

**CITY OF COQUILLE**  
**CITY COUNCIL MEETING MINUTES**  
**April 2, 2012**

**COUNCIL PRESENT:** Mayor Matt Muenchrath, Council President Loran Wiese, Councilors E.N. “Corky” Daniels, Bryan Baird, Loran Wiese, Fran Capehart, Tim Spanberger, and Linda Short.

**STAFF PRESENT:** Interim City Manager and Finance Director Chuck Dufner, Officer Pat Smith, Fire Chief Waddington, Library Director Anne Conner, Public Works & Planning Director Kevin Urban, City Attorney John Trew and Deputy Recorder Rene Collins.

**PRESS:** The Sentinel

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

**EXECUTIVE SESSION – ORS 192.660(2) (a) FOR THE PURPOSE TO DISCUSS THE EMPLOYMENT OF PUBLIC OFFICERS, EMPLOYEES AND AGENTS, IF THE BODY HAS SATISFIED CERTAIN PREREQUISITES.**

Mayor Muenchrath announced that the City Council would meet in executive session pursuant to ORS 192.660 (2) (a) for the purpose to discuss the employment of public officers, employees and agents, if the body has satisfied certain prerequisites. 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.

Mayor Muenchrath opened executive session at 5:23 p.m.  
Mayor Muenchrath closed executive session at 6:36 p.m.

**1. CALL TO ORDER / PLEDGE OF ALLEGIANCE**

Mayor Muenchrath called the meeting to order at 7:02 p.m.

**2. MAYOR COMMENTS**

Mayor Muenchrath read a proclamation declaring April 2012 as National Child Abuse Prevention Month. Muenchrath promulgated the proclamation.

Mayor Muenchrath appointed Bryan Baird to the Library Board.

Mayor Muenchrath thought today was great with the sun and dry weather. Spring break is over and the children will be out so watch for them. Mayor Muenchrath will be gone the first part of June and will miss the council meeting.

**3. COUNCIL COMMENTS**

Councilor Short said the Merchants Association is having a chocolate walk this Thursday from 5-7 p.m. and every store will have chocolate and wants everyone to come and visit the stores. Tickets are being sold for \$1 for a chance to be the first one down the slide on opening day. The Ford Family Foundation asked if we were doing anything for the schools in regards to swimming safety. A plan is being worked on with the school for 1-3 grades to start this fall for a swimming and safety program. The school district is very excited. They will pay for the teachers to attend; they will coordinate and do the background checks, and they will pay for the bussing. Councilor Short will be asking the budget committee to consider keeping the pool open for the Swimming and Safety Program with an estimated cost of approximately \$10,000 by using the interest from the Reitman’s Trust fund.

Councilor Capehart said there will be a Tree of Hope Dedication Ceremony on April 4<sup>th</sup> at 5:15 p.m. at the Community Center, socks will be hung on the tree in remembrance of abused children and is being done all over the county. The socks will be donated to the Casa Program and given to the children in need.

The Red Cross contacted us and said that the Community Building is designated as disaster gathering area. A list of contacts of citizens that would help in an emergency has been provided to the Red Cross. Councilor Capehart let them know we had blankets but we did not have a generator or cots.

Councilor Wiese said he and his wife set out looking for sunshine and found it in North Carolina last week.

Councilor Baird and his family found the sun in Arizona during a spring break road trip. He notified the Police Department for the first time that they would be out of town and their home was checked on while they were gone and that service is available to all citizens.

#### **4. STAFF REPORTS**

Anne Conner said the Friends of the Library across the county will be hosting author Jon Evinson on April 19<sup>th</sup> at 7:00 p.m. at the Community Center. The team trivia game will take place in May, the teams are made up of up to eight people; all ages can participate with both male and female. The cost is \$10 per person.

Officer Smith did not have anything to add the police report. Councilor Short asked what happens when a child vandalizes something; do they have to pay for it? Smith said it is up to the court. Councilor Wiese said the Coquille Police and Public Works departments did a great job working together during the recent storm and was very impressed. Officer Smith introduced Dave Pierce the Officer in charge of Reserves which makes him a Sergeant. He donates hundreds of hours to the Police Department and he works on the fleet. Smith commended him for his service on behalf of department.

Public Works Director Urban said he did not have anything to add to his report. But he gave special thanks to Steve Dubisar and Mike Arellano for their outstanding service during the recent snow storm.

Finance Director Dufner said the investment account is earning 4.32%. The work continues on the budget with the department managers. Dufner will delay the server and software upgrade until next fiscal year due to the time of the project.

Fire Chief Waddington said was out of town when the report was due. The Fire Department was out during the storm and they responded to several calls and there were a lot of trees and power lines coming down and it was a little spooky. They all did a great job.

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

Interim City Manager Dufner said Judy Weeks from the Coquille Valley Hospital Auxiliary has asked the rental fee be waived for the small auditorium & kitchen for their annual area IV state workshop. Council Capehart made a motion to approve the request of a rental waiver for the small auditorium and kitchen for the Coquille Valley Hospital Auxiliary. Councilor Short seconded the motion; all voted in favor.

Angela Robinson from Oregon First Community Credit Union Relay for Life Team Captain would like to have a Zumbathon on June 29<sup>th</sup> and are requesting the rental fee for this 2 hour event. Council Spanberger made a motion to waive the rental fee Oregon First Community Credit Union Relay for Life Team Zumbathon on June 29<sup>th</sup>. Councilor Short seconded the motion; all voted in favor

#### **6. PUBLIC PARTICIPATION**

Ethel Petry, Coquille, asked if Urban Renewal Agency (URA) dollars are only for blighted areas. Councilor Wiese said that is one of the intended areas. Mayor Muenchrath said the URA Policy outlines all the purposes and goals of the URA. It is intended that it is self sustaining. Improved areas increase the tax base for the improved properties. The URA report and policy is available from the City Manager.

Ms Petry asked where the activity stage and viewing area is. Urban said it is hoped that it would be located at the end of Sturdivant Park in the open area.

Nancy Keller, Rink Creek Rd, announced that the Coquille chess team placed 2<sup>nd</sup> in state competition and the team will be going to nationals at the end of the month. There is a relay for life chess tournament and invited everyone to come play. The cost is \$5. It will be held May 12 from 10-5 at the Coquille High School. Gay 90's is still working on having the function be more family and kid orientated. If anyone wants to help or have a kid activities please contact her. The parade meeting is April 12, 2012 at 10:00 a.m. Councilor Baird said on Tuesdays that place is very busy and gives youth another avenue.

## **7. CONSENT CALENDAR**

- City Council minutes of March 5, 2012

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

## **8. APPROVE USING CITY FUNDS TO COMPLETE THE FINANCING FOR THE COQUILLE RIVER WALK**

The City has secured a State of Oregon grant for \$100,000 to develop the Coquille River Walk, which expires on June 13, 2012. The project's funding is short in the amount of \$26,120. If the funds are not received the grant will be lost. Finance Director Dufner said \$14,000 could come from the Sidewalk Fund and \$12,120 from the General Fund, or the URA could increase its contribution. You could choose not to pave the parking area and reduce the contract by \$10,500. I am asking Council to authorize the expenditure of \$14,000 from the Sidewalk Fund and \$12,120 from the General Fund, which will reduce the carryover amount. Public Works Director Urban said \$4,000 could be saved by having the city doing the underground sewer and water lines installation. The following donations have been made Port of Bandon \$14,125, River Walk Committee \$46,053, URA \$7,000.

Councilor Wiese made a motion to approve the expenditure of 26,120, with \$14,000 coming from the Sidewalk Fund and \$12,120 from the General Fund for the Coquille River Walk Project. Councilor Spanberger seconded the motion; all voted in favor

## **9. APPROVE EAST 5<sup>TH</sup> STREET PAVING OPTIONS**

Public Works Director – Planner Urban said the City has been negotiating with the Coquille Valley Hospital about paving East 5<sup>th</sup> Street. The City needs to do the pre-leveling from Central to Baxter because that was an issue before the hospital construction started. Urban's recommendations are in bold. The cost would be \$45,498; the items included increasing the asphalt by ½" at the cost of \$19,900, repair a base section of 750 SF for the cost of \$4,388, asphalt over gutter to curb for \$4,000 and grind and repave for better drainage at the apron on central for cost of \$6,160. Councilor Baird asked how long does the additional ½" asphalt add to the life. Urban said it increases the life due to less cracking and alligating. Urban said the hospital has been pouring several concrete bases on 5<sup>th</sup> street as problems have arisen. Knife River will do the work.

Councilor Wiese made a motion to spend \$45,495 for street repairs on 5<sup>th</sup> Street as presented. Councilor Capehart seconded the motion; all voted in favor

## **10. APPROVE WEST 5<sup>TH</sup> STREET PAVING OPTIONS**

Public Works Director – Planner Urban said that West 5<sup>th</sup> Street has a severe problem with pot holes and drainage. The City requested a quote from the Knife River because they will be working on East 5<sup>th</sup>. The estimated cost to repair West 5<sup>th</sup> is \$27,985.00 Staff feels the estimated is significantly less due to the fact that the company will already here working. Council directed staff to continue the process by getting the appropriate bids for the project.

## **11. RESOLUTION 05-2012 A RESOLUTION AUTHORIZING THE APPLICATION FOR A LOCAL GOVERNMENT GRANT FROM THE OREGON PARKS AND RECREATION DEPARTMENT FOR THE COQUILLE COMMUNITY ACTIVITY STAGE & VIEWING AREA AND DELEGATING AUTHORITY TO THE INTERIM CITY MANAGER TO SIGN THE APPLICATION**

Public Works Director – Planner Urban said the Coquille Community Activity Stage & Viewing area would be located at the end of Sturdivant Park in the grass area. The Watershed and the Wetland agencies said they thought it would be a good project; it can be used as an outside class room, music performances and viewing the wetlands and river. The area could handle a crowd up to 200. Mayor Muenchrath said that exploring the grant option is great idea.

Councilor Wiese made a motion to adopt resolution 05-2012 authorizing the application for a local government grant from the Oregon parks and recreation department for the Coquille Community Activity Stage & Viewing area and delegating authority to the Interim City Manager to sign the application. Councilor Spanberger seconded the motion; all voted in favor

**12. ADJOURNMENT**

Mayor Muenchrath adjourned the meeting at 8:04

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Mayor, Matt Muenchrath

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Deputy Recorder, Rene Collins

**CITY OF COQUILLE  
URBAN RENEWAL AGENCY MEETING MINUTES  
APRIL 2, 2012**

**1. CALL TO ORDER**

Chairman Wiese called the URA meeting to order at 8:05

**2. APPROVAL OF MINUTES**

- URA minutes of February 6, 2012

Member Muenchrath made a motion to approve the URA minutes of February 6, 2012. Member Capehart seconded the motion; all voted in favor.

**3. APPROVE USING URA FUNDS TO COMPLETE THE FINANCING PACKAGE FOR THE COQUILLE RIVER WALK**

This item is not needed as the City is funding the shortage for the Coquille River Walk Project.

**4. COQUILLE COMMUNITY STAGE & VIEWING AREA**

Finance Director Dufner said the grant for the Coquille Community Stage & Viewing Area in Sturdivant Park requires match from the City of 20%. Public Works Director – Planner Urban is asking for \$10,000 to help with the matching funds for the project. Member Capehart made a motion to approve \$10,000 for matching grant money for the Coquille Community Stage & Viewing area in Sturdivant Park. Member Spanberger seconded the motion; all voted in favor.

**5. ADJOURN URBAN RENEWAL AGENCY MEETING**

Chairman Wiese adjourned the meeting at 8:06

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Chairman Loran Wiese

ATTEST: \_\_\_\_\_  
Deputy Recorder, Rene Collins