

**TOLEDO CITY COUNCIL  
REGULAR MEETING**

August 5, 2020

6:00 p.m.

**1. CALL TO ORDER**

Mayor Rod Cross called the meeting to order at 6:15 p.m.

Present	Absent	
<u>X</u>	<u>          </u>	<u>Mayor Rod Cross</u>
<u>X</u>	<u>          </u>	<u>Council President Joshua Smith</u>
<u>X</u>	<u>          </u>	<u>Councilor Jackie Kauffman</u>
<u>          </u>	<u>X</u>	<u>Councilor Heather Jukich</u>
<u>X</u>	<u>          </u>	<u>Councilor Bill Dalbey</u>
<u>X</u>	<u>          </u>	<u>Councilor Stu Strom</u>
<u>          </u>	<u>X</u>	<u>Councilor Betty Kamikawa</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, City Attorney (CA) David Robinson, Library Director (LD) Deborah Trusty

Visitors present: Nancy Bryant, Craig Lash

**2. PROCLAMATION PRESENTATION**

**Proclamation – National Health Center Week August 9-15, 2020**

Mayor Cross read a proclamation and declared August 9-15, 2020 as National Health Center Week.

**3. VISITORS/PUBLIC COMMENT**

There were no comments.

**4. CONSENT AGENDA**

Mayor Cross removed the voting delegate from the consent agenda for discussion.

**Minutes from the Regular Meetings held May 6, 2020; May 20, 2020 and June 17, 2020**

**Motion** – It was moved and seconded (Strom/Smith) to approve the Consent Agenda as presented and the motion carried unanimously.

**Appoint a Voting Delegate on behalf of the City of Toledo for the Annual League of Oregon Cities membership meeting**

**Motion** – It was moved and seconded (Dalbey/Strom) to appoint Mayor Cross as the Voting Delegate on behalf of Toledo at the annual League of Oregon Cities membership meeting on October 15, 2020 and the motion carried unanimously.

Councilor Kamikawa arrived at 6:26 p.m.

## **5. DISCUSSION ITEMS**

### **Review of the Final Draft of the Water and Sewer Rate Studies as prepared by Civil West Engineering**

CM Richter indicated Keven Shreeve was not able to attend the meeting to answer questions, however it will be before the Council again on August 26, 2020. She said she included the studies in the packet for information as the Council discusses the wholesale utility rate.

#### **Wholesale Utility Rates discussion**

CM Richter said she calculated the new Seal Rock Water District (SRWD) rate [\$2.91/1000gallons] based on the current agreement. She said that rate is generated from historic data and does not include any current costs or capital improvement expenses. She said she re-calculated the rate to include capital improvement but indicated the water and wastewater rate study make a different recommendation and said the City should rely on that recommendation [\$5.00]. The Council discussed whether they should include capital improvement contributions into the agreement and in what manner. There was discussion about SRWD selling water to other municipalities, how it affects Toledo and whether Toledo should charge and who it should charge for the excess usage. The Council directed PWD Zuspan to gather information in regards to how much it would cost to replace the line from the Treatment Plant to the Ammons Tank so they could include that information for consideration when in negotiations with SRWD. It was suggested SRWD receive an annual rate increase in the form of a percentage or other format similar to the rate increase other customers receive.

#### **Update on dangerous stairwell at apartment building at 109-115 SE 1<sup>st</sup> Street**

FC Robeson provided an update to the Council and said the stairwell and deck were fixed and the inspection passed. CM Richter noted for the record, the City has invoiced the property owner for his costs and have not received payment as of yet.

#### **Consider uses for the Coronavirus Relief Fund dollars allocated to the City of Toledo**

CM Richter provided the report and said she believes staff could administer the program for businesses but not for individuals. She indicated the Salvation Army has been responsive in assisting citizens and said Lt. Nathan Perry confirmed they could assist. She noted the Salvation Army is a religious organization, however they would be able to segregate and manage the funds separately from their church funds. CM Richter answered clarification questions and a consensus of the Council preferred to collaborate with the Salvation Army. It was suggested to use the City Council Strategic Fund as the starting point for the business grant program.

#### **Committee updates**

Councilor Kamikawa said she attended a Solid Waste Advisory Committee this week. She said they learned that if a hazardous item were found along the side of the road, the Roads Department must be contacted. She said a hazardous waste fee would be charged, however the Solid Waste District is in the process of negotiating a contract with Clean Harbors for reasonable rates.

## **6. DECISION ITEMS**

### **Letter to Karen Gerttula**

**Motion** – It was moved and seconded (Smith/Dalbey) to approve the letter as presented and the motion carried six to one with Councilor Strom opposed.

### **City Enhancement & In-Kind Services Program funding recommendations for Fiscal Year 2020-2021**

CR Figueroa presented the Council Report and summarized the recommendations by the Contribution Committee. She noted due to the coronavirus pandemic, the Committee opted to allocate funds to organizations that focused on essential needs. Mayor Cross clarified the Committee would meet after the first of the year to allocate the rest of the funds.

Councilors Strom and Dalbey declared potential conflicts of interest for their involvement in the organizations [Toledo History Center and KYAQ 97.1] receiving funding.

**Motion** – It was moved and seconded (Smith/Kauffman) to accept the Contribution Committee recommendations for 2020-2021 and the motion carried unanimously.

### **Resolution No. 1450, A resolution of the Toledo City Council extending the State of Emergency declaration to September 2, 2020**

**Motion** – It was moved and seconded (Dalbey/Kamikawa) to approve Resolution No. 1450, a resolution of the Toledo City Council extending the state of emergency declaration to September 2, 2020 and the motion carried unanimously.

### **Select Legislative Priorities for the League of Oregon Cities 2021 Legislative Agenda**

The Council reviewed the priorities selected by the Council members.

**Motion** – It was moved and seconded (Smith/Kauffman) to approve items F, J, X, Z for the League of Oregon Cities legislative priorities and the motion carried unanimously.

### **Authorize the expenditure of up to \$45,000 for the hauling of solid waste materials to Coffin Butte waste management facility**

PWD Zuspan provided the Council report and said staff solicited bids to haul solid waste to Coffin Butte. He said they received three bids which ranged from \$18,000 to \$101,000. He said the two bids below \$20,000 provided an hourly rate. The Council asked clarification questions in regards to the bids and the hauling process.

**Motion** – It was moved and seconded (Smith/Strom) to authorize up to \$45,000 for hauling of solid waste materials to Coffin Butte waste management facility and the motion carried unanimously.

**Contract Award – Award Contract for Street and Utility Improvements to Arcadia & Spruce Streets**

CM Richter provided the Council report and said staff published a bid for this project but only received one bid. She said the paving part of the bid came in approximately 10% higher than anticipated, however the water/sewer portion came in under what staff anticipated. She noted the City is expected to receive \$150,000 from the Small City Allotment Funds grant. She said Engineers reviewed the bid and suggest the City accept the bid. Council asked clarification questions in regards to the bid. CM Richter indicated staff is requesting the Council the bid and intend to award the bid.

**Motion** – It was moved and seconded (Dalbey/Kauffman) to accept the bid and intent to award and the motion carried unanimously.

**7. REPORTS AND COMMENTS**

PC Pace reported the actions of Officer Dean in a recent vehicle accident saved the life of an individual. He announced the Police Department is hosting a school supply drive to collect supplies for students and families in need and then the supplies will be handed out via a contactless giveaway at the Police Department.

FC Robeson announced Greg Musil was appointed to the new Fire Inspector position and Shannon Brecik will be the Training Officer. He said both will be assets to the City. CP Smith asked if the area at Cline Hill on Highway 20 is within the City’s jurisdiction for emergency responses. FC Robeson said the City has a mutual aid agreement to Pac West Ambulance and the Sherriff’s office.

CM Richter noted the Library exterior has been painted and they are preparing to get the new ac/heating unit installed.

Councilor Kamikawa said she attended the Lincoln County Board of Commissioners meeting and indicated they plan to apply for Phase 2. She said they received a \$5 million dollar loan to build the animal shelter, which will be paid for by future taxes. She recognized Curt Wilkins for his remodel/renovation work in Toledo. Mayor Cross indicated he would draft a letter for Council review.

There were clarification questions in regards to the payables included in the packet.

Mayor Cross thanked staff for their work. He noted the deadline to file for the general election is approaching.

**8. ADJOURNMENT**

The meeting adjourned at 8:24 p.m.

ATTEST:

APPROVE:

/s/City Recorder Lisa Figueroa

/s/Mayor Rod Cross