

**CITY OF COQUILLE
CITY COUNCIL MEETING MINUTES
May 4, 2009**

COUNCIL PRESENT: Mayor Steve Britton, Councilors E.N. "Corky" Daniels, Loran Wiese, Linda Short, Fran Capehart, Bruce Parker and Matt Muenchrath.

STAFF PRESENT: Public Works Director John Higgins, Chief Mark Dannels, Library Director Anne Conner, Fire Chief Dave Waddington, Finance Director Chuck Dufner and City Attorney John Trew.

PRESS: The World, Coquille Community News, and 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 7:15 p.m.

2. PLEDGE OF ALLEGIANCE

Girl Scout Troop 478 was the color guard.

3. MAYOR'S COMMENTS

Council read a proclamation urging the citizens of Coquille to support the VFW's efforts on behalf of veterans by purchasing and wearing the Buddy Poppies. Mayor Britton promulgated the proclamation. The Buddy Poppies will be sold on May 14th and 15th at McKay's and Coquille Supply.

Jim Galten said the proceeds go to the veterans orphans home, veterans, emergency aid, operation up link, postage for care packages, and operation stand down for homeless vets. He thanked the City for allowing the Police Department and Fire Department.

Mayor Britton promulgated the Proclamation declaring Municipal Clerks Week May 3-9.

4. COUNCIL COMMENTS

Councilor Capehart thanked the Police Department and Fire Department for participating in the troop sendoff. Councilor Capehart requested that when individuals ask for waiver of fees when using the community building that the floor fee be charged to be consistent and due to the cost of the up keep. The Floor fee for the small auditorium is \$30 and \$40 for the large auditorium. Public Works Director Higgins said the cost to recoat the floors every 3 to 4 years is about \$6,000. Councilor Wiese said he does not want someone to be unable to use the facility due to a financial issue. Mayor Britton said that he does not want the rules to be so restrictive that it would discourage use of the building. Mayor Britton asked the administrative staff to put some guidelines together and bring them back to council. Councilor Short said there are 9 ½ free swim days and her goal is 16. The cost is 400 per day and 200 for ½ day. On May 14th the flowers baskets will be planted and will be hung before Gay 90's. The grand opening of the dog park will be on Saturday June 6th at 1:30 p.m. Councilor Muenchrath challenged the council to putting together a Free swim day; they all accepted.

5. STAFF REPORTS

Chief Waddington thanked the OD Fellows for hosting the annual emergency services dinner for the Police and Fire Department. He said the Fire Department was honored to be included in the send off of the military troops. They also assisted in the search for a person lost at Rink Creek and thanked everyone who participated.

Public Works Director Higgins said his report is in the packet He added that Steve Pappajohn had received an easement across private property and the question is if Council is going to allow him to connect to the sewer without joining a local improvement district. The last cost analysis to have the other residences in that area

hook up to the water and sewer was around \$500,000. Higgins said that he feels that he should be made to participate if a LID is formed. Mr. Pappajohn has applied for an emergency request from DEP to connect to the City sewer. DEQ does allow for emergency hookup if the septic tank does not meet the standards and will not be able to and is in the city limits. Attorney Trew said if the property sold there would not be a way to enforce the request. Councilor Parker asked if a deed restriction could be placed on the property, Trew said possibly. City Manager O'Connor said staff is looking forward so if a LID is formed in the future, do we let him hook up and get rid of his private line. Attorney Trew said he would research if there were anyway that we could place the stipulation on the property.

Library Director Conner said the final circulation for April was 7,129 and the State Librarian will be in town this week and will be giving training for the various boards.

Police Chief Dannels said the Police Department is receiving training that is mandated is taking some free training that is available. The DUI task force is organized and working. The Police Department and the Sheriff's department will be having a citizen's police academy for about six weeks during the summer. Councilor Muenchrath said the Police Chief in North Bend has run that type of program several times and may be a resource.

Finance Director Dufner said the investment account is still earning over 5% and the budget was updated this week and it will be online this week. The software has to be updated for the new server and is planned to be done by June.

6. CITY MANAGER'S REPORT

City Manager O'Connor received an update from Ray Naff of the Governor's Economic Revitalization Team saying that the stimulus dollars would be available for use on poor streets. Council will need to decide the amount they are willing to commit to the project. The proposed budget for 2009-2010 is \$185,000 for street work with \$219,000 in reserves. The reserve was to capitalize and add to the succeeding year's gas license fee receipts so to have several years of \$200,000 street construction work. The second task is to see what streets to choose.

The following streets are being considering for paving:

E 7 th , Baxter to Collier	\$36,700
E 7 th Collier to Gould	\$47,640
E 8 th , Collier to Henry	\$68,775
E 9 th , Dean to Gould	\$50,390
N Folsom, 7 th to 9 th	\$40,558
Engin/Contin./Admin	\$118,937
Total Project cost	\$363,000

Total project cost is \$363,000, the streets would be built with under layment and a crown to help keep the water off the road, and sidewalks would not be included. We would receive \$94,000 in grant dollars.

During your decision making process you might want to consider how much the road is traveled. Higgins said the engineers were talking about tilling up what is there as part of the base for the new road along with some new. Staff showed several pictures depicting the conditions of several roads in the City.

The second project is a selection of fair streets in fair condition, which would meet ODOT pavement specification considered for paving:

E 5 th Central to N. Baxter	\$ 77,498
N. Baxter, E 5 th to E. 6 th	\$ 39,883
E. 10 th , Central to Baxter	\$ 62,410
Engin/Contin./Admin	\$ 63,210
Total project cost	\$243,000

Jan Torbeck suggested including the curb and gutters in the engineering and partnering with home owners on that portion in future if possible.

City Manager O'Connor said he would like to see the City use the \$219,000 in reserve, but that may scale back future improvements. The question is what does council want to do. Planner Higgins and O'Connor said the streets traveled North and South should possibly be considered first as they are used frequently. If you maintain streets in good condition, it should cost you less in the future, but then the poor streets only get worse and the repair could cost more. O'Connor said if we break it down in \$225,000 projects that would allow for another project next years. Higgins said the residents on 7th, 8th and 9th have been waiting a long time; he thinks that the projects need to be broken down and the streets chosen should have new water lines. Mayor Britton said people need to remember as streets are improved it will increase the speed and traffic on those roads. O'Connor said the application is due by May 15th and said he would eliminate 9th and Dean to Gould and N Folsom 7th to 9th. It was suggested to add 9th from Folsom to Gould.

Councilor Muenchrath made a motion to pave the following streets:

E 7th, Baxter to Collier

E 7th, Collier to Gould

E 8th, Collier to Henry

Folsom to Gould on 7th and 9th

Councilor Wiese seconded the motion; all voted in favor.

7. PUBLIC PARTICIPATION

Ms. Keller said that by making the floor fee a requirement it could discourage the use of the building. Ms. Keller is trying to purchase the Burrows Pharmacy Building downtown and has been put off for a month because of the timing of planning department meeting and feels discouraged by the situation. She will be organizing a round table with other organizations in the area to help make projects happen.

Ms. Valorie Rose from UCHC agrees that the floor fee seems a little expensive for non-profits especially for those who are doing something for the community.

8. CONSENT CALENDAR

A. City Council minutes April 6, 2009

B. City Council Minutes of April 20, 2009

Councilor corrected a spelling error on Mr. Westrum name.

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

9. PUBLIC HEARING – CDBG APPLICATION – UMPQUA COASTAL HOUSING CENTER (UCHC) SPONSORED BY THE CITY OF COQUILLE ON BEHALF OF UCHC

Mayor Britton said the proper notice had been given outlining the need for a public hearing concerning the intent of the City of Coquille apply for a CDBG grant on behalf of Umpqua Coastal Housing Center.

Mayor Britton opened the public hearing at 8:50 and reviewed the process

Valorie Rose from the Umpqua Coastal Housing made the following statement:

The City of Coquille is eligible to apply for a 2009 Community Development Block Grant (CDBG) from Oregon Housing and Community Services. These funds come from the US Dept of Housing and Urban Development. The grants can be used for public facilities & housing improvements, primarily for persons with low & moderate incomes. Approximately \$482,486.00 will be awarded to Oregon non-metropolitan cities & counties in 2009 for the operation the Regional Housing Center Program, of which the city is eligible to receive \$48,000. The purpose of the public hearing is for the City Council to obtain citizens views and to respond to questions and comments about: Community development and housing needs, especially the needs of low and moderate income persons, as well as other needs in the community that might be assisted with a CDBG project and the proposed regional housing center project.

Councilor Parker asked what kind house would they build, Ms Rose said they do not building houses. They offer education to buyers about loan programs, budgeting processes and credit. Councilor Parker asked where they are located and she said at the Hall building in Coos Bay. Councilor Wiese asked if the money comes from Salem. City Manager O'Connor said it does. There are some low cost housing under Rural Development.

Mayor Britton called for testimony in opposition; there was none.

Mayor Britton closed the public hearing at 9:05 p.m.

Councilor Wiese made a motion to authorize the application be submitted by the City of Coquille. Councilor Muenchrath seconded the motion; all voted in favor.

10. RESOLUTION NO 08-2009 A RESOLUTION AMENDING THE LICENSE, PERMITS AND PROCEDURES BOOK AND ADOPTING NEW SEWER RATES FOR THE CITY OF COQUILLE AND AUTHORIZING THE RATES AND FEES CONTAINED THEREIN

City Manager O'Connor said this semi-annual rate increase is \$1.00 effective 7/15/2009 due to the cost of the upcoming wastewater treatment plant construction project.

USDA, who the City will be receiving loan and grants from for the wastewater treatment plant, reviewed our revenue stream and said we would need to increase our sewer rate to meet the agency's funding/grant requirements.

Councilor Wiese made a motion to adopt Resolution 08-2009 amending the license, permits and procedures book and adopting new sewer rates for the City of Coquille and authorizing the rates and fees contained therein. Councilor Daniels seconded the motion; all voted in favor.

O'Connor and Public Works Director Higgins met with the engineers and the estimated cost to upgrade and reopen the RV dump station is \$252,000. The addition would cost the citizens \$2 a year for the next 40 years, which they feel is not feasible. Council agreed that it is not cost effective at this time.

11. RESOLUTION NO 09-2009 A RESOLUTION AMENDING THE PERSONNEL AND POLICY MANUAL OF THE CITY OF COQUILLE, OREGON

Councilor Daniels feels that 30 minutes is too long for a response for an emergency. Mayor Britton said there is a lot of mutual aid available to the Police Department. Councilor Muenchrath said he agrees with Chief Dannels recommendation.

Councilor Wiese made a motion to adopt resolution 09-2009 amending the personnel and policy manual of the City of Coquille, Oregon. Councilor Short seconded the motion. Councilor Daniels and Parker opposed the motion; all other voted in favor.

12. RESOLUTION NO 10-2009 A RESOLUTION PERTAINING TO TRAFFIC AND PARKING IN THE CITY OF COQUILLE, COOS COUNTY, OREGON.

Jan Torbeck, 787 N Dean, represented Frances Torbeck. Frances Torbeck is housebound at this time due to being wheel chair dependent and would like to request a temporary easement and parking designation to allow for an ADA wheel chair ramp. Jan Torbeck supplied a ramp design, the ramp would extend 5'3": from the property line instead of the 4' requested.

Councilor Wiese made a motion to adopt resolution 10-2009 pertaining to traffic and parking in the City Of Coquille, Coos County, Oregon. Councilor Capehart seconded the motion; all voted in favor.

13. REQUEST FROM NW NATURAL FOR AN EASEMENT ACROSS CITY PROPERTY TO SERVICE THE BROILER PUB

Planner Higgins said the agreement has been revised and the gas lines would be put under ground. The line would be able to service a total of three properties, and feels it is workable. Councilor Parker said he is in favor of the gas line being installed.

Councilor Wiese made a motion to approve the request from NW Natural Gas for an easement across City property to service the Broiler Pub. Councilor Muenchrath seconded the motion; all voted in

14. ADJOURNMENT

Mayor Britton adjourned the Council Meeting at 9:33 p.m.

Mayor, Steve Britton

ATTEST: _____
Deputy Recorder

**City of Coquille
Urban Renewal Agency
May 4, 2009**

1. CALL TO ORDER

Urban Renewal Chairman Wiese called the meeting to order at 9:34 p.m.

2. CONSENT CALENDAR

Urban Renewal Minutes of March 2, 2009

Urban Renewal Budget Committee minutes of April 20, 2009

Member Capehart made a motion to approve the consent calendar. Member Britton seconded the motion; all voted in favor.

3. RESULTS OF RFP – THREE FIRMS TO INTERVIEW

Executive Director O'Connor said he received responses from Tashaman & Associates, Leleand Consulting and The Benkendorf Association from the RFP that was sent out. The proposals range from \$14,974 to \$31,000. Two interviews will be conducted on May 11 and one on May 13.

4. 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 9:37 Chairman Wiese announced that the URA would meet in executive session pursuant to ORS 192.660 (2)(E) for the purpose of conferring with the person designated by the governing body to conduct 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.

Chairman Wiese opened the executive session 10:08 p.m. Executive session was closed at 10:29 p.m.

4. Adjournment

Chairman Wiese adjourned the meeting at 10:30 p.m.

Chairman Wiese

Deputy Recorder, Rene Collins