

## REGULAR CITY COUNCIL MEETING MINUTES

Monday, October 18, 2021 - 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 Hall called the meeting to order at 6:30 p.m. Present were Council members Tim Hall, Judy Riggs, Whitey Forsman, Laurie Wandell and Katie Findling. City staff present were City Manager Juliet Hyams and Training Officer Blake Paulson. Guests Ken Shonkwiler, Oregon Department of Transportation (ODOT), Bill Jablonski, ODOT, Rachael Aldridge, Sam, Oregon Coast Scenic Railroad, Dave, Erica Iverson, Stricker Engineering and others not named.

III. MAYOR'S STATEMENT ON TOURISM

IV. PUBLIC HEARING: None

V. 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 - September 20, 2021, Regular City Council Meeting

B. Approval of Minutes - September 20, 2021, City Council Work Session

**Motion to approve by Forsman. Second Wandell. Motion passed unanimously.**

VI. PUBLIC COMMENT

David Laine, 305 Fir Avenue - Opined that Mayor Hall violated city charter by cancelling scheduled meetings of the Tourism Commission.

VI. PRESENTATIONS:

A. Oregon Department of Transportation, redesign of highway 101: Bill Jablonski and Ken Shonkwiler

Mr. Shonkwiler presented plans for crossing and solicited feedback. Mentioned that ODOT Rail will fund the Seventh Street and the Third Street rail crossings, as well as the sidewalk connections from the highway to the rail crossings.

B. Stricker Engineering: Plan a five-year upgrade to the Oregon Coast Scenic Railroad's crossing of Third Street over the railroad tracks, a third railroad crossing and includes sidewalk and roadway improvements. Also:

- a new building for a train depot museum community center, which would include a classroom-covered waiting area
- relocate the old telegraph
- a new old, new old-style water tower
- extend the existing locomotives shop to encapsulate more of the single rail and the rest of the second rail
- improve the adjacent parking lots: the parking lot and Lumberman's Memorial and the gravel parking spaces across from the old mill.
- improvements with the city parking lot on the opposite side
- land owned by the Port of Tillamook Bay, which could provide some overflow parking area.
- Seek broad agency support, collaboration and a letter of support from the city, for use in pursuing grants.

Council discussed the use of the city's lot at US 101 and 3<sup>rd</sup> Street.

**Forsman motioned to provide a letter of support for the Oregon Coast Scenic Railroad to pursue funding. Second Wandell. All for the vote 5-0.**

VII. CORRESPONDENCE: None

VIII. COMMUNITY REPORTS: None

IX. OLD BUSINESS:

A. Goals work session follow-up

Agreement to meet October 26, 2021 at 5:00pm.

B. Winter Events

Cn Wandell described a synthetic skating rink we could bring in before Thanksgiving; local kids to skate for free. Could combine with a holiday market in our community room and train decorating.

**Forsman moved to rent the rink for three days and work out the details at the October 26th meeting. Second Wandell. All for the vote, 5-0.**

**Wandell proposed and moved to hold an online pumpkin decorating contest. Second Findling. All for the vote 5-0.**

Cn Wandell discussed applying for a grant from Visit Tillamook Coast for a sign for trail passengers with a QR code to a website of directions and attractions. The grant would also pay for the website. She will bring details to the October 26 meeting.

Question about whether the planning commission needs to approve it. Newsletter: general agreement to issue it quarterly.

X. NEW BUSINESS:

A. Approval for city manager to pursue undergrounding of utilities on Highway 101

Undergrounding would be ideal and optimize the US 101 redesign, but would be separately managed and funded.

**Motion to approve the city manager working with the Tillamook People's Utility District to underground utilities on US 101 by Wandell. Second Riggs. All for the vote 5-0.**

B. Audits presentation preview

Linda Bade previewed a presentation to council planned for November, 2021: The 2018-2019 audit arrived in May, but council did not seem to receive it. She is a retired performance auditor for the US Government Accounting Office. It seems that council never signed a client representation letter to the auditor, saw a list of findings or been informed of issues they have responsibility for.

She and the city manager want to track down every single problem and internal control issues and make sure that they have all been addressed. If not, then they will develop internal controls and make sure that they are in place. Will have an approval policy or procedure if needed. It's going to be in the packet next month.

Auditors have to produce items that are out of compliance with either laws, rules, regulations, city policy, debt covenants, etc. And there are three problems in the financial audit, not significant enough to affect fairly presented, but significant enough to be reported to you because they weren't against the law. So those three are for over expending budgeted funds. Why are we overextending funds?

Problems include lack of a bank reconciliation, multiple material weaknesses and several significant deficiencies in internal controls. It's happened repeatedly over the years. The last page of the audit is the list of findings.

XI. STAFF REPORTS

A. Public Works Report: None.

B. Fire Chief's Report

ASA report is not meeting the PSA, which increases our burden. Will meet with other fire chiefs and county commissioners to discuss. May need to form

an EMS district.

- C. Sheriff Department's Report  
Focus on long term campers in public areas. Mayor suggested sending the property owner a letter, letting them know that their property is being misused. It's been recommended that we post a no overnight camping sign and get their permission.
- D. City Manager's Report  
Extended two offers of employment. Met with the Coast Guard, mayor and Councilor Wandell to tour two dwellings they want to divest to the city.

XII. COMMITTEE REPORTS

- A. Planning Commission Meeting Minutes July 26, 2021

XIII. COUNCIL REPORTS


Councilor Riggs - Reported that a local church who wants to do a community service project and suggested a highway cleanup.  
Question about budget reserves.

Mayor Hall - Reported he took a class in collaborative governance, encouraging agencies to cooperate to address issues more effectively. Researched tourism in other coastal cities. City managers are getting together regularly, including ours, to strengthen partnerships and share resources. Coast Guard buildings show potential for administrative offices. Asked Public Works Supervisor Public West to document and prioritize backlog of work. Let's consider adding businesses to vacant lots. Addressed complaints over water billing and maintenance of city-owned property. Will attend Oregon Mayor's Conference and League of Oregon Cities, both via Zoom. On nominating committee for League's board of directors. Declined serving on Oregon Mayor's board.

V. EXECUTIVE SESSION: None

VI. ADJOURNMENT

The meeting adjourned at 9:03 p.m.

  
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Tim Hall, Mayor

ATTEST:

  
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Juliet Hyams, City Manager