

**CITY OF COQUILLE
CITY COUNCIL MEETING MINUTES
November 7, 2011**

COUNCIL PRESENT: Mayor Matt Muenchrath, Council President Loran Wiese, Councilors E.N. “Corky” Daniels, Bryan Baird, Fran Capehart, Tim Spanberger, and Linda Short.

STAFF PRESENT: City Manager Terence O’Connor, Finance Director Chuck Dufner, Police Chief Janice Blue, Fire Chief Dave Waddington, Public Works & Planning Director Kevin Urban, Library Director Anne Conner, City Attorney John Trew and Deputy Recorder Rene Collins.

PRESS: None

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

1. Executive Session Pursuant to ORS 192.660 (1) (I) Personnel Evaluation City Manager Evaluation

Mayor Muenchrath announced that the City Council would meet in executive session pursuant to ORS 192.660 (1) (i) for the purpose of to review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing and 192.660 (1) (d) to conduct deliberations with persons designated by the governing body to carry on labor negotiations. It was explained that representatives of the news media and designated staff shall be allowed to attend; 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.

Mayor Muenchrath called the executive session to order at 6:14 p.m.

Mayor Muenchrath adjourned the executive session at 6:45 p.m.

2. Executive Session Pursuant to ORS 192.660 (1) (d) For the Purpose of Conferring with Persons Designated by the Governing Body to Conduct Labor Negotiations.

Mayor Muenchrath called the executive session to order at 6:46 p.m.

Mayor Muenchrath adjourned the executive session at 7:10 p.m.

1. CALL TO ORDER / PLEDGE OF ALLEGIANCE

Mayor Muenchrath called the meeting to order at 7:15 p.m.

2. MAYOR COMMENTS

Mayor Muenchrath said it is getting colder and darker earlier so be careful and watch for pedestrians. Some exciting things are going on with the pool and wished everyone a good November

3. COUNCIL COMMENTS

Councilor Capehart said the Rotary Auction is over and that is a good thing. She thanked the Police Department for all their hard work. The Community building is really busy and thanked the Police Department and Public Works for locking and unlocking the building. Yoga will be offered at the Community Building one evening a week.

Councilor Short said the Rotary Auction was great and she spent too much and would like to review the council goals and would like it to be on the agenda.

Councilor Baird said the Smoke on the Water was a great event. The life size chess board was great and he has been attending the high school football and soccer games. Sturdivant Park looks great and it great to see a lot of children and families attending games. The Fire Station event, the Haunted House was also great events to attend.

Mayor Muenchrath said he met with the Solid Waste Advisory board and there are going to be several issues including the budget that they are going to have to deal with at Beaver Hill Sanitation site. He thanked the City for ratifying the resolution concerning the Household Waste surcharge.

4. STAFF REPORTS

Public Works Director Urban said he did not have anything to add to his report. Some bollards have been installed at Fortier Field because people were driving on the field.

Library Director Conner said that the book sale is this weekend at Lincoln School and the following weekend is the Fall Trivia game at the Community Building.

Fire Chief Waddington said they are looking forward to the lighted Christmas Parade and the Shop with the Heros program. A few of the EMT's and Fire personal worked the haunted house and had a good time.

Finance Director Dufner said two of our \$100,000 long term bonds matured had to be renewed and the new yield rate is 4.18% it decreased due to the new interest rate.

Attorney Trew said that there is a company out of Eugene that contracts with small cities to help with the abatement process. The company advised there are several codes that can be adopted in an ordinance. In the past there has been a process that goes through an administrative procedure; Trew is researching which process may work best for the City.

Police Chief Blue said she talked with School Superintendent Sweeney on Saturday and she had officer Webley check on the Winter Lake School and the classes seem to be smaller but is not sure about other changes at this time.

5. CITY MANAGER'S REPORT

City Manager O'Connor said the City received a Liquor License Application for the new owners of the Fast Mart at 611 N Central Blvd. Councilor Capehart made a motion to approve the Fast Mart Liquor application. Councilor Spanberger seconded the motion; all voted in favor.

O'Connor said he also received a Liquor License from the Broiler adding a partner Matthew Cole; Mayor Muenchrath abstained. Councilor Capehart made motion to approve the Liquor License from the Broiler adding Matthew Cole as a partner. Councilor Short seconded the motion; all voted in favor.

WWTP working is proceeding and the last of the preload has been removed there was no deformation of the sub-grade, which is good news.

Some value engineering has been sought about the excavation of the pool. There was a meeting last week with both the geo-tech firms and the architect. Based on what the contractor submitted to the architect we would not be saving a lot of money. The most the City could recover from the geo-tech engineer is \$6,000 if the project failed. The City will proceed with the original plan if there are no concerns; there were none.

6. PUBLIC PARTICIPATION

Nancy Keller, Rink Creek, asked what the Christmas Parade theme is going to be this year; Councilor Capehart said The Circus Comes to Coquille. Next year she would like to have the human chess game at the Smoke on the Water Event. The Chess team will be going to Irvine California for Nationals in December to compete; approximately 20 children will be attending. December 10th the dance studio will be putting on a dance program at the Saw Dusters Theatre.

7. CONSENT CALENDAR

- City Council minutes of October 3, 2011

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

8. COMMUNITY BUILDING PLAYGROUND EQUIPMENT

Public Works Director Kevin Urban said he requesting approval from the Council for the placement of play equipment at the park behind the community building. The equipment will include swings, play structure, and riders. Urban wrote a grant and it was accepted by Game Time, the grant matches each dollar we spend on play equipment with 88 cents of product. The equipment will be assembled during the winter and placed in the spring. Mayor Muenchrath asked what would happen to the old equipment, Urban said the merry-go-round could possibly be refurbished and the other toys are beyond their life span. There will be fall protection areas in the playground.

Councilor Wiese made a motion to approve the placement of play ground equipment in the park located behind the pool house. Councilor Capehart seconded the motion; all voted in favor.

9. RESOLUTION 19-2011 A RESOLUTION PERTAINING TO TRAFFIC AND PARKING IN THE CITY OF COQUILLE, COOS COUNTY OREGON

Public Works/Planning Director Urban said the safety committee recommended putting a 4-way stop at the intersection of 8th and Collier due to the amount of traffic and speed in that area and the complaints received from citizens. Mayor Muenchrath asked if there had been a 4 way stop there before, City Manager O'Connor did not believe so.

Councilor Spanberger made a motion to approve resolution 19-2011 pertaining to traffic and parking in the City of Coquille, Coos County Oregon. Councilor Short seconded the motion; Councilor Wiese voted no; all others voted in favor.

10. RESOLUTION 20-2011 A RESOLUTION DECLARING CERTAIN PERSONAL PROPERTY TO BE SURPLUS PROPERTY AND PROVIDING FOR THE DISPOSITION OF SUCH PROPERTY

Urban said the following items are no longer used by the city, some items will be sold through the sealed bid process: 1992 Ford Ranger, Tri-Co Spreader, Copier, and Floating Docks.

Councilor Wiese made a motion to approve resolution 20-2011 declaring certain personal property to be surplus property and providing for the disposition of such property. Councilor Capehart seconded the motion; all voted in favor.

11. ORDINANCE 1483 – AN ORDINANCE ADOPTING AMENDMENTS TO THE CITY OF COQUILLE MUNICIPAL CODE TITLE 13.04.020, APPLICATION FOR WATER SERVICE

Finance Director Dufner said there is a need for property owners or managers who rent out their property to have access to water for a short period of time to clean the property between tenants. The ordinance establishes a temporary water service account and application for a period not to exceed 10 days.

Councilor Wiese made a motion to adopt ordinance 1483 amending the City of Coquille municipal code title 13.04.020 application for water service.

H. If a property owner has previously established a water account for a particular property and if water service is required for fewer than ten days at that same property for the purpose of maintenance, the property owner or his authorized property manager may submit an application for temporary water service reconnection accompanied by a fee as established by resolution of the common council of Coquille that will entitle him up to 1,000 gallons of water and automatic disconnection of service by City personnel on the tenth calendar day following connection. Councilor Daniels seconded the motion.

Mayor Muenchrath – Yes
Councilor Baird – Yes
Councilor Dannels – yes
Councilor Wiese – Yes
Councilor Spanberger – Yes
Councilor Short – Yes
Councilor Capehart – Yes

12. RESOLUTION 18-2011 A RESOLUTION AMENDING THE LICENSE, PERMITS, AND PROCEDURES BOOK AND ADOPTING A FEE FOR THE TEMPORARY WATER SERVICE RECONNECTIONS FOR THE CITY OF COQUILLE AND AUTHOIRZING THE RATES AND FEES CONTAINED THEREIN.

Finance Director Dufner said this resolution sets a fee of \$25.00 for 10 days and 1,000 gallons of usage with an additional current rate fee for usage over 1,000 gallons. Any usage for longer time would require an account to be opened.

Councilor Wiese made a motion to adopt resolution amending the license, permits, and procedures book and adopting a fee for the temporary water service reconnections for the City of Coquille and authorizing the rates and fees contained therein. Councilor Capehart seconded the motion; all voted in favor.

13. RESOLUTION 21-2011 RESOLUTION AMENDING THE LICENSE, PERMITS AND PROCEDURES BOOK AND ADOPTING NEW SEWER RATES FOR THE CITY OF COQUILLE AND AUTHORIZING THE RATES AND FEES CONTIANED THERIN

City Manager O'Connor said the construction of the new waste water treatment facility also signals the nearing completion of the planned base rate increases in sewer rates to allow for the new facility due to the funding we receive from the State and the USDA. There will be a few more increases to help cover the cost of the construction yet to come. The proposed increase is \$2.00 a month for sewer to become effective December 15, 2011.

Councilor Wiese made a motion to adopt resolution 21-2011 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 Spanberger seconded the motion; all voted in favor.

Bill Marino, South Baxter Street, and serves on the City Safety Committee. Mr. Marino said the Safety Committee talked about 2 double sided no parking on either side of the street signs on the street and repainting the yellow area on Main Street. Public Works Director Urban said that because the signs already exist there was no need to bring the item before Council, and said it is on the schedule.

14. ADJOURNMENT

Mayor Muenchrath adjourned the meeting at 8:13

Mayor, Matt Muenchrath

Deputy Recorder, Rene Collins

CITY OF COQUILLE
URBAN RENEWAL AGENCY MEETING MINUTES
November 7, 2011

1. CALL TO ORDER

Chairman Wiese called the meeting to order at 8:19 p.m.

2. APPROVAL OF MINUTES

- URA minutes of October 3, 2011

Member Capehart made a motion to approve the URA minutes of September 6, 2011. Member Short seconded the motion; all voted in favor.

3. FINANCING OPTIONS – URA/CITY PROJECTS.

We originally looked at getting a \$1,500,000 bond for financing larger URA projects and then we were directed to possibly apply for a loan. Most banks are not interested due to the loan amount,. The Wedbush Bank did send a proposal. The rate would be better if the City took loan out due to the life of the City. Dufner said the Mayor had asked about 6 months ago to see what options are available for the City to make more money on funds that are not in the investment pool, now that the financing for the WWTP is in place the City could lend the URA money and it is what we have been doing. If we borrow the money the interest rate is 2 %. Chairman Wiese likes the idea of using the City Funds as long as it is legal. Finance Director Dufner said it is legal and we could have the URA rated and the perpetual care fund could sell a bond to ourselves. City Manager O'Connor said the only down side is if the URA would need to repay the loan sooner due to a cash flow issue at the City. The URA members asked Finance Director Dufner to bring back a proposal.

4. COMMUNITY BUILDING PLAYGROUND EQUIPMENT.

Public Works – Planning Director Urban said this item is requesting a motion to approve the purchase of the playground equipment.

Member Muenchrath made a motion to approve the purchase of the playground equipment in the amount of 31,779.15. Member Capehart seconded the motion; all voted in favor.

The pool received \$10,000 grant from the Trust Management Services

5. REQUEST FOR FAÇADE IMPROVEMENT FUNDS – 99 EAST SECOND STREET, OLD CITY HALL

Nella Abbott, Elk River, they would like to paint the building for its centennial celebration next year. They presented 3 bids and are asking for matching funds for the paint, with the lowest bid being \$4,250.

The other planned projects for the building are a new door that leads into the City Council Chambers and a solar panel which would run outside lights on the building.

Member Short made a motion to approve 50% of the cost sharing for painting at 99 East Second Ave in the amount of \$2,125. Member Capehart seconded the motion; all voted in favor.

6. ADJOURN URBAN RENEWAL AGENCY MEETING

Chairman Wiese adjourned the meeting at 8:44 p.m.

Chairman Loran Wiese

ATTEST: _____
Deputy Recorder, Rene Collins