

CITY OF COQUILLE
CITY COUNCIL MEETING MINUTES
May 2, 2005

COUNCIL PRESENT: Mayor Steve Britton, Councilors: E.N. "Corky" Daniels, Loren Wiese, 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, Police Chief Mike Reaves

PRESS: Jake Wilhelm, Coquille Valley Sentinel

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 7:05 p.m.

2. PLEDGE OF ALLEGIANCE

The Mayor opened the meeting with the Pledge of Allegiance.

3. MAYOR'S COMMENTS, PROCLAMATION – VFW BUDDY POPPIES

The Mayor noted the size of the audience, thanked them for their interest, and for attending the meeting. The Mayor and Council members read a Proclamation urging the Citizens of Coquille to support the VFW's effort on behalf of veterans by purchasing and wearing the Buddy Poppies. The Mayor talked about a Goal Setting meeting and an Employee Survey regarding the Mayor, Council, City Manager, and Department Heads performance. The Mayor would also distribute this evaluation to the Citizens of Coquille. The Mayor is also going to follow up on the survey he had asked the Coquille High School government class to conduct regarding the future of the Old City Hall building.

4. COUNCIL REPORTS

Councilor Wiese thanked the Council for its support. Councilor Torbeck entered the library's trivia contest but was the only representative from the city so she challenged the councilors or city employees to participate in the next one in the fall. Councilor Capehart mentioned the Senior Girls Mother and Daughter's Tea. Capehart said Linda Short had done a terrific job getting donations for the free swim days, which will be the first and last day of the season as well as every Wednesday. There will be some additional funds to pay for a pre-teen swim that is being planned. Capehart also said there was a Chamber Benefit to help with the Gay 90's celebration and she had tickets.

5. STAFF REPORTS

Police Chief Reaves had an officer resign citing financial reasons. There will be testing May 12 and oral interviews May 13 for a replacement. There are two new leased vehicles from the state, the Sergeant is using the explorer and the other is waiting for some parts before going into service. The Chiefs report with the statistics is with the council packet. Library Director Anne Conner reported the Library Board has reluctantly agreed to use the earnings from the Rietman trust for operating expenses. She also reported that the library would stop mailing late notices and sending e-mails instead. That the trivia night was fun and that the Friends of the library book sale would be May 20th and 21st in the large auditorium and she asked that the friend of the library had requested the usage fee be waived. Councilor Torbeck made a motion to waive the fee and Councilor Capehart seconded, the motion passed unanimously. Public Works Director John Higgins told the council his report was in the packet that we would be going out for bids again within a couple of weeks on the timber sale and that the clarifier at the waste water treatment plant was working again. Councilor Hagen asked if the water line would be replaced on sixth as part of the paving project. Mr. Higgins said it would and the paving

would be up Sixth and north on Elliott and he also noted that ODF&W had placed live beaver traps at the culvert on 4th. The Mayor noted that Fire Chief Waddington was gone but his report was in the packet. Finance Director Dufner asked the council to postpone to next month the hearing on a Supplemental Budget for 2004/2005 scheduled for tonight to allow inclusions of some anticipated expenditures from the timber sale until next month and he also noted that the 2005/2006 Budget Committee would need to meet again for the same reasons. The council agreed and Dufner then said that he was looking at some different software for fixed assets. City Attorney John Trew said that he would not be at the next meeting but his partner John Meynink would.

6. CITY MANAGER'S REPORT

Joann Galloway requested the City participate in providing another power outlet box in Sturdivant Park by providing \$718 for the materials, The labor is to be donated by Marca Electric. Councilor Capehart made the motion to support the project, Councilor Wiese seconded and all voted in favor. Lyn Silverman requested the City waive the fee for the large auditorium for the RSVP fundraiser August 6, 2005. Councilor Wiese made the motion to waive the fee, Councilor Daniels seconded and all voted in favor.

7. PUBLIC PARTICIPATION

A question was raised about the GP site, but the Mayor said the issue could not be discussed at this time.

8. CONSENT CALENDAR

The council reviewed the minutes of the City Council meeting of April 4, 2005, Budget Committee Minutes of April 19, 2005, Parks & Recreation Committee Minutes of April 20, 2005 and the Authorization for payment of the 6th Street Project. Councilor Anderson had corrections to the Parks minutes. Councilor Wiese made a motion to approve the consent calendar with corrections, Councilor Daniels seconded and the motion passed unanimously.

9. PRESENTAION OF THE 2004 CITY AUDIT.

Laura Fisher of Hough & MacAdams made the presentation of the 2004 audit noting two suggestions for improvement included in the management letter. The first regarding an over-expenditure of a line item, the second regarding the signatures and supervisors initials on reports. Ms. Fisher congratulated the City's accounting staff for an excellent job considering the length of time they operated without a finance director.

10. PRESENTATION MAY KAY DALGREEN – OREGON STATE LIBRARY.

The Coquille Library applied for and received a grant for a Ready to Read summer program. That program was chosen one of the top five in the state and Ms. Dalgreen made a presentation to Library Director Conner in recognition of the award.

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

The Mayor moved this item to the end of the regular meeting so those attending could stay through the regular council meeting.

12. PUBLIC HEARING – SMEJKAL ANNEXATION

City Attorney Trew noted that this is quasi-judicial hearing. The council has not had a lot of experience in this matter. The Council is sitting as a quasi-judicial body and there is an ordinance and state law that tell how to proceed. The Council is an impartial panel that will hear about the criteria that apply to an annexation in a report from Public Works Director Higgins. There will be an opportunity for proponents and opponents to come before you and give testimony and evidence that apply to the criteria. The ordinance allows the council to appoint a hearings officer that, in the future, would probably be the Mayor. However with the Council's permission, Mr. Trew will fill that role in this hearing. The hearing began at 7:53 May 2nd, 2005. The appeal today is from Mr. James Smejkal and he is asking that his property be annexed into the City. In the packet you

have the recommendation from the Planning Commission to approve the annexation and this is the second part of the process where you fulfill your obligation.

Does any member of the council need to abstain from this hearing? None

Does anyone object to the jurisdiction of the council to hold this hearing? None

Staff report from Higgins indicates that at a public hearing of the Coquille Planning Commission, regarding the annexation of 17.84 owned by Mr. Smejkal, held on February 7, 2005 and that based on the Oregon Statewide Goals and other evidence submitted with the initial application, the commission found the requested annexation can be approved and recommended the same. At the City Council meeting held March 7, 2005, due to objections the date for the hearing was continued for 60 days to May 2nd, 2005. Staff recommends that the council adopt an ordinance annexing the property.

Proponent's case is presented by Ralph Dunham of Stutzner Engineering. Mr. Dunham pointed out that one of the objections to the annexation at the March 7, 2005 meeting and the reason for the continuance was the lack of a city ordinance blending the City's Comprehensive Plan with other ordinances. He also pointed out that out of the ninety acres Mr. Smejkal owns the 17.84 not in the city is the flattest terrain. To make the project economically feasible needs to be annexed and developed to recover the cost of the road through the steepest portion of the property.

The hearings officer asked if the council had any questions for the proponent: Hearing none he asked if the opponents had any questions: Hearing none he asked for the opponents to present their case. None were present. He asked for comments from public agencies: None were offered. As no evidence or testimony was presented in opposition, no rebuttal was offered. Mr. Dunham asked that the record be closed. Mr. Trew clarified that the 120 day extension would put the public hearing in July but that he was asking for a special hearing June 16, 2005 at which an ordinance, finding and order would be prepared. Hearing no objections the Mayor closed the meeting at 8:10p.m.

After deliberations Councilor Anderson made a motion to approve the application for annexation, Councilor Torbeck seconded and a roll-call vote was taken. In favor were, Councilor Daniels, Councilor Wiese, Councilor Hagen, Mayor Britton, Councilor Torbeck, Councilor Anderson, and Councilor Capehart. There were none opposed. Councilor Anderson made a motion to make a finding as set forth in the staff report and prepare an ordinance, Councilor Torbeck seconded, a roll call vote was taken, those voting in favor, Daniels, Wiese, Hagen Britton, Torbeck, Anderson and Capehart. None were opposed.

13. SCA GRANT APPLICATION PAVING E 1ST.STREET FROM N. ADAMS TO N. COLLIER

Public Works Director Higgins gave the Council two resolutions regarding the application to the state for a small cities grant to help pave a portion of 1st street. The council chose to make the application to pave from Adams to Collier. Councilor Anderson made a motion to adopt resolution 08-2005. Councilor Capehart seconded and all voted in favor.

14. REPORT FROM OPERATION COQUILLE

Lowell Thomas gave a report on the efforts to beautify Coquille. The Rotary Park Plan had brought a letter from Copper Tree realty regarding the height of the trees blocking their sign. Councilor Wiese made a motion to support phase one and two of the plan and refer the issue of the trees back to the Parks committee, Councilor Anderson seconded. All voted in favor.

Hearing no further business the Mayor adjourned the meeting to Executive session at 9:03 p.m.

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

15. ADJOURNMENT

Mayor Britton adjourned the executive meeting @ 9:43 and reconvened the regular meeting. Hearing no further

business Mayor Britton adjourned the regular meeting at 9:43 p.m.

Mayor

ATTEST: _____
City Recorder

**COQUILLE URBAN RENEWAL AGENCY
BOARD MEETING MINUTES
MAY 2, 2005**

1. CALL TO ORDER

Urban Renewal Agency Chairman Wiese called the meeting to order at 9:45p.m.

2. REVIEW OF COST ESTIMATES FOR URA FUNDS TO ASSIST OFCCU IN CARRYING OUT DESIGN DOWNTOWN THEME ON BUILDINGS.

CITY Manager O'Connor received from Joe Slack estimates for cost of underground utilities and sidewalk improvements around the new OFCCU building. Mr. Slack presented his estimate of \$312,000 that includes removal and replacement of sidewalk and gutters, street lighting and putting utilities underground. Mr. O'Connor would also like to look into the cost of different stop signals at the intersection of 2nd and Adams. Mr. O'Connor has not negotiated with the Credit Union what portion of the cost may be borne by the Urban Renewal Agency.

3. ADJOURNMENT

Hearing no further business, Chairman Wiese adjourned the meeting at 10:18 p.m.

Mayor

ATTEST: _____
City Recorder