

**CITY OF COQUILLE
COUNCIL MEETING MINUTES
March 3, 2003**

COUNCIL PRESENT: Mayor Steve Britton, Councilors: Kathy Hagen, Mollie Anderson, Fran Capehart, Janice Torbeck and Loran Wiese

STAFF PRESENT: City Manager Terence O'Connor, Police Chief Mike Reaves, Public Works Director John Higgins, Library Director Sharon Smith, Community Activities Director Ann Steeves, Financial Analyst Ruth Graham, Acting City Attorney John Meynink

PRESS: None

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

1. CALL TO ORDER

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

2. MAYOR'S OPENING REMARKS

A. Committee Appointment Recommendations - Mayor Britton explained that there were several openings on City Committees. He asked that if anyone is interested in serving on one of these committees, they submit a resume to staff. Councilor Anderson motioned to approve the Mayor's appointments as listed in the Council packet to the various committees, including Ken Pearson who had stated that he would like to be reappointed to the Public Safety Committee. Councilor Torbeck seconded with all voting in favor. Councilors Anderson, Wiese, and Capehart agreed to serve on the same Committees as they have been, plus Councilor Anderson agreed to serve as a Council Representative on the Public Safety Committee.

B. Proclamation - Councilor Anderson made a motion to approve the Proclamation proclaiming May 17, 2003 "Good Sam Cleanup Day". Councilor Capehart seconded. All voted in favor.

3. COUNCIL COMMENTS

Councilor Torbeck stated that she felt that Council needed to have work sessions on the third Monday of every month to address budget concerns, land use issues and any other long range plans that need to be discussed. She stated that she felt Council needed to be more proactive instead of reactive. Councilor Torbeck made a motion setting the third Monday of every month for Council Work Sessions. Councilor Anderson seconded. Councilor Wiese suggested that these meeting be set on an "as needed" basis. Councilor Torbeck and Anderson amended their motion as such. All voted in favor.

Councilor Capehart wanted everyone to know that she feels that there is a lot to do in the small town of Coquille. Councilor Anderson was contacted by Ronald Lazar of 326 E. 12th St., Coquille regarding the alley behind his residence. He has no access for emergency vehicles, and he wanted Councilor Anderson to ask staff what options he has for gaining access without any fuss or expense. Mr. Lazar also contacted Mayor Britton, and he told Mr. Lazar that he would need to ask his neighbors about opening up the alley. Council's consensus was Mr. Lazar would need to let staff know what he and his neighbors would like to pursue. In the meantime, staff will look at some options. Councilor Anderson was also approached about some training in the area for emergency preparedness. City Manager O'Connor reported that there is a grant application in the works to help with this endeavor. Councilor Hagen stated that the old PP&L building was looking a lot better.

Councilor Wiese reported on the CCIS seminar that he had just attended. Premium costs for medical insurance will be increasing 15-20% as the result of the amount of claims increasing plus Doctor's fees. A lot of entities are looking at other ways to lessen their costs.

4. STAFF REPORTS

Public Works Director Higgins reported that the filters at the Water Treatment Plant are being cleaned out and filled with new filter media. It should take about 2 ½ days for each filter. Mayor Britton asked who were on call for Public Works emergencies after hours. Mr. Higgins explained that he has a pager and the County has a list of people to call.

Community Activities Director Steeves reported that she has applied for two grants to help with the restoration of two more buildings in the core area. The Sturdivant building restoration will start after the Gay 90's celebration. She is working with FEMA and six other entities on emergency preparedness issues. She is working through some problems with the boiler at the Community Building. She is working with the Chamber of Commerce, the South Coast Cruisers and Operation Coquille on Gay 90's. There is a meeting tomorrow of the South Coast Strategic Planning for Telecommunications. When in Salem at "Rural Oregon Days" she had a chance to talk with some of the legislators about supporting rural communities. She also has been working with ACTE, which is a national program for emergencies. Also, two of key people in Community Development for the area have resigned to take other positions.

Library Director Smith stated that there is going to be a new book drop installed soon. She pointed Council's attention to a letter she received from New Dominion Pictures requesting permission to film in the library based on a criminal case from this area. They have stated that they would respect the boundaries of the library and it should only take about two hours. Councilor Anderson made a motion to allow New Dominion Pictures to do the filming, as requested. Councilor Capehart seconded. All voted in favor.

Police Chief Reaves stated that they received a grant for three new computers and are in the process of installing them. His department was looking at a police officer candidate, but this person did not pass the background check. They are now looking at another applicant.

5. CITY MANAGER'S REPORT

City Manager O'Connor presented his report to Council reporting on the following:

- Purchase of UP ROW
- DEQ Meeting/3-11-03
- Best Practices Symposium/3-19 thru 3/21 in Tacoma

He also reported that he just received documents for a \$10,000 grant to do report on Water Treatment Plant upgrades and meeting EPA guidelines. The report will show options available and the costs involved. He received a legislative alert this afternoon. The Senate passed Senate Bill 862, which would be taking back cigarette tax monies from this year of approximately \$5100 and next year of \$10,000. He stressed that it takes \$10,000 to operate the pool in the summer for one month. The people voted the cigarette tax in 1966. He encouraged Council members to call Representatives Wayne Krieger and JoAnne Verger. Mr. O'Connor also reported that there will be a "Positive Parenting" program at Washington School that is being funded by the Ford Family Foundation.

6. AUDIENCE PARTICIPATION

Don Kinnaird, of Fat Elk Rd., Coquille asked about architectural requirements for businesses downtown. Community Activities Director Steeves explained that the "Operation Coquille" Committee is working on some requirements. Don Delyvia, 275 N. Alder, Coquille and a member of Operation Coquille explained further.

7. CONSENT CALENDAR

- A. City Council Minutes of February 3, 2003

Councilor Anderson made a motion to approve the consent calendar. Councilor Torbeck seconded. All were in favor.

8. REQUEST BY BOBBI BROOKS – PRIVATE PARKING SPACE ON 3RD STREET

Councilor Hagen declared a conflict of interest, so she will not be participating in this discussion. City Manager O'Connor stated that several requests of this kind have been received from people on this street. Staff feels that this request should be denied. It is hard to monitor a private parking space, plus there are a lot of locations in Coquille that don't have on street parking available. Mayor Britton asked if anyone had talked with the County about providing more parking spaces for their employees. Councilor Wiese stated that if the City allowed private parking spaces, there would be too many other requests coming in and there is not enough parking as it is. Councilor Anderson agreed. Councilor Wiese made a motion to deny the request from Bobbi Brooks for a private parking space. Councilor Anderson seconded. All voted in favor.

9. OPERATION COQUILLE – REQUEST TO ADOPT THE CITY LOGO FOR USE ON OPERATION COQUILLE MATERIALS

Don Delyvia of Operation Coquille reported that this organization is working on several projects and would like permission to use the City's logo instead of having to get their own. Also the Committee has finished their work on the color schemes for painting of the downtown businesses and is compiled for anyone to look at. It was explained that this is the first step in the design process for the downtown area. Mr. Delyvia is requesting that Council prepare a resolution for support of their color scheme. Mrs. Steeves explained that it is up to the property owners to decide on a color to use on their buildings. It was decided that a resolution would not be needed. Councilor Anderson made a motion to support Operation Coquille's color palette choices for continuity of the downtown development design. Councilor Capehart seconded. All voted in favor. Councilor Anderson made a motion to approve the use of the City's logo by Operation Coquille. Councilor Torbeck seconded. All voted in favor. A binder of the colors available will be at the Library.

10. REQUEST BY COQUILLE CHAMBER OF COMMERCE FOR COUNCIL SUPPORT AND DESIGNATION OF THE CHAMBER AS THE COMMUNITY ENTITY IN CHARGE OF GAY 90'S CELEBRATION

Dennis Zieliuski, representing the Coquille Chamber of Commerce, asked for Council's support in designating the Chamber as the central organizer of the Gay 90's Celebration. The City would be the Co-Sponsor of the event. He would like to see an agreement drawn up with that designation. He explained that there are details sometimes that aren't dealt with because no one organization has been in total charge. Councilor Wiese made a motion to have staff draw an agreement that would work for the Chamber of Commerce and the City of Coquille. Councilor Capehart seconded. It was decided that if someone has a conflict with the Chamber, the City would be the final authority. All voted in favor.

After some discussion about the new proposed route for the Southcoast Cruiser's cruise, Councilor Wiese made a motion to approve the new route. Councilor Anderson seconded. All voted in favor.

11. REQUEST BY EUGENE AND MELISA HAGER – PRIVATE PARKING SPACE 300 BLOCK OF 2ND STREET.

Mr. and Mrs. Hager both verified that they were not requesting a private parking space, but wanted to be able to park near his home without having to worry about moving his car after two hours. Mr. Hager stated that there is untimed parking in that area, but not on his side of the street. Police Chief Reaves stated that he felt this matter needed to be referred to the Public Safety Committee. He will see that a meeting is scheduled and Mr. and Mrs. Hager will be notified.

12. RESOLUTION 06-2003 A RESOLUTION PROVIDING FOR AN UNBUDGETED TRANSFER OF APPROPRIATIONS BETWEEN THE SEWER FUND OPERATING CONTINGENCY CATEGORY AND THE MATERIALS AND SERVICES CATEGORY

Councilor Anderson made a motion to adopt Resolution 06-2003, a Resolution providing for an unbudgeted transfer of appropriations between the sewer fund operating contingency category and the materials and services category. Councilor Capehart seconded. All voted in favor.

13. DISCUSSION OF A PROPOSED ODOT JURISDICTIONAL TRANSFER OF PROPERTY LOCATED ALONG THE COOS BAY-ROSEBURG HIGHWAY NO. 35 (HWY 42) AND SOUTH ADAMS COURT

City Manager O'Connor drew Council's attention to the map in the packet. He stated that this matter is up for discussion and a resolution will be presented at the next Council Meeting. Lee Sparks from ODOT explained that they haven't done any jurisdictional exchanges, so this is a new process. Council agreed to have this item added to the next agenda.

14. ADJOURNMENT

Hearing no further business, Mayor Britton adjourned the meeting at 8:55 p.m.

Mayor

ATTEST: _____
City Recorder

**COQUILLE URBAN RENEWAL AGENCY
BOARD MEETING MINUTES
March 3, 2003**

1. CALL TO ORDER

Urban Renewal Agency Chairman Wiese called the meeting to order at 8:55 p.m.

2. APPROVAL OF MINUTES

Member Anderson made a motion to approve the minutes of the Coquille Urban Renewal Agency Meeting Minutes of February 3, 2003. Member Capehart seconded. All voted in favor.

3. AUDIENCE PARTICIPATION

None

4. URA ADJOURNMENT

Hearing no further business to come before the Board, Chairman Wiese adjourned the meeting at 9:00 p.m.

Chairman

ATTEST: _____
Secretary