

CITY OF COQUILLE
CITY COUNCIL MEETING MINUTES (as accepted with corrections 2/7/05)
January 3, 2005

COUNCIL PRESENT: Mayor Steve Britton, Councilors: E.N. "Corky" Daniels, Kathy Hagen, Mollie Anderson, Jan Torbeck, Fran Capehart and Loran Wiese

STAFF PRESENT: City Manager Terence O'Connor, Finance Director Chuck Dufner, Public Works Director John Higgins, City Attorney John Trew, Library Director Anne Conner, Fire Chief Dave Waddington, Police Chief Mike Reaves

PRESS: Dan Schreiber, The World
Jake Wilhelm, Coquille Valley Sentinel

AUDIENCE: A roster of those present is on file in the City Recorder's Office.

1. CALL TO ORDER /PLEDGE OF ALLEGIANCE

Mayor Britton called the meeting to order at 7:00 p.m. and led those assembled in a flag salute.

- A. Mayor Britton led those assembled in the Pledge of Allegiance.
- B. City Recorder Dufner administered the oath of office to Mayor Britton and Council Members Daniels, Hagen, and Capehart.

2. MAYOR'S COMMENTS

City needs to establish long and short-term goals. That these need to encourage growth to expand the tax base and stop the decline in funds available to provide services but also address the problems such as traffic and living conditions that can be associated with economic development.

3. COUNCIL COMMENTS

Councilor Daniels supported the Mayors comments and noted he sees some growth now. Councilor Wiese wished everyone Happy New Year, supports the Mayor's ideas and thinks that the gas exploration going on could spur some growth. Councilor Hagan would also like to see growth in the city. Councilor Anderson supports the mayor and would like to see improvements, Councilor Capehart is in favor of new development in the area, she is enjoying her work at the community center and there is going to be a Chili Cook-off Feb. 26th at the community Building. Councilor Torbeck had been ill over the holidays.

4. STAFF REPORTS

Fire Chief Waddington reported several accidents due to the road conditions and urged everyone to slow down and drive safely during the cold weather. Public Works Director Higgins report is in the packet, Mayor Britton noted he like the summary, Councilor Capehart noted that the details of contacts can also be important. Library Director Conner's reports were in the packet and because the report was done prior to the end of December the final circulation numbers for December were 6,749. Police Chief Reaves handed out his report at the meeting he had returned from a celebration of his mother's birthday in Florida. He noted that Officer Clove had resigned and that North Bend Reserve Officer Scotty Lathrom had been made a conditional job offer and would need to attend the police academy, also that he had 5 applications for the Sergeant position that are being reviewed, and that Officer Lee returned to work Jan. 3rd. The Chief said Day Wireless is looking at the location of the repeater placement and may have a better location.

5. CITY MANAGER'S REPORT

The City Manager's Report was included in the packet. He is preparing for contract negotiations with the Police and Public Works unions, noted some progress in the problem with the stolen Staples credit card. He re-submitted to the state the application regarding the investment of the trust and city funds and noted the receipt of and additional \$818,754 from the Rietman estate. Staff is working on an RFP for surveying the timber stands and conducting the timber sale. Bob Laporte the County Forrester was unable to help due to a full schedule. He contacted Albertson's to see if they would be interested in locating a store in Coquille.

6. PUBLIC PARTICIPATION

Judi Costello asked if the finance director could prepare a report on the Savings Account for the Water and Sewer fund for the next council meeting. Dufner indicated he could, Mr. O'Conner clarified the funds being accumulated were for the sewer plant upgrade and that a reserve of \$225,000 was needed for the bonding requirements. Following up on her question, Ms Costello asked if the improvements were being postponed while waiting for the reserve and was told no that the plan was on track and the improvements would be completed in 2008-2009.

Lowell Thomas noted that he had reviewed the plans for the new credit union and would like to see some arrangements for the power poles to include flower baskets and watering systems if underground utilities were not used. Thomas wanted the city to intercede to address lighting on public property as an " agreement to provide URA funds had been addressed previously. Councilor Torbeck noted the plans Mr. Thomas had reviewed were for the private construction only. Any construction for lighting on public property would be another project. Additionally no agreement had been made, nor had any proposal been submitted. Councilor Torbeck urged Mr. Thomas to initiate conversation with Mr. King regarding concerns and/or support the OP-Coq had regarding the matter.

7. CONSENT CALENDAR

Councilor Anderson made a motion to approve the Consent Calendars of December 1, and December 6th. Councilor Torbeck seconded. All voted in favor.

8. APPLICATION TO ENERGY TRUST OF OREGON

Public Works Director Higgins asked the Council to commit to support a proposal from BacGen for a more efficient variable frequency drive pump for the water system. This pump will replace an old pump that is currently regulated with a valve restricting the water flow. The new pump will save approximately \$2,657 per year in energy cost and could qualify for a grant from the Energy Trust of Oregon to help pay for it. In addition the new pump is called for in the City's Water Improvement Plan and purchasing it now with the grant would save the cost of doing so later with water department funds. Mr. Higgins will also explore the possibility of purchasing two pumps to avoid having to draw down the reservoir during the summer should the first pump fail and have to be sent away for repairs.

Councilor Torbeck made a motion to commit the city to participate in the purchase should the grant be awarded. Councilor Capehart seconded. All voted in favor.

9. CONSIDERATION OF OIL AND GAS LEASE OF CITY OWNED LANDS

Councilor Wiese declared a conflict of interest and abstained from participation in this discussion since he is involved in this project. In a follow-up to last months discussion City Attorney Trew recommended that Council authorize the City Manager to discuss with Methane Energy Corp. some additional language to be added to the standard lease regarding the exploration and possible drilling/production on City owned land. Language to be added would provide for a bond to guarantee performance regarding the provisions of the lease and liability

insurance for any pollution, operations, vehicle or other activities. Other language regarding payments of royalties, return of the property and other items will also be discussed.

A motion to allow the City Manager to work with Methane Energy Corp. on a modified lease was made by Councilor Anderson and seconded by Councilor Capehart. All voted in favor.

10. REQUEST BY PETE HERKER FOR PERMISSION TO CONSTRUCT A DIRT REMOTE CONTROL CAR TRACK AT STURDIVANT PARK

Mr. Pete Herker appeared before the council to ask permission to build and maintain a R/C track at the end of Sturdivant Park. The track would be open to the public at no charge. It was observed that the track at the proposed location would be subject to flooding in the winter and like any public facility to vandalism as well. Mr. Herker believes the groups that use the facility would do the required maintenance at no cost to the city. Councilor Anderson favored the concept. Councilor Torbeck asked that the issue be referred to the Parks Commission, also the Parks Committee should develop guidelines for these types of activities as well as other things such as memorials to be located in the parks. The members of the Parks Committee will need to be re-appointed and Councilor Torbeck offered to serve. Councilor Torbeck made a motion to refer the request to the Parks Committee and Councilor Anderson seconded. All voted in favor.

11. APPROVAL OF THE SPACE NEED ASSESSMENT AGREEMENT FOR THE LIBRARY.

Councilor Torbeck recused herself from the discussion. Library Director Conner explained that the first step toward building a new library is to hire a firm to develop a building program. The goal is not to produce the plans for a building but to determine the needs for the next 20 years, assess the existing and other structures in the area to see if they will serve or if another site would be necessary. The process she used to locate the firm to develop this plan was to send RFP's to the five firms in the state with experience in developing library needs plans. Of the five RFP's she sent only one responded. Council discussed the need to have a public process and tabled any action until proper notice could be given.

12. APPLICATION TO DLCD GRANT TO UPGRADE COMPREHENSIVE PLAN INVENTORY AND DEVELOPMENT CODES.

Councilor Anderson made a motion to support the effort to get a grant to update the Comprehensive Plan Inventory and Development Codes to be in compliance with State Law and Regulations. Councilor Daniels seconded. All voted in favor.

13. EXECUTIVE SESSION PURSUANT TO ORS 192.660 (2)(e) REAL PROPERTY TRANSACTION

At 8:45, Mayor Britton announced that the City Council would meet in executive session pursuant to ORS 192.660 (2)(e). The executive session was closed at 8:55 p.m. and moved into the second executive session.

14. EXECUTIVE SESSION PURSUANT TO ORS 192.660 (1)(i) PERSONNEL EVALUATION

At this time, Mayor Britton announced that the City Council would meet in executive session pursuant to ORS 192.660 (1)(e). The executive session was closed at 10:45 p.m.

The regular meeting was reconvened, the council consensus was for a public hearing to be held to hear the views of the citizens on what to do with the old city hall after moving the office to the new building on Central.

Following a good evaluation of the City Manager's performance a motion was made to enter into a two year contract, renewable yearly and a 5% wage increase with City Manager O'Conner. Vote was 6-1.

Page 4
Council Meeting Minutes
January 3, 2005

15. ADJOURNMENT

Hearing no further business, Mayor Britton adjourned the meeting at 10:50 p.m.

Mayor

ATTEST: _____
City Recorder