

**CITY OF COQUILLE**  
**CITY COUNCIL MEETING MINUTES**  
**July 1, 2013**

**COUNCIL PRESENT:** Mayor Rowe, Council President Loran Wiese, Councilors Dennis Graham, Susan Heaton, Fran Capehart, Dave Chappelle, and Linda Short.

**STAFF PRESENT:** Finance Director Dufner, Police Chief Blue, Fire Chief Waddington, Library Director Conner, Public Works & Planning Director Urban, City Recorder Collins, and City Attorney Trew

**PRESS:** None

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

**1. CALL TO ORDER**

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

**2. PLEDGE OF ALLEGIANCE**

**3. MAYOR COMMENTS**

Mayor Rowe welcomed everyone to the meeting. He reported that the Relay for Life was a great success this weekend and Coquille raised over \$65,000 which shows what the community can do when folks work together and it shows how generous people are.

**4. COUNCIL COMMENTS**

Councilor Graham said he has been working with Tom Hallmark on his Eagle Project on the River Walk. He thanked the River Walk Committee and Mike Collins for cleaning out the ivy at the entrance of the River Walk.

Councilor Heaton said the last month had been very busy with the street fair run by Linda Short and she helped with the root beer floats. She attended the Waste Water Treatment Plant opening and thought the event was a success. She will be working the Coquille Garden Tour on July 13<sup>th</sup>. She also attended the Chamber of Commerce meeting with Arlene Soto who has a business column in The World and her talk was very interesting.

Councilor Short thanked Councilor Chappelle with his help on the street fair where they had music, pottery, and the ice cream floats. She has secured an empty building downtown across from Frazier's to set-up a display for the carousel project and Ken Means' work. The new carousel calendars are advertised in the carousel magazine and calendar sales are about \$5,800. Councilor Short is the co-chair of the Christmas House Tours and is looking for houses to participate in this one day event.

Councilor Capehart said the carousel is going well; they have about \$17,000 after the bills have been paid. The Rose Show group enjoyed having their event here and they will be back. The Waste Water Treatment Plant opening was a success and thanked NW Natural for donating the cookies. She attended a meeting about the Coos County Art Museum project which will be getting a new building across from the Red Lion Hotel. She is selling Tickets for the Garden Tour and she will be getting Fire Steak Feed tickets.

**5. STAFF REPORTS**

Fire Chief Waddington did not have anything to add to his report. Fire Fighters Steak Feed will be on August 3<sup>rd</sup> and invited everyone to attend. The money raised from this event goes back into the community and some fire equipment. There will be some additional training for fire fighters to make sure they always come home from a fire.

Library Director Connor said we have a future location for the Library with the purchase of the McKay's store property.

Police Chief Blue presented statistics to Council for review. She is receiving complaints from down town about the 2 hour parking and she would like some directions on what Council would like; to enforce the parking time limit or take the signs down. Councilor Wiese asked if it is employees taking up the parking spaces; Chief said yes it is business employees. Chief feels that the merchants need to have input and would like to give them a

chance to tell us what they want. Mayor Rowe asked if the parking can be split between two hours and all day. Planner Urban said he thought maybe the North side of the street could be unlimited time and the South side two hour parking and he can order a couple of extra signs. Councilor Short said if there is going to be a rule it needs to be enforced. Councilor Capehart said that the inmates being released from jail are hungry and they are at the Community Building asking for food from senior meals; Chief Blue said they get released all hours of the day and we don't have control over where they go. Councilor Wiese said the parking issue normally goes to safety committee and they come back with a recommendation. Council was not sure about splitting the parking places between times or untimed and was concerned about losing the handicapped spaces. Councilor Wiese said there needs to be survey from the merchants downtown to see if the 2 hour limit needs to be enforced or not. Councilor Short said we now have a ruling and the 2 hour needs to be enforced. Councilor Graham asked what is the timing for changing the painted parking striping. Planner Urban said in the next month, and suggested changing the parking as agreed upon and change the signage if it becomes necessary. Chief Blue said the Police Department won the best decorated tents for Relay for Life.

Public Works Director Urban said the Waste Water Treatment Plant supervisor Ray Doan has held the plant together over the last several years until the new plant was built.

Finance Director Dufner said the City investment account is earning 3.97%. We have a South Western Oregon Community College intern who is helping with IT for the City. Director Dufner is continuing to work on the budget and he will bring back a proposal for online payments of water bills. The bond for the Waste Water Treatment Plant was completed; we received 2.4 million from the USDA and we paid off a 2 million dollar interim loan.

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

Finance Director Dufner said City Manager Marchant is on vacation. Dufner said we will be receiving the deed after it is recorded for the McKay's Store property that was purchased. Councilor Short asked if we need a motion to give a former Council chambers chair to the museum. Attorney Trew asked if the chair had been declared surplus. It was decided to have a resolution in July to declare a red chair surplus, so the City may give the Museum a chair for its exhibit.

## **7. PUBLIC PARTICIPATION**

Jutta Benner, 681 E. 5<sup>th</sup> St Coquille, Or, who has been weeding the children's playground on East 5<sup>th</sup> said there is a 4- way stop sign on the corner of 5<sup>th</sup> and Elliott near the children's playground and there is a lot of traffic because there is only one way into the hospital. She would like only two stop signs on the left and right to help with the pollution created by car exhaust by planting hedges on east 5<sup>th</sup> and not spray any weed killer in the playground. Councilor Short asked if the request needs to go to the Safety Committee for review. Councilor Wiese said this has been reviewed by the Safety Committee and the decision was to put the stop signs in. The issue with removing the stop signs is people will be going 30 -40 mph in front of the park and that would be more dangerous than the exhaust.

## **8. CONSENT CALENDAR**

- City of Coquille Council Minutes June 3, 2013

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

## **9. HENRY STREET PUMP STATION PROJECT ACCEPT ALL BIDS**

Urban said Dyer Partnership estimated the cost of improving Henry Street Pump Station would be from \$105,700 to \$165,192. The following four bids were received; Cascade Water Works, Inc \$105,700.00, Schneider Water Services \$115,000.00, Chambers Plumbing and Heating Inc 127,235.00 and Laskey-Clifton Corp \$165,192.00

Councilor Graham made a motion to accept the following bids from: Cascade Water Works, Inc \$105,700.00, Schneider Water Services \$115,000.00, Chambers Plumbing and Heating Inc 127,235.00 and Laskey-Clifton Corp \$165,192.00. Councilor Chappelle seconded the motion, all voted in favor.

## **10. HENRY STREET PUMP STATION PROJECT AWARD CONTRACT**

Public Works Director Urban said we need to award the contract and staff recommends Cascade Water Works. Councilor Wiese asked what this contract includes, Urban said there will be dual pump lag skid installed and it will need to be plumbed and some electrical work will need to be done. The scada system will need to be taken off line to install the pump and then put back on line. A switch gear will be installed so eventually it would be able to run off a generator. In the future he would like the water plant to have a general and a portable generator to use at the water tanks as necessary during an emergency situation

Councilor Heaton made a motion to award the Henry Street Pump Station bid to Cascade Waterworks in the amount of \$105,700. Councilor Chappelle seconded the motion, all voted in favor.

#### **11. PUBLIC HEARING ON AMENDMENTS TO THE COQUILLE COMPREHENSIVE PLAN**

Mayor Rowe stated the purpose of the public hearing is to take public comment on ordinance 1487 adopting amendments to the City of Coquille comprehensive plan which adds plan policies regarding economic opportunities related to certain commercial, industrial, and open space areas; and amends Coquille Comprehensive Land Use Planning Map by creating a new river front mixed-use overlay district.

Mayor Rowe opened the public hearing at 7:45p.m. He called for public comment. There was no comment.

Mayor Rowe closed the public hearing at 7:45.

#### **12. ORDINANCE 1487- AN ORDINANCE ADOPTING AMENDMENTS TO THE CITY OF COQUILLE COMPREHENSIVE PLAN**

Planner Public Works Director Urban noted the City Manager Marchant is not extremely thrilled with the document but it does help update some items and will help with receiving additional funding. Major changes would have to be done by an engineering firm which would cost the City.

Councilor Wiese made a motion to read ordinance 1487 by title only. Councilor Graham seconded the motion, all voted in favor.

Councilor Wiese made a motion to adopt ordinance 1487, an ordinance adopting amendments to the City of Coquille comprehensive plan. Councilor Graham seconded the motion.

Councilor Graham – Yes  
Councilor Heaton– Yes  
Councilor Wiese – Yes  
Mayor Rowe – Yes  
Councilor Chappelle – Yes  
Councilor Short – Yes  
Councilor Capehart – Yes  
Motion passes unanimously

#### **13. PUBLIC HEARING ON AMENDMENTS TO TITLE 17 PLANNING AND ZONING**

Mayor Rowe opened the public hearing at 7:48 p.m. stating the purpose of the hearing is to take public comment on ordinance 1488 an ordinance adopting amendments to the City of Coquille municipal code title 17, Planning and Zoning. The ordinance amends Title 17 with a new riverfront mixed-use overlay district; and amends the City of Coquille zoning map establishing said district, consistent with the Comprehensive Plan.

Mayor Rowe opened the public hearing at 7:48p.m. He called for public comment, there was no comment.  
Mayor Rowe closed the public hearing at 7:48.

#### **14. ORDINANCE 1488 – AN ORDINANCE ADOPTING AMENDMENTS TO THE CITY OF COQUILLE MUNICIPAL CODE TITLE 17, PLANNING AND ZONING**

Councilor Wiese made a motion to read ordinance 1488 by title only. Councilor Chappelle seconded the motion, all voted in favor.

Councilor Wiese made a motion to adopt ordinance 1488an ordinance adopting amendments to the city of coquille municipal code title 17, planning and zoning. Councilor Chappelle seconded the motion.

Councilor Graham – Yes  
Councilor Heaton– Yes  
Councilor Wiese – Yes  
Mayor Rowe – Yes  
Councilor Chappelle – Yes  
Councilor Short – Yes  
Councilor Capehart – Yes

Motion passes unanimously

#### **15. PUBLIC WORKS EQUIPMENT PURCHASE**

Public Works Director Urban is unable to locate a chipper for under \$9,000 as they seemed to be priced around \$14,000. They are also looking at purchasing a mini excavator as they are very useful for the work of the public

works department. Councilor Short asked about the purchase of a bucket truck for the public works department as she found a used 1989 bucket truck at McNairs who said it works well and came from the telephone company. It could be used for the installation of banners, hanging flower baskets, and putting up Christmas decorations. Director Urban said it would be nice to have a bucket truck. Councilor Heaton asked about the fiscal impact; Finance director Dufner said the money is budgeted. Council consensus is to look at the bucket truck for possible purchase if it checks out mechanically and will provide the service.

Councilor Capehart made a motion to purchase chipper up to \$14,000 and mini excavator up to \$50,000. Councilor Graham seconded the motion, all voted in favor.

#### **16. ABATEMENT – 290 W. 4<sup>TH</sup> STREET**

Public Works Director Urban sent a letter to the property owner and has talked with the owner and some improvements have been made on the cleanup of the yard. Councilor Heaton said a little of the grass has been mowed and there is still a lot of work to be done. Urban asked Council if they want the house abated at this time or just the yard issues. Urban said the owner does not have the funds to have the house taken down for the cost of \$8,000; which was the cost a few years ago. Mayor Rowe asked if this type of abatement has taken place before. Director Urban replied, not to anyone's knowledge. Attorney Trew said he would review the City Code and come back to Council with a recommendation as it may fall under dangerous buildings. Urban said the code says the following: *In addition to the nuisances specifically enumerated within this chapter, every other thing, substance or at which is determined by the council to be injurious or detrimental to the public health, safety or welfare of the city is declared a nuisance and may be abated as provided in this chapter.* Councilor Graham said he does not feel it is the cities responsibility to determine if it is dangerous as it may need to be looked at by an engineer. Attorney Trew asked if it meets the dangerous building code; Director Urban was unable to locate that code. Director Urban said the owner may agree to let the City tear down the house and put a lien on the property for the cost. Council consensus was to have Attorney Trew and Urban come up with a plan for the next meeting.

#### **17. PRESENTATION OF 2013 COQUILLE FREE SWIM DAYS**

Councilor Short said there are 9 free swim days the donations were from the following:

- Keep it Simple Business Services
- Farr's True Value Hardware
- Linda Short
- Jo A Frazier
- Kiwanis Club of Coquille
- Coquille Rotary
- Jackie Pinkston
- Figaro's Pizza
- Coquille Valley Hospital
- 1<sup>st</sup> Community Credit Union (3 days)

Councilor Short presented a \$3,200 to the City for the free swim days

#### **18. RESOLUTION 18-2013 A RESOLUTION EXTENDING THE CITY OF COQUILLE'S WORKERS' COMPENSATION COVERAGE TO VOLUNTEERS OF THE CITY OF COQUILLE**

Finance Director Dufner said the City of Coquille benefits from all the volunteers that help through out the city and they are covered by the city's workers compensation in the event they were to get injured during their volunteer activities.

Councilor Heaton made the motion to adopt resolution 18-2013 a resolution extending the City of Coquille's workers' compensation coverage to volunteers of the City of Coquille. Councilor Wiese seconded the motion, all voted in favor.

#### **19. ADJOURNMENT**

Mayor Rowe adjourned the council meeting at 8:25 p.m.

---

Mayor, Matt Rowe

---

City Recorder, Rene Collins