Toledo City Hall
Council Chambers

REGULAR SESSION
February 15, 2017

Mayor Billie Jo Smith called the meeting to order at 6:00pm. Councilors present: Jerry Seth, Jackie Kauffman, Deanne Dunlap, Michele Johnson and Council President (CP) Terri Strom. Councilor Joshua Smith arrived at 6:47pm

Staff present: City Manager (CM) Craig Martin, Police Chief (PC) Dave Enyeart, City Recorder (CR) Nancy Bryant. City Attorney/Planner (CA) Mike Adams arrived at 6:08pm

Visitors present: Bill Farley arrived at 6:47pm.

Interviews for Budget Committee

City Council interviewed Paul Osterlund, Heather Fortner, Ralph Grutzmacher and William Dalbey to fill three vacancies on the Budget Committee.

Mayor Smith called for a brief recess at 6:46pm.
Councilor Smith arrived at 6:47pm.
The meeting resumed at 7pm.

Mayor Smith announced that Council will vote for three of the previously interview applicants to fill the budget committee vacancies after considering adoption of Council Goals on this agenda.

Visitors/Public Comment

There was none

Consent Calendar

Motion-It was moved and seconded (Strom/Kauffman) to approve the consent calendar consisting of the City Council minutes of February 1, 2017 and Records Destruction List dated February 9, 2017. **Motion passed 7-0.**

Discussion and Information Items

Committee Updates

Councilor Smith reported that the City representatives met today with the KOPO Committee representatives regarding a memorandum of agreement. He noted that there are issues that will need to be discussed and agreed upon by Council, including KOPO's request for a cap of 200,000 gallons of water and sewer services at no charge to the district for three years. CA Adams then provided Council with a draft Memorandum of Agreement providing support for the continued operation of the Swimming Pool. Councilor Seth noted his attendance the meeting and stated that Council has not discussed if it wants to turn over its Pool Reserve Funds to the district if the district is formed. Councilor Seth also stated that providing the City's Pool Reserve Funds to the District will help with matching fund requirements on grant applications. Councilor Johnson noted her concern that KOPO may use the reserve funds for matching grant purposes before the district is formed and that the City may not have those funds if major repair expenses are incurred before the district is formed and takes over the facility. She also noted that if the measure passes the City still has eight months to fund the facility. Councilor Seth agreed that the city should control the reserve funds through February 2018.

CM Martin stated that the draft MOA provided by the City Attorney is non-binding and not an item on this agenda. Staff will set it as an agenda item for discussion at the next regular session on March 1, 2017. He said the details will be spelled out in an intergovernmental agreement with the district if it is approved by the voters.

Decision Items

Consider Recommendation for an OLCC Liquor License Application

CM Martin explained that on behalf of the Toledo Food Share, Doug Rider has applied to the Oregon Liquor Control Commission for a temporary sales license to serve beer at the Toledo Food Share 5K-10K Run fundraiser event on April 8, 2017. If the temporary sales license is approved by Oregon liquor Control Commission the event will be in a tent located at the Port of Toledo Waterfront Park and open during the hours of noon to 5:30pm. Toledo Police Chief Enyeart has reviewed the application and has no objections to recommending approval.

Motion- it was moved and seconded (Kauffman/JSmith) to recommend approval of the attached application for an OLCC temporary sales license-Nonprofit made by Toledo Food Share Pantry/Doug Rider. **Motion passed 7-0.**

Adoption of 2017-2018 City Council Goals

CM Martin reported that Council met with staff in two facilitated work sessions to review current accomplishments, city service/program trends and anticipated future needs, and identified goal objectives for priority efforts in the upcoming 2017-2018 fiscal year.

CM Martin noted that the goals identify objectives in all seven of the following City of Toledo goal areas:
Infrastructure:

- Develop a Wastewater Inflow and Infiltration Reduction Program to reduce I&I and work toward regulatory compliance with the Wastewater Collection System.
- Establish a Facilities Task force to study the needs and options for Police Services and City Hall facilities.
- Develop a comprehensive City wide Capital Improvement Plan (CIP) for all city capital facility and construction need.s

Financial Security

- Seek additional external funding for critical infrastructure improvements.

Public Safety

- Explore options and implement plan to provide adequate facility to house Police and Dispatch services.
- Increase community awareness and resiliency regarding Disaster preparedness
- Explore Cooperative funding opportunities to fund a full time School Resource Officer (SRO).

City Services and Departments

- Stabilize staffing by reducing turnover in City employment.

Community Collaboration

- Improve communication between the City and Greater Toledo Community.

Quality of Life

- Enhance planning community and economic development efforts with full time dedicated staffing.
- Review residential development code for increased flexibility of residential housing options in all zones.

Economic Development

- Identify opportunities to improve the economic conditions of the greater Toledo area.
- Establish dedicated economic development opportunity funds for economic development efforts.

Council Seth noted his appreciation for the way the work sessions were facilitated and that it allowed Council and staff to have a good exchange of ideas.

Councilor Johnson stated that it was the most organized goal setting session and everyone was on the same page. She felt that more people spoke up.

Visitor comment: There was no visitor comment.

Motion- it was moved and seconded (JSmith/Seth) to adopt the Fiscal Year (FY) 2017 – 2018 Council Goals for the City of Toledo, as developed at the January 10 -11, 2017 City Council work sessions. **Motion passed 7-0.**

Voting on Budget Committee Applicants

Mayor Smith noted that there are three vacancies on the budget committee and that Council can now vote by written ballot to choose three of the four applicants previously interviewed.

Council held a brief discussion regarding the answers to interview questions by the applicants interviewed.

CR Bryant read the votes cast as follows:
Councilor Johnson cast her votes for William Dalbey, Heather Fortner, and Paul Osterlund.
Councilor JSmith cast his votes for William Dalbey, Ralph Grutzmacher, and Paul Osterlund.
CP Strom cast her votes for William Dalbey, Ralph Grutzmacher, and Paul Osterlund.
Mayor Smith cast her votes for William Dalbey, Heather Fortner, and Paul Osterlund.
Councilor Kauffman cast her votes for William Dalbey, Ralph Grutzmacher, and Paul Osterlund.
Councilor Seth cast his votes for William Dalbey, Heather Fortner, and Paul Osterlund.
Councilor Dunlap cast her votes for William Dalbey, Heather Fortner, and Paul Osterlund.

Motion-it was moved and seconded (Kauffman/JSmith) to appoint William Dalbey to the Budget Committee for a term expiring December 31, 2020; to appoint Paul Osterlund to the Budget Committee for a term expiring December 31, 2018; and appoint Heather Fortner to the Budget Committee for a term expiring December 31, 2018.
Motion passed 6-1, noting Councilor Strom's nay vote.

Reports and Comments

Department Reports

CR Bryant reported that due to short staffing there was no department report created for the month of January. She also reported that she will be providing volunteer service record forms for Council members to keep track of City volunteer time served outside of Council meetings.

CA Adams reported that the Planning Commission recently met and continued its discussion about Tiny Houses. The Commission also received an introduction to Parklets. Commission members will tour City Parks to consider potential locations for planting trees consistent to the City's Arbor Day plan.

Councilor Seth noted that if the Planning Commission is expected to have funding allocated for economic development and the Tree Board expenses; an annual report should first be provided to Council for consideration in the next fiscal budget. Mayor Smith noted that the reports can be provided during the joint meeting with the Planning Commission.

City Manager Report

CM Martin reported the following:

- During the recent significant wind and rain storm event there was an interruption of the mill creek raw water supply line. The City's water supply was switched to the Siletz River Intake. He said the break locations have been identified and repaired. The City will begin drawing from the Mill Creek Reservoir again tomorrow.
- Repair will soon begin at the Skyline Water Tank grounds area. A Geotech consultant has viewed the tank which is secure but the soil around it has sluffed off. Staff will be working with the consultant to secure the area to avoid future slides.
- The recent storm also caused several tress to fall and block roadways.
- The Swimming Pool suffered another pump failure. As of today a new pump has been installed and the old pump will be refurbished to be used as a spare. The facility will not be open to the public before Friday.
- The City received nearly 40 applications for the vacant Water Treatment Plant Jr. Operator position.
- Staff will continue recruitment to fill the Public Works Director Position vacancy.
- Staff has received a request from the Lincoln County Commissioners to choose a date for a joint meeting in September 2017.

Council agreed to set September 20, 2017 at 6pm for a joint meeting with the Lincoln County Commissioners.

Council Comments

Councilor Dunlap inquired about City Council shirts and hats at Advertee's.

Councilor Kauffman noted that a dangerous tree came down during the recent wind storm without damage to person or property.

CP Strom asked how well the truck route campaign is going. PC Enyeart noted that there have been a number of citations issued regarding violation of the truck route. The department will be working with Georgia Pacific-Toledo to provide additional signage.

Councilor Smith reported that he attended the "City Day" event at the Oregon State Capital last week. He noted that some of the speech topics included Transportation and PERS reform.

Councilor Johnson explained that she voted the way she did, in filling the Budget Committee vacancies, because it is more about bringing in the community and getting a community's view rather than bringing in people who already have a lot of experience.

Mayor Comments

Mayor Smith commented the following:

- She thanked the Public Works crew for their service during the last few weeks of weather events.
- She is continuing this months "Chat with the Mayor" events at Kawanda's Tea Room.

Mayor Smith called for a brief recess at 8:15pm and announced an executive session will follow according to ORS 192.660(2) (e) to conduct deliberations with persons designated by the governing body to negotiate real property transactions.

She then made the following statement: "Representatives of the news media and designated staff shall be allowed to attend the executive session. All other members of the audience are not permitted to attend. Representatives of the news media are specifically directed not to report on any of the deliberations of the executive session except to state the general subject session as previously announced. No final decisions may be made in executive session. At the end of executive session Council will return to open session and welcome the audience into the room."

Executive Session:

Council resumed in executive session at 8:17pm. In attendance: City Council, CM Martin, CA Adams, PC Enyeart, and CR Bryant.

Council and staff discussed a potential purchase of real estate property.

Adjournment:

The group returned to regular session and Mayor Smith adjourned the meeting at 9:17pm.

ATTEST:

Nancy Bryant

City Recorder

APPROVE:

Billie Jo Smith

Mayor