

## **BAY CITY COUNCIL WORKSHOP**

**January 10, 2022**

**5:31 P.M.**

Members Present: Mayor McCall, Councilor Kathy Baker, Councilor Tom Imhoff, Councilor Helen Wright, Councilor Melissa Rondeau, Councilor Wendy Krostag

Staff Present: City Manager Liane Welch, Fire Chief Darrell Griffith, Public Works Director Roy Markee, and City Recorder Lindsey Gann.

Others present: Cathy Manis, Bob Miles, Greg Sweeney

### **A. Visitor's Proposition**

Greg Sweeney presented the script he is using on the radio for releasing Bay City information to the public.

### **B. Committee, Department, and Staff Reports**

- a) City Hall – City Manager Welch presented the city hall report. Working with Sayde Walker to get more information out to the public through social media. City check book has now been balanced through November and documents have been sent to the auditors. New application was received for the TLT Committee. Staff has reached out to the committee to confirm their participation in the committee. Staff has requested a schedule of four 9.5 hours days Monday - Thursday and closed on Fridays, presented to city council to discuss. Website is up and running again along with Facebook updates for the public.
- b) Fire Department – Manager Welch presented the Fire Department report for Chief Griffith. The department responded to 254 calls in 2021 which includes 114 medical, 16 fires, 15 motor vehicle accidents, 78 mutual aid, and 31 miscellaneous calls for service. Promotions within the department have been made after losing several volunteers in 2021. Sayde Walker will be reporting on the fire department and the volunteers to help get information out regarding the need for volunteers. Chief stated he is working on an AFG/Safer grant for \$798,000 for a recruitment and retention coordinator for the Bay City Fire Department. Chief also stated he has received a few new applications for volunteers.
- c) Public Works – Manager Welch presented the public works report for public works director Markee. Crew has been working on the booster station, radio read meters, potholes, and the TV truck to inspect sewers. AKS is working on proposal design for well 3. Designs for the screens are at 90% design stage. Have had several break-in attempts at Public Works and have several cameras to try to catch the person

attempting to break in. There is a tree that has fallen across Patterson Creek. Councilor Imhoff asked if it could be removed or cut. Director Markee stated he would check with Fish & Wildlife to see what can be done.

- d) Emergency Preparedness – Manager Welch presented the report from Emergency Preparedness. The next scheduled meeting is January 24, 2022, at 5:30pm, with guest speaker John Beaston from NBEVC. The committee continues to order and procure supplies for the one-gallon buckets and emergency supply sheds. Tillamook County has hired a new Emergency Manager to replace Gordon McCraw. Will be discussing rebranding the committee at the next meeting
- e) Planning Department – Manager Welch presented the Planning Department report. Inquiries are coming in daily regarding land use and building projects. Planning Tech Mattison has discovered that some of the zoning maps are incorrect, he is working with the county to correct the maps. FEMA CAV were in the city and identified houses in that are not in compliance with the flood development requirements and will need to be notified. Planning commission is planning to begin discussions on STR and ADU's.
- f) Fire Committee – Greg Sweeney presented an update regarding measure 29-162. They are continuing their discussions on signage and information to put out to the citizens along with a way to receive donations.

#### C. Minutes

- a. Special Council Workshop – December 8, 2021
- b. Council Workshop – December 13, 2021
- c. Regular Council Meeting – December 14, 2021
- d. Special Council Workshop – December 20, 2021

Bob Miles noted the dates were incorrect, will need to be fixed prior to the Council Meeting on January 11, 2022. No other questions or comments.

#### D. Treasurers Report

- E. Bills against the City – Manager Welch explained that we are now including payroll information, except for salary amounts. The report now includes employee benefits, taxes, retirement, ect.

## F. Unfinished Business

- a. John Gettman Service Award – Deputy City Recorder Pohs has received four nominations for the award. Councilor Imhoff suggested keeping the nominations open for a two more weeks for public input. Discussion was held on whether the committee will make the decision or if the Council should decide on what nominee to award. Cathy Manis suggested posting the information for those who do not use social media.
- b. City Council Goal and Priorities – Jeanne Nyquist submitted the minutes from both meetings and two vision statements to review. Manager Welch asked how we would like to complete the City Council Goals and Priorities to move forward. Councilor Rondeau suggested sending information to manager Welch by email.

## G. New Business

- a. Planning Commission Application – Jasper Lind. Jasper is an engineering tech with public works. He was not present at the council workshop, will discuss his application further at city council meeting if Jasper is present. City Manager Welch will reach out to him to invite him to the council meeting.
- b. Request for use of Recreational Vehicle to live for 6 months – Mr. Ponder, 5490 High Street. Mr Ponder was not present at the council workshop. A letter was submitted by Mr. Ponder's attorney requesting a 6-month extension to living in their recreation vehicle and allowing them time to move onto another property in the county. Director Markee sent a letter to both Mr. Ponder and his attorney informing them of the City Council Meeting. Discussion was held regarding the extension and what options are available.
- c. Review list of Appointments and Committees for 2022 – reviewed and discussed what committees are still needed after adding a City Manager. Manager Welch will reach out to members of the budget committee to confirm who would like to continue with the committee.
- d. Ordinance 697 An Ordinance Authorizing the City to Bill for Certain Fire and Emergency Services and Establishing Exceptions and Adoption of Recovery Fees by Resolution - Mayor McCall suggested a change to item 10 – Appeals: change sentence to read “at the next regularly scheduled meeting”.
- e. Resolution 2022-02 – A Resolution Establishing Residential, Commercial, and Industrial Sewer User Rates, System Development Charge Fees, and other Fees and Charges effective February 1, 2022, and Repealing Bay

City Ordinance 20-14. – Manager Welch explained that the permit for the Tillamook Country Smoker has expired. The rates on the resolution are the same as before, the change to the resolution is for the renewal of the Smoker Permit. The debt service fee of \$4.50 was added to the resolution and is already included in the current fee schedule. The line was incorrectly removed when the resolution was sent previously.

- f. Emergency Communications Radio System – County Wide, discussion. Chief Griffith presented the information that has been discussed to update the Emergency Communications Radio System. Chief Griffith will present more information at the council meeting to include funding options and models of operational funding. Will have two action items for the council at the city council meeting.


#### H. Mayor's Presentation

- a. Discussed partnering with LOC and AOC to create a 5-year strategic plan around homeless services.
- b. Discussed having a state of the city meeting in March.
- c. Discussed having a voters pamphlet prepared by the city for the upcoming election. Discussed who would create the pamphlet, and the funding or fees per candidate.

#### I. Council Presentation


#### J. Attorney Presentation – No attorney present

Meeting adjourned at 7:31pm.



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Lindsey Gann, City Recorder



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David McCall, Mayor