

CITY OF COQUILLE
CITY COUNCIL MEETING MINUTES
November 5, 2007

COUNCIL PRESENT: Mayor Steve Britton, Councilor N. "Corky" Daniels, Kathy Hagen, Fran Capehart, Linda Short, Bruce Parker, and Loran Wiese

STAFF PRESENT: Police Chief Mike Reaves, Fire Chief Dave Waddington, Public Works Director John Higgins, Finance Director Chuck Dufner, Library Director Anne Conner, City Attorney John Trew and Deputy Recorder Rene Collins

PRESS: Sentinel and The World

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

1. CALL TO ORDER AND FLAG SALUTE

Mayor Britton called the meeting to order at 7:00 p.m.

2. MAYOR'S COMMENTS

Mayor Britton introduced Ruth Graham from the Finance Department and presented her with a certificate of appreciation for 20 years of outstanding service to the City of Coquille.

3. COUNCIL COMMENTS

Councilor Capehart said the deadline for the Voice of Democracy was last week and wants to see the students from the High School take this program seriously and would like to see more applications in the future. The Eagles will be sponsoring a Christmas Tree Lane at the Community Building. The trees will be auctioned off and half of the funds will be donated to the Fire Department for new defibrillators. Councilor Short would like the City to sponsor a tree and have each employee bring two ornaments with a river and fishing theme and Council Members will purchase the tree. The High School students said they would like to participate and donate a decorated tree. Councilor Capehart said there is a sign up form and the trees will need to be artificial. The silent auction will close on December 1, 2007. Councilor Parker said Mr. Eason's building across from Frazier's looks wonderful. Councilor Hagen welcomed the students and said Truffles is a wonderful new business in town. Councilor Wiese welcomed the students from the high school. Councilor Daniels had nothing to add. Councilor Short stated one of her goals is to get the town to work together for the betterment of the community. She also reported that City Hall would be displaying a carousel animal made by Ken Means. Councilor Capehart thanked staff for all their hard work. Mayor Britton said the Oregon School Board conference is this weekend in Portland.

4. STAFF REPORTS

Fire Chief Waddington thanked all the emergency personnel that responded this month, as there were many calls. Public Works Director Higgins said the Abbotts, new owners of old City Hall, have requested by phone that the ten minute parking be removed on Second Street and be changed to 2-hour parking. Council agreed and directed Mr. Higgins to prepare a resolution for the next council meeting. Library Director Conner said they had a great book sale the past weekend. The event netted around \$1,500, which includes new and renewal memberships. She also thanked the students for their help cleaning up after the book sale. The Faith Lutheran Church sponsored a chili feed to benefit the Friends of the Library. Police Chief Reaves said Officer Sanborn will graduate from the Academy on November 16th. Finance Director Dufner said the auditors were here and they finished a day early. He reported the total cost for the remodel was \$385,600. He said a student from OIT will be helping the City, at no charge, with the website for his senior project.

5. CITY MANAGER'S REPORT

City Manager O'Connor reported that some dry rot was found on the handicap ramp and after receiving a permit from State Building Codes the repair work has begun and is not included in the original remodel costs. To complete the Council Chambers audio-visual project the estimated cost for the equipment and installation is \$39,500. The cost includes speakers, wireless network ability, 2 projectors and document camera for presentations. There are funds in the contingency fund and the work could be finished within two months.

Mayor Britton said that he is in favor of finishing the project. Councilor Wiese asked if the system could be upgraded, and the City Manager said yes it could be. Councilor Capehart made a motion to complete the audio-visual system in Council Chambers. Councilor Short seconded the motion; all voted in favor. The City Manager said he talked with the auditors who were pleased and had no findings at this time.

6. PUBLIC PARTICIPATION

Mr. Osinski, Green Acres, expressed continued concern with police department practices. He said a young lady was going to her Aunt's house to visit and was stopped there and questioned as to what she was doing here. He feels the salaries should be based on education, not just on length of service and that the Police Officers should be expected to volunteer their time in the community.

7. CONSENT CALENDAR

A. City Council Minutes of October 1, 2007

Councilor Hagen made a motion to approve the consent calendar. Councilor Wiese seconded the motion; all voted in favor.

8. REQUEST BY CHURCH OF THE NAZARINE FOR FREE USE OF THE COMMUNITY BUILDING WEDNESDAY EVENINGS FROM JANUARY 16TH – MAY 21ST FOR ADULT BASKETBALL AND OR VOLLYBALL.

Mayor Britton said that this is a wonderful opportunity for people in the community and encouraged people to participate. City Manager O'Connor said that his concern with the proposal, because of the constitutional issues, is that the City would be sponsoring a 15-20 minute scripture study. He views this as two requests, one being the use of the facility for adult basketball or volleyball and the second for twenty minutes of Bible study. Pastor Scott Dement said they would like to have the opportunity to offer the enrichment to people as they are attending. Mayor Britton said because it is a public building that it is on a fine line. Pastor Dement asked if they paid the fee would they be able to have the Bible study. Mayor Britton said yes, they would. Pastor Dement said he would check with the board of directors at the church.

9. REQUEST BY COQUILLE CHAMBER OF COMMERCE TO WAIVE THE USE FEES FOR THE COMMUNITY BUILDING FRIDAY DECEMBER 14, 2007 FOR THE CHAMBER'S THIRD ANNUAL CHRISTMAS IN COQUILLE CELEBRATION.

Councilor Wiese made a motion to waive the fees as requested by the Chamber of Commerce for the Community Building Friday, December 14, 2007, for the third annual Christmas in Coquille Celebration. Councilor Parker seconded the motion; all voted in favor

10. PUBLIC COMMENTS ON THE CITY'S INTENT TO FILE APPLICATION FOR FEDERAL ASSISTANCE FOR WASTEWATER SYSTEM IMPROVEMENTS.

City Manager O'Connor said receiving public comment is part of the application process with the USDA. The application is for 9.5 million dollars. Mayor Britton opened the floor for public comment at 7:50 p.m. Mr. Simpson, 8th Street Apartments, asked about the water purification issue. Public Works Director Higgins said the City just opened bids for a portion of the water distribution system. Within the next couple of months the City will be opening bids for the water treatment plant and hopefully by next July both projects will be completed. Mayor Britton said we have two projects: the wastewater treatment plant and the water treatment plant. Steve Major, Dyer Partnership, said the construction of the wastewater treatment plant would start approximately two years after the funding is secured. Mayor Britton asked if pilings would have to be installed for the wastewater treatment plant. Mr. Major said the Geo tech report has called for some rock pilings or preloading and we are favoring the preloading. Mayor Britton closed the public comments at 7:55

11. WATER DISTRIBUTION SYSTEM IMPROVEMENT BIDS

Councilor Wiese mad a motion to accept all bids as presented for the water distribution system improvements. Councilor Hagen seconded the motion; all voted in favor.

12. AWARD CONTRACT WATER DISTRIBUTION LINE IMPROVEMENTS.

Steve Major, Dyer Partnership, said the following bids were received for the water distribution: high bid was \$1,493,141.00 and the low bid was \$995,717.00 and Dyers estimate was \$1,265,102.50. The City has received \$2.6 million dollars in loans and the portion budgeted in that loan for this phase was \$1,100,100.00. Mr. Major said he anticipates some changes so there is a contingency of \$250,000. If it is not used in this phase it will be set aside for the for the water treatment plant project. The lowest bid is from C2S Group, a contractor out of Roseburg Oregon. The project consists of 15 areas to be upgraded to current standards. Councilor Wiese made a motion to award the contract for the water distribution line improvements to C2S Group for \$995,717. Councilor Hagen seconded the motion; all voted in favor. Mr. Major said the next step is to send out a letter of intent to award and then work could start in 30 days

13. RESOLUTION 15-2007 A RESOLUTION AMENDING THE LICENSE, PERMITS, AND PROCEDURES BOOK AND ADOPTING NEW WATER, SEWER RATES FOR THE CITY OF COQUILLE AND NEW RATES FOR PURCHASING WATER FROM A HYDRANT AND AUTHORIZING THE RATES AND FEES CONTAINED THEREIN

City Manager O'Connor said we have had to keep raising our rates to pay the loan back for the upcoming projects. This increase is on the sewer side only at this time to get to the construction phase; there may be additional raises in the future on water and sewer due to other costs. Councilor Wiese made a motion to adopt resolution 15-2007 a resolution amending the license, permits, and procedures book and adopting new water, sewer rates for the City of Coquille and new rates for purchasing water from a hydrant and authorizing the rates and fees contained therein. Councilor Short second the motion; all voted in favor.

11. Carnival During Gay 90's Festival

Councilor Capehart said having a carnival at the GP site would bring some dollars into the City and could be in conjunction with a Chamber sponsored train and the Gay 90's festival. City Manager O'Connor said if the City sponsored the carnival we would be required to provide permit if needed, security and public restrooms and access to water. The carnival will clean up and pay for use of electric and water. The City would receive 15% of on site gross and 20% for presale tickets for rides. Councilor Wiese said in 1990 the Pickle Family Circus receipts where \$8,000.00. The train would run from downtown to the carnival and the cost is \$2,500 for two days. Mayor Britton said a permit might be needed for the train. Public Works Director Higgins said the ground should be looked at to see if it needs to be graded. The area needed for the carnival would be 500 X 500. The Carnival would be Thursday evening through Sunday. Mayor Britton said this would enhance the Gay 90's festival. Janet Hannah asked about the liability insurance; Councilor Capehart said they carry the liability. Some people asked about Sturdivant Park. The City Manager said it is away from town and parking is limited. Council feels this is a good idea and directed staff to follow up.

12. ADJOURNMENT

Mayor Britton adjourned the council meeting at 8:20 p.m.

Mayor, Steve Britton

ATTEST: _____
Deputy City Recorder

**COQUILLE URBAN RENEWAL AGENCY
BOARD MEETING MINUTES
November 5, 2007**

1. CALL TO ORDER

Urban Renewal Chairman Wiese called the meeting to order at 8:21 p.m.

2. APPROVAL OF MINUTES

Member Daniels made a motion to accept the minutes from the August 6, 2007, meetings. Member Parker seconded the motion; all voted in favor.

3. REQUEST FOR FACADE RENOVATION ASSISTANCE – 30 FIRST STREET

Mr. Eason is requesting the URA Board consider participation in repairing or removing the current awning. His proposal is to repair the awning and to finish painting the east and west walls. Chairman Wiese said the first issue is the awning. Mr. Eason said nothing will change with the existing awning except that it will have a foam that goes around it with some ornate curvature on the front and underneath. The inside of the awning needs to be repaired due to deterioration of the wood and metal. The façade should be complete in about three weeks, which also includes the awning. The east and west walls will be next summer. The cost to repair the awning is \$5,415.00 with the City cost to be \$2,707.50. Chairman Wiese said that the request for the assistance on the façade falls within the guidelines and questioned what the second part of the request is. Mr. Eason said the west wall is stucco and it is failing and would like to repair it and replace the windows and paint it the same color scheme as the back of the building. The east wall would need to have the windows replaced and painted; the cost is \$20,100.00 with the urban renewal portion being \$10,050.00. The project would be completed by November 2007.

Chairman Wiese said the Urban Renewal dollars are normally spent on the front of buildings including windows, façades and paint. Member Parker is against funding improvements on the side of the buildings due to the use of public funds and the building could be sold for a large profit. Member Short said Operation Coquille is going to have a restriction that if they provided funds for this type of project it will have a stipulation that if it is sold within five years they would have to pay the money back. Mr. Eason said the idea of the Urban Renewal dollars is to help improve the building and be able to recoup that through taxes on the building; Chairman Wiese agreed. There are restrictions in Coquille's plan that says they will help with the sections that are visible from the street. Member Britton would like to participate on the west wall and not the east wall due to the limited visibility. Chairman Wiese said he like to see a separate proposal for the east and west walls. Member Britton made a motion to approve the cost sharing of the awning with a total cost to the URA of \$2,707.50. Member Hagen seconded the motion; all voted in favor.

4. Adjournment

Chairman Wiese adjourned the meeting at 8:45 p.m.

Chairman Wiese

Attest: _____
Secretary