

**CITY OF COQUILLE**  
**COUNCIL MEETING MINUTES**  
**July 1, 2002**

**COUNCIL PRESENT:** Mayor Mike Swindall, Councilors: E.N. "Corky" Daniels, Kathy Hagen, Mollie Anderson, Fran Capehart, Loran Wiese and Bruce Parker

**STAFF PRESENT:** City Manager Terence O'Connor, Police Chief Mike Reaves, Public Works Director John Higgins, Fire Chief Dave Waddington, Senior Financial Analyst Ruth Graham, City Attorney John Trew, Library Director Sharon Smith, Community Activities Director Ann Steeves

**PRESS:** Janet Richardson, Coquille Valley Sentinel

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

**1. CALL TO ORDER**

**2. PLEDGE OF ALLEGIENCE**

Mayor Swindall called the meeting to order at 7:00 p.m. and led those assembled in a salute to the flag.

**3. MAYOR'S OPENING REMARKS**

Mayor Swindall stated that he had a request from someone regarding the natural gas pipeline. City Manager O'Connor explained that he had a visit from a gentlemen who has requested that Council receive a copy of the Ballot Title for the pipeline. This gentlemen feels that the gas company is not following what was previously voted on. Councilor Capehart stated that there has been some talk about redoing the bond issue.

The Council had an application for a connection to the Highway 42 waterline from Ron and Teresa Russell in front of them. If Council approves the application, then a Resolution will be prepared for Council. Mr. Russell explained his plans for future improvements to his property. Public Works Director Higgins explained that, although this piece of property was not included in the original drawing, it would be O.K. for hooking into the Industrial Waterline. Councilor Wiese made a motion to direct staff to prepare the resolution and agreement for the next Council Meeting, which will allow Mr. and Mrs. Russell to hook into the industrial waterline. Councilor Daniels seconded. All voted in favor.

City Manager O'Connor read a letter from Charter Communications regarding their electronic charges. There was also a letter from John Owens, of 1738 N. Elm, Coquille, requesting an open gym night at the Community Building from 6 to 8 p.m. for 6<sup>th</sup> to 12<sup>th</sup> graders. Community Activities Director Steeves asked if there would be some responsible adults in attendance to oversee things. Mr. Owens explained that he would be overseeing things. Councilor Parker expressed the need for background checks on anyone working with children. It was explained that he would have to cancel if someone else rented the room.

Councilor Anderson made a motion accepting Mr. Owens proposal and having background checks done on the adults involved in the program at no cost. Councilor Capehart seconded. All voted in favor. Councilor Daniels suggested that signs be posted that clearly state who can be in attendance and have adult supervision.

**4. COUNCIL COMMENTS**

Councilor Parker stated that it was really good to see more new businesses coming in to town. He has seen a bigger demand for housing. He feels that the G.P. project will help even more.

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### **5. STAFF REPORTS**

Fire Chief Waddington stated that his department participated in the Relay for Life walk. There was approximately \$36,000 raised.

Community Activities Director Steeves reported that the City received a grant from the Ford Family Foundation for the Galaxy 37 program. She stated that it looks like they will be able to get the program off the ground. She is asking for acceptance of the grant. Mrs. Steeves also requested to use the Community Building for painting, arts, etc. She stated that the Chamber of Commerce has agreed to be the fiscal agency for this project. Councilor Anderson made a motion to accept the \$8,000 grant from the Ford Family Foundation and to allow use of the Community Building for various art projects. Councilor Capehart seconded. All voted in favor. Mrs. Steeves also reported that she will be working with the Oregon Housing and Community Services Department to obtain a grant to showcase a section of the downtown area. She will let Council know more at the next meeting. She reported that the pool activities are going well and the free lunch program is a great success. The Community Building Caretaker, Shirley Bower, resigned. Someone else has been hired. The Open House for the Bathhouse is July 12<sup>th</sup> at 10 a.m. The City-wide garage sale will be August 17<sup>th</sup>.

Public Works Director Higgins reported that the installation of the radio read meters is almost done. He explained that the sewage bypass problem has been fixed but is now dealing with the pump problem. They are now using a temporary pump. When the situation is completely fixed, he will turn the claim over to Clay Davis to turn into the insurance company.

Library Director Smith reported that activity is up at the Library. She stated that there is a request on the Consent Calendar to reappoint Dawn Raymer to the Library Board. She explained that the new computers were being used constantly and that they will have two more computers in the fall.

Police Chief Reaves reported that the application period to hire a new officer was up, and they will taking that process to the next step. He stated that one of his officers is injured and that the recently held DARE tournament was a success. He told Council that his Officer Manager Barbara Thurman retired from his department as of June 30<sup>th</sup>, and they have been doing some work on some of their vehicles.

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

City Manager O'Connor presented his report to Council reporting on the following:

- Retirement of Barbara Thurman
- Damage to Pump at Sewage Treatment Plant
- Water Pressure Problems at the Bath House
- Flooring Issue at the Bath House
- Groundbreaking at the G.P. site

Lee Sparks from ODOT brought in pictures of the remains of the old bridge. Mr. O'Connor requested Council's consensus on what they wanted. Councilor Anderson asked for a piece of the railing to put behind a bench. She felt that the remaining items could go to the Historical Society. Mr. Sparks explained that he found funding for a plaque for the Interpretive Kiosk. He asked Council to find someone to design the plaque. He will email Mr. O'Connor with some other designs that have been used. Council's consensus was to obtain a piece of the railing and the throw switch.

### **7. AUDIENCE PARTICIPATION**

Janice Torbeck, of 791 E. 9<sup>th</sup> St, Coquille, made a comment that she felt that there would less vandalism if something is done well (like the Interpretive Center) and people will take pride in that.

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**8. CONSENT CALENDAR**

Councilor Anderson made a motion to approve the consent calendar. Councilor Daniels seconded the motion, with all voting in favor.

**9. OPERATION COQUILLE – PRESENTATION BY CONNIE LOGAN – CITY TAG LINES**

Janice Torbeck, taking the place of Connie Logan, explained that the Operation Coquille Committee will be working on a slogan for Coquille. She gave each Council Member a list and asked them to number their choices and turn in their choices to Mr. O'Connor by the 22<sup>nd</sup>. They will also be asking for suggestions from the community.

**10. ADOPTION OF NEW CITY ATTORNEY FEE AGREEMENT**

Councilor Anderson made a motion to approve the City Attorney Retainer Agreement. Councilor Capehart seconded. All voted in favor.

**11. ADOPTION OF 2002-2003 NON-REPRESENTED WORKERS' SALARY SCHEDULE**

Councilor Hagen made a motion to adopt the Non-represented Worker's Salary Schedule and to put Department Heads at Step 2 on that scale. Councilor Anderson seconded. All voted in favor.

**12. RESOLUTION 26-2002 A RESOLUTION DECLARING CERTAIN PERSONAL PROPERTY TO BE SURPLUS PROPERTY AND PROVIDING FOR THE DISPOSITION OF SUCH PROPERTY**

Councilor Anderson made a motion to adopt Resolution No. 26-2002, a Resolution declaring certain personal property to be surplus property and providing for the disposition of such property. Councilor Capehart seconded. All voted in favor.

**13. ORDINANCE 1425 AN ORDINANCE DECLARING THE CITY'S ELECTION TO RECEIVE STATE REVENUES.**

Councilor Anderson made a motion adopt Ordinance 1425, An Ordinance declaring the City's election to receive State revenues. Councilor Daniels seconded. There was a roll call vote done, with all voting in favor.

**14. ORDINANCE 1436 AN ORDINANCE GRANTING A NON-EXCLUSIVE GAS UTILITY FRANCHISE TO NORTHWEST NATURAL GAS COMPANY**

Councilor Anderson made a motion to adopt Ordinance No. 1436, an Ordinance granting a non-exclusive gas utility franchise to Northwest Natural Gas Company. Councilor Capehart seconded. A roll call vote was done, with all voting in favor.

**15. APPROVAL OF AMENDED AND RESTATED PURCHASE AND SALES AGREEMENT**

Councilor Wiese made a motion to approve the Amended and Restated Purchase and Sales Agreement. Councilor Anderson seconded. All voted in favor.

**16. DISCUSSION AND APPROVAL TO SEEK A PUBLIC SAFETY LEVY IN NOVEMBER**

City Manager O'Connor stated he had met with Finance Director Flora before she went on vacation. It has been estimated that the General Fund will be short approximately \$129,000 at the start of Fiscal Year 2002-03. This is without any Capital Outlay items. The Fire Department would also not have any Capital Outlay in their budget. Staff is suggesting that now is the time to put a Public Safety Levy on the November Ballot. Councilor Wiese feels that Council and Staff need to work on a plan to get this proposal out to the people. Councilor Wiese made a motion to have staff prepare to put a Public Safety Levy on the November Ballot. Councilor Capehart seconded. All voted in favor, except Councilor Parker.

**17. ADJOURNMENT**

*Recess to Urban Renewal Agency Business*

At this time, City Manager O'Connor reported that he has been discussing the possibility of floating a bond issue for bigger projects. Staff has some ideas for some projects. He has been discussing this with a Bond Consultant Tashman and Johnson. The Bond Consultant suggested that a new Financial Plan be done, since the last one was done in 1997 by Tashman and Johnson. The Bond Consultant would come to the area and look at the possibilities. He would prepare a Five Year Financial Plan. The basis for the last plan is not realistic any more. Councilor Wiese stated that he won't be voting, since he knows Mr. Tashman. Councilor Anderson made a motion to have staff proceed with the Financial Plan, in preparation for a Bond Levy. Councilor Capehart seconded. Urban Renewal Chairman Parker asked for the vote. All voted in favor, except Councilor Wiese, who abstained.

*Reconvene City Council meeting*

There was a Council work session scheduled for July 16<sup>th</sup> at 6:00 p.m. Hearing no further business to come before the Council, Mayor Swindall adjourned the meeting at 9:00 p.m.

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Mayor

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