

**TOLEDO CITY COUNCIL
REGULAR MEETING**

August 19, 2020

6:00 p.m.

1. CALL TO ORDER

Mayor Rod Cross called the meeting to order at 6:03 p.m.

Present	Absent	
<u>X</u>		<u>Mayor Rod Cross</u>
	<u>X</u>	<u>Council President Joshua Smith</u>
<u>X</u>		<u>Councilor Jackie Kauffman</u>
	<u>X</u>	<u>Councilor Heather Jukich</u>
	<u>X</u>	<u>Councilor Bill Dalbey</u>
<u>X</u>		<u>Councilor Stu Strom</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, Dispatch Supervisor Cassie Griffith

Visitors present: Nancy Bryant, Craig Lash, Kathy Crane

2. PRESENTATIONS

PC Pace provided background information on the Police Department and its responsibilities. He said he is a member of the International Association of Chiefs of Police as well as the Oregon Association of Chiefs of Police. He noted the Police Department has received accreditation from the Oregon Accreditation Alliance, which is recertified every three years. He indicated the Department is involved in four different types of training: Specialized, Maintenance, Accreditation and random training. He highlighted each of the trainings and explained how the department meets industry standards. There was discussion in regards to mental health resources available to the public.

CP Smith arrived at 6:16 p.m.

3. VISITORS/PUBLIC COMMENT

There were no comments.

4. CONSENT AGENDA

Consider approval of Minutes from the Work Session held June 24, 2020, the Executive Session held July 1, 2020 the Regular Meetings held July 1, 2020, July 15, 2020 and the Work Session held July 22, 2020

CP Smith noted the July 22, 2020 minutes have varying vote tallies and asked CR Figueroa to confirm the votes and then bring back to the Council for review.

Motion – It was moved and seconded (Smith/Kamikawa) to approve the consent agenda, which included Minutes from the Work Session held June 24, 2020, the Executive Session held July 1, 2020 the Regular Meetings held July 1, 2020, July 15, 2020 and the motion carried unanimously.

5. DISCUSSION ITEMS

Mayor Cross informed the Council he attended the Planning Commission meeting and provided them directives based on the Council discussion. He said he also tasked them to evaluate state rules to develop options to incentivize properties along the Olalla Slough to annex into the City.

6. DECISION ITEMS

Interview and consider appointment to the Planning Commission

The Council interviewed applicant Terri Neimann for a Planning Commission vacancy.

Motion – It was moved and seconded (Smith/Kauffman) to suspend Council rules and appoint Terri Neimann to the Planning Commission and the motion carried unanimously.

Authorize purchase for two dispatch workstations

PC Pace provided the Council report and indicated the current dispatch stations were installed 20 years ago. He said ergonomics have changed, the new workstations have a 10-year warranty and can accommodate differing sitting and standing heights. He said some of the requested cost would include installation as well. The Council inquired whether the workstations could be relocated to the new public safety building and PC Pace responded yes. The Council questioned whether dispatch operations would continue during installation. PC Pace replied they have several options available such as temporarily relocating to the conference room or outsource the dispatch operations to Lincoln City and/or Willamette Valley Communications Center.

Motion – It was moved and seconded (Smith/Strom) to authorize purchase and installation up to \$33,000 for the purchase of dispatch workstations and the motion carried unanimously.

Approve expenditure of \$40,000 from City Council Strategic Reserve for Small Business Grants

CM Richter summarized the Council report and noted the packet included sample documents that are used by the City of Newport. She indicated because the City wants to be reimbursed by the Coronavirus Relief Fund, the City cannot offset delinquent water bills. She reviewed the questions included in the Council report. The Council reviewed the questions and a consensus agreed to the following criteria:

- The Contribution Committee serve as the review Committee
- Business size is up to 20 employees
- Maximum \$2,500 allocation
- September 15, 2020 is the deadline to apply
- Business must be based within Toledo city limits
- Include for-profit and non-profit (501c(3)) businesses
- Will not include residential/commercial landlords
- Must have current business license
- Use a point system

The Council directed staff to contact the Contribution Committee to see if they want to serve as the review committee, update the criteria and forms and bring it back to the next meeting for final review.

Approval of Non-represented Salary Schedule

CM Richter provided the report and reviewed two issues within the pay equity study, which relate to the Police and Public Works Maintenance Division. She indicated the market study was not able to provide any input in regards to the Assistant Library Director. She indicated she would resolve the library wage scales, which would apply to the non-represented positions. She answered clarification questions. It was noted step 41-1 had an extra number and CM Richter stated she would correct that error.

Motion – It was moved and seconded (Smith/Strom) to approve the Non-represented Salary Schedule as presented effective July 1, 2020 and it carried unanimously.

7. REPORTS AND COMMENTS

PWD Zuspan reported the effluent line from the Wastewater Treatment Plant is in need of repair and staff will bring more information to the Council in a future meeting. There was discussion in regards to where this project would fit into the City's priority list and if it could be included in the Mutual Agreement & Order.

FC Robeson provided a department report and said they have several volunteers in the Firefighters Academy and have helped Siletz in several [mutual aid] calls.

LD Trusty said the Summer Reading Program has over 90 participants in spite of the pandemic restrictions. She said they are giving away science packets, which were provided by the Library Districts and curbside service is very popular. She commented they are accepting school supplies for the City's school supply drive too.

PC Pace indicated the Police Department received a box of supplies for the school supply drive. He said the Department will conduct a pedestrian safety enforcement grant program in the upcoming weeks. There was discussion in regards to French Avenue and whether it could be converted to a one-way or right-turn only street.

CM Richter indicated the National Endowment for the Arts grant has been submitted, but the awards will not be announced until next year. She said Sequoia Consulting will now focus on the Main Street program.

CA Robinson updated the Council about the sale of the Cell Tower and said he is still in negotiations with American Tower and will provide an update in the future.

Councilor Strom indicated he provided a copy of a mailing from Curry County, where they implemented a registration policy for all pieces of property. He indicated the program requires a \$120 fee. He said he was in contact with citizens who want to place benches in Town and it was suggested to replace the benches at Rock Park at the end of Main Street. He commented on a small house in construction on Graham Street.

Councilor Kamikawa commented on the status of Rock Park and said the stairs are in need of repair and the rest of the park needs some light maintenance.

Mayor Cross said he had a meeting with the Small Business Development Center, who said there is a lack of gloves and testing supplies. He commented on the unequal allocation of relief funds to the rural communities from the state.

8. ADJOURNMENT

The meeting adjourned at 8:38 p.m.

ATTEST:

APPROVE:

/s/City Recorder Lisa Figueroa

/s/Mayor Rod Cross