

**CITY OF COQUILLE**  
**CITY COUNCIL MEETING MINUTES**  
**April 4, 2005**

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

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

**PRESS:** Dan Schreiber, The World  
Jake Wilhelm, 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 7:00 p.m.

A. Mayor Britton led those assembled in the Pledge of Allegiance.

**2. MAYOR'S COMMENTS**

The Mayor thanked the members of the audience for coming to the meeting and their interest in the activities of the Council on behalf of the City of Coquille.

**3. COUNCIL COMMENTS**

Councilor Capehart said there was a public meeting in the Community Building with Senator Jeff Kruze and Representative Wayne Krieger, Friday April 8<sup>th</sup> at 6 pm. She was also glad that Jim Sanders had returned a day early. Councilor Torbeck noted the Park & Rec. Committee had their first meeting and wanted more comments from the public regarding the planning and needs assessment. The meetings will be the third Wednesday of each month.

**4. STAFF REPORTS**

Fire Chief Waddington told the council all was well in the fire department and his report was in the packet. Public Works Director John Higgins told the council his report was in the packet and was asked by Michael Irwin of 876 N. Knott if the plant was having problems and was that the reason for the closure of the dock. Higgins replied, "yes, we are waiting for a replacement gear for the clarifier, and the signs would come down when it was repaired". Library Director Anne Conner reported the architect and six others toured other libraries as part of the needs assessment and a report should be ready by the end of the month. She also mentioned and encouraged everyone to form a team to participate in the Trivia Night, the council is considering forming a team. Police Chief Reaves introduced Coquille's new Police Sergeant Patrick Smith who is fully certified officer with 11 years experience and after some training in our area is ready to go. The Chief also believes the other open position will be filled by the end of this month and the department will be at full strength. He mentioned that The Relay for Life will be 24<sup>th</sup> and 25<sup>th</sup> of June, that you can see Finance Director Dufner for entry forms, and that his team has 11 members and will run the food booth. Finance Director Dufner reported that he had attended the Oregon Municipal Finance Officers Meeting and found it informative, while there had talked with the State Investment Board about Coquille's Investment policy and hoped to have it completed, that the audit was done and being reviewed and that his focus for this month is the Budget. Steve Major of Dyer Engineering prepared a report on the additional cost of building the sewer plant to a capacity beyond the growth projections of the city as determined by the state to a total of 6,000 persons. The additional cost would be

approximately \$750,000 and would have to be financed by the City of Coquille, as no grant or loan program would cover the building of the excess capacity.

Lowell Thomas of 854 N. Elliott, a member of the planning commission who originally brought the issue up asked if a developer could be required to provide a small plant to treat the inflow before it entered the city's system. Mr. Majors indicated that a second system at a different location would add additional cost for the operations of the system. Mayor Britton inquired about doing some preliminary work during the construction of the current system to allow for future expansion, and was told by Major that it could be done at minimal cost, however the actual construction at a later date to achieve the increased capacity would be more than \$750,000 because it would be a separate project rather than expanding this project. Majors presented several financing options for the financing of both the original plan and the increased capacity plant. Mr. Irwin asked if there could be future rules that could require tertiary treatment and was told yes. Councilor Torbeck made a motion to accept the projected census growth to a population of 4,960, and proceed with the plans for the construction of a sewer plant that would allow for that growth, and include work that would facilitate additional expansion if necessary in the future. Councilor Anderson seconded the motion. All voted in favor.

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

The City Manager reported that Friday April 8 at 4 pm the City would open bids for the first small timber sale on the watershed to see what the market price is. On March 30<sup>th</sup>, Mr. O'Connor, Mayor Britton, and Councilor's Capehart and Torbeck traveled to Eugene to meet with Congressman DeFazio regarding possible funds for the wastewater treatment plant. Mr. DeFazio indicated that funds were in short supply but was interested in the fact that even if you could build a plant that did not require that the rates be set at the state average they had to be that high to qualify for a grant or loan financing. DeFazio suggested the City of Coquille contact some other communities and speak with the governor about the way DEQ administers the funds it has with regard to rate setting. O'Connor will follow up with Senators Smith and Wyden so they will be aware of the City's grant request. O'Connor presented a request from the Chamber of Commerce to hold the Gay 90's parade over the same route as last year from 10:00 am to 11:30 am and for the City to partner with the Chamber by donating the use of the Community Building, to close the parking strip in front of the Community Building on Friday June 3<sup>rd</sup> from 12:00 pm to 8:00 pm for a street dance. Also close 1<sup>st</sup> street from Adams to Birch and Central from Hwy 42 to 2<sup>nd</sup> from 6:00 am to 6:00 pm on Sat. June 4<sup>th</sup>. Councilor Torbeck asked about closing the entire street not just the parking area to provide more space but O'Connor thought that would block traffic to the post office and cause traffic problems. Councilor Anderson made a motion to close the streets as presented and donate the use of the Community Building. Councilor Daniel's seconded. All voted in favor. Bobbi Lynn White requested the City refund the rental price of the Community Building, she had rented it for a concert but the dates had conflicted with other events and a very poor attendance resulted. O'Connor requested the council deny the refund as the City fulfilled it's obligation and provided the space and to refund the rental would set a precedent. Councilor Anderson made a motion to deny the refund request and was seconded by Daniel's. All voted in favor of the motion. O'Connor had two request he would like for the Council to forward to the Safety Committee. First, requests from 5 citizens regarding parking near the intersection at W. 4<sup>th</sup> and Birch. The second request was from Larry Peak of 781 N. Henry seeking parking rights on the undeveloped portion of N. Henry between 7<sup>th</sup> and 8<sup>th</sup> streets. Councilor Anderson made a motion to refer these items to the Safety Committee, Councilor Torbeck seconded and all voted in favor. O'Conner reminded the Council of a goal setting meeting facilitated by Crystal Shoji on Saturday April 9<sup>th</sup> at 10 am.

## **6. PUBLIC PARTICIPATION**

Lowell Thomas of 854 N. Elliott representing Operation Coquille informed the Council of a concert and food event called "April in Paris" to be held April 17<sup>th</sup>. This event is a fund-raiser to aid Project Graduation an effort to provide the graduating seniors a positive activity upon their graduation. He asked that the Council support the event by waiving the rental fee on the large auditorium in the Community Building or make a donation. Councilor Anderson made a motion to waive the rental fee, Councilor Capehart seconded and all voted in favor. Councilor Capehart mentioned a disaster drill at Jefferson school on Sat. 16<sup>th</sup> from 8am to 4pm.

Michael Irwin asked who was on the safety committee and was told it consisted of the Councilors Wiese and Anderson, Police Chief Reaves and 3 or 4 citizens.

**7. CONSENT CALENDAR**

Councilor Anderson made a motion to accept the consent calendar with corrections to the City Council Minutes of March 7, 2005, the Parks and Recreation Committee Minutes of March 8, 2005 and the Public Safety Committee Minutes of March 15, 2005. Councilor Torbeck seconded and the motion passed unanimously.

**8. REQUEST BY MINDY EDGAR TO DISCUSS UTILITY BILLING DISPUTE.**

Ms. Edgar is currently being charged for three units at her house on 626 N. Collier. Ms. Edgar says there are only two units at the location now. Mr. Edgar also says it is apparent that there are only two units at that address. The Mayor asked if Public Works Director Higgins could inspect the property to make a determination on behalf of the city and make a recommendation based on his inspection. Mr. Edgar agreed and Higgins will inspect the property.

**9. RECOMMENDATION TO ADOPT ORDINANCE #1453.**

Mr. Higgins explained that State Building Codes does not inspect cut and fill of the construction of any building. The inspection falls on the City and the city needs to adopt appendix J of the Oregon Structural Specialty Code, which will provide guidelines for the inspection and allow enforcement of the code.

A roll call on the adoption of Ordinance #1453 follows:

Councilor Daniels Yes  
Councilor Hagan Yes  
Mayor Britton Yes  
Councilor Torbeck Yes  
Councilor Anderson Yes  
Councilor Capehart Yes

**10. RESOLUTION # 04-2005 PERTAINING TO TRAFFIC AND PARKING IN THE CITY OF COQUILLE, COOS COUNTY, OREGON (No parking areas on Nutmeg).**

Councilor Anderson brings a recommendation from the Public Safety Committee that the Council pass a resolution regarding the parking on Nutmeg. Chief Reaves stated this recommendation came from the Committee after 3 meetings with the residents of Nutmeg. Councilor Anderson made a motion to pass the resolution, Councilor Capehart seconded and the motion passed unanimously.

**11. RESOLUTION 05-2005 A RESOLUTION PERTAINING TO TRAFFIC AND PARKING IN THE CITY OF COQUILLE, COOS COUNTY, OREGON (Placement of Stop signs on E. 6<sup>th</sup> and N. Elliott).**

Councilor Anderson brings from the Public Safety Committee a recommendation that the intersection at E. 6<sup>th</sup> and N. Elliott be made a four way stop, due to limited visibility as you approach the crest of the hill. Mayor Britton asked if the slope was too steep for cars with clutches, Chief Reaves said there were two car lengths near the top. Lowell Thomas added that the City's 1982 plan called for Crest Acres Rd. to eventually come to that intersection as well. Councilor Hagen noted that 5<sup>th</sup> street only serves two residences and that her driving takes her by there several times a day and she has never seen a car there. Chief Reaves said there are three residences and the problem is some of the residents are pulling out onto the road without looking and the situation needs to be addressed. Councilor Anderson made a motion to accept Resolution 05-2005, Councilor Capehart seconded.

Councilors Daniels, Capehart, Torbeck and Anderson voted in favor, Councilor Hagen opposed, the motion passed.

**12. RESOLUTION 06-2005 A RESOLUTION PERTAINING TO TRAFFIC AND PARKING IN THE CITY OF COQUILLE, COOS COUNTY, OREGON (Designation of Handicapped parking area on N. Baxter)**

Chief Reaves brings a resolution recommended by the Public Safety Committee regarding handicapped parking. A handicapped resident that needs access to their house often finds the way blocked by vehicles using street parking. The request is not for private parking but for designated handicapped space, which will allow the individual to park by the ramp that leads to the home. If in the future access could be gained from the rear of the house the designation could be removed. Councilor Torbeck made a motion to pass resolution 06-2005, councilor Capehart seconded and all voted in favor.

**13. RESOLUTION 07-2005 A RESOLUTION ADOPTING A REVISED EXHIBIT "A" OF THE CITY OF COQUILLE PUBLIC CONTRACT RULES.**

City Attorney Trew recommends the City amend its public contracting rules to change the phrase "purchasing manager" to the City of Coquille. The revision puts the various decisions under the control of the council. Councilor Anderson makes a motion to pass the resolution, Councilor Capehart seconds, all voted in favor.

Hearing no further business the Mayor adjourned the meeting to Executive session at 8:42 pm.

**14. EXECUTIVE SESSION PURSUANT TO ORS 192.660 (2)(e) REAL PROPERTY TRANSACTION**

**15. ADJOURNMENT**

Mayor Britton adjourned the executive meeting @ 9:15 and reconvened the regular meeting. Hearing no further business Mayor Britton adjourned the regular meeting at 9:15 p.m.

\_\_\_\_\_  
Mayor

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