

TOLEDO CITY COUNCIL MINUTES

December 16, 2009

Goal Setting Workshop

The Goal Setting Session began at 5:32pm.

Present: Council President Bob Emmett, Councilors Nancy Lynne, Monica Lyons, Mary Young, Mark Camara, Jack Dunaway, City Attorney (CA) Wes Chadwick, City Manager (CM) Michelle Amberg, City Recorder Nancy Bryant, Fire Chief (FC) Will Ewing, Finance Director (FD) Polly Chavarria, Public Works Director (PWD) Adam Denlinger, Library Director (LD) Peter Rayment and Police Chief (PC) Mark Fandrey.

Excused: Mayor Rod Cross

CM Amberg led council through a discussion regarding how the council members work together as a group. By consensus council approved a draft list of guidelines for working together and asked that the list be posted in the Council Chambers. CP Emmett suggested an annual team building meeting for council members.

Council and staff reviewed the current goals and the achievements attained to date.

Goal No. 1-Identify and establish adequate and stable funding for the city.

The group agreed that this is an ongoing goal. Group comments included the following:

- There is a lot of work to be done to meet this goal.
- There is a need to prioritize expenditures as opposed to reactive expenditures.
- All city funds still need to be addressed.
- The City needs to define “adequate”, determine what level of services will be provided and what fees would be necessary to fund those services.
- This goal involves the most difficult policies that council will have to make and is the most critical goal.
- There are political and staffing barriers in acquiring outside (grant) funding.
- Outside funding is project related and not available for operating costs.
- The city needs to consider ongoing maintenance costs of projects completed with grant funds.

Goal No. 2.-Improve overall communication within the city and beyond.

The group agreed that the city has made great strides in accomplishing this goal. They made the following comments:

- Enhancing the City’s web site and utilizing current technology can help with communication.
- Good communication should be based on a policy of open, fair and honest government.
- Cable-casting of the Council meetings is a good way of communicating with the community.
- There is no perfect platform for getting information to the public.

- Good communication with the public can overcome misconceptions regarding use of city dollars.
- The City could increase communication by producing a bi-monthly city newsletter.

Goal No. 3-Identify and prioritize challenges that must be overcome to ensure successful city operations dependent upon an effective infrastructure.

Comments were as follows:

- The city needs to define “successful operations”.
- Master plans are the key organizing documents to effective planning.
- The basis of this goal was to ensure that the rate revenues were enough to keep up with the daily maintenance and future repair of the city’s infrastructure.
- Effective infrastructure is a big concern for the city.
- Progress has been made in this goal, particularly in street overlays.
- The city is meeting this goal by maintaining the system marginally but more reserves and ways to capture funding are needed to extend the useful life of our current system.
- The underground issues need to be made more visible to the public.
- Critical decisions will need to be made regarding the funding for an aging infrastructure.
- It is a challenge to find stable funding.
- When raising rates, consideration needs to be made for low income or individuals on fixed income. It is a challenge to the funding issues.

Goal No. 4-Enhance the livability and quality of life of Toledo for its citizens

The group agreed that the city is making progress on this goal.

Comments were as follows:

- Effective funding of the city’s infrastructure is a part of enhancing the livability and quality of life of Toledo.
- Progress has been made and people are making favorable comments about Toledo.
- The issue of substandard housing in Toledo needs to be addressed.
- For a town of this size, Toledo provides an amazing amount of services.
- Toledo is a unique and attractive place to live.
- Enhancing the quality of life demonstrates to the community that council and staff are listening and responding to their needs.
- Team work in this organization is a big factor to getting things done and enhancing the quality of life.

CM Amberg asked that each group member think about objectives and tasks based on the four current goals and bring that information to the next goal setting session.

Council President Emmett called for a brief recess at 7:09pm with regular session to follow.

The next Goal Setting Session will be January 6, 2010 at 5:30pm.

Regular Session

Council President Bob Emmett called the regular session of the Toledo City Council to order at 7:16pm. Councilors Present: Nancy Lynne, Monica Lyons, Mary Young, Mark Camara, and Jack Dunaway.

Excused: Mayor Rod Cross

City Attorney Present: (CA) Wes Chadwick.

Staff Present: City Manager (CA) Michelle, Amberg, Public Works Director (PWD) Adam Denlinger, Police Chief (PC) Mark Fandrey and City Recorder Nancy Bryant.

Visitors present: Don Amberg and Teresa Denlinger.

Visitors/Public Comment

There were none

Consent Calendar

Motion- It was moved and seconded (Young/Lynne) to approve the consent calendar consisting of the invoice list dated December 11, 2009 and Council Minutes of November 18, and December 2, 2009. **Motion passed 6-0**, noting the absence of Mayor Rod Cross.

Discussion and Information Items

Committee Updates

The Economic Development Committee minutes of November 10, 2009 were presented to Council in their meeting packets. Councilor Camara noted that one of the ideas that came out of that meeting is to lobby for Toledo at the state level once a year. He suggested a Toledo delegation comprised of local government, school and Port representatives.

Joint City Council/County Commissioners meeting schedule

CM Amberg noted that the Lincoln County Commissioners have requested a date be set for the 2010 joint City Council/County Commissioners meeting in Toledo.

Council chose October 27, 2010 at 6pm for the next joint Council/Commissioners meeting.

Toledo Water Master Plan Update

PWD Denlinger introduced Bob Bynum and Garrett Pallo of Civil West Engineering who then presented a power point presentation on the preliminary 20 year Water Master Plan.

Highlights were as follows:

The Toledo city growth projection, based on 1% average future growth rate, calculates to a population of approximately 4500 by the year 2030. Toledo's service population is projected to exceed 10,000 by the end of the 20 year plan period. The average daily water demand, including Seal Rock's usage, is projected at 700,000 gallons with a maximum at 2.3 million gallons per day.

To meet that demand the water treatment plant will need to produce 1600 gallons per minute (gpm) compared to the current production of 1000 gpm. If Seal Rock were to develop their own water supply the city alone would need about 835 gpm. Fire flow goals are set at 1000 gpm for residential areas, 1500 for commercial areas and 3,500 for industrial areas.

- **Water supply**

- **Mill Creek**

Water supply is the city's greatest potential need in the future and Toledo has two sources of water. The Mill Creek Dam has water quality concerns for usage in the summer therefore Toledo uses the Siletz River in the summer and Mill Creek in the winter. This dual source usage has been occurring for many years however the Mill Creek pipeline continues to degrade and now even temporary use is causing pipeline breaks. It is estimated that the Mill Creek Reservoir can supply Toledo's average winter demands for 50 or more years into the future but is inadequate to supply for summer peak flows.

Mill Creek alternatives:

- Do nothing- eventually abandon the source as the piping deteriorates further.
- Replace piping along new routes and construct a new Mill Creek raw water pump station at an estimated cost of \$9.6 million dollars (cost updated to current dollars from 2002 report).

- **Siletz River**

Toledo has sufficient water rights on the Siletz River for year round supply for over 100 years into the future however there are high turbidity issues in the winter.

Siletz River alternatives:

- Do nothing-eventually abandon the source as the intake deteriorates further.
- Utilize Georgia Pacific intake and Olalla Reservoir with modifications. At this point this may not be an option because of need for an upstream water right transfer which the State Water Recourses Department is unlikely to allow.
- Rebuild Siletz River intake and pump station and replace pipe under Olalla Reservoir. A new Siletz intake project cost is estimated at \$2.1 million dollars.
- The Siletz water source consists of approximately 6 miles of pipeline. It is a fairly large diameter pipeline and is in good condition. It could potentially last another 100 years however, there is a strip of pipeline that runs underneath the Olalla Reservoir and it is expensive to repair.
- The use of Olalla Reservoir for water storage is still being considered but more study will be needed.

In answer to council questions Mr. Palo stated that water coming from the intake could be screened to decrease turbidity between the source and the lake. There are also clarifiers designed to handle mud.

Water Storage

The city is currently deficient in water storage and an additional storage tank is needed. The industry standard is to provide enough storage to maintain flow for three average days of emergency storage plus 20% for peak day, plus fire storage. The city owns a property site on Skyline Drive which could be used for a new storage tank and would allow the tank foundation at an elevation of 370 feet above sea level. This will require about 500 feet of 12 inch pipe to tie into the current system. A small booster pump station near the tank would also be needed. The current booster pump station on Wagon Road could then be used to fill the new tank. For Toledo's needs only, excluding Seal Rock, a 1.6 million gallon tank is needed at an estimated cost of \$2 million dollars. A tank that would also accommodate Seal Rock's water needs would need to be 3.3 million gallons at an estimated cost of \$3.2 million dollars. Mr. Bynum also noted that the city's current water storage tanks need to be repainted within the plan period.

Water Treatment Plan

Toledo's water treatment plant is well operated and maintained and the base components have sufficient capacity for the planning period at the 1600 gpm design flow required. Improvements that need to be addressed include new sludge collection equipment in sedimentation basins, updates to electrical and motor controls in the chemical room, new plan domestic water system, larger capacity disinfection equipment, and portable baffling and repairs on the clearwell. The estimated total preliminary project planning budget is \$0.5 million dollars.

Distribution System

There are deficiencies in the distribution network. For the next few weeks the Engineers will be working on computer hydraulic modeling. They will prioritize, finalize improvement needs and develop an improvement map showing any new piping recommended.

Completion of the final Water Master Plan and Capital Improvement Plan is expected to be completed by February 2010.

In answer to council questions Mr. Bynum and Mr. Palo stated the following:

- Based on the historic water flow of the Siletz River water rights restrictions by the State would be very unlikely to ever occur.
- If the City has an overflow of water it is possible to accommodate other local communities with future water needs. The connection to others areas would be an issue.

PWD Denlinger noted that there are no suggestions to abandon the Mill Creek water source for Siletz and the city needs to continue to maintain both lines.

When asked about safety issues at the Mill Creek Reservoir, PWD Denlinger stated that the State Water Master recently completed an inspection of the reservoir and the preliminary report did not indicate anything glaringly wrong at that site.

Council discussed the possible funding sources and ways to inform the public regarding the infrastructure issues. It was suggested to create a video to be made available to the public.

Council thanked Mr. Bynum and Mr. Palo for their presentation.

Decision Items

Proposed motion appointing representatives to Cascade West Area Commission on Transportation (CWACT)

CM Amberg noted that the current appointments to CWACT expire December 31, 2009. It would be appropriate at this time for council to appoint Toledo representatives to Cascade West Area Commission on Transportation for 2010. Current representatives are Councilor Lyons and PWD Denlinger as an alternate; both have agreed to continue as representatives.

Motion- It was moved and seconded (Camara/Young) to appoint Councilor Monica Lyons to CWACT and Public Works Director Adam Denlinger as alternate.

Motion passed 6-0, noting the absence of Mayor Cross.

Proposed motion for approval of OLCC Liquor License application for Pizza Me

CR Bryant explained that Andrea Roeser and Thomas Roeser have applied to Oregon State Liquor Control Commission (OLCC) to serve beer and wine at the Pizza Me restaurant located at 328 W. Hwy 20 in Toledo. According to city policy PC Fandrey has reviewed the application and has expressed concerns regarding their request to serve beer and wine outside the premises. Staff recommends Council recommend granting the Oregon liquor license application for serving beer and wine indoors only at the Pizza Me restaurant.

PC Fandrey stated that his recommendation is based on the fact the application came to him with a two day deadline to get it on the agenda and without a site drawing or plan establishing how they would control serving liquor outside. He has no problem with their serving alcohol inside the premises and he suggested that the applicant can amend the request in the future and include the proper information so that he can bring an informed recommendation to council.

Motion- It was moved and seconded (Young/Camara) to recommend granting the Oregon liquor license application for serving beer and wine indoors only at the Pizza Me restaurant, based on Police Chief Fandrey's recommendation.

Motion passed 6-0, noting the absence of Mayor Cross.

Proposed motion to re-appoint members to the Toledo Planning Commission

CA Chadwick recommended tabling this motion to the next meeting because of the absence of Mayor Cross.

The motion was tabled to January 6, 2010.

Reports and Comments

Department Reports

There were none.

City Manager's Report

CM Amberg reported the following

- During the recent cold spell there was a problem with ice at the water treatment plant. Linda Hughes managed the situation very well.
- The City is participating in a county wide shoe drive organized by the Lincoln County Solid Waste titled Soles 4 Souls. There is one depository at City Hall and one at the Library.
- There will be a crab feed on Saturday at the Chef's Place to support the Rotary Scholarship program.
- There will be a Solstice Festival at the Toledo Library on Sunday.
- The monthly department reports were presented.
- She wished all a Merry Christmas and a happy and safe new year.
- The new Pool building heater was installed today and will be completed tomorrow.

Council Comments

Councilor Dunaway inquired about the timeframe for the Howard property purchase offer. He believes if the property is usable he would like to consider selling it competitively. CM Amberg noted that the Howards have not presented a formal proposal. PWD Denlinger stated that the property is a buildable lot. There is a small section of the property that staff recommends retaining and a lot line adjustment that needs to be addressed.

Councilor Lynne noted that the Hometown Holiday was a lot of fun.

Councilor Dunaway participated in the city's interviews for an Engineer of Record today. He appreciated the opportunity to help and he enjoyed the process.

Councilor Camara noted that the Economic Restructuring Committee has begun meeting. He referred to a program at Portland State University where students in the community take on semester long projects. Two projects were suggested for that program. 1) Students work on the Community Forestry project and 2) Students work with the schools to create a student run business on Main Street. Also, he expects that Economic Restructuring Committee will have suggestions for council regarding the revolving loan fund to present in the future.

Councilor Lyons noted that her nephew has been ice skating on his swimming pool in Clackamas during the recent cold spell. She wished all a Merry Christmas and asked that everyone be kind to their neighbor.

CP Emmett wished everyone a great Christmas. He thanked PWD Denlinger for all of his hard work and he is looking forward to the re-opening of the pool.

Adjournment:

The meeting adjourned at 8:51pm.

ATTEST:

APPROVE:

City Recorder

Mayor