

**CITY OF COQUILLE
CITY COUNCIL MEETING MINUTES
May 3, 2004**

COUNCIL PRESENT: Councilors: Loran Wiese – Presiding for Mayor, E.N. “Corky” Daniels, Kathy Hagen, Fran Capehart, Jan Torbeck and Mollie Anderson

STAFF PRESENT: City Manager Terence O’Connor, City Attorney John Trew, Finance Director Michelle Forrest, Public Works Director John Higgins, Police Chief Mike Reaves

PRESS:

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

1. CALL TO ORDER

Loran Wiese called the meeting to order at 7:00 p.m.

2. PLEDGE OF ALLEGIANCE

Loran Wiese led those assembled in a salute to the flag.

3. MAYOR’S COMMENTS – LORAN WIESE ACTING MAYOR

- A. Proclamation – May as Foster Care Month
- B. Proclamation – Annual Sale of Buddy Poppies by Veterans of Foreign Wars of the U.S.
- C. Proclamation – Saturday, May 15th, 2004, is Good Sam Cleanup Day
- D. Letter by Don Delyria – Interested in serving on the Wastewater Facility Advisory Committee.

After the above Proclamations were read in their entirety, Councilor Loran Wiese proclaimed May as Foster Care Month, urged citizens to recognize and contribute to the support of purchase of Buddy Poppies by the Veterans of Foreign Wars, and proclaimed Saturday, May 15th, 2004, as Good Sam Cleanup Day.

Councilor Anderson made a motion to appoint Don Delyria to the Wastewater Facility Advisory Committee. Councilor Capehart seconded. All voted in favor.

4. COUNCIL COMMENTS

Councilor Capehart presented a picture from Loyalty Day & Law Enforcement Day and thanked those who attended.

Councilor Anderson apologized for not attending the budget committee meeting.

5. STAFF REPORTS

Public Works Director Higgins read a summary of items from his staff report. Police Chief Reaves recommended the amendment of city ordinance to include scooters and motorized scooters. Councilor Anderson made a motion to amend city ordinance to include scooters and motorized scooters. Councilor Daniels seconded. All voted in favor. Police Chief Reaves also recommended to ban the riding of all those implements on sidewalks and the porch of the Community Services Building. Councilor Anderson made a motion to ban the riding of those implements on the sidewalks, porch, parking areas and driving areas of the Community Services Building. Councilor Daniels seconded. All voted in favor.

Police Chief Reaves reported that the applicant search is still continuing. Officer Jimmy Bryant is now a certified Fire Arms Instructor. Officers Bryant and Ford assisted in the Rotary Easter Egg Hunt. Officer Ulmer

participated in the Health Fair. Sergeant Sean Sullivan reported that he attended an Oregon accreditation managers course. There are 127 areas that must be conformed to in order to achieve accreditation. The process will take approximately 6-8 months. Police Chief Reaves is working with the Finance Department to see if they can afford to purchase two cars. They should know next week. He also read the statistics reported on his staff report.

Finance Director Forrest stated that the Proposed Budget was approved at the Budget Committee Meeting held April 13, 2004. She reported that she has been working on determining how the Rietman Trust Funds should be invested. Seattle Northwest Securities will be making a presentation to Council on May 17th at 7:00 pm. Her department is preparing items for the preliminary audit which will be during the first week of June. She reported that a citizen suggested a monthly drawing for a free water/sewer bill each month. That only those customers who had paid on time could be eligible. Council agreed that this was a good suggestion. She is also checking with other banks to see if we can save on fees on our checking account. She reported that the Account Clerk – Accounts Payable, Joni Donovan, has taken a leave of absence which will leave her short staffed for three months. She will let Council know after a few weeks if the office hours will need to be reduced in order to manage the increase in workload per employee. She also reported that she and Public Works Director John Higgins would be working on the GASB 34 implementation.

6. CITY MANAGER'S REPORT

City Manager O'Connor presented a recommendation of the Forest Land Management Board for approving a contract with Stuntzner Engineering and Forestry to prepare the City's Forest Management Plan. Councilor Anderson made a motion to approve a contract with Stuntzner Engineering and Forestry to prepare the City's Forest Management Plan. Councilor Capehart seconded. All voted in favor.

City Manager O'Connor presented a recommendation that the Summer Meals Program for North Bend School District 13, be served out of the Coquille Community Center. This will be a partnership with North Bend and Coquille School District, and funded through USDA. The program will begin June 14, 2004 and run through August 27, 2004., Monday through Friday, for a total of 55 days. Councilor Anderson made a motion to approve the recommendation to allow the Summer Meals Program to utilize the Coquille Community Services Building. Councilor Daniels seconded. All voted in favor.

City Manager O'Connor also reported that he is currently finishing up the City Risk Management Plan details. BacGyn will review the City's water and wastewater operations for possible energy savings. At the next Council Meeting, he will be distributing a copy of the City's ADA plan. He also reported that he has received 10 requests for the GP Master Consultant RFP, as of this afternoon. He is also obtaining cost estimates for pool repairs.

7. PUBLIC PARTICIPATION

Judy Costello of 93495 Upper Loop Rd., Coos Bay, asked permission to utilize the GP Site to hang a banner, for Gay 90's advertisement. City Manager O'Connor approved her request. She also asked if anyone had approached him about parking. He said yes.

8. CONSENT CALENDAR

Councilor Anderson made a motion to approve the Consent Calendar. Councilor Torbeck seconded. All voted in favor.

9. PRESENTATION ON ISSUES TO CONSIDER INVOLVING THE RIETMAN TRUST BY MICHAEL BODKIN OF FOSS, WHITTY, LITTLEFIELD, MCDANIEL & BODKIN, LLC.

Trust Attorney, Michael Bodkin, presented to Council the legalities involved in handling the Rietman bequest. Mr. Bodkin began by reading the Will provisions. Then he spoke of the duties and liability of Trustees. He

mentioned that in naming the Trust, it is traditional to include the name of the decedent. Investment of Trust Funds is governed by the Prudent Investor Rule. Since these funds have been given to the City, more stringent investment standards may apply. Mr. Bodkin is not an investment specialist, and is only involved on the side of setting up the trust, therefore he is unable to give an opinion on this issue. He mentioned that funds must be segregated from other City funds and investments must be maintained in the trust name. Trustees may delegate investment management functions. There is flexibility to make adjustments between principal and income with respect to monies received under ORS Chapter 129. Mr. Bodkin stated he interpreted the Will provisions to suggest that income be spent annually or on a more frequent basis. However this is not stated in the Will.

Attorney Mike Bodkin stated that he nor anyone in his firm could issue an opinion on the proper investment standards applicable to these funds. John Trew will seek an expert legal opinion on this matter. John Trew also did not think that we had to spend the interest earned each year and that it could be carried over if a project was identified for its use.

There was a break taken at 8:30 p.m. and the meeting reconvened at 8:40 p.m.

12. CITY OF COQUILLE URBAN RENEWAL AGENCY MEETING

Judy Costello of 93495 Upper Loop Rd., Coos Bay, presented that 6 owners of the downtown buildings are requesting 50% of the cost of the removal of old canopies and replacement of new awnings, from Urban Renewal Funding. She mentioned that Coquille would be more apt to obtain a developer for the GP Site if the downtown area looks well kept. Councilor Anderson moved that the City go into an agreement with the 6 property owners to help them with their awning project. Councilor Torbeck seconded. All voted in favor.

13. ADJOURNMENT

Hearing no further business, the meeting was adjourned at 9:00 p.m.

Mayor

ATTEST: _____
City Recorder