

**CITY OF COQUILLE  
CITY COUNCIL MEETING MINUTES  
November 7, 2005**

**COUNCIL PRESENT:** Mayor Steve Britton, Councilors: E.N. "Corky" Daniels, Loren Wiese, Jan Torbeck, Mollie Anderson, Kathy Hagen and Fran Capehart.

**STAFF PRESENT:** City Manager Terence O'Connor, Finance Director Chuck Dufner, Public Works Director John Higgins, City Attorney John Trew, Police Chief Mike Reaves, Fire Chief Dave Waddington and Library Director Anne Conner

**PRESS:** None

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

**1. CALL TO ORDER/PLEDGE OF ALLEGIANCE**

Mayor Britton called the meeting to order at 7:03 p.m.

**2. MAYOR'S COMMENTS**

The Mayor thanked Mr. Hampton for having the Coquille High School students attend the council meeting and hoped to see the students on a regular basis.

**3. COUNCIL REPORTS**

Councilor Capehart reported the Voice of Democracy invitations would be sent out soon and thanked the students for attending the council meeting. Councilor Hagen announced Judy Bloomquist was named advisor of the year for the state of Oregon. The Mayor reported that he and Councilor Hagen would be attending the State School Board Conference in Portland next week.

**4. STAFF REPORTS**

Fire Chief Waddington reported that he and John Brugh attended a three-day Fire Chief's Conference at Seaside and it was very informative and he will be implementing some of the things they learned. Public Works Director Higgins said his report is in the packet and the work that Insituform Technologies was doing on 4<sup>th</sup> street has been completed. Library Director Conner said in her report she highlighted some of the points from the library study and encouraged everyone to review the report provided by the consultant. Councilor Torbeck said she had reviewed some of the report and likes the idea of a drive-up book drop and cautioned using the Safeway building as an alternate site for the library. The mayor said that the needs assessment report stated that the library does not meet the requirements to carry us through to the year 2025. The library currently has 2,960 square feet and will need approximately 11,000 square feet by the year 2025 to meet the needs of the community. Police Chief Reaves reported that he attended of Chief's conference and that there have been a few legislative changes passed concerning school zone signage that would be effective July 2006. Finance Director Dufner said that the audit would be ready for the December meeting. He also reported that the Reitman money had been received by Seattle North West and has been invested at a 4% return and a logging summary is attached to his report

**5. CITY MANAGER'S REPORT**

City Manager O'Connor asked if any of the council members had a concern about "Christmas in Coquille" program displaying a nativity scene at the Community Building, there were none so the planning will continue. The City was deeded .71 acres of property by Mrs. Hardcastle along the Coquille River on the east side of Cedar/Ferry Street to help advance the flexibility of the River Walk project. The property was donated and the City paid for the transfer fees of \$710.41 out of the property management fund. The City appreciates the gift from Mrs. Hardcastle. The City Manager reported we have offered our services to the City of Bandon with any needs they have due to their water situation. Councilor Torbeck said her neighbors reported having brown water

about a week ago and asked Public Works director Higgins if he knew of any problems; he did not. The title company is preparing the preliminary paperwork for the GP site and MBK is waiting to hear from Safeway.

#### **6. PUBLIC PARTICIPATION**

Mr. Kinnaird, Fat Elk Rd, asked if by repairing the leak in the main sewer line south of West 4th will that provide more connections? Public Works Director Higgins state he would be checking with the DEQ and reported we have approximately eight connections available at this time.

#### **7. CONSENT CALENDAR**

The council reviewed the minutes of the City Council meeting of October 3, 2005 and Special City Council Minutes of October 10, 2005. Councilor Anderson made a motion to approve the consent calendar. Councilor Capehart seconded the motion, all voted in favor.

#### **8. RATIFICATION OF PUBLIC WORKS UNION CONTRACT**

City Manager O'Connor reviewed the contract with council stating that the agreement is within the boundaries the council set. A 2 % COLA for this year retroactive to 7/1/05, COLA for years two and three would be based on the Portland consumer price index all urban workers with a minimum of 2% and a maximum of 5%. The insurance cap was increased by 12% and the succeeding years cap will be at 10%. A one time \$200.00 employee payment will also be paid. Staff recommends approval of the Public Works contract. Councilor Capehart made a motion to adopt the Public Works Union contract. Councilor Anderson seconded the motion, all voted in favor.

#### **9. REQUEST BY FAWN FOR USE OF COMMUNITY BUILDING FOR SPAY/NEUTER CLINIC**

Councilor Anderson made a motion to approve the use of the Community Building to FAWNS on April 9, 2006 and September 10, 2006 for the spay and neuter clinic at no charge. Councilor Torbeck seconded the motion, all voted in favor. It was noted the large auditorium would be used.

#### **10. REQUEST BY COQUILLE VALLEY PRODUCE AND DELI FOR A LIQUOR LICENSE**

The City Manager reported that the criminal investigation did not show anything and staff recommends approval of the liquor license. Councilor Wiese made a motion to approve the request for a liquor license for Coquille Valley Produce and Deli. Councilor Daniels seconded the motion, all voted in favor.

#### **11. RESOLUTION 20-2005 A RESOLUTION ACCEPTING A \$72,046 DEPARTMENT OF HOMELAND SECURITY EMERGENCY PREPAREDNESS AND RESPONSE DIRECTORATE'S GRANT FOR ASSISTANCE TO FIREFIGHTERS**

Finance Director Dufner reported that Chief Waddington had applied for and received a grant for \$72,046.00 and the Fire Department would need to match the funds with 5% for a total of \$3,791.00, which they have included in their budget. The funds will be used for additional turnouts and SCBA's. Councilor Wiese made a motion to adopt resolution 20-2005 accepting the Department of Homeland Security for assistance to firefighters grant for the amount of \$72,046.00. Councilor Daniels seconded the motion all voted in favor.

#### **12. RESOLUTION 21-2005 A RESOLUTION DECLARING CERTAIN PERSONAL PROPERTY BE SURPLUS PROPERTY AND PROVIDING FOR THE DISPOSITION OF SUCH PROPERTY**

Councilor Anderson made a motion to adopt resolution 21-2005 declaring certain personal property to be surplus property and providing for the disposition of such property. Councilor Torbeck seconded the motion, all voted in favor.

Mayor Britton recessed the council meeting at 7:31 p.m.

Council meeting was called back to order at 8:09 p.m.

Councilor Anderson asked Fire Chief Waddington about the population listed as 9,600 on the ISO Analysis Report and Chief Waddington said that number includes the rural area and our rating was a four. The fire department will continue to implement programs to continue at a rating of four. City Manager reported that that some insurance companies may use this information for rating fire insurance but was told by the representative that is mostly used for commercial fire insurance rating.

**5A. EXECUTIVE SESSION – PURSUANT TO ORS 192.660 (2) (e) FOR THE PURPOSE OF CONFERRING WITH THE PERSON DESIGNATED BY THE GOVERNING BODY TO NEGOTIATE REAL PROPERTY TRANSACTIONS**

At 8:10, Mayor Britton announced that the City Council would meet in executive session pursuant to ORS 192.660 (2) (e) To conduct deliberations with persons designated by the governing body to negotiate real property transactions and 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 decisions will be made in executive session.

The executive session was adjourned at 8:25 p.m.

Mayor Britton reconvened the City Council Meeting at 8:26 p.m.

**13. OTHER COMMENTS**

Council discussed leaving the City Hall as an open listing and making announcement in the paper with the commission rate listed at 6%. Councilor Anderson made a motion to direct staff to inform the Hackett's the City is unable to except the new terms they have requested on the sale of City Hall. Councilor Torbeck seconded the motion, all voted in favor. Councilor Torbeck made a motion to advertise the sale of City Hall to be by public notice with a provision for a 6% commission with an open listing and listing price of 325,000.00. Councilor Anderson seconded the motion, all voted in favor.

**14. ADJOURNMENT**

The Mayor adjourned the meeting at 8:50 p.m.

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

\_\_\_\_\_  
Mayor Steve Britton

**COQUILLE URBAN RENEWAL AGENCY  
BOARD MEETING MINUTES  
November 7, 2005**

**1. CALL TO ORDER**

Urban Renewal Chairman Wiese called the meeting to order at 7:33 p.m.

**2. APPROVAL OF MINUTES**

Board member Anderson made a motion to accept the Minutes from the October 3, 2005 meeting. Member Capehart seconded the motion, all voted in favor.

**3. DISSUSION ON FINANCING OPTIONS FOR COQUILLE URA**

Finance Director Dufner presented financing options for the URA projects from US Bank, Sterling Bank, Balboa Capitol and financing from the City of Coquille. He felt the best option was for the City to loan the money to Urban Renewal. The city would have some funds available from the sale of the GP site which would enable this funding allowing the Urban Renewal to receive a lower interest for the loan and the City would receive a greater return than if the funds were in the bank. The members agreed and asked the Finance Director to present the particulars of this plan at the next meeting

**4. USE OF SOLE SOURCE PROCUREMENT FOR TRAFFIC CONTROL DEVICE**

Executive member O'Connor stated staff had found radar activated stop signs that would help keep the area clear of clutter, overhead wires. The City was quoted \$20,050.00 for the cost of the equipment by LightGuard System, Inc. of Santa Rosa, California. Board member Anderson made a motion to adopt the Findings Of Fact in the matter of sole source procurement for traffic control devices to be used at the intersection of North Adams and 2<sup>nd</sup> Street. Member Torbeck seconded the motion, all voted in favor. Member Torbeck made a motion to have staff pursue the purchase of the radar activated light stop signs from LightGuard Systems, Inc. Member Anderson seconded the motion, all voted in favor.

**5. ADJOURNMENT**

Hearing no further business, Chairman Wiese adjourned the meeting at 8:08 p.m.

\_\_\_\_\_  
Chairman Wiese

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