

CITY OF COQUILLE
CITY COUNCIL MEETING MINUTES

December 3, 2012

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

STAFF PRESENT: City Manager Ben Marchant, Finance Director Chuck Dufner, Police Chief Janice Blue, Public Work & Planning Director Kevin Urban, Fire Chief Dave Waddington, City Attorney John Trew and City Recorder Rene Collins.

PRESS: Coquille Valley Sentinel

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

Work Session 5:00 p.m.

1. CITY COUNCIL CANDIDATE SELECTON – PROCEDURAL MATTERS

Mayor Muenchrath reviewed the process of filling the vacant position of Tim Spanberger on the council due to his letter of resignation according the City Charter and the council rules adopted by City Council in 1987.

Mayor Muenchrath said the same questions would be asked of each applicant with a time limit of 30 minutes. Candidates will draw a number to determine the order in which they will be interviewed. Candidates will be sequestered in the conference room until their interview time so as not to provide any candidate with an advantage in respect to the questions being asked. The candidates may then remain in council chambers after their interview.

Mayor Muenchrath said the following people submitted letters of interest for the vacant Council position:

Harold Brice
Dian Courtright
Dennis Graham
David Smith

The Council reviewed the interview questions and added a question 13 to be asked by Mayor Muenchrath. The question is if the applicant has anything to add or if they have any questions.

INTERVIEW APPLICANTS FOR VACANT COUNCIL SEAT

The interviews started at 5:15 p.m.

The applicants were interviewed in the following order David Smith, Diann Courtright, Harold Brice and Dennis Graham.

The interviews were concluded at 7:00 p.m.

Mayor Muenchrath said all the applicants were all great and thanked them for submitting a letter of interest.

Council Meeting

1. CALL TO ORDER / PLEDGE OF ALLEGIANCE

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

2. MAYOR COMMENTS

Mayor Muenchrath welcomed everyone to the December council meeting. He said there was a work session at 5:00 to interview the applicants for the vacant council position and they will vote on the applicants later during the meeting.

He thanked past and present City staff for their service during his term and it has been a privilege to service as a council member and the Mayor of Coquille. He has tried to make sure things have been run efficiently and help with the betterment of the City.

3. COUNCIL COMMENTS

Councilor Capehart and VFW member Commander Jim Galten, from Chapter #965 Chaplain Teri Mai, President Bobbi Galten, members Mary Loss and Bev Owen presented the Voice of Democracy awards to the following:

Voice of Democracy oral presentation

3rd place Brittany Wilson

2nd place Sarah Spencer

1st place Brettany Fredrick

Patriots Pin written essay on the constitution

1st Place Tanner Marchant

Councilor Capehart thanked all the students who participated in the Voice of Democracy competition. Tuesday December 4th at 4:00 p.m. is the Carousel Committee meeting in Council Chambers.

Christmas Tree Lane is at the community center for anyone interested on bidding on a tree to help raise money for Shop with the Hero's. The tour of homes is Saturday December 8th and the Eagles Craft Fair is Friday and Saturday. Councilor Capehart thanked everyone who came to the Christmas Parade.

Councilor Short said Friday night is the opening night of the Carousel Animal Show at the Coos Art Museum in Coos Bay for the month of December. After further investigation it may be better to have banners than flags along the river walk because 9 are already placed in the area and she will continue to get the pricing and sizes and the banners would include a picture of the river walk and some wording, the thought is to let people know that the river walk is there. City Council members purchased bricks for the river walk and they are on display for viewing and it is a great way to support the project.

Councilor Wiese said the unplugging of debris at the bridge was an amazing show during the Thanksgiving holiday.

Councilor Baird said he has learned a lot during his term and has enjoyed being a council member. He encouraged everyone to become active in the community.

City Recorder Collins swore in Justin Gray and Mark Mahlom as City of Coquille Police Officers.

Mayor Muenchrath and City Manager Marchant presented Ruth Graham with a plaque for 25 years of service to the City of Coquille.

Mayor Muenchrath presented Tim Spanberger with a plaque for his service to the City of Coquille as a council member.

Mayor Muenchrath presented Bryan Baird with a plaque for his service to the City of Coquille as a council member.

Mayor Muenchrath presented Corky Daniels with a river walk brick depicting 46 years of service to the City and Citizens; 26 years as police chief and 20 years as a council member. Councilor Daniels was also presented with his red velvet oak office chair. Councilor Daniels thanked everyone for coming.

Council President Wiese said we have to deal with change but he never gets used to it and wished Mayor Muenchrath was staying longer and presented a plaque for his service as Mayor. The Mayor said this City has a lot going for it and people should be proud and enjoy living here.

Mayor Muenchrath said council will now vote for the candidate of their choice by ballot. The results of the votes will be read aloud for the record

Councilor Capehart- Dennis Graham
Councilor Short - Dennis Graham
Mayor Muenchrath – Dennis Graham
Councilor Wiese – Dennis Graham
Councilor Daniels – Dennis Graham
Councilor Baird – Diann Courtright

Dennis Graham will be sworn in at the January 7, 2013 meeting.

4. **STAFF REPORTS**

Fire Chief Waddington thanked Council for all their time, service and support to the citizens and staff. Shop with the Hero's will be taking donations through December.

Public Works Director Urban thanked Diann Courtright for not putting his picture in the paper surrounded by water. He assessed the lights downtown and his report estimated it would cost approximately \$2,035 a year (175 month) for higher wattage bulbs. Councilor Wiese asked who requested this and Urban said the downtown merchants requested this to help with safety. Urban said the answer maybe lowering the light rather than changing the bulbs. Councilor Capehart asked about LED lights for the street lights, Urban said PPL does not have that option available. City Manager Marchant said he would like to look at options to get the lights closer to the awning height. Councilor Baird said it is darker earlier this time of year and it can be a safety issue. Councilor Wiese said that because it has been asked for it is important. Councilor Baird said it is getting darker earlier that the

extra light would help with the amount of traffic in the downtown area. Councilor Wiese made a motion to change the bulbs in the downtown area and authorize the additional expenditure of \$2,035 a year, Councilor Short seconded the motion, all voted in favor.

Chief Blue said better lightening in the downtown area will help with law enforcement. Chief Blue said the Police Department and the Downtown Merchant Association would like to inquire about the possibility of installing a camera system in the downtown area to help with safety and vandalism, she asked if URA funds could be used. The first quote for the system was approximately \$2,700. Councilor Short is not sure about this request as it may make people feel uncomfortable. Councilor Capehart asked if there was a particular area, Chief said around the Figaro's restaurant. Mayor Muenchrath directed Chief Blue to get the quotes including the annual monitoring fee. Chief Blue said the officers also have new uniforms, and she has been receiving positive comments.

Finance Director Dufner said investment account is earning 4.19%. The audit will be ready to present at the next council meeting. On the website, there is a calendar that you can see the upcoming events in the City and a "code red" button that you can add or delete your name to receive alerts. Dufner is looking at the cost of purchasing a new server. There is a possibility that "Cloud" could be the server for the City. The new Springbrook software contains some of the custom programming that we use and the new feature included some of these previous custom features.

5. CITY MANAGER'S REPORT

City Manager Marchant said we have a lot to be grateful for tonight. He noted he received thank you notes from Relay for Life for the Cities participation in this year's event and the Coquille Rotary Club for auction donations. The Bandon Community Health Center open house is Wednesday Dec 5th from 5-7. Feral Cat Coalition of Oregon (FCCO) is requesting the rental fees to be waived and use of the community Building on April 21st and Aug 18th 2013. Councilor Wiese made a motion to waive the rental fee for the FCCO for April 21st and August 18th, 2013. Councilor Short seconded the motion, all voted in favor.

6. PUBLIC PARTICIPATION

Nancy Keller, Rink Creek, thought the Town Hall Meeting created a lot of energy and enthusiasm in the City. The concrete in front of Bill's Place has been fixed and is not a tripping hazard any longer. She feels the Christmas in Coquille event was a successful community event. This Saturday is a free chess tournament for children and adults at 10:00 am; registration at 9:30 at Coquille High School. She encouraged everyone to attend Sanity Clause being presented by the Sawdust Theatre and is a fund raiser for the Create Center.

Robin Hurston would like to have poetry boxes in the area and is asking for permission to place boxes around town, the content boxes would be change once a month and they would be family friendly, she would like to start with 8 boxes. They may need assistance with digging the post holes. Councilor Wiese said that the group would need to submit a request of the areas they would like to install the posts. If you have a place in mind to post a box please let her know.

7. CONSENT CALENDAR

A. City Council minutes of November 5, 2012

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

8. RESOLUTION 21-2012 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

Finance Director Dufner said that we normally pass this resolution and in the past the increase has been \$2 each time; this time \$3 per month had been requested. We had agreed that the rates had to be a minimum of \$55 a month per EDU due to the financing requirements. The plant is estimated to be completed in April 2013. One loan payment has been deferred due to the fact that the plant was not complete in December; there will be another payment due in August 2013. After further discussion staff would like the increase the monthly rate by \$2 every six months until the monthly rate reaches \$55, unless we are mandated to raise the rates by the time the plant is complete in April 2013.

Councilor Wiese made a motion a adopt resolution 21-2012 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 Short seconded the motion, all voted in favor.

9. RESOLUTION 22-2012 A RESOLUTION DESIGNATING WILLIAM DUFNER AS CITY RECORDER PRO TEM IN THE ABSENCE OF THE CITY RECORDER

Councilor Daniels made a motion to adopt resolution 22-2012 designating William Dufner as City Recorder Pro Tem in the absence of the City Recorder. Councilor Baird seconded the motion, all voted in favor.

10. PRESENTATION OF OFFICIAL CANVASS OF VOTES FROM THE COOS COUNTY ELECTIONS DEPARTMENT

City Recorder Collins presented the Official Canvas of Votes from the Coos County Elections Department;

Mayor Position

Linda Short 625

Matt Rowe 851

Write in 41

Votes Over 0

Votes Under 254

Council Position

Susan Heaton 895

Bryan Baird 653

Dian Courtright 739

Fran Capehart 759
Dave Chappelle 799
Write in 43
Over Votes 3
Under Votes 1,422

Councilor Baird made a motion to accept the canvas of elections from the Coos County Elections Department. Councilor Wiese seconded the motion, all voted in favor.

11. Driveway easement

Planner/Public works Director Urban said this request is for an easement by a property owner. There is a small 15' right of way that runs east from the end of Grape Street. South of that right of way is 10' strip of land that was deeded to the City which has been crossed for many years to access southern properties. The request seems reasonable and the City would still have access. One of the properties is being sold and the title company has correctly asked the parties involved in the sale to secure legal access to the property. The land owner's attorney will prepare a draft easement deed which will be reviewed by City Attorney Trew.

Councilor Wiese made a motion to allow the easement after the City Attorney has reviewed and approved the document. Councilor Capehart seconded the motion, all voted in favor.

12. AJOURNMENT

Mayor Muenchrath adjourned the meeting at 8:17

Mayor, Matt Muenchrath

City Recorder, Rene Collins