

**REGULAR CITY COUNCIL MEETING MINUTES**

Tuesday, February 22, 2022 - 6:30 p.m.

Community Hall, Garibaldi City Hall, 107 6th Street, Garibaldi, OR 97118 and via Zoom

I. PLEDGE OF ALLEGIANCE

II. CONVENING OF MEETING

Mayor Tim Hall called to order the regular City Council meeting at 6:35pm. Present were Council members Tim Hall, Katie Findling, Judy Riggs, and Laurie Wandell. City staff present were City Manager Juliet Hyams, Division Chief Blake Paulsen, Fire Chief Jay Marugg, Admin II Kylie Poklikuha and Interim Public Works Director Kelly West. Guests included Todd Simmons and Joanna Stelzig (Tillamook People's Utilities District), Linda Bade, Val Folkema, Carl Kopacek, Carolee North, Myra McCormick, and Norm "Bud" Shattuck. Council member Whitey Forsman was excused.

III. PUBLIC HEARING: None

IV. CONSENT CALENDAR

Mayor Hall asked if any council member wanted to remove any item from the Consent Calendar. Hearing none, Mayor Hall called for a motion.

A. Approval of Minutes – January 18, 2022, Regular City Council Meeting

B. January 2022 Financial and Bank Statements

**MOTION made by Cn Riggs to approve the consent calendar as presented. Seconded by Cn Findling with provided changes. All for the vote 4-0. Motion Passed.**

V. PUBLIC COMMENT: none

VI. PRESENTATIONS: The Garibaldi G Project

Introduced Tillamook People's Utility District (TPUD) General Manager Todd Simmons and Public Relations Manager Joanna Stelzig who spoke on the services TPUD provides and historically providing electricity to the Garibaldi G free of charge. They will need to discontinue service to the G or partner with the city to rebuild the electrical service to the G. After that the city would become responsible for all electrical costs. Simmons stated TPUD will work with the city to help however they can during the transition. Mayor Hall noted it would be helpful to know the anticipated annual cost so it can be built into the budget next year.

Discussion of installation of new lights on the G, LED lights that shine down, new light bulbs and the possibility of a web cam being installed. Chief Marugg noted that the fire department will be working on structural issues soon.

Simmons then discussed the upcoming ODOT Highway 101 project. ODOT will be doing the planning and design this year and plans construction in the summer of 2023. Simmons went over the details and expense of underground service vs overhead service and the increased expense of relocating power poles. He noted that some homes and businesses will need to upgrade their service from above to belowground and that can cost up to \$20,000. He recommended contacting ODOT's underground consulting that will help coordinate some of the process.

Discussion of continued funding for the G and bringing back the Friends of the G donation program. Myra McCormick noted that the Garibaldi Volunteer Fire Department Association absorbed the Friends of the G account and there are some funds still available.

Simmons then spoke on the switchyard property project, noting that it has a RMV of \$9,000 but a level two environmental study is recommended to further access the property to determine if there are an additional environmental liability. Simmons noted that TPUD will want to make sure that if there's anything in the ground and soils that they take care of that and it will then need to be approved by the TPUD board before they can transfer it to the fired department.

VII. CORRESPONDENCE: none

VIII. COMMUNITY REPORTS: none

IX. City Manager's Update

City Manager Juliet Hyams went over the manager's report, noting that the materials and services category has been overspent. A transfer would require forms sent to the Department of Revenue, so they are looking to relocate funds to avoid that. She will discuss deferring bills to the next fiscal year with the auditor before having to transfer to contingencies.

Hyams recently submitted an application for the 2022 Tillamook Coast Visitors Association Tourism Facilities Community Grant for \$75,000 to fund a feasibility study for acquiring the Coast Guard buildings. Grants results should be available April 1<sup>st</sup>. Hyams reported on the Houselessness study and noted that cities can be involved at different levels, less than the IGA previously described. She will be sending USDA budget information they have requested and is looking into the details of a previous USDA grant for \$1.4 million the city received.

Hyams advised council to send any information to Kylie that they would like to be included in the council packets and reminded them that June 1<sup>st</sup> is the first day to file for the November elections and August 30<sup>th</sup> is the last day. Staff can provide all filing forms needed by request.

X. OLD BUSINESS:

A. Financial Action Plan Update

Linda Bade provided an update and noted that council has signed off on the action plan. She noted that the bank reconciliations are done and everyone has reviewed everything, which shows auditors that council is involved with the financials. Bade then reviewed materials and services category which is for legal, IT, postage, dues and subscriptions. Bade noted that legal services from the previous fiscal year were paid out of the current fiscal year's budget, as was IT services. Her next project will be internal control points and to do a little at a time.

Linda Bade provided an update on the 2020 data noting there is not much to say about it yet. She will meet with the auditor to see if the CenterPoint journal entries will be accepted by the auditor. Mayor Hall noted that the budget for postage was 170% over budget last year and legal was extremely over budget, as well.

XI. NEW BUSINESS:

A. Designation of budget officer for FY 2022-2023

**MOTION made by Cn Findling to designate City Manager Hyams as budget officer for FY 2022-2023. Seconded by Cn Wandell. All for the vote 4-0. Motion Passed.**

B. 2023 Summer part-time firefighters and public works temp

Division Chief Blake Paulsen went over the seasonal summer position they had last year, noting that the position accomplished a lot in a short amount of time. He'd like to rehire the person from last year and look into funding another position, and possibly sharing it with public works. Paulsen noted the 73% increase in call volume due to increased tourism, which increases the need for additional seasonal staff. He'd like the positions filled from Memorial Day to Labor Day and will have more information on funding next month.

C. Yard Debris Drop Off Day

Division Chief Blake Paulsen went over the plans for a yard debris drop off, noting that part of the population does not like yard debris burning. They plan to have drop boxes available a for a few hours in the spring and in the fall. Paulsen noted that he and Kelly West would donate their time and this event will help with vegetation mitigation and reduce smoke production.

**MOTION made by Cn Wandell to use city resources for the city yard debris program. Seconded by Cn Riggs. All for the vote 4-0. Motion Passed.**

D. Acceptance of PUD lot for a fire training center

Fire Chief Marugg went over the previously discussed switchyard property project. He noted that the fire department had already performed a level one environmental study but a level two study was recommended. Once the lot has been determined clear, they'd like to develop it into a regional training facility where law enforcement, Coast Guard, EMS and fire departments can come and train.

**MOTION made by Cn Findling to accept the TPUD lot with the resolution pending. Seconded by Cn Riggs. All for the vote 4-0. Motion Passed.**

E. Coast Guard City designation

Mayor Hall went over his previous efforts getting Garibaldi designated as a Coast Guard city and what he learned the designation officials look for from community and businesses supporting the Coast Guard members stationed in the area. He noted he is pleased that Cn Wandell is taking it over. Cn Wandell went over all that has been done to benefit newly arrived Coast Guard members and plans to include more events and engagement featuring the Coast Guard in the future.

**MOTION made by Mayor Hall to move forward with the application for the Coast Guard city designation as filled out in the application requirements. Seconded by Cn Findling. All for the vote 4-0. Motion Passed.**

F. Public Works backlog

Mayor Hall expressed his tremendous disappointment upon hearing that an opportunity for \$300,000 to go for shovel ready public works projects was lost as the details requested for the project were not provided by the previous city engineer. Hall noted his recent talks with a congressman and representatives attempting to get the funding back. He focused on the city's need for funding for two main projects; a remote water meter system and the wastewater facilities plant. Mayor Hall reported that other cities on the coast have received funds from representatives for water and wastewater projects recently, including Bay City and Tillamook. Hall stated he was very disappointed that Garibaldi may not receive the money, though the representatives said they will do what they can to get the funding back.

G. Resolution on local voters' pamphlet

Mayor Hall discussed the resolution that would provide local voters' a short one- or two-page flyer or newsletter that would describe the positions of candidates running for city council and measures that would affect Garibaldi. It would require a minor amount of funding. Mary Leverette from Wheeler, provided an overview of the voter pamphlet project which would be a tool to better inform voters on local elections. She stressed the importance of voting and urged council to approve the resolution. Mayor Hall noted the resolution will be added to March's council packet.

H. Planning Commission Letter of Interest - Norman "Bud" Shattuck

**MOTION made by Cn Riggs to accept Norman Shattuck to the Planning Commission. Seconded by Cn Wandell. All for the vote 4-0. Motion Passed.**

I. Resolution 2022-01 Authorizing Staff to Pursue a Tourism-Related Facilities Community Grant

**MOTION made by Cn Riggs to approve Resolution 2022-01 Authorizing Staff to Pursue a Tourism-Related Facilities Community Grant. Seconded by Cn Findling. All for the vote 4-0. Motion Passed.**

XII. STAFF REPORTS

A. Public Works Report: include in packet

B. Fire Chief's Report

Fire Chief Marugg thanked everyone for attending last month's award banquet for the fire department and went over the awards given out. He reported that the Volunteer Firefighters Association purchases a Lucas 3, a CPR machine that does consistent compressions for the CPR recipient. He noted that the machine does it right every time so it's a game changer. The purchase price was \$15,375. Marugg reported that fire district talks are still ongoing and they are focusing on grants and the upcoming levee.

C. Sheriff's Report: included in packet

XIII. COMMITTEE REPORTS

A. Planning Commission meeting minutes from February 7, 2022 (Supplemental)

XIV. COUNCIL REPORTS

Cn Riggs: Thanked council for the Crab Races money. Provided an update on event marketing and advertising and the need for more volunteers. Discussed the upcoming Spring Conference and recommended council attending. She provided an update on the food bank dates and reaching out to those that need help.

Cn Finding: None.

Cn Wandell: Inquired about the community surveys. Finding has received and reviewed them. She will share the surveys and summary with Cn Wandell. Inquired about the town hall results.

Mayor Hall: Noted he has already signed up for the Spring Conference and he will pay for the quarterly newsletter postage this time. Gave a summary of the recent town hall meeting for the 2022 Garibaldi Days. He went over the attendees, suggestions given and the need for volunteers from civic or church groups.

XV. EXECUTIVE SESSION: none

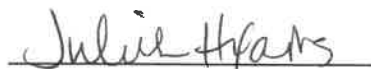
XVI. ADJOURNMENT

The meeting adjourned at 8:23 p.m.



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Tim Hall, Mayor

ATTEST:

  
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Juliet Hyams, City Manager