

## **BAY CITY COUNCIL WORKSHOP**

MAY 9, 2022

5:30 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: Bob Miles, Greg Sweeney, Mike Rawson, Pat Vining, Cathy Manis

**A. Call to Order at 5:32 p.m.**

**B. Visitor Propositions (Public Comment on Non-Agenda Items)**

None

**D. Committee, Department, and Staff Reports**

**a. City Manager:**

- Manager Welch presented the staff report for City Hall. The city was successful in receiving a \$75,000 from Visit Tillamook Coast (VTC). The city also applied for a \$320,000 grant from State Parks. VTC needs a signature on the agreement and Liane will be looking for approval from the council to sign the agreement at the Council Meeting tomorrow night. The agreement must be signed and returned by June 1<sup>st</sup>, 2022.
- Greg Sweeney asked what would happen if the city were not approved for the \$320,000 grant that the city applied for? Manager Welch explained the funds can still be used for the restoration to Patterson Creek and the city will reapply for the parks grant.
- Pat Vining asked if the city is allowed to spend the money before being awarded the parks grant. Manager Welch stated she would confirm that the match money for the parks grant is allowed to be used prior to the awarding of the parks grant.
- Completed the FY 22-23 budget, and the budget committee met on May 2<sup>nd</sup>, 2022, to review and approve the budget.
- The ARPA funding report has been submitted and the \$1,000 donation to CARE has been sent.
- A Stakeholders meeting will be held on May 18<sup>th</sup> from 4:00 pm-5:30 pm to discuss the DLCD development code update phase 2.
- A joint City Council and Planning Commission meeting will follow from 6 pm-7 pm.
- Manager Welch is updating the personnel Handbook, presented a copy to the council to review.
- Manger Welch is working on the project descriptions for the one stop meeting with Business Oregon.
- Met with the water districts to discuss the FY 22-23 budget.

**b. Finance Director/City Recorder Report:**

No report

**c. Fire Department:**

- City Manager Welch presented the Fire Department report.
- The department responded to 16 calls for service, 13 medical, 1 commercial structure fire, 1 law enforcement assist, and 1 citizen assist.
- Manager Welch would like to thank the Fire Department and everyone who volunteered for the BBQ
- Trainee Sweeney, volunteered 106 hours in April
- Lieutenant Griffith volunteered 101 hours and responded to 100% of the calls for service.
- Asst Chief Kapiniak volunteered 46 hours and covered an additional 108 hours as on call Duty Officer.
- Recruit training continues Saturdays and Tuesdays.
- Division Chief Paulson will resume the recruit training after completing his EMS class in the near future.
- Mayor McCall asked for clarification regarding the closure of a pharmacy mentioned in Chief Griffith's report. Chief Griffith clarified it is the providence pharmacy in Seaside, which the department orders medical supplies from.

**d. Fire Committee Report:**

- Manager Welch presented the Fire Committee report.
- A town hall meeting was held on April 23 to discuss the upcoming election and levy.
- Greg Sweeney completed the mailing of flyers to residents.
- 48 signs were placed throughout Bay City for the upcoming levy.

**e. Public Works:**

- Manager Welch presented the public works report.
- Crew continues to replace meters
- A chlorine pump at well #1 was having issues and a new peristolic style pump was installed.
- The motorhome that was abandoned on a city street has been removed and is being stored at Public Works.
- Public Works Director Markee gave a presentation regarding the sewer laterals in Bay City.
  - Sewer laterals are the pipes that leave the homeowners house and connect into the main line.
  - Ord 516 sec 22 states the city can tell owners to replace their sewer lateral if they have excessive leaks.
  - Would like to put a program together to inform homeowners that need to replace their sewer laterals.
  - Project plan suggestions are included for the councils review and input.

**f. Emergency Preparedness**

- Manager Welch presented the emergency preparedness report.

- Handed out 4 radios to members.
- Buckets were handed out at the BBQ open house. Will discuss a plan to deliver the remaining buckets at the next meeting.
- Next meeting Monday May 16, 2022, 5:30 pm at Ad Montgomery Community Hall.

**g. Planning Department:**

- Manager Welch presented the planning department report
- Planning office is extremely busy, 14 calls in one day.
- Joint Next Planning Commission/City Council meeting May 18, 2022, 6:00 pm at Ad Montgomery Community Hall

**E. Minutes**

- Council Workshop - April 11, 2022
- Regular Council Meeting - April 12, 2022
  - Mayor McCall requested further information to be included in the future in the minutes.

**F. Treasurers Report**

- No public comments or questions

**G. Bills against the City**

- No questions or comments, file for the auditors.

**H. Unfinished Business**

- Franchise Agreement with Tillamook Peoples Utility District. Franchise fee increased from 4- 5%.
  - Manager Welch met with Bill Bassett from PUD to discuss where and when they spray.
  - Five areas are sprayed by PUD once or twice a year.
  - Bassett agreed to inform the people who he sees in the area during spraying if possible.
  - Mike Rawson asked what is being sprayed. Manager Welch explained they are spraying weeds and blackberries around the facilities.

**I. New Business**

- Manager Welch stated she will be requesting authorization to sign the VTC Contract at tomorrow's meeting.

**J. Mayor's Presentation**

- None

**K. Council Presentation**

- None

**L. Attorney Presentation**

- None

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David McCall, Mayor

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Lindsey Gann, City Recorder