

CITY OF COQUILLE
CITY COUNCIL MEETING MINUTES
April 3, 2006

COUNCIL PRESENT: Mayor Steve Britton, Councilors: E.N. "Corky" Daniels, Loren 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: None

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 7:02 p.m.

2. MAYOR'S COMMENTS

We had an evaluation meeting for the City Manager at 6:00. The Mayor said we would like to have the Urban Renewal meeting first tonight if there are no objections. Mayor Britton recessed the Council meeting and turned the meeting over to Chairman Wiese of the Urban Renewal Committee.

Mayor Britton called the council meeting back to order at 7:13 p.m.

3. COUNCIL REPORTS

Councilor Capehart made a motion to extend the City Managers contract by one year with a cost of living increase of 3% effective July 1, 2006. The motion was seconded by Councilor Anderson; all voted in favor. Councilor Capehart said 425 people attended the Oregon Hunters Association banquet on Saturday and a good time was had by all. Councilor Anderson said she attended Trivia Night at the Library and said there needs to be more City Council participation. Councilor Torbeck reported Hawaii was fun. Councilor Hagen said she had a great time at Trivia Night also. She asked Public Works Director Higgins when we would be having a Parks Committee meeting. Mr. Higgins asked Councilor Torbeck to set a date and she said April 13, 2006. Councilor Wiese stated today is opening day of baseball season.

4. STAFF REPORTS

Fire Chief Waddington stated there were 45 ambulance calls instead of 39 as listed in his report and everything is going well. Councilor Anderson asked when Safety Day is scheduled for the City. The Fire Chief responded it is Tuesday, April 11, 2006. The training will include first aid, and CPR. Public Works Director Higgins said his report is in the packet and he included a picture of the new tractor mower purchased from BLM for \$24,000 and delivered by ODOT last Thursday. The mower will be used for the edge of the roadways, rights-of-way, or when a water line needs to be installed. The previous cost for Trees Inc to cut the brush was about \$7,000. The Mayor asked about the bid for the boat ramp. Mr. Higgins said West Coast Contractors is interested and the quotes are due in April 11, 2006. Library Director Conner reported that Trivia Night was a success and there will be another game in the fall and all donations go to the Friends Foundations and they are tax deductible. Police Chief Reaves stated that they are still waiting for the county to bring the new computers for the LEDS system. Councilor Hagen asked if

anyone has complained about the parking downtown because it seems that many employees and business owners are parking downtown. The Mayor asked if the number of citations issued by the Parking Officer is listed on the Police Chiefs report. The Chief said no but she has written 351 citations since the beginning of the fiscal year and he has not had any complaints about the parking downtown. The City Manager said the fine for parking tickets was raised from \$5 to \$10 and there have been fewer complaints about paying them. Councilor Hagen asked if the Parking Officer hours could be increased. Chief Reaves said it is up to the budget committee. Finance Director Dufner said his report is included in the packet. He said we have not received our monthly investment report, and the audit date is set. The Budget Committee will receive the budgets at the end of the week. The Mayor asked if we ask for bids concerning the audit each year. Mr. Dufner said usually about every 5 years you should ask for bids. Councilor Anderson said that the manufacturer of the fire truck has asked to display at the Northwest Expo in Portland. Chief Waddington said the new ambulance has been in service for about 2 months and has about 6,900 miles and the 1995 ambulance was sold to Powers. The 2000 ambulance has about 70,000 miles. There are approximately 340 members in Fire-Med at this time and we serve about 62 agencies. The cost is \$40.00 a year for membership and you are covered in other areas.

5. CITY MANAGER'S REPORT

City Manager O'Connor said Safety Day is April 11th. He hoped to have a recommendation for Council about the architectural services for City Hall except one of the them is out of the office and we did not receive the additional information we had requested in time for the meeting. We may be requesting a special meeting around budget time in regards to the architectural services. The Coquille Chamber is requesting to hold its Gay 90's parade on Saturday June 3, 2006 and the route would be the same as last year. There is a request from Operation Coquille and Oregon Coast Chamber Orchestra for the council to co-sponsor the concert on the 7th at the Community Building. Councilor Capehart made a motion for the city to co-sponsor the concert on May 7th. Councilor Wiese seconded the motion; all voted in favor. Councilor Wiese made a motion to adopt the parade route for the Gay 90's celebration. The motion was seconded by Councilor Hagen; all voted in favor.

Mayor Britton received two proclamations from The Women's Safety and Resource this month and they are as follows:

The Governor has proclaimed that Sexual Assault and Awareness month is April and the second is Child Abuse Prevention and Awareness month is April.

6. PUBLIC PARTICIPATION

Sandy Gilliard, 153 N. Baxter, is concerned about the public walking around by the Nosler Building down Adams with the all the pigeon droppings that there could be a potential health hazard and the pigeons flying in and out and some fail their first flight and hopes something can be done. The City Manager said we will ask that the pigeons not be fed and we will send the building owner a notice to clean the sidewalks and ask him to find a way to bird-proof his building. Ms. Gilliard is also concerned about soffit pieces falling from the building onto the sidewalk. The Mayor suggested that a notice be sent to all business owners downtown because of the possibility of influenza that they not feed the birds and or encourage them to stay and raise their young.

Judy Costello, 170 N Adams, I have the following questions:

1. Status of GP site, the City Manager said that Safeway is still in the process of working through their approval process.
2. We have a parking problem in Coquille. Ken Easton and I would like to start a committee to solve and work on the parking issues and we would like to know who to talk to and we are looking for two more volunteers for the committee. The council said they needed to report to Chief of Police Reaves.
3. The Sentinel building has sold which creates a problem with the things located in Barton's Alley and I would like to relocate them to Second Street. I would start at Rich Fish's building and go all the way down to the Red Rooster. The park benches and planters will be on the sidewalk against the building. Councilor Hagen made a motion to allow the relocating of the benches and the planters. The motion was seconded by Councilor Wiese, all voted in favor.

4. Our Company does a lot of work on city of projects and asked if we have applied for any funding or grants before there are no funds available. The City Manager responded that for the water plant we have secured the funds but they have not released the funds. The WWTP facility plans have been at the state level for 8 months and we are waiting for approval before we can apply for loans or grants.

Lowell Thomas said Ralph Foord is willing donating a truck for the watering of the plants and can the insurance be included in the city's policy. City Manager O'Connor said no, that it needs to be kept separate from the City due to liability issues and Mr. Foord needs to donate it to Operation Coquille and they need to carry the insurance.

Linda Short said that Operation Coquille is made up of small number of people and the City of Coquille does not realize everything that they do in the community. Lowell Thomas reported that the pool fund donation is up to \$72,000 and more fundraisers are in the planning. The Mayor and Councilor Capehart said the Council appreciates everything they do.

7. CONSENT CALENDAR

Councilor Anderson moved to approve the consent calendar. Councilor Capehart seconded the motion; Councilor Wiese abstained because he was absent from the meeting. All others voted in favor.

8. RESOLUTION 08-2006

Councilor Anderson made a motion to adopt resolution 08-2006 amending the license, permits, and procedures book by including a fee for returned checks for the City of Coquille and authorizing the rates and fees contained therein. Councilor Capehart seconded the motion, all voted in favor.

9. 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 7:55 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 7:58 p.m.

10. ADJOURNMENT

The Mayor adjourned the meeting at 8:35 p.m.

Britton

ATTEST: _____

Deputy City Recorder

Mayor Steve

**COQUILLE URBAN RENEWAL AGENCY
BOARD MEETING MINUTES
April 3, 2006**

1. CALL TO ORDER

Urban Renewal Chairman Wiese called the meeting to order at 7:05 p.m.

2. APPROVAL OF MINUTES

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

3. REQUEST BY OPERATION COQUILLE FOR \$1,550 FOR WATERING INSERTS FOR COMMUNITY FLOWER BASKETS

Operation Coquille requested \$1,550 for watering inserts and Executive Director O'Connor added \$50 for shipping and handling. Mr. Thomas, Operation Coquille, stated they are asking for funding for the watering inserts, which will cut down the time spent on watering. The inserts need to be installed while planting the baskets. The insert will hold 2.6 gallons and last year we were using 2 gallons a day per basket for watering and some of that was lost from the bottom of the baskets. If the inserts are used, the 50 baskets may only have to be watered every other day instead of daily. This will be an interim system and will work in conjunction with the full watering system to be installed in the future. Member Britton asked if the current baskets could support the additional weight of the 2.5 gallons of water. Mr. Thomas said they would and that and it would be an additional 15-18 pounds. The insert introduces water to the roots and this may help with the amount of water being used. Member Anderson was concerned about spending the money for one year's use. Mr. Thomas said this would be incorporated with the long term watering system. Member Britton made a motion to approve the \$1,600 request to Operation Coquille for the insert watering system. The motion was seconded by member Daniels; all voted in favor.

4. DISCUSSION ON LIABILITY FOR FLOWER BASKETS

Executive Director O'Connor discussed the possibility of the City covering the hanging flower baskets under our liability policy with our insurance agent Clay Davis. He said if we did that then we would be insuring all Operation Coquille's activities, and that is something the City does not want to do. Operation Coquille can purchase a liability policy for \$500.00 a year. PPL is concerned about the liability issue since the baskets are attached to their poles and would like Operation Coquille to resolve the liability issue. Member Capehart made a motion to give Operation Coquille \$500.00 for their liability insurance. The motion was seconded by member Hagen, all voted in favor.

5. ADJOURNMENT

Hearing no further business, Chairman Wiese adjourned the meeting at 7:12 p.m.

Chairman Wiese

ATTEST: _____
Recorder