

TOLEDO CITY COUNCIL  
REGULAR SESSION MINUTES  
July 20, 2016

Mayor Billie Jo Smith called the Toledo City Council regular session to order at 7:00pm. Councilors present: Terri Strom, and Council President Jill Lyon. Councilor Kauffman arrived at 7:08pm. Councilors excused: Alma Baxter, Julie Rockwell and Michele Johnson.

City Staff present: City Manager (CM) Jay Baughman, City Attorney/Planner (CA) Michael Adams, Police Chief (PC) Dave Enyeart, Public Works Director (PWD) Lee Ritzman, and City Recorder (CR) Nancy Bryant.

Visitors present: Ralph Grutzmacher, Bill Farley, Callie Hair, Stuart Strom.

**Visitor Comments:**

Ralph Grutzmacher, President of the Yaquina Pacific Railroad Society provided an update of the Society's numerous activities over the past year. He then provided the City with the annual \$1.00 rent payment for the Yaquina Pacific Railroad Society Museum's lease agreement.

Mayor Smith acknowledged that this Society is a wonderful part of Toledo and its sponsorship of the historical books and history is important to the community.

Mr. Grutzmacher also noted that Society members along with the Postal Service and Georgia Pacific Foundation will be meeting Thursday morning to complete mulching the landscape area along A Street.

**Consent Calendar**

**Motion-** It was moved and seconded (Lyon/Strom) to approve the consent calendar consisting of the City Council minutes of July 6, 2016.

**Motion passed 4-0**, noting the absence of Councilors Baxter, Rockwell and Johnson.

**Discussion and Information Items**

**Committee Updates**

CM Baughman asked Council to consider setting a time and date for a joint work session with the Planning Commission.

By consensus Council agreed to schedule a joint work session with the Toledo Planning Commission for August 17, 2016 at 6pm.

Councilor Lyon reported that she, Mayor Smith and City Recorder Bryant attended a County wide joint work session facilitated by the City of Newport regarding housing. The group looked at ideas to encourage the development of family wage housing. All representatives present identified the lack of available family housing within Lincoln County. She noted that because the Economic Development Alliance of Lincoln County (EDALC) has become a membership of which most municipalities have representatives as well as representatives of major employers and because EDALC already identified housing as the number one issue in the; the group agreed that EDALC will be a suitable umbrella group to move forward. Mayor Smith also noted that certain

participants in the group will be categorizing the ideas and incentives for further investigation and as a sub-group of the EDALC.

CM Baughman reported that contribution funds have been mailed to the recipients of the 2016/2017 City Enhancement Grant program.

## **Decision Items**

### **Request to Purchase Two Public Works Vehicles and to Surplus one 2006 Ford F250**

PWD Ritzman reported that the proposed purchase of two public works vehicles are included in the adopted 2016/2017 City budget. Both vehicles have been on the replacement schedule and funds have been accumulated in the Reserve Fund. The Department is now requesting authorization to purchase; one 2016 Ford Super Duty F-250 4WD to replace the water meter maintenance vehicle and one 2016 Ford F-150 4WD to replace the vehicle currently used at the Wastewater Treatment Plant. Both will get sprayed bed liners applied.

PWD Ritzman also reported that the department is requesting to surplus one 2006 Ford F250 and one 1997 Ford F150. The two surplus vehicles will be made available for sale after taking delivery of the replacement vehicles. He noted that the tool boxes from the surplus vehicles will be removed and placed on the new vehicles.

Public Comment:

Stu Strom asked what the color of the vehicles will be. PWD Ritzman stated that the vehicles will be white in color.

**Motion**-it was moved and seconded (Lyon/ Kauffman) to authorize the Public Works department to purchase two vehicles through ORPIN (Oregon Procurement Information Network) or the lowest responsible vendor and to authorize the public works department to surplus one 2006 Ford F250, Vehicle Identification Number 1FTNF20546E886178 and one 1997 Ford F150, Vehicle Identification Number 1FTDF18W1VLA63872.

**Motion passed 4-0**, noting the absence of Baxter, Rockwell, and Johnson.

### **Resolution-Application to the State of Oregon Department of Transportation for Special City Allotment Grant**

PWD Ritzman reported that the State of Oregon Department of Transportation allocates \$1 million dollars each year to be spent within cities of 5,000 or less population for streets that are not part of the State Highway System, that are inadequate for the capacity they serve, or are in a condition detrimental to safety. The maximum for any one project is \$50,000, and cities may not receive the grant more than every other year. It has been four years since the City of Toledo received a grant under this program. Staff has determined that Arcadia Drive meets these criteria. Arcadia Drive is one of only three accesses to Highway 20. It serves a school; it serves a major bus storage and maintenance facility for the local school district and it serves the City's Fire Station. The project will include street overlay as well as improvements to the sidewalks which will be funded by the County funds that were received at the time of jurisdictional transfer. The grant application will be due August 1, 2016.

Public Comment: There was none.

**Motion**-it was moved and seconded (Kauffman/Strom) to adopt **Resolution No. 1379**, authorizing the City of Toledo to apply for funding provided by the State of Oregon Department

Transportation Special City Allotment Grant Program and authorizing the City Manager to execute all necessary grant documents.

**Motion passed 4-0**, noting the absence of Councilors Baxter, Rockwell, and Johnson.

### **Contract Award for 2016 Slurry Seal Projects**

PWD Ritzman recommended that Council not award the Slurry Seal project. He reported that the plans and specifications were advertised in two newspapers and the daily journal of commerce. One bid was received and came in at 80% over the estimated cost. He said that staff recommends postponing the project to next season. He noted that a letter from Civil West to all plan holders/bidders dated July 19, 2016 states that the City reserves the right to exercise Oregon Statute ORS 279C.395 whereby, in any case where competitive bids are required and all bids are rejected, and the proposed project is not abandoned, new bids may be called for at a later date.

Public Comment: There was none.

**Motion**-it was moved and seconded (Lyon/Kauffman) to reject the single bid for the 2016 slurry seal projects, having considered the bid tabulation, including engineers estimates, and the letter from civil west engineering, dated July 19, 2016, made a part of this decision and having been incorporated herein; and having been advised by staff, acting as the public contract review board, make the following findings: one bid was received, it was approximately 79% more than the estimated cost to complete the work, and as a result, pursuant to ORS 279C.395, there is good cause to reject all bids because it is in the public interest.

**Motion passed 4-0**, noting the absence of Councilors Baxter, Rockwell, and Johnson.

### **Department Reports**

CA Adams reported that the planning commission has approved a variance for a twenty five foot setback and expansion of the existing conditional use for Davenport to expand a storage facility located on Highway 20 and within the city limits. Davenport has leased a 20 feet by 140 feet of right-of-way that adjoins the south end of its two parcels from Oregon Department of Transportation. The approval included a condition that if the lease ends the additional 47 units will be removed. Other conditions imposed included tree/vegetation and fencing. The planning commission also discussed public land zones.

CA Adams also reported that he has been informed that the executive director of Community has executed the CDBG loans that were inadvertently assigned to CSC and those documents will be returned to the City. He also reported that there have been ownership transfers of previous CDBG loans of which are now payable to the City.

PWD Ritzman reported that the retaining wall fence on A Street is complete, the contractor has begun work on Heritage Plaza on Main Street and the plan is to finish on Friday. Because of the scheduled Parade on Friday evening the area will be fenced off around the fresh concrete. He will have someone in the area to ensure that the concrete is not damaged. He also reported that Road and Driveway will be paving streets in Toledo next week. The curb painting and street striping was all completed this week.

### **City Manager Comments**

CM Baughman reported the following:

- He thanked PW Ritzman for the work that the Public Works crew has done to get projects completed.

- He appreciates the grounds crew and public works who have been hard at work to make the City look beautiful for the Summer Festival event.
- The leak of the week at the swimming pool is a broken pipe in the men's locker room which caused a short closure while the issue was assessed. A plumber isolated the area and the leak will be fixed sometime next week.
- He is looking forward to Summer Festival.

CA Adams noted that staff has located the as-built plans for the 1973 renovation of the Swimming Pool and provided that information to Jim Chambers on behalf of the Keep Our Pool Open community committee.

**Council Comments**

There were none

**Mayor Comments**

Mayor Smith commented on the following:

- Thank you to whoever fixed the pipe to get the pool open again.
- Summer Festival is this weekend. Council will participate in the grand parade.
- She will be at the Thursday Street Market for "Chat with the Mayor".

Mayor Smith called for brief recess at 7:50pm and announced an executive session to follow; According to ORS 192.660(2) (f) to consider information or records that are exempt by law from public inspection.

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.

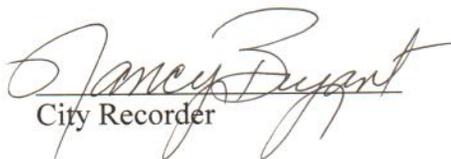
**Executive Session:**

Council and staff discussed a proposed franchise agreement with CoastCom, Inc. for a non-exclusive telecommunication franchise within the City of Toledo.

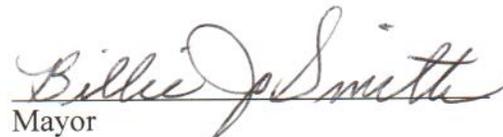
**Adjournment:**

Council returned to regular session and Mayor Smith adjourned the meeting at 8:09pm.

ATTEST:

  
City Recorder

APPROVE:

  
Mayor