

**CITY OF COQUILLE
CITY COUNCIL MEETING MINUTES
February 5, 2007**

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

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

PRESS: Robert Jump, Coquille Valley Sentinel

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 7:00 p.m.

2. MAYOR'S COMMENTS

The Mayor made appointments to the City of Coquille's boards as follows:

Budget Committee, 3-year term
Terry Mai

Planning Commission, 4-year terms
John Spencer
Harold Brice
Terry Mai
Ron Tollenaar
Lowell Thomas

Parks and Recreation Committee, 2-year terms
Councilor Kathy Hagen
Councilor Corky Daniels
Dennis Graham
Lynn Kindred
Xan Schiller
Terry Schwerdtfeger

Administrative Committee, 2-year terms
Chair, Fran Capehart
Lynn Kindred
Dave Chappelle
Mayor Steve Britton

Public Works Committee, 2-year terms
Chair, Loran Wiese
Councilor Fran Capehart
John Christiansen
Lowell Thomas

Public Safety Committee, 2-year terms
Chair, Mollie Anderson

Councilor Bruce Parker

Councilor Loran Wiese
Wayne Robison
Bill Marino
Eugene Hager
Charles Palomino

Forest Land Management Board, 2-year term
Councilor Loran Wiese

Mayor Britton said that the cedar tree in front of the community building has become a hazard that needs to be removed and a new tree planted. Councilor Wiese thought that someone had looked at it a few years ago and declared it a hazard. Councilor Capehart said that it interferes with the flying of two flags. Mayor Britton asked Robert Jump to put an article in the paper about the removal of the tree and if the public has any comments they should talk with a Councilor or the City Manager.

3. COUNCIL COMMENTS

Councilor Daniels, Wiese, and Parker said if the tree is a danger it needs to be removed. Councilor Short would like to put an announcement in the Coquille Valley Sentinel about the location of the two new bulletin boards and what they will be used for. Councilor Capehart said a date should be set for executive session for the City Manager's review. Council chose to have the executive session following the March council meeting for the City Manager's review. Councilor Capehart said the brick-meter is showing 150 pavers sold. Councilor Wiese made a motion to accept the appointed people to the committees. Councilor Hagen seconded the motion; all voted in favor.

4. STAFF REPORTS

Fire Chief Waddington invited everyone to the Pancakes for Life Breakfast on Feb 24. The funds raised will be donated to the Emmanuel Hospital Burn Center for Children and they use the funds for summer camp. Public Works Director Higgins said his report is in the packet. He also reported the painting on the streets is the beginning of the 2.6 million dollar water plant improvement project which includes some new water lines. Library Director Conner said she did not have anything to add to her report, and she feels that with the tree gone it will be easier to see the library. Police Chief Reaves reported Officer Webley is at the academy for the next 16 weeks. The Coquille Police Department received recognition from Special Olympics for their participation and fund raising donation of \$5,000. The Public Safety Committee elected Mollie Anderson as chair, and Councilor Parker as Vice-Chair. At the last Public Safety Committee meeting Scott Brady asked to have the speed reduced from 25 mph on Folsom Court. The committee does not recommend changing the speed limit. They have asked Public Works to replace missing signs on Folsom Court and the Police Department to send letters to the residents in that area explaining that the basic rule is to only go as fast as conditions permit. For the speed to be reduced it would need to be approved by ODOT and have a traffic study performed. Oregon First Community Credit Union has requested 2- hour timed parking for the first 3 spaces on the North side of Second Street East of Adams and the first 7 spaces on the east side of Adams North of Second Street. The committee recommends the change. Councilor Wiese said in the past we did say we would put them back to timed parking if another business built on that site. Councilor Hagen made a motion to accept the recommendation from the public safety committee to reinstate the designated parking spaces as timed. Councilor Parker seconded the motion; all voted in favor. Finance Director Dufner reviewed his report, and we will be switching to the new website at anytime. Finance Director Dufner wants to include Council goals in the budget this year, so there will be a goal-setting meeting in March.

5. CITY MANAGER'S REPORT

City Manager O'Connor met with Joe Slack from HGE about the new City Hall remodel. The only change that needed to be made is a 2-hour firewall that had to be created with a hallway in the council chambers to meet building code requirements. There will be a bid announcement in the paper on Feb 7, bids will be due on March 1, 2007 and the bids will be presented to Council on March 5, 2007. NW Natural Gas is proposing extending the gas lines on North First to the Community Center. There would be no cost to the City if they hook up to the

gas line. The City will be seeking bids on changing the pool and Community Center to gas. The estimated cost of fuel this year would be \$65,000. The estimated conversion cost is \$20,000. The price of gas would be \$45,000 for a total of \$65,000, and it would be a wash. The second year the City would save an estimated \$20,000 if the fuel and oil remains the same. Councilor Parker said it would also allow the other businesses to have natural gas. The City manager said there are capital layout funds available for this project. Staff recommends the Council authorize the service agreement with NW Natural Gas and authorize the City to proceed with changing the Community Center over to natural gas. If the cost were to exceed \$20,000, staff will bring it back to Council for approval. The oil tank will have to be removed. Councilor Capehart asked if the Kitchen would also be converted; City Manager O'Connor replied yes, and the furnace would need to be converted to gas. Councilor Capehart made a motion to approve the NW Natural Gas package. The motion was second by Councilor Short; all voted in favor. City Manager O'Connor said that the County Sheriff's department may request mutual aid and he would like to instruct our Police Department to respond only to emergency calls. Councilor Wiese does not want us to patrol outside the city limits. The City Manager would like to have a meeting with other Police Departments about not leaving people in Coquille who are not accepted at the county jail.

6. PUBLIC PARTICIPATION

Don Kinnaird asked if some of the forest dollars that the County is concerned about come to the City of Coquille. City manager O'Connor said we do not receive any of those monies. Julie Watte said that Roseburg Lumber has asked DEQ for additional air particulates. DEQ has asked for public comment and said there could be a meeting if more than 10 people would attend. Ms. Watte asked if the City was concerned. Don Delyria said they asked for the increase due to the change in calculating the number of particulates; they are not intending on producing more. Mayor Britton said normally the steam does not blow towards town unless a storm is coming in.

7. CONSENT CALENDAR

Councilor Wiese made a motion to approve the Consent Calendar. Councilor Capehart seconded the motion; all voted in favor.

8. REQUEST BY DON DELYRIA – USE OF COMMUNITY CENTER LAWN BY FARMERS MARKET

Mr. Delyria stated that he is requesting the same area that they have used the last few years. They would miss the tree but they understand. Councilor Daniels said that the lawn was eaten by some of the animals and the lawn just seemed to die last year. City Manager O'Connor recommended approval of the request and suggested replanting the lawn in October and changing the sprinkler system. Councilor Wiese supports the Farmers Market and feels that the community also likes it. Councilor Wiese made a motion that we allow the Farmers Market to use the lawn in front of the Community Center. Councilor Hagen second the motion; all voted in favor.

9. APPROVAL OF GROUND LEASE WITH COMSPAN BANDON NETWORK, LLC

City Manager O'Connor said Comspan is looking for finalization for a 20 x 20 strip of land adjacent to NW Natural Gas Station at the east end of the GP site. Staff is looking for authorization for the ground lease after the City Attorney has reviewed the lease. The City would not charge them for the land and the building is constructed of brick. Councilor Parker made a motion to approve the agreement as presented, upon legal approval. Councilor Capehart seconded the motion; all voted in favor.

10. ADOPTION OF BUDGET CALENDAR AND APPOINTMENT OF BUDGET OFFICER

Council chose either March 3 or March 31 for a goal setting session. The City Manager will get a facilitator for the meeting. Councilor Hagen made a motion to adopt the budget calendar and appoint Terence O'Connor as budget officer. Councilor Wiese seconded the motion; all voted in favor.

11. DISCUSSION CONCERNING PORT OF BANDON PROPOSAL FOR A G.O. BOND FOR FUNDING THE COQUILLE RIVERWALK PROJECT

City Manger O'Connor reviewed the three options the Port of Bandon discussed:

1. The district could do without those funds if the upriver communities did withdraw and the communities could use those dollars for the project.
2. If the upriver communities did not withdraw from the district, the district could not do without those funds, and could not help with the project.
3. Or request for G.O. bond to fund the river walk project.

The City Manger said the Port would supply a grant writer and this did not happen last year. O'Connor said the Port would receive the G.O. bond dollars and they would act as a pass through. Councilor Wiese said Bandon would have to educate their people and we would educate our people and we need to work together. Councilor Short feels we need to work with the Port of Bandon to make this happen. Councilor Short and Wiese feel the Port of Bandon needs to be shown as much as possible and provided the details about the project.

Coquille and the area going out towards Fairview would be about \$75,000. Mayor Britton asked what type of dollars the Port has put into our area. Public Works Director Higgins said they did remove pilings and trees from the river using inmate labor and he stated the Port of Coquille starts at Arago. Councilor Parker said that we have two Port representatives and they need to support this project.

12. ORDINANCE NO. 1461 AN ORDINANCE AMENDING CHAPTER 13.04 WATER SERVICE SYSTEM OF THE CITY OF COQUILLE MUNICIPAL CODE CREATING SECTION 13.04.180 – TRANSFERRING OF WATER ACCOUNTS ON TENANT OCCUPIED PROPERTIES RENUMBERED ORIGINALLY ADOPTED 12/01/2006 AS ORDINANCE NO. 1460

Councilor Capehart made a motion to adopt ordinance 1461; Councilor Wiese seconded the motion. Recorder Dufner took the following roll call vote:

- Councilor Capehart - yes
- Councilor Short - yes
- Councilor Parker - yes
- Councilor Wiese - yes
- Councilor Hagen - yes
- Councilor Daniels - yes

13. APPROVAL OF AMENDMENT NO 01 OF THE FLEXIBLE MAINTENANCE AGREEMENT BETWEEN THE CITY OF COQUILLE AND THE OREGON DEPARTMENT OF TRANSPORTATION.

City Manger O'Connor said the service agreement with ODOT lets us utilize their government rate and they would use our rate if they use us; the amount will change from 20,000 to 40,000 for 4 years. Councilor Wiese made a motion to approve the flexible maintenance agreement between the City of Coquille and the Oregon Department of Transportation. Councilor Short seconded the motion; all voted in favor.

14. ADJOURNMENT

Hearing no further business, Mayor Britton adjourned the meeting at 8:18 p.m.

Mayor Steve Britton

ATTEST: _____
Deputy City Recorder