

**CITY OF COQUILLE
COUNCIL MEETING MINUTES
May 5, 2003**

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

STAFF PRESENT: City Manager Terence O'Connor, Public Works Director John Higgins, Fire Chief Dave Waddington, Library Director Sharon Smith, Community Activities Director Ann Steeves, Finance Director Sherri Flora, City Attorney John Trew

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

Mayor Britton called the meeting to order at 7:00 p.m. and led those assembled in a flag salute.

2. MAYOR'S OPENING REMARKS

Mayor Britton read a proclamation for the annual distribution of Buddy Poppies by the Veterans of Foreign Wars of the United States, urging citizens to recognize the merits of this cause by contributing generously.

3. COUNCIL COMMENTS

Councilor Wiese invited all to attend National Hospital Week May 12-16. Councilor Capehart stated that Memorial Day services would began at 10:00 a.m. on May 26 at Sturdivant Park. Councilor Torbeck urged everyone to remember what Memorial Day has been set aside for.

4. STAFF REPORTS

Fire Chief Dave Waddington reported that the ribbon cutting ceremony had recently taken place for the Myrtle Point training tower. He also commented that volunteer firefighter Adam Burt has been hired as a career firefighter for the Salem fire department. Public Works Director John Higgins reported that due to lack of public hearing notices, the discussion for the Urban Growth and Riparian Growth issues would be postponed to the June 2 council meeting. Community Services Director Ann Steeves stated that Coos County Emergency Management has been awarded a FEMA grant in the amount of \$78,750 to work on an emergency operations plan, critical infrastructure identification and needs assessment of which the City will receive \$5,000 for grant administration and support. She reported that she was submitting an application to the Department of Justice for 2003 funding, in partnership with Coos County for a total of \$472,160, of which the City would receive approximately \$100,000 for communications for police, fire and public works. She stated that staff is working on pool season preparations. Library Director Sharon Smith reported that the library statistics are holding steady. Finance Director Sherri Flora reported that the department will be upgrading the utility billing software at the end of May. She also stated that the auditors would be on site May 12 and 13 for annual interim testing. She thanked Councilor Capehart for volunteering in the department while staff was out for training and compassionate leave.

Councilor Wiese presented the Public Safety Committee recommendation that Eugene and Melissa Hager's request for removal of timed be denied. Eugene Hager stated the reasons that he felt his request should be approved. Public Works Director John Higgins stated that this property is not in the commercial zone. Councilor Wiese stated that this fact would have changed the Public Safety Committee discussion of this issue.

Councilor Torbeck made a motion to grant the request to change timed parking to untimed parking for one parking space. Councilor Hagen seconded the motion, with all voting in favor except for Councilor Anderson who voted in opposition.

Councilor Wiese also reported that the next Public Safety Committee would be held May 27 and invited others to attend the committee meetings. He stated that the Police Chief will be putting together department statistics and the committee would be reviewing services provided.

City Attorney John Trew commented in general regarding street vacations. Ron Lazar, 326 E. 12th, presented information to Council regarding his property. He does not want to hire an attorney to go through the process of vacating the alley. Mayor Britton stated that council would take this matter under advisement.

5. CITY MANAGER'S REPORT

City Manager O'Connor presented his report to Council on the following:

- Camilla Rietman Estate
- Union Pacific Railroad
- Women's Crisis Center

Councilor Wiese made a motion to approve the request for \$600 from Women's Crisis Center, if funds are available in the Council goals budget line item. Councilor Daniels seconded the motion, with all voting in favor.

6. AUDIENCE PARTICIPATION

Craig Storm requested that the high school baseball club be allowed to use the large auditorium on rainy days from 4:00 to 5:00 due to school construction.

Mel Comer, 512 N. Elliott, voiced concern for the safety of handicapped citizens or pedestrians in crosswalks. He requested that the police department conduct emphasis patrols on 5th Street.

7. CONSENT CALENDAR

- a. April 7, 2003 City Council minutes
- b. April 9, 2003 Special Council Meeting minutes
- c. April 14, 2003 Budget Committee minutes
- d. April 23, 2003 Special Council Meeting minutes
- e. April 30, 2003 Administrative Committee minutes

Councilor Anderson made a motion to approve the consent calendar, with the correction noted by Councilor Kathy on April 23 minutes. Councilor Daniels seconded the motion, with all voting in favor

8. PRESENTATION AND REQUEST BY ITEACH/CENTREX FOR FREE WATER AND SEWER SERVICE AT 271 N. BIRCH STREET

Laura Rose Bruce, representing ITEACH/Centrex, provided information on the ITEACH program and requested continued Council support for the program by granting a fee waiver for water and sewer service at the program's new location, 271 N. Baxter.

Councilor Anderson made a motion to grant free water and sewer service for six months, setting a maximum waiver of \$21 per month. Councilor Hagen seconded the motion, with all voting in favor.

9. 3RD STREET SMALL CITY ALLOTMENT BID AWARD

Councilor Anderson made a motion to accept the three bids received for the 3rd Street paving project. Councilor Capehart seconded the motion, with all voting in favor. Councilor Anderson made a motion to award the 3rd Street paving project contract to LTM, Inc. dba Bracelin-Yeager in the amount of \$24,379.30. Councilor Capehart seconded the motion, with all voting in favor.

10. RESOLUTION 08-2003 A RESOLUTION AMENDING THE CITY OF COQUILLE LICENSE, PERMIT & PROCEDURES BOOK

Councilor Wiese stated that the Administrative Committee had done an excellent job of reviewing the City's community building fee structure and made a motion to approve Resolution 08-2003. Councilor Hagen seconded the motion, with all voting in favor.

11. REPORT BY CITY ENGINEER ON PROGRESS DETERMINING FUTURE FINANCIAL NEEDS BASED UPON INFRASTRUCTURE IMPROVEMENT REQUIREMENTS

Steve Major, representing Dyer Partnership, presented Council with preliminary information on the Water and Sewer Rate Study currently in process.

12. ADJOURNMENT

Hearing no further business to come before the Council, Mayor Britton adjourned the meeting at 10:15 p.m.

Mayor

ATTEST: _____
City Recorder