

**CITY OF COQUILLE  
CITY COUNCIL MEETING MINUTES  
February 6, 2006**

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

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

**PRESS:** Robert Jump, The 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 7:01p.m.

**2. MAYOR'S COMMENTS**

The Mayor made the following appointments to the City of Coquille's boards:

Planning Commission, 4-year term  
Bruce Parker

Library Board, 4-year term  
Sara Dorland

Budget Committee, 3-year term  
Clay Davis

Forest Land Management Board, 2-year term  
Steve Wickham  
Hal Strain

He also announced there are vacancies on the Forest Land Management Board and the Budget Committee and invited those in the assembly to apply if they were interested.

**3. COUNCIL REPORTS**

Councilor Daniels said that the City Manager received a complaint from a citizen that a volunteer fireman was washing his personal vehicle at the fire station and did not feel this was appropriate. Councilor Daniels stated that the volunteers donate a lot of hours for training and they use their own vehicles to go on calls. Councilor Daniels made the following motion: that the city establishes a policy that the volunteers be allowed to wash their vehicles at the fire station. Councilor Capehart seconded the motion. Fire Chief Waddington said in the past this has been used as part of their stipend and the career staff is not allowed to wash their cars while on duty. Councilor Torbeck said that she feels that it may raise issues in the future. Councilor Anderson feels that the Fire Chief can monitor the activity. All councilors voted in favor of the motion. City Manager O'Connor will have this included in the Fire Department policy manual. Councilor Torbeck attended the breakfast at the Masonic Lodge and said it was very nice. Councilor Capehart and the Mayor Britton also enjoyed the breakfast.

**4. STAFF REPORTS**

Fire Chief Waddington invited everyone to the Pancake Delight breakfast on February 25<sup>th</sup> at the fire hall to benefit the Burn Center for Children Summer Camp. Planner Higgins report is in the packet and reported that the DEQ did approve our 20 sewer connections and we have an additional 13 and they have to be requested individually. There are three sewer requests pending with the DEQ at this time. Sturdivant Park was reopened today; there have been a few requests to use the boat ramp. The ramp to the transient dock has been damaged and possibly one piling so we will request the marine board to help with the repair costs. Councilor Anderson

asked if all 23 sewer connects were residential; Planner Higgins said yes they are. Connections at the GP site are not included in the count. Washington School has been purchased and the new owner donated the playground equipment to the City; it will be removed and relocated at one of the City Parks. Library Director Anne Conner announced March 18, 2006, is the next scheduled trivia night at the Library. Councilor Torbeck asked if you could access the library card catalog system online and Director Conner responded yes at [www.cooslibraries.org](http://www.cooslibraries.org) and you can also renew and reserve books. Chief Reaves said for the next two weeks the Police Department will be participating in the Three Flags Blitz and they are targeting speeding, seatbelts, DUII and child passenger safety. The Café Chadwick held at the Masonic Lodge raised about \$602.00 which will complete the matching funds required by the grant. Six new vests will be ordered and any left over dollars will be used to refurbish the older ones that are still serviceable. Finance Director Dufner stated that there are two openings on the budget committee and if anyone is interested he can answer their questions.

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

City Manager O'Connor reported that we are cooperating with Com-Span by providing them with updated topographical maps of the area. The financing issues between the City of Bandon, Com-Span and the State have been resolved, and Com-Span has found private funding. We have not heard back from Y-Max at this time. The Kiwanis Club may sponsor the program that Bobby Woods has proposed for the parent child night out. The City Manager has received questions and concerns regarding the use of jake breaks in the City. The City does have an ordinance about the use of them and the Police Department has been instructed to enforce the ordinance and the Public Works Department will post the appropriate signs. Tuesday afternoon the City Manager will meet with some representatives from the Port of Bandon regarding some concerns about the article in the local newspaper. He also received a letter from the Coquille Valley Historical Society, which is being represented by Ms. Strain. Ms. Strain is concerned that Ken Means' carousel is going to be complete soon and thinks it could be housed in the main auditorium at the community building. She presented a brochure about the Museum and they are planning to be open from Memorial Day through Labor Day and in the evenings when the Sawdusters have shows. The Historical Society would like authorization to place a copyright on the 1985 tapes of the Centennial Celebration and copy them to CD and sell them at the museum; the original tapes will be held at the Library. We would also like to take over the Peterson Tool collection, the City to join the Coquille Valley Historical Society, budget \$3,000 in the 2006-2007 budget for possible operating expenses and \$800.00 for a software program called Past-Perfect which does inventory and stores pictures of the collection. The other question was if the repair of the sidewalk outside the museum qualifies for urban renewal funds. The Historical Society has patched the sidewalk but it still needs attention. The City has approached Mr. Taylor and the Sentinel about splitting the cost of repairing the sidewalk. The Sentinel agreed and Mr. Taylor did not respond. The City did reject the bid of \$17 a square foot to repair the sidewalk by US Bank. Councilor Torbeck made a motion to authorize the City to join the Coquille Valley Historical Society. Councilor Wiese seconded the motion, all voted in favor. Councilor Torbeck made a motion to donate the Centennial tapes to the Coquille Valley Historical Society, Councilor Wiese second the motion, all voted in favor. Councilor Wiese made a motion to give the Coquille Valley Historical Society \$800.00 for the cost of the Past-Perfect software. Councilor Anderson seconded the motion, all voted in favor. Councilor Capehart will try to locate any extra books from the Centennial Celebration. The Mayor thanked the following volunteers that have worked so hard on the museum: Ben Barton, Mary Barton, Dave Chappelle, Nonie Chappelle, Tom and Sandy Gilliard, Ken Hotton, George Johnson, Penny Lavey, Jordi Lindegren, Dave Robnett, Boyd Stone, Leland Simpson, Karin Thomas, Zoe Sweet, Hal and Patty Strain and Bob Taylor has also donated his property for 5 years.

## **6. PUBLIC PARTICIPATION**

Linda Short, 650 S. 1<sup>st</sup> Ave Coquille, has planned a tour of historic homes in Coquille for July 8<sup>th</sup> and August 5, 2006. There will be bus and walking tours each day. Jordi Lindegren will be the tour guide for the event. The tour will start at Barton Alley and there will be people outside each home dressed in period costumes. Fire Chief Waddington will also advertise this with the steak feed. There is no cost to go on the tour, but donations will be accepted

Councilor Torbeck announced the annual Valentines Ball will be held on February 11<sup>th</sup> and the proceeds will be donated to the Coquille Community Pool. The band is Timber Wolf.

Don Kinnaird, 56169 Fat Elk Rd Coquille, reported that at Mr. Burgh's second hearing with the planning commission about his proposed building lot next to the DMV, the Planning Commission chose to reinterpret the ordinance having to do with the riparian corridor to be measured from the high water mark and it needs to be updated to reflect this change. He will give a copy of the changes that he thinks needs to be made to the ordinance to Planner Higgins for review.

Don Delyria, 275 N. Alder Coquille, would like to have the farmers market from June 8 to mid October outside the community building at no charge. The insurance is paid through August and the dues charged to the vendors will pay the insurance for the following year. The vendors are working on putting some of the proceeds back into the community in 2007. They would like to be on the lawn and in the parking lot again this year. Councilor Torbeck is concerned that it is no longer a fundraiser and that the City is subsidizing private industry. Councilor Wiese made a motion to allow the farmers market to continue at the community building on the lawn and parking lot on Thursdays. Councilor Hagen seconded the motion; all voted in favor

#### **7. CONSENT CALENDAR**

The council reviewed the minutes of the City Council meeting of January 17, 2006, and the agreement with Coquille Valley Rural Fire District. Councilor Anderson made a motion to adopt the consent calendar. Councilor Torbeck seconded the motion; all voted in favor.

#### **8. PRESENTATION BY KEITH SCHROEDER ON REPRINTING THE COASTAL RIVERS SCENIC LOOP BROCHURE**

Keith Schroeder, President of Myrtle Point Chamber, appeared on behalf of the Coastal Rivers Scenic Loop Brochure. Ms. Whitty stated that the original book was first produced in 1993 for the cost of \$43,000. They have received a \$9,000.00 matching fund grant. Myrtle Point Printing can print about 18,000 copies for \$18,000. The last of the previous books were used in 2000 at the State Fair. The Oregon travel commission receives room tax dollars and those funds go to local projects that have a great deal of volunteers. We will be able to produce the guidebook if we can raise the matching funds. The collating and binding will be done by volunteers at the county print shop. Things that that need to be listed in the books are museums, historic homes, festivals and the farmers market; items in the main body need to be permanent things. There will also be a supplement that will be printed every couple of years that you can put seasonal items in such as the Sturdivant Park and the community pool. We are asking for \$300.00 to contribute to the cost of the printing. Other cities, clubs and organizations will also be asked to make a donation. Bill Marino from the Coquille Chamber thinks this will cover a large region and all the cities along the route will benefit from the brochure. Councilor Anderson made a motion to give Coos County Parks Committee \$300.00 for the Scenic Loop Brochure out of council goals. Councilor Capehart seconded the motion. Councilor Torbeck felt we should match what the Chamber of Myrtle Point contributed. All councilors voted in favor.

#### **9. ADOPTION OF BUDGET CALENDAR AND APPOINTMENT OF BUDGET OFFICER.**

Councilor Anderson made a motion to adopt the budget calendar and appoint Terence O'Connor as the budget officer. Councilor Capehart seconded the motion; all voted in favor.

#### **10. DISCUSSION ON CONTINUATION OF MONTHLY UTILITY DRAWING**

The City Manager stated that the council had authorized the monthly drawing to encourage payment on time of water and sewer bills. The increase was 2.8 percent; it cost the City about \$730 a year and we received an additional \$58,000 of payments on time. Councilor Torbeck does not feel that it is worth the time. Councilor Anderson said we have made several changes over the past couple of years with billing cycles and door hangers that have helped with the number of disconnects. She said we also have had rate increases and feels this promotes good will in the community and feels we should review it again in a year. Councilor Anderson made a motion to continue the monthly utility drawing. Councilor Hagen seconded the motion, Councilor Torbeck voted against the motion, all others voted in favor.

Mayor Britton recessed the meeting at 8:25

**EXECUTIVE SESSION – PURSUANT TO ORS 192.660 (2)(E) FOR THE PURPOSE OF CONFERRING WITH PERSONS DESIGNATED BY THE GOVERNING BODY TO CONDUCT REAL PROPERTY TRANSACTIONS.**

At 8:39 p.m. Mayor Britton announced that the City Council would meet in executive session pursuant to ORS 192.660 (2)(e) to conduct deliberations with persons designated by the governing body to negotiate real property transactions. It was explained that representatives of the news media and designated staff shall be allowed to attend, but all members of the audience are asked to leave the room. The news media cannot report on the deliberations from the executive session and no decision will be made in executive session. The executive session was closed at 9:05 p.m.

**10. ADJOURNMENT**

The Mayor adjourned the meeting at 9:06 p.m.

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

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Mayor Steve Britton

**COQUILLE URBAN RENEWAL AGENCY  
BOARD MEETING MINUTES  
February 6, 2006**

**1. CALL TO ORDER**

Urban Renewal Chairman Wiese called the meeting to order at 8:35 p.m.

**2. APPROVAL OF MINUTES**

Board member Britton made a motion to accept the Minutes from the December 5, 2005 meeting. Member Anderson seconded the motion; all voted in favor.

**3. ADOPTION OF BUDGET CALENDAR**

Member Anderson made a motion to adopt the budget calendar and appoint Terence O'Connor as the budget officer. Member Torbeck seconded the motion, all voted in favor.

**4. ADJOURNMENT**

Hearing no further business, Chairman Wiese adjourned the meeting at 8:38 p.m.

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Chairman Wiese

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