

**CITY OF COQUILLE  
CITY COUNCIL MEETING MINUTES  
December 8, 2008**

**COUNCIL PRESENT:** Mayor Steve Britton, Councilor E.N. “Corky” Daniels, Loran Wiese, Linda Short, Fran Capehart and Bruce Parker.

**STAFF PRESENT:** City Manager Terence O’Connor, Finance Director Dufner, Deputy Recorder Rene Collins, Police Sergeant Smith

**PRESS:** The World, Coquille Community News

**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 6:03 p.m.

**2. ACCEPTANCE OF RESIGNATION OF COUNCILOR HAGEN**

Mayor Britton read Councilor Hagen’s resignation letter.

Councilor Short made a motion to accept the resignation of Councilor Kathy Hagen and declare the seat vacant. Councilor Wiese seconded the motion; all voted in favor.

**3. DISCUSSION OF PROCEDURE FOR FILLING VACANT COUNCIL SEAT**

Mayor Britton has spoken with the County Election office and they said that the only way an elected candidate could be excluded from accepting their seat is if they are found not to meet the residence requirements or any other items that may restrict them from filling the seat.

The process as stated in the City Charter says all vacancies shall be advertised and candidates interviewed. The appointment to the vacant seat will be made at the next regular council meeting.

Councilor Parker asked what the advertising rules are. City Manager O’Connor said there are no specific rules in relation to advertising. The rules say that the interviews have to be at the regular scheduled council meeting, which for Coquille are the 1<sup>st</sup> and 3<sup>rd</sup> Mondays of the month. Mayor Britton would like to have everyone sworn in at the January 2009 meeting.

**4. SCHEDULING TIME AND PLACE FOR COUNCIL CANDIDATE INTERVIEWS**

Councilor Wiese made a motion to interview the vacancy candidates at the December 15, 2008 meeting, with deadline of interest letters to be submitted no later than December 15<sup>th</sup> by 5:00 p.m. and staff will have the packets ready as soon as possible thereafter. Councilor Capehart seconded the motion.

Councilor Short said she would like to see the letters of interest to look over before the Council meeting in case there was an candidate she was not familiar with.

Councilor Capehart said the people who spoke at the candidates’ forum would still have the same views.

The City Manager asked if there are any requirements the Council would like to see in the letters of interest from those interested in the vacancy. Councilor Wiese said that the questions during the interview process should take care of what needs to be known about the candidates and it should say they are interested.

Councilors Daniels, Wiese, Parker, Capehart and Mayor Britton voted yes; Councilor Short voted no.

**5. ADJOURNMENT**

Mayor Britton adjourned the Council Meeting at 6:17 p.m.

\_\_\_\_\_  
**Mayor, Steve Britton**

**ATTEST:** \_\_\_\_\_  
**Deputy Recorder**