

**CITY OF COQUILLE**  
**CITY COUNCIL MEETING MINUTES**  
**January 5, 2004**

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

**STAFF PRESENT:** City Manager Terence O'Connor, Accounting Technician Ruth Graham, City Attorney John Trew, Library Director Sharon Smith, Police Chief Mike Reaves, Finance Director Michelle Forrest, Public Works Director John Higgins, Fire Chief Dave Waddington, Community Activities Director Ann Steeves

**PRESS:** Robert Jump, Coquille Valley Sentinel

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

**1. CALL TO ORDER AND FLAG SALUTE**

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

**2. MAYOR'S OPENING REMARKS**

Mayor Britton welcomed everyone to the first meeting of the new year. Mayor Britton commented that the power outage caught everyone, as citizens, off guard and unprepared.

**3. COUNCIL COMMENTS**

Councilor Torbeck reported that her daughter is a finalist in the Miss Coos County contest. Ms. Torbeck stated that she is looking forward to the new year. Pursuant to the last Council minutes, she agrees with Councilor Hagen about Council doing some goal setting. Councilor Capehart stated that all of the Christmas lights are down and there is going to be a suggestion box put in the Library for the Christmas tree lighting next year. Councilor Hagen commended Councilor Capehart for her hard work on the Christmas decorating. Councilor Hagen asked if Mastec had moved from the old G.P. site and if there was anything new on the abatement on Sixth Street. Mastec has moved and Police Chief Reaves stated that the City doesn't have a Municipal Judge, so the abatement process is on hold at this time. City Manager O'Connor reported that there has been some clean up done on the site, but Mr. Roberson hasn't responded to the abatement. Mr. Roberson will continue to receive citations. Councilor Wiese wished everyone a Happy New Year.

**4. STAFF REPORTS**

Fire Chief Waddington reported that his department has been pretty busy in the last week and a half. They have responded to three structure fires and numerous ambulance calls. He commended the volunteers for the good work and all of the hours put in. There will be a Pancakes for Life feed at the fire hall on February 28<sup>th</sup>. All the funds raised from this event will go to the Emmanuel Burn Center Summer Camp. Public Works Director Higgins stated there were a few problems after the power went out over the previous weekend, but they were handled just fine. Community Activities Director Steeves reported that the first 100 chairs from the Community Building have been repaired. Ms. Steeves has discovered that there is a leak in the pool. Four feet of water has been lost in two days. She is getting estimates to fix the problem, but it can't be done until the Spring. The FEMA Grant was wrapped up in December. All of the agencies involved in Coos County have received their drafts of the Emergency Operations Plans. An Attorney from the Critical Decision Institute will be at Bay Area Hospital on January 13<sup>th</sup> from 8:00-4:00 p.m. She will be talking with people about how to make decisions in a crisis situation like we had with the power outage. She invites everyone to come. Library Director Smith stated that the Library was closed on Friday, January 2<sup>nd</sup> and Saturday, January 3<sup>rd</sup> due to the power outage, but everything was operational on Saturday. Library staff members have been talking about collection management matters. They are keeping a watch on what

is being spent and what the community's interests are. They are looking at what is available in print and non-print and fiction versus non-fiction. Ms. Smith stated that this month the Children's Assistant is starting a book group at the High School. The Children's Assistant is working with the English teachers, and several students have expressed an interest in the program. They are reading the "House of the Scorpion". The English teachers are giving extra credit to those students involved in this project. Janice Payne is still working with home-schooled children also and that is going well. Police Chief Reaves reported that things were quiet over the holidays and with the power outage. He also reported that his department received a Local Law Enforcement Block Grant. It is a \$1500 grant and this money will be used to replace some equipment. Finance Director Forrest stated that her department is getting caught up after the power outage, and she will have reports soon that reflect the activity in the first six months of the fiscal year.

## **5. CITY MANAGER'S REPORT**

City Manager O'Connor commended the Fire Department Volunteers for their work on a fire on Friday, January 2<sup>nd</sup>. He talked with the homeowner, and they were very impressed with how they responded to the situation. In relation to the power outage, City Manager O'Connor requested that Council set a meeting time for a workshop to review the draft of the Emergency Action Plan. He would like to meet on January 19<sup>th</sup>. He stated that there are also some policy issues that need to be addressed. Council decided to meet on January 19<sup>th</sup> at 6:00 p.m. Mr. O'Connor stated that there has been some interest in locating a Costco on the old G.P. mill site. A local citizen contacted Costco's Real Estate Division. Costco's response included the following: The trade area population is less than half of the size of Eugene or Medford and median household incomes in this area are \$35,000. Their target is \$50,000. Also, they project the growth rate in the area in the next five years to be 0%. In follow-up to the workshop meeting with Mr. Murray, Ticor Title is doing a Preliminary Title Report that should be done by Thursday of this week. That should complete what Mr. Murray needs from the City. Mr. Murray has the ALTA survey. He will look at the exceptions and see if there are any more that need to be waived. The few that were left had to do with the railroad right of way as well as some old power easements and city sewer easements. His deadline is the end of this month to exercise his option to purchase the old G.P. mill site. City Manager O'Connor drew everyone's attention to a copy of a letter written to Representative Kreiger on December 16<sup>th</sup>. The purpose of the letter is to get legislative and congressional members of the South coast together to talk about the issues facing entities on the cost of wastewater facility improvements. Everyone in this region has been faced with these same issues. Representative Kreiger responded by stating that he would work towards getting a legislative delegation to attend a meeting and explore funding options from federal sources. There is a packet of information that gives an analysis of what is happening state-wide regarding costs with the majority of the costs coming from cities the size of Coquille. Mr. O'Connor stated that this issue needs to be addressed as a national issue, not a local one.

## **6. AUDIENCE PARTICIPATION**

Don Delyria of 275 N. Alder Street, past president of Operation Coquille, introduced their new President Lowell Thomas. Mr. Thomas reported that they haven't heard anything from their grant application for funds to help finish the Sturdivant building. Operation Coquille has some other project going on that they will be needing grant monies for also.

Eldon Rollins of Coquille asked Steve Major of the Dyer Partnership if his firm has had to submit bids for any of the City of Coquille projects. Steve Major responded by stating that his firm submitted a Request for Qualifications for the City's wastewater facility, design and construction Engineer. Mr. Rollins also asked what the three and half million dollars for the filter plant was supposed to accomplish besides increase storage capacity. Mr. Major stated that this amount was for increasing storage and improve the distribution system. It was confirmed that the figure of seven and half million dollars is an estimate for improvements to the wastewater system. Mr. Rollins asked how an estimate for the wastewater facilities is derived at before the planning stage is completed. Mr. Major stated that their estimates are based on his experience over the last fifteen years, anticipated flows, and what other wastewater plants have cost other entities. Mr. Rollins asked what the papers have been referring to when they talk about a \$500,000 block grant. Mr. Major

stated that the City doesn't qualify for a block grant, but does qualify for a \$500,000 grant from the water/wastewater fund from the State.

**7. CONSENT CALENDAR**

Councilor Wiese made a motion to approve the Consent Calendar. Councilor Daniels seconded. All voted in favor.

**8. RESOLUTION 32-2003 DEPOSITORY SERVICES RESOLUTION FOR GOVERNMENTAL ENTITIES**

City Manager O'Connor explained that this resolution is required by the bank to show who is an authorized signer on this particular account. Councilor Capehart made a motion to adopt Resolution 32-2003. a depository services resolution for governmental entities. Councilor Wiese seconded. All voted in favor.

**9. RECOMMENDATION ON PUBLIC WORKS COMMITTEE ON SELECTION OF WASTEWATER FACILITY, DESIGN AND WASTEWATER CONSTRUCTION ENGINEER**

Councilor Wiese reported that the Public Works Committee met on this date at 3:00 p.m. The committee members are John Christiansen, Lowell Thomas, Councilor Capehart, Public Works Director Higgins and himself. They met with HBH engineering at 3:00 p.m. and Dyer Engineering at 4:00 p.m. Mr. Wiese stated that both firms' presentations were excellent. After a lot of deliberation, it is the committee's recommendation to recommend Dyer Engineering for the project. Councilor Torbeck stated that she wished to recuse herself on this matter. Eldon Rollins asked if the information is available to the public as to who submitted bids. Councilor Wiese told him it was. City Manager O'Connor stated that bids were not received. They were Requests for Qualifications. Robert Bynum with HBH Engineering asked if the price listing in their paperwork would be public information and if that was the basis for the Committee's decision. Councilor Wiese stated that was not the basis for their decision. City Attorney Trew stated the in public records law, there is an exclusion for proprietary information and it is possible that those prices, if not a criteria in the RFQ, it could be requested that those prices not be disclosed. City Attorney Trew went on to explain why the City has asked for Request for Qualifications. If we had received bids, the final results of the bids would be public information. Councilor Hagen made motion to accept the recommendation from the Public Works Committee to go with The Dyer Partnership. Councilor Daniels seconded. All voted in favor.

**10. ADJOURNMENT**

Hearing no further business, the meeting was adjourned at 7:35 p.m.

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Mayor

ATTEST: \_\_\_\_\_  
City Recorder