

TOLEDO CITY COUNCIL MINUTES
REGULAR SESSION
October 4, 2017

Mayor Billie Jo Smith called the meeting to order at 6:30pm. Councilors present: Jackie Kauffman, Deanne Dunlap, Joshua Smith, Bill Dalbey and Council President (CP) Terri Strom. Councilors excused: Michele Johnson.

Staff present: City Manager (CM) Craig Martin, City Attorney (CA) Paul Osterlund, City Recorder (CR) Nancy Bryant, Public Works Director (PWD) Michael J. Adams, and Library Director (LD) Deborah Trusty.

Visitors present: Geoff Wilkie, David Robinson, Bill Farley, and Joan Brown.

Visitors/Public Comment

There was no public comment.

Consent Calendar

Motion-It was moved and seconded (Strom/JSmith) to approve of the consent calendar consisting of the City Council minutes of September 12, 2017 and September 20, 2017 with corrections.

Motion passed 6-0, noting the absence of Councilor Johnson.

Discussion and Information Items

Committee Updates

Councilor JSmith reported on Cascades West Area Commission on Transportation information.

CM Martin reported the next meeting with the Greater Toledo Pool Recreation District is scheduled for October 17th at 6pm in the City Hall Council Chambers.

Mayor Smith announced the Cascades West Council of Governments, Regional Award and Recognition Dinner is scheduled for November 2nd at the CH2M Hill Alumni Center, OSU Corvallis, Or.

Decision Items

Purchase of a Wastewater Bypass Pump

CM Martin noted that there were expenditures previously discussed relating to the wastewater project and since Council didn't approve the Butler Bridge Force Main project, the City would move forward with the other expenditures within the fund. He then referred the presentation to PWD Adams.

PWD Adams reported that this equipment is necessary to provide backup to the wastewater sewer system, particularly at the wastewater pump stations, in the event of failure and/or during regular maintenance. In the past when needed, this equipment has been rented from non-local suppliers at high rental & delivery rates, and has prevented the City from making efficient emergency repairs to the system when necessary. Having readily available equipment on-hand will enable staff to

minimize sewer system overflows and DEQ violations. The quoted cost of \$74,993.59 is based upon the Federal Purchasing Program known as the United States General Services Administration (GSA) pricing. This price includes a sound attenuated enclosure to limit the noise of the equipment while in operation as well as recommended spare parts and service kits. This request was identified within the adopted 2017-2018 operating budget. The expenditure is expected to be from the Wastewater Reserve Fund.

He noted that originally the plan may have been to purchase used equipment but there were none to be found.

In answer to Council questions PWD Adams noted that the equipment will be used outdoors and trailered to the needed areas. He stated that he has no tangible evidence to determine if the "Critically Silenced" equipment is worth the cost.

Mayor Smith asked staff what the cost was to rent a bypass pump last year. CM Martin stated that the City spent approximately \$14,000 for a two week period last year.

Councilor Kauffman asked why PWD Adams didn't include the fact that the actual amount budgeted for this equipment is \$40,000. PWD Adams apologized for not including the budgeted amount in the request for council action. Councilor Kauffman noted that she had to go to the budget document to get that information. PWD Adams then stated that he is unaware of how the \$40,000 was calculated for the current budget. He also noted that a recent search for used equipment is over \$75,000 and that does not include shipping.

Councilor JSmith asked if the City can rent out the equipment when the City isn't using it. PWD Adams answered affirmative then noted that it is risky to have the pump rented out and not available when the City needs it.

Mayor Smith asked if this equipment will fit for all of the City's pump stations. PWD Adams said that is his opinion, based on staff recommendations.

Councilor Dalbey asked how often the City has needed a bypass pump for a man hole. PWD Adams stated at least three times since he has been with the City. He also noted that the equipment potentially may be used to remove liquid from a line break dig site.

Councilor JSmith noted that Council passed on a request to purchase other equipment so that this equipment may be purchased.

Public Comment:

There was no public comment.

Motion-It was moved and seconded (JSmith/Kauffman) to authorize the City Manager or his designee to purchase a Dri-Prime CD225M "Critically Silenced" pump and recommended spare parts kits as referenced on the quote #125014847 in the amount not to exceed \$74,993.59.

Motion passed 6-0, noting the absence of Councilor Johnson.

Appointment to the Cascades West Regional Consortium

CM Martin reported that the Cascades West Council of Governments (CWCOG) Cascades West Regional Consortium (CWRC) was formed as a not for profit entity to address community and economic development opportunities and barriers, while concurrently working for environmental and social good. The consortium currently meets quarterly on the third Friday of the quarter month

from 10:00 – 11:30am, in Albany or through teleconferencing services available at the Toledo CWCOC building. Membership in this particular organization of the CWCOC is optional, and it is indented to provide an opportunity to facilitate communication and connections within member entities of the CWCOC Region regarding matters of community and economic development and related interests. He noted that there is no desired appointee profile, leaving the decision of appointing staff and/or elected official(s) to the appointing authority.

Public Comment:

There was no public comment.

Motion-It was moved and seconded (JSmith/Kauffman) to appoint Craig Martin as a primary and Deanne Dunlap and William Dalbey as alternate representatives from the City of Toledo to serve on the Cascades West Council of Governments-Cascades West Regional Consortium for a term to expire December 31, 2018.

Motion passed 6-0, noting the absence of Councilor Johnson

Reports and Comments

Department Reports

LD Trusty reported that the City Library will join other local jurisdictions in joining the Dolly Parton Imagination Library Program. The cost is \$25.00 per child and she anticipates donations will be received for this project. She also reported that the landscape project at the Library is underway.

Sergeant Pace reported the following:

- The Toledo Police Department participated in the “Lights of Hope” candlelight vigil event. There was a good turnout for its first annual September event.
- The department facilitated a “Coffee with a Cop” event which was attended by local families.
- The department will join the Main Street Halloween Trick-or-Treat event.
- The department will join other local law enforcement agencies on November 7th for a “Tip a Cop” event to raise money for Special Olympics.
- Jennifer Ledbury has been hired for the vacant dispatch position.

Mayor Smith thanked staff for working with the citizens who were concerned about the slurry seal project.

City Manager's Report

CM Martin provided:

- He previously submitted a memo to Council regarding a request to coach the Toledo High School Swim Team. He was compensated by the City last year. Because this is a paid position through the Lincoln County School District; and the activity will be at the City's swimming pool; he said the Oregon Government Ethics Commission advises that outside employment of a public official be put in writing before the appointing board noting that there could be a perceived conflict of interest because of his position with the City during the one and one-half to two hours that he is a School District employee.

Motion-it was moved and seconded (JSmith/Kauffman) to approve the City Manager to be the School District Toledo Swim Team Coach for the season of November 14, 2017 through February 18, 2018. **Motion passed 6-0**, noting the absence of Councilor Johnson.

City Manager's Report

- The Municipal Swimming Pool has cut back program hours because of staffing issues.
- City Attorney Michael E. Adams has provided his military documentation indicating that he will be deployed through September 30, 2018. CM Martin will move forward with engaging Attorney services as well as filling a half-time Planner position.
- As of September 25, 2017, the City has purchased the former Columbia Bank building located at 222 NE Highway 20, Toledo in the amount of \$200,000 plus unanticipated closing costs. The Lincoln County Assessor has valued the property at \$823,260.00 which will now be removed from the tax rolls. He then stated that he will be moving forward with pursuing funding through seismic retrofitting grants.

Council Comments

Councilor JSmith asked if the City is interested in applying for the All American City Award. Council briefly discussed the inquiry and it was noted that the process is very time consuming and that the City may not have the staff time needed to put it together. It was suggested that Council consider discussing it as a long-range plan if there is interest in applying for the award in the future.

Councilor JSmith asked about work being done on the wastewater drying beds. PWD Adams noted that the city crew is digging out the drying beds to maintain capacity and Dahl Disposal is removing the waste. The City uses the area for the wastewater process as well as for cleaning of the holding tank at the water treatment plant.

Councilor Dunlap reported that a local citizen has asked about adding "Trunk-or-Treat" to the Main Street Halloween Trick-or-Treat event.

Mayor Comments

Mayor Smith commented on the following:

- She will attend an Arts and Economic Prosperity Forum at the Newport Performing Arts Center.
- She needs volunteers to help her with Council's participation in the Main Street Halloween Trick-or-Treat event. CP Strom volunteered.
- She asked if the General Ledger Budget Status report in the Council Packet is a quarterly report that Council will start receiving. CM Martin noted affirmative. He was unsure if the report is for this fiscal year or last. Mayor Smith asked for future clarification regarding the City's receipt of \$269,265 more revenue than the budgeted amount in a number of categories. CM Martin will ask that the Finance Director attend a meeting to address Mayor Smith's questions.

Mayor Smith called for a brief recess at 8:24pm and announced an executive session will follow.

Mayor Smith 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

The meeting resumed at 8:28pm in executive session according to ORS 192.660(2), (e) To conduct deliberations with persons designated by the governing body to negotiate real property transactions.

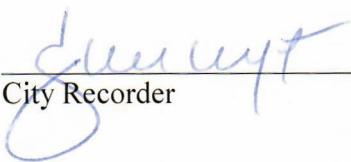
Staff in attendance: CM Martin, City Attorneys Paul Osterlund and David Robinson.

Council and staff discussed the possible sale and purchase of real properties located within the City of Toledo.

Adjournment:

Council returned to regular session; no action was taken. Mayor Smith adjourned the meeting at 9:13pm.

ATTEST:



City Recorder

APPROVE:



Mayor

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