on the importance of preserving culture within the communities and commented on the need to expand the existing events for both communities to bring them together. The Tribal Council remarked on the state’s intention to increase education about Native American tribes in Oregon. Several Tribal Council members elaborated on how technology has improved the ability to teach about the traditions and dialect of the Siletz Tribe.

There was discussion about services available to homeless people in Toledo as well as Newport. The Tribal Council reported the Casino is open on limited hours and has struggled with having to remain open during the coronavirus (COVID-19) pandemic. Both Councils agreed to host meetings at least twice a year and considered having another one in the fall.

3. PRESENTATIONS

2020-2021 Audit Presentation

Hanford and Associates Owner Teresa Hanford addressed the Council. She presented the 2020-2021 audit to the City Council and said the opinion within the audit report stated everything that was audited was presented fairly without any issues. She compared the totals between 2020 and 2021. She indicated the City is stable but the net position increased in governmental activities such as the General Fund and the Street Fund while business activities decreased by approximately \$400,000. She said that could happen because of depreciation on capital assets or estimates for pension liabilities. She reviewed the financial statements and noted the General Fund has \$1.7 million unassigned, which means it could be used as needed by the City. She auditors are required to annually review certain items specifically and she said she did not find any significant issues. She said they reviewed the City's internal controls and commented CM Richter continues to enhance those controls each year. She said the City of Toledo does not prepare their own financial statements, which is considered a significant finding; however it is fairly common amongst smaller cities that do not have enough staff to prepare them themselves.

4. VISITORS/PUBLIC COMMENT

There were no comments.

5. CONSENT AGENDA

Minutes from the Special Meeting held January 22, 2022

Councilor Mix noted she was present for the meeting but the minutes do not show her present.

Motion – It moved and seconded (Mix/Michels) to approve the consent agenda as amended and the motion carried unanimously.

6. DISCUSSION ITEMS

Capital Improvement Plan review

CM Richter said this is a first look at the Capital Expenditure Details that staff will present as part of the budget. She said staff will continue to refine the list and estimates for the new fiscal year. She said staff is present to answer any questions by the Council. Staff answered clarification questions in regards to estimates for vehicles.

Discussion regarding housing and economic development in regards to City Council Goals & objectives action plan

CM Richter indicated it was mentioned during the special meeting review of the Council's objectives but she was not sure where the Council wanted to go with the discussion. Mayor Cross reported on several projects underway in Toledo such as Olalla Meadows and the Blackberry affordable and veteran housing projects.

The Council discussed the possibility of re-establishing Toledo as a customer service oriented community and Mayor Cross appointed Councilor Duprau as the lead to contact local [volunteer] organizations to provide free training to local businesses.

7. DECISIONS

Approval to spend \$60,000 for new Fire Command Vehicle

FC Robeson presented the council report. He said the vehicle replacement was included in the budget and referenced the council packet, which included the quote for the vehicle. He said there is currently a 16 week wait for the vehicle.

Motion – It was moved and seconded (Kamikawa/Michels) to approve \$60,000 for purchase of new Fire Command Vehicle.

Councilor Carey asked for clarification in regards to whether the truck would cost a little more than \$60,000. CM Richter implied if it approximate, then staff has the authority to spend a little more if necessary.

After further discussion, Councilor Kamikawa amended the motion to approve approximately \$60,000 for the purchase of a fire vehicle with any color lights FC Robeson wants. Councilor Michels seconded the motion and it carried unanimously.

Resolution No. 1481, to receive the financial audit for Fiscal Year 2020-2021

CM Richter presented the council report and noted the resolution is a formality to assure the State that the City Council has seen the audit report. She noted she will have CP Kamikawa sign the resolution after the meeting so it could be forwarded to the Secretary of State as soon as possible.

Motion – It was moved and seconded (Kamikawa/Michels) to adopt Resolution No. 1481, A Resolution of the Toledo City Council to receive the Financial Audit for Fiscal Year 2020-2021 as presented by Hanford & Associates and the motion carried unanimously.

Resolution No. 1482, approving the transfer of funds for Fiscal Year 2021-2022

CM Richter summarized the council report and noted the line item for the City Planner/Attorney salary was depleted to zero during the budget process. She suggested they use the money from the Human Resources position, which has not been filled to avoid over spending the appropriated monies.

Motion – It was moved and seconded (Carey/Michels) to approve Resolution No.1482 Approving the transfer of funds between budget lines for the Fiscal year 2021-2022 and the motion carried unanimously.

Approve an expenditure of \$147,500 for Water Treatment Plant asphalt improvements

PWD Zuspan presented the council report and said there is water building up under the blacktop at the Water Treatment Plant, which tears it apart. He said the project was included in the budget for this year and is ready to begin.

Motion – It was moved and seconded (Kamikawa/Carey) to approve an expenditure of \$147,500 to replace asphalt surrounding the Water Treatment Plant and the motion carried unanimously.

Decision, City staff bonus

CM Richter presented the staff report and commended the employees for their work throughout the pandemic. She said she wanted to recognize their work with a monetary bonus and noted it would be a 5% of their annual bonus. She included the bonus would go to employees who worked with the City for more than two years, but any new employee would receive a bonus upon two years of service. CM Richter stated the increases the employees' cost of living this year were 2.5% but the percentage was much higher than that. The Council noted the cost of living increase was actually 7%.

Motion – It was moved and seconded (Kamikawa/Carey) to approve 5% bonus for city employees to recognize their dedication and hard work during the COVID-19 pandemic and pay them over a six month period and the motion carried four to two with Councilors Duprau and Mix opposed.

8. REPORTS AND COMMENTS

CP Kamikawa reported the state reinstated most of the locations they were going to eliminate from the E-waste collection program and noted Dahl will continue to collect E-waste.

PWD Zuspan said the Siletz pump station has been out of operation since mid-November due to a power surge. He said the parts finally arrived and it will be worked on this week and should be back in operation within the week. He said there is a new kiosk in front of City Hall.

LD Trusty said the Library now has COVID-19 test kits and can hand them out. She said the Library will cancel some of the magazine subscriptions to cut down on costs and also because they are not read as often any more. She said staff attended a District training on February 18 and it was very beneficial for staff. She said the Library will host a two day program with the Crow's Nest Gallery. She said children will be able to come see the movie 'The Box Trolls' and then create their own box troll at Crow's Nest Gallery the next day. She commented on trying to develop more programming for adults. She noted the Library does not foresee any capital improvement projects for the next fiscal year.

PC Pace said the vehicle he has been waiting for has been delivered to the vendor for outfitting. He updated the Council on the onboarding of the new recruitments.

FC Robeson updated the Council on recent activities. He reported they will have a response training with the Pool District, which has not been done since the City managed the pool. He talked about fire training scenarios the department had recently.

CA Adams updated the Council on the status of the hotel closure, the Wright Creek Water District as well as some other administrative projects he was working on.

CM Richter said she attended the CIS Virtual Conference and noted CIS has a new program/platform that will be available to all their clients for free. She said she completed and submitted the grant application for a seismic upgrade to the Public Safety Building and noted the City has asked for \$2 million dollars.

9. ADJOURNMENT

The work session adjourned at 8:10 p.m.

Approve:

Attest:

/s/Mayor Rod Cross

/s/City Recorder Lisa Figueroa