

**CITY OF COQUILLE
CITY COUNCIL MEETING MINUTES
March 2, 2009**

COUNCIL PRESENT: Mayor Steve Britton, Councilors E.N. "Corky" Daniels, Loran Wiese, Linda Short, Fran Capehart, Matt Muenchrath and Bruce Parker.

STAFF PRESENT: Public Works Director John Higgins, Chief Mark Dannels, Library Director Anne Conner, Finance Director Chuck Dufner and City Attorney John Trew.

PRESS: The World, Coquille Community News, and 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 7:01 p.m.

2. MAYOR'S COMMENTS

Mayor Britton stated that he would like to see negotiations begin with managers and staff before the union representatives are brought into the discussion. City Manager O'Connor said that the legal representative of the employees is local teamsters 206; they are the only ones authorized by law to speak and negotiate on the employees' behalf.

3. COUNCIL COMMENTS

Councilor Muenchrath said he was looking forward to the URA meeting. Councilor Wiese said the Valentine Ball was a great event and the City donated the Community Building and a couple of chairs and he would like to see more Council members attend. Councilor Short said the Coquille Chess Club is doing a wonderful job and their spaghetti feed and raffle is Tuesday night at 6:00 p.m. Councilor Short said her sorority might not host the Valentines Ball project again but another sorority would, and flower baskets will be planted in the 3rd week in March and would like everyone to help with the planting and watering of the baskets. The goal is to open the dog park by June and donations are still being accepted. Councilor Capehart said the Chamber is selling tickets for a scooter to raise money and she also has tickets for the Miss Coos County Pageant to be held on March 21, 2009 at the college. Mayor Britton said the Chess Club dinner is to raise funds to send the kids to nationals in Nashville and the spaghetti feed is at the high school.

4. STAFF REPORTS

Chief Waddington thanked everyone who supported the Annual Pancakes for Life breakfast on Saturday.

Public Works Director Higgins said his report is included in the packet. Mayor Britton asked if the heavy rains have caused any damage. Higgins just said runoff and sewage overflow. He said the new vacuum truck might not be an Aquatech brand. Councilor Muenchrath asked if there would be any interruption during the filter upgrade; Planner Higgins said none are planned. Mayor Britton asked where we are in the process of the new city shops; Higgins said the plans are in for review to the state.

Library Director Conner said she did not have anything to add and the next trivia night would possibly be Saturday March 28, 2009.

Chief Dannels said the department had a click-it or ticket campaign and thanked everyone who participated. The police department team is going to participate in a physical fitness program monthly. Councilor Capehart suggested they work on the river walk.

Finance Director Dufner said the budget meeting will be held in April and the interest is still holding at 5% on the investment of the Reitman Trust Fund.

5. CITY MANAGER'S REPORT

City Manager O'Connor said the City scored well on the Best Practice scores except for the Health Service Questionnaire that is to be filled out each year by employees. Councilor Muenchrath asked if this affects our insurance rates. City Manager O'Connor said it may in the future per CCIS. O'Connor said sometimes the questionnaire does not have the correct answers for each person and asks personal questions that some do not feel comfortable with. Councilor Muenchrath asked the City Manager for a copy of the survey to review.

City Manager O'Connor said the Marchon Building (Bill's Place) present owner and purchaser have promised to get plans and permits to start repairs on the building. O'Connor has scheduled an appointment with the attorney to identify what steps the City needs to take to gain compliance from the owners of the Marchon Building to ensure the brick façade is secure and the building is safe for occupancy. Councilor Muenchrath said that the building is not repairable according to an engineer he met with. Attorney Trew said that we have a possibly unsafe building and need to move forward with caution. Councilor Capehart said she thought the purchaser had left town. Councilor Short asked if people were living in the building, and O'Connor said yes there are. O'Connor said that a new ordinance may need to be added to help with the issue.

O'Connor said the estimated cost of the roadway construction to extend South Mill Ave 525 feet to the east end of the proposed Coos-Curry Electric Co-op site is \$328,180. The project cost will be paid from various city funds including water, sewer, storm sewer and the sale of the remaining parcels. The project is contingent on the sale of the parcel to Coos-Curry Electric Co-op.

The City received a request from Karen and Steve Jonsson to consider renaming Sanford Heights Park to Stonecypher Park in recognition of the contributions to the community made by Morse and Wink Stonecypher. O'Connor said we do not have a process at this time to process the request. He suggested the request be forwarded to the parks committee. Councilor Muenchrath made a motion to direct the parks committee to explore the procedure for renaming parks or other buildings belonging to the City. Councilor Daniels seconded the motion; all voted in favor.

City Manager O'Connor said staff has received and is reviewing an offer for interim financing for the engineering portion of the new wastewater treatment facility from OECD. The interim loan is for \$710,000 for 2 years with a 1.67% interest rate.

County Commissioner Stufflebean called City Manager O'Connor to let him know that the county would be receiving some stimulus dollars and would be paving their portion of the road from Hwy 42 to Tenth Street. O'Connor will apply for additional stimulus dollars to pay for paving the remaining portion of the road.

The Coquille Rotary is holding their St. Patrick's dinner at the Community Building on Tuesday March 17, 2009. Councilor Wiese made a motion to waive the rental fee for the Coquille Rotary's use of the Community Bldg on March 17, 2009. Councilor Daniels seconded the motion; all voted in favor.

Mayor Britton said there are three positions open on the Parks and Recreations Committee and one opening on the Forestry Management Committee.

6. CONSENT CALENDAR

- A. City Council minutes February 2, 2009

Councilor Capehart made a motion to approve the consent calendar. Councilor Short seconded the motion; all voted in favor.

7. ORDINANCE 1473 AN ORDINANCE AMENDING THE CITY OF COQUILLE ZONING AND LAND DEVELOPMENT ORDINANCE AS PART OF THE FEDERAL EMERGENCY MANAGEMENT AGENCY FOR PARTICIPATION IN THE FLOOD INSURANCE PROGRAM

City Manager O'Connor said the ordinance should be tabled at this time as it needs some more work. Councilor Muenchrath asked if this ordinance could affect a person's tax rate by designating a different type of flood plain or could it change a person's insurance rate without them knowing. Planner Higgins said it would only affect someone if they wanted to add on to their structure. Planner Higgins said we may need to give notice and he will check with the consultant. It could affect seven or eight individuals.

8. CHARTER COMMUNICATIONS LEASE AGREEMENT

City Manager O'Connor said the original lease terms was \$1,000.00 a year for 10 years; the new proposed lease is \$2,000.00 a year fee with 5% escalator clause for a period of 5 years. Councilor Muenchrath asked what other municipalities are receiving. O'Connor said Vaneeta does receive \$3,000 for their lease, but feels we are getting a fair deal. The lease is for a tower located on the southeast side of the water plant. Councilor Wiese made a motion to approve the lease agreement with Charter Communications. Councilor Short seconded the motion; all voted in favor.

9. PURCHASE OF VEHICLE FOR COQUILLE FIRE DEPARTMENT.

Fire Chief Waddington said the request is to purchase a pick-up truck to replace a 1987 eight-passenger van in which the engine has failed. The rural fire district board has allocated \$15,000 towards the purchase of the vehicle. The price range for a 2009, 1 ton extended crew cab vehicle is between \$16,514.81 and \$20,112.10. Also a slip in water tank and pump station will be purchased for the truck. Councilor Wiese made a motion to approve the request by the Fire Department to purchase a vehicle. Councilor Capehart seconded the motion; all voted in favor.

10. PURCHASE OF COMBINATION HIGH VELOCITY SEWER CLEANING VACUUM TRUCK

Public Works Director Higgins said the present vacuum truck is 22 years old and is used for multiple projects such as locating, vacuuming and excavating. The approximate cost to replace it is \$250,000 and it will be split between the water and sewer fund. Planner Higgins said the old truck is spending more time in the shop than on the road. It would be sold. Councilor Wiese made a motion to proceed with the necessary steps to purchase the new combination high velocity sewer cleaning vacuum truck. Councilor Capehart seconded the motion; all voted in favor.

11. DISCUSSION ON LIABILITY INSURANCE FOR RENTERS OF THE COMMUNITY BUILDING

City Manager O'Connor said there has been discussion among staff and cities regarding the necessity for renters of city owned buildings and properties to provide the City with proof of liability insurance, and or name the City as additional insured. The City has required renters who hold events where alcohol was being served to provide the City with liability insurance which names the City as additional insured; we have required no other proof of insurance at this time. The CCIS representative (Clay Davis) recommended having all others providing a copy of their homeowner's liability policy declaration and further require said policy to contain at least \$300,000 liability limit but preferably a \$500,000 liability limit. If the person does not have insurance there is a program provided by CCIS called Tenant User Liability Insurance Program (TULIP) that the renter can access and receive a quote and purchase an insurance plan for an event. The cost for a funeral was \$100, Birthday Party \$75 and a Boxing Event was \$350. This requirement will protect the City from liability claims that involve renting out of facilities such as the community building and parks. The question is do we want to continue with the procedure we have or update our policy. Councilor Muenchrath was concerned if there is someone who might not be able to use the facility due to the requirements. City Manager O'Connor said that is a possibly. Councilor Capehart asked if we have liability coverage, and O'Connor said the City does have coverage. The City Manager says homeowner's insurance is adequate if having a birthday or anniversary party without alcohol. Councilor Muenchrath made a recommendation to staff to draft a policy for Councils review.

12. RESOLUTION 04-2009 A RESOLUTUION SUPPORTING A TRANSPORTATION AND GROWTH MANAGEMENT GRANT APPLICATION FROM THE DEPARTMENT OF LAND CONSERVATION AND DEVELOPMENT TO ASSIST IN PLANNING NEEDS

Public Works Director Higgins said the Department of Land Conservation and Development would assist in preparing a transportation plan. A plan was prepared previously but was never passed, so the plan may need to be updated and reviewed by the Planning Commission. Councilor Muenchrath made a motion to approve resolution 04-2009 supporting a transportation and growth management grant application from the Department of Land Conservation and Development to assist in planning needs. Councilor Wiese seconded the motion; all voted in favor.

13. UPDATE CITY GOALS

City Manager O'Connor said the goal for discussion tonight was to coordinate with the River Walk Committee, Operation Coquille and the Parks Committee to establish a turn around terminal at the end of the river walk. O'Connor said Council is behind on this goal at this time. A grant requesting \$750,000 is being submitted and the committee has decided to move forward to get building funds for the path and continue with fundraising.

14. CITIZEN PARTICIPATION

There were no comments from the audience.

15. ADJOURNMENT

Mayor Britton adjourned the Council Meeting at 8:25 p.m.

Mayor, Steve Britton

ATTEST: _____
Deputy Recorder

City of Coquille
Urban Renewal Agency
March 2, 2009

1. CALL TO ORDER

Urban Renewal Chairman Wiese called the meeting to order at 8:30 p.m.

2. CONSENT CALENDAR

A. Urban Renewal Minutes of February 2, 2009

Member Daniels made a motion to approve the URA minutes of February 2, 2009. Member Britton seconded the motion; all voted in favor.

3. Approval of RFP for Consultant Services

Executive Director O'Connor said last month there was a discussion concerning the differential between what our current URA plan has for projected costs and projected revenues, and if there would be enough revenue to meet the anticipated debt load of the agency. We need to start rebalancing the projected income and projected costs and kinds of brick and mortar projects to be considered and to be able to borrow money. The estimated cost for the review is \$25,000 - \$50,000; it depends upon the amount of time the consultant will spend on the review of the plan. Member Parker asked if someone could ask for dollars to build a privately owned building. O'Connor said yes, but the URA has not funded those type requests in the past. The URA has looked at projects that are more on the public side and the project needs to generate dollars to the URA to pay the money back because the City is responsible for the debt. Chairman Wiese asked if the plan and report need to be updated. Executive Director O'Connor said due to the broadness of the plan it does need a review because such projects as the river walk and pool will not generate dollars back to the URA but most agencies have those type of projects. The City Manager would like someone to review the plan and our financial situation and if someone wants to purchase the remaining 14 acres of the GP site and request some funding then he wants us to be in the position to go to the bond council and secure funding if needed. The funds for the review have been budgeted for consulting services and we would hope to see the results in September. There are only a few consultants that do this type of review, but it would be posted on LOC, local paper.

Member Britton made a motion to direct Executive Director O'Connor to go out for an RFP. Member Capehart seconded the motion; all voted in favor.

O'Connor said that he will bring the responses to the RFP back to the URA Agency.

Member Muenchrath said he thought it would be nice to have a City and Council sponsored plan for the GP site so that potential buyers know what the expectations of the City are and there needs to be an overall concept for the site. Member Short said there is a color scheme and drawings of the downtown area and has been told that you can't force people follow the plan. Member Muenchrath said no we can't enforce them but we can have incentives to encourage people to follow the plan. Member Short said the downtown storeowners were contacted last year about the plan for the downtown area and some have responded and taken advantage of the incentives. Chairman Wiese said that it takes a while to get people to follow the plan. Denny's Pizza will be making changes as he is able. Member Short said she submitted ideas of the plan to Mr. McKay and he was receptive to the designs. Member Britton asked if we could get a drawing of the GP site with the McKay's building and the Coos Curry Electric building on it without spending a lot of money. O'Connor said we would have to use an architect. Member Muenchrath said we should ask Bend how they got the people there to follow the plan.

4. Adjournment

Chairman Wiese adjourned the meeting at 9:15 p.m.

Chairman, Loran Wiese

Deputy Recorder, Rene Collins