

**CITY OF COQUILLE  
CITY COUNCIL MEETING MINUTES**

**June 4, 2012**

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

**STAFF PRESENT:** City Manager Ben Marchant, Finance Director Chuck Dufner, Police Chief Janice Blue, Library Director Anne Conner, Public Works & Planning Director Kevin Urban, Fire Chief Waddington, Deputy Recorder Rene Collins, and City Attorney John Trew

**PRESS:** The Sentinel, Robert Jump, the World

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

**1. CALL TO ORDER / PLEDGE OF ALLEGIANCE**

Council President Wiese called the meeting to order at 7:01 p.m.

**2. MAYOR COMMENTS**

Council President Wiese said Mayor Muenchrath is out of town on military duty. Council President Wiese introduced new City Manger Ben Marchant. City manager Marchant said he is very happy to be here and has been welcomed with open arms by the community. He has enjoyed the Sawdust Theatre, Memorial Day Ceremony and the Gay 90’s celebration during the past two weeks.

City Council presented Finance Director Dufner with an appreciation certificate and thanked him for presiding as the Interim City Manager for the past six months.

**3. POOL UPDATE & SLIDE DRAWING**

Judy Gederos said the pool committee has been selling raffle tickets (which raised \$400) for a chance to be the first one down the new slide at the new pool. City Manager Marchant pulled the ticket and the winner was Gabriel Kobel from Lincoln Elementary School.

Councilor Short said the fund raising project for the pool was started quite a few years ago. Judy Gederos has been involved since the beginning. The people involved formed a committee with officers and had monthly meetings. The committee raised money, hired a grant writer and along with the community and the city made this project happen. Because Judy Gederos has been involved in the project since the beginning the Council and Committee presented a plaque that will be hung at the pool dedicating the new pool to her. Mrs. Gederos was surprised and felt very honored. Councilor Short thanked everyone who came to watch the presentation.

**4. COUNCIL COMMENTS**

Councilor Baird said he had been enjoying watching some local ball games and he attended the Gay 90’s event and thought it was well attended.

Councilor Daniels thanked Judy Gederos and the Pool Committee for all their hard work to make the pool project happen.

Councilor Spanberger said he survived his half marathon run in Portland.

Councilor Short said the World had some nice articles about the Coquille in the Saturday paper. The Chamber is staffed with volunteers, they need some additional volunteers to be on a reserve list because sometimes someone gets sick or something comes up. If you are interested in volunteering please call Mr. Mai at the Chamber.

Councilor Capehart said the Gay 90's was wonderful. She would like to schedule an Administrative Committee Meeting for June 13, 2012 at 1:30. During fair week the community building will be closed as the floors will be redone. The VFW State Convention is this week at the Mill Casino and the Sawdust Theatre will perform for the attendees and the cruisers will have small car show.

## **5. STAFF REPORTS**

Chief Blue said Gay 90's was fun and a few people went to jail for disorderly conduct. Chief Blue pursued a suspect that jumped in the river and she had to get in to water to steady him and they had to be pulled out by the sheriff's boat. Councilor Baird thanked the Police Department for their work in the community.

Library Director Conner said the summer reading program will be starting soon and there will be a free skate day where they can sign up for the program the theme is Dream Big Read.

Public Works Director Urban said did not have anything to add to his report. The letter of intent has been submitted for the next section of the River walk project for a grant from Oregon Bicycle & Pedestrian Programs. Councilor Spanberger asked about a walking path on Shelly Road, Urban has been looking into the possibilities of some type of walking path; he was not sure how to do this type of project without a lot of money due to ADA requirements in regards to slope. After further research he found the City owns a partial of property that runs from behind the apartments to 1<sup>st</sup> street and he will continue to explore the option of walking path on that property in the future.

Fire Chief Waddington thanked Council, Community Building care taker and Councilor Capehart for their help on the overnight graduation project the graduates received \$12,000 in prizes from the money that was donated from the businesses and citizens.

Finance Director Dufner said the investment fund is earning 4.15%. The Budget Meeting is scheduled for Monday June 18<sup>th</sup>. Dufner will be attending the OMFA conference in Chicago next week. He thanked Council for allowing him the opportunity to serve as the interim City Manager and he learned a lot during that time.

## **6. CITY MANAGER'S REPORT**

City Manager Marchant said he has a great two weeks here he has toured the Waste Water Treatment Plant, Coquille Valley Hospital and enjoyed the Gay 90's parade and festivities on Saturday.

City Manager Marchant said Rene Collins attended the International Institute of Municipal Clerks (IIMC) Conference last month in Portland and recognized her for receiving her Certified Municipal Clerk certification from IIMC in April.

City Manager Marchant would like to have a workshop session with the council in July or August to do some strategic planning, goal setting and set the priorities for the City, which will help develop performance objectives within each department for the coming fiscal year.

Marchant will be gone during the first work July on vacation; he asked council if they would like to meet the third Monday of July on the sixteenth, council agreed.

Councilor Spanberger asked about the vault that was not included on the electrical bid for the swimming pool, Urban said the City purchased the box and the electricians installed it.

## **7. PUBLIC PARTICIPATION**

Nancy Keller said the chess team went to a tournament in Seaside where Aaron Grabinsky became the Oregon middle school champion and will be the Oregon representative at the Barber National Tournament and participate in the US Open in August.

Ms. Keller said because there were not as many cars on display this you're the Down Town Studio was able to have dance demonstrations in the street and it seemed to be a big hit with the crowd. She believes there is some conflict between the cruisers and the downtown merchants. Councilor Short said it would be nice to present a certificate to the chess champ from the City and asked if he could come to the next council meeting, Ms. Keller said she would check.

Jay Westrum said the City owns the cemetery on 6<sup>th</sup> and Birch and there is a monument that was dedicated in 1922 to the veterans which is now leaning due to the growth of a myrtle wood tree; it could be a safety concern. He would like to move the monument to the flag pole area at no cost to the City. Council President Wiese asked who owns the monument; Mr. Westrum said there is no name it just says it was dedicated to all the veterans. Attorney Trew did not see and issue if council has no objections. Terence O'Connor said sometime in the 50's the Odd Fellows owned the cemetery and they did not pay the water bill because the perpetual care fund no longer had any funds so the City was given the cemetery because of the lien placed on the property. City Manager Marchant said that the City Crew could assist with the moving of the monument. It was city councils consensus to let Mr. Westrum and the city crews move the monument. Mr. Westrum thanked Chief Blue for helping find a place for the temporary bench tenant.

## **8. CONSENT CALENDAR**

- City Council minutes of May 7, 2012
- City Council minutes of May 15, 2012
- City Council Minutes of May 18, 2012
- Annual Amendment for Library Services

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

## **9. REPORT FROM DYER ENGINEERING ON WASTEWATER PLANT PROGRESS**

Steve Major of Dyer Engineering said as of May 31, 2012 the project is 45% complete. There is one change order which covers 9 different items with an increase of \$15,542 to the total cost of the project and a 14 day extension due to state building codes approval of a permit. He provided a slide presentation showing on site utilities including conduit installation. The wall art has turned out well; there will be further discussion about the coloring of those at a later time. Mr. Major said the project is going well due to the staff and the contractor working well together.

## **10. RESOLUTION 08-2012 A RESOLUTION AMENDING THE ACCOUNTING POLICIES OF THE CITY OF COQUILLE AND DEVELOPING A PLAN TO CORRECT THE LEGAL DEFICIENCIES DISCLOSED IN THE AUDIT REPORT BY THE OFFICE OF THE SECRETARY OF STATE**

Finance Director Dufner said that our annual audit has been audited by the Secretary of State Office and they had 5 minor changes that need to be made which; this will change some policies and procedures.

Councilor Spanberger made a motion to adopt Resolution 08-2012 a resolution amending the accounting policies of the City of Coquille and developing a plan to correct the legal deficiencies disclosed in the audit report by the office of the secretary of state. Councilor Short seconded the motion, all voted in favor.

## **11. RESOLUTION 10-2012 A RESOLUTION AMENDING THE LICENSE, PERMITS, AND PROCEDURES BOOK AND ADOPTING NEW SEWER RATES OF THE CITY OF COQUILLE AND AUTHORIZING THE RATES AND FEES CONTAINED THEREIN**

Finance Director Dufner said the WWTP project cost is \$10.8 million. To obtain the financing the City had to agree to increase the fees to a sufficient level to support the increased operating, debt service and reserve requirements.

Councilor Capehart made a motion to adopt resolution 10-2012 a resolution amending the license, permits, and procedures book and adopting new sewer rates of the city of coquille and authoring the rates and fees contained therein. Councilor Baird seconded the motion; all voted in favor.

## **12. RESOLUTION 09-2012 A RESOLUTION DECLARING CERTAIN PERSONAL PROPERTY TO BE SURPLUS PROPERTY AND PROVIDING FOR THE DISPOSITION OF SUCH PROPERTY.**

Councilor President Wiese said that we have property that needs to be disposed due to age and can be sold or scrapped during the year. Public Works Director Urban said this piece of equipment has been replaced and is being stored in Myrtle Point at this time and it does not run.

Councilor Capehart made a motion to adopt resolution 09-2012 a resolution declaring certain personal property to be surplus property and providing for the disposition of such property. Councilor Spanberger seconded the motion; all voted in favor.

### **13. FORTIER FIELD SPRINKLERS**

The Coquille School District would like to put a sprinkler system in at Fortier Field so they do not have to hand water anymore. There would be no cost to the City and they will be responsible for the maintenance of the system, and they School District would like to extend the lease. Planner/Public Works director Urban recommended an agreement be prepared in regards to the maintenance.

Councilor Short made a motion to allow the Coquille School District to put in a sprinkler system on Fortier Field contingent upon a written documentation in the lease that determines the maintenance of the sprinkler lines. Councilor Capehart seconded the motion, all voted in favor.

### **14. ADJOURNMENT**

Council President Wiese adjourned the meeting at 8:14

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Council President, Loran Wiese

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Deputy Recorder, Rene Collins