

**CITY OF COQUILLE**  
**CITY COUNCIL MEETING MINUTES**  
**July 6, 2009**

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

**STAFF PRESENT:** Public Works Director John Higgins, Police Chief Mark Dannels, Library Director Anne Conner, Fire Chief Dave Waddington, Finance Director Chuck Dufner and City Attorney John Trew.

**PRESS:** 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.

**2. PLEDGE OF ALLEGIANCE**

**3. MAYOR'S COMMENTS**

Mayor Britton presented a certificate of appreciation to Pat Reid of the US Coast Guard and resident of Coquille. Mr. Reid flies the helicopter to open the gay 90's celebration and participates in reading program at the local school and has been an asset to the community.

Council read a proclamation supporting being a 2010 Census Partner. Mayor Britton promulgated the proclamation.

**4. COUNCIL COMMENTS**

Councilor Capehart said there was a good turnout at the Urban Renewal Agency meeting last week. The administrative committee will be meeting this month to discuss the Community Building fees. Councilor Parker said he and Councilor Capehart participated in the Powers parade. Councilor Wiese canned cherries over the 4<sup>th</sup> of July. Councilor Daniels attended a family reunion during the holiday weekend. Councilor Muenchrath said he and his wife attended her class reunion in Alaska.

**5. STAFF REPORTS**

Chief Dannels said the Police Department is busy getting ready for the fair

Dustin May, Michael Fjeld and Travis Britton were sworn in as reserve officers after completing 9 months of training. They will complete 6 week academy with the police department before they start their field training. Officer Webley spoke about the Cadets program and introduced Cadets Paul Johnson and Cameron Scott. They are looking for individuals that want to be involved in the community and have the time to dedicate. Mayor Britton said the reserves are volunteers; they are not paid. Chief Dannels said all the Police Department vehicles are now City owned and thanked officer Webley for all his work during the switch over and thanked Capco for their help.

Library Director Conner said the summer reading program is busy and the new computers are wonderful.

Public Works director Higgins said he wanted to thanks Pastor Dement and his work party of 90 who worked at 5<sup>th</sup> Street and Sturdivant Park; they also did some work for the elderly. The bid opening for the demolition and pre-load at the wastewater treatment plan is Thursday.

Fire Chief Dave Waddington said Andy Piburn was chosen as one of the four finalists for the fire fighter of the year out of 8,000 volunteers. He invited everyone to the steak BBQ and car show August 1<sup>st</sup> from noon to five; tickets will go on sale soon.

Finance Director Dufner said the investment account is still earning 5% but is dropping off as the dollars are maturing and they will renew at 1.5 %.

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

State Parks and Receptions Commission will meet on the July 16<sup>th</sup> to review the recommendations of the advisory committee regarding the funding of the Local Government Grant applications.

Six years ago the City Council authorized staff to add the City of Coquille to a consortium of other cities around the state to audit the franchise fee payments from Verizon to determine which numbers were inside incorporated limits and subject to franchise fees. The results are that Verizon owes the City \$20,310 in franchise fees with the City's investment being \$1,352.88.

Coos Curry electric Coop has asked for a 30 day extension to complete the purchase of the 2.67 acres at the GP site. On June 29<sup>th</sup> all parties agreed to the contract language. The final documents have been prepared by the Title Company and are now back at the attorney for review.

The Coquille LDS Church has requested the use of the large auditorium for Saturday July 25, 2009. They will put together basic school supplies and personal hygiene packages for distribution to local school children. David Allen, a member of the LDS Church, said nine congregations will be providing various services in Coquille. The Administrative Committee met in May regarding the issue of floor fees. The committee is recommending a \$20.00 floor fee for non-profits. LDS has a humanitarian department that will be providing hygiene kits and the community is welcome to participate. Councilor Wiese made a motion to approve the usage of the building to LDS Church for the fee of \$20.00; Councilor Parker seconded the motion. Councilor Muenchrath said he does not feel the fee should be charged. Councilor Wiese amended the motion to remove the \$20 fee. Councilor Parker seconded the amended motion; all voted in favor.

Councilor Wiese made a motion to accept the fees from Verizon in the amount of \$20,310 through December 31, 2005. The motion was seconded by Councilor Parker seconded the motion. Councilor Muenchrath asked about the amounts after December 31, 2005 based on the audit and he wanted to make sure that we're not giving away any fees the City is due. All council members voted in favor.

## **7. PUBLIC PARTICIPATION**

Dan Billings requested the council meetings be on public access television to get the community involved. Mayor Britton said he would like to see people come to the meetings. Councilor Muenchrath said that it would be good to look into. Finance Director Dufner said the cost for the cameras is \$50,000 with an \$800/month fee, but the audio will be posted soon on the website. Dian Courtright said an investment in a good camcorder may lower the cost.

## **8. CONSENT CALENDAR**

- A. City Council minutes June 1, 2009 & June 17, 2009
- B. Resolution 14-2009

Councilor Capehart made a motion to approve the consent calendar for the minutes of June 1, 2009 and June 17, 2009. Councilor Daniels seconded the motion; all voted in favor.

Councilor Wiese made a motion to adopt resolution 14-2009 extending the City of Coquille's workers compensation coverage to volunteers of the City of Coquille. Councilor Muenchrath second the motion; all voted in favor.

## **9. Request by Robert McNeill seeking a revision of the 72 hour limit of parking personal vehicles on City Streets.**

Robert McNeill, 190 North Elliot, has limited parking at his residence. His truck driving job requires him to be gone for several days. The ordinance states that a vehicle can not be parked on the street for longer than 72 hours in a residential area. Councilor Wiese said that this has been brought to Council in the past and the question is how we put a limit on it. Mayor Britton said it could be referred to the safety committee and see what their recommendation would be. Mr. McNeill said he would even be willing to pay a parking permit fee. Councilor Muenchrath asked that no 72 hour parking ticket is issued until the matter is reviewed.

#### **10. REQUEST BY COOS COUNTY FAIRGROUNDS DIRECTOR TO UTILIZE COMMUNITY BUILDING TABLES AT THE COUNTY FAIR**

Councilor Capehart said there are 270 tables and there would be 30 for the fair and there would be enough for the Fire Department to use for the steak feed.

Councilor Muenchrath made a motion to allow the Coos County Fairgrounds to use 30 tables for the Community tent if not needed by the Fire Department. Councilor Parker seconded the motion; all voted in favor.

#### **11. SOUTH MILL AVENUE BID AWARD**

Steve Major, The Dyer Partnership, said the bid has four parts. Schedule one was for the street improvements for Mill Avenue. The alternate bid was part of schedule one which covered the lights for the street. Schedule two was part of the stimulus money the City received from ODOT for doing paving improvements including overlays on 7<sup>th</sup> and 8<sup>th</sup> Street from Collier to Gould Street. If a contractor received both schedules and an alternate, there was item for deduct because he would save money. Bids were received from Knife River, Laskey Clifton, Johnson Rocks bid on all portions and Bandon Concrete bid on schedule one. The price of asphalt has dropped by 50% from last year. Council does not have to accept Knife River's bid because it is unbalanced. If Council throws the bid out you would pay an additional \$60,000 in the next bid. The contractor will be paid for the quantity used, not the amount listed on the bid. Councilor Muenchrath asked how much the bid could vary. Major said the total amount will be less than the bid amount. The engineers' estimate was \$350,000 higher than the bid received from Knife River. Major said because of the low amount of the bid, the City might want to increase the length of the overlay and still be in budget. Mayor Britton said if Mr. Major feels comfortable with the unbalanced bid then he thinks Council should accept it. Major said the recommendation is to award the bid to Knife River contingent upon the property sale to Coos-Curry Electric Co-op being finalized by July 31, 2009.

Councilor Wiese made a motion to accept all four bids. Councilor Parker seconded the motion; all voted in favor.

Councilor Wiese made a motion to award to Knife River the bid for schedules 1 and 2 plus additive alternate Number 1 the lowest responsive bidder in the amount of \$545,029.26, contingent upon the property sale to Coos-Curry Electric Co-op Inc being finalized by July 31, 2009. If property sale is not completed within the specified time frame, Knife River Materials is awarded schedule 2 in the amount of \$120,676.20. Councilor Parker seconded the motion; all voted in favor.

#### **12. ORDINANCE 1476 AN ORDINANCE AMENDING ORDINANCE NO 1252 ENACTED MAY 15, 1989, AND ENTITLED "GRANTING KARL J. WADSWORTH DBS WADSWORTH GARBAGE DISPOSAL EXCLUSIVE FRANCHISE TO COLLECT GARBAGE IN THE CITY OF COQUILLE, INCLUDING DEFINITIONS, GARBAGE COLLECTION, RATES, PROCEDURE FOR REVOCATION OF FRANCHISE; AND REPEALING ALL PRIOR FRANCHISES FOR GARBAGE COLLECTION"; BY AMENDING SAID ORDINANCE TO GRANT SAID FRANCHISE FOR A PERIOD OF FIVE (5) YEARS, BEGINNING JULY 1, 2009.**

Jerry Wadsworth asked that the franchise be renewed for 10 years as in the past. Mayor Britton asked if another company wanted to start another garbage business. Attorney Trew said you can put anything out to bid. If Mr. Wadsworth retired and sold to another company, how does the franchise work? Attorney Trew said the new owners would have to come in and ask to be accepted as the new owner. Trew said the City Manager recommended the franchise be renewed for 5 years. Councilor Wiese said the state wide trend is 5 year

franchise agreements. Councilor Muenchrath said he would like to see the franchise be for 10 years. Councilor Muenchrath made a motion to adopt ordinance 1476 with a period of 10 years. Councilor Capehart seconded the motion. The vote was as follows:

Councilor Muenchrath - yes  
Councilor Daniels - yes  
Councilor Wiese - yes  
Mayor Britton - yes  
Councilor Parker - yes  
Councilor Capehart - yes

**13. ODOT AGREEMENT #22308-02 (FLEX MAINTENANCE AGREEMENT)**

Councilor Capehart made a motion to enter into agreement #22308-02 extending the present agreement for 2 years. Councilor Parker seconded the motion. All voted in favor

Planner Higgins said this is a yearly agreement with ODOT that allows the use of each other's equipment.

**14. RESOLUTION 15-2009 A RESOLUTION SUPPORTING A COASTAL MANAGEMENT GRANT APPLICATIONS FROM THE DEPARTMENT OF LAND CONSERVATION AND DEVELOPMENT TO ASSIST IN PLANNING NEEDS**

Planner Higgins said the grant is to assist the City in planning issues, such as ordinance amendments, comprehensive plan amendments and his time.

Councilor Wiese made a motion to adopt resolution 15-2009 a resolution supporting a Coastal Management Grant application from the Department of Land Conservation and Development to assist in planning needs. Councilor Capehart seconded the motion' all voted in favor

**15. ORDINANCE 1475 AND ORDINANCE AMENDING TITLE 17 PLANNING AND ZONING ARTICLE 2, FLOOD PLAIN MANAGEMENT OF THE CITY OF COQUILLE**

Planner Higgins said the DLCD discovered that the flood program needed be recognized as county wide. Cities are required to have an ordinance if they plan on participating in the flood plain management program.

Councilor Muenchrath made a motion to adopt ordinance 1475 amending Title 17 Planning and Zoning article 2, flood plain management of the City of Coquille. Councilor Wiese seconded the motion. All voted as follows:

Councilor Muenchrath - yes  
Councilor Daniels - yes  
Councilor Wiese - yes  
Mayor Britton - yes  
Councilor Parker - yes  
Councilor Capehart - yes

**16. RESOLUTION 16-2009 A RESOLUTION PERTAINING TO A SPECIAL CITY ALLOTMENT FOR THE CITY OF COQUILLE, COOS COUNTY OREGON**

Planner Higgins said this grant application is for \$25,000 to be used on E. 7<sup>th</sup> Street from Baxter Street to N. Gould Street.

Councilor Capehart made a motion to adopt resolution 16-2009 a resolution pertaining to a special city allotment for the City of Coquille, Coos County Oregon. Councilor Muenchrath seconded the motion; all voted in favor.

**17. REQUEST BY FOUR SEASONS INN, 1030 W CENTRAL FOR A LIQUOR LICENSE APPROVAL**

Councilor Muenchrath made a motion to approve the request for a liquor license by The Four Season Inn, 1030 W. Central Blvd. Councilor Wiese seconded the motion; all voted in favor.

**18. RESOLUTION 17-2009 AUTHORIZING CONNECTION TO CITY OF COQUILLE SEWER SYSTEM BY STEVEN PAPPAJOHN AND JACQUELINE STARR**

City Attorney Trew said there is a proposed agreement in your packet that says if a local improvement district (LID) is formed that the owner of the property may make statements but is not allowed to vote on the LID. The agreement will be recorded at the county and will show if a title search is performed. The resolution states that the owners have applied for the extension and have entered in the agreement. Councilor Wiese said that he declares a conflict but he can vote without bias. Planner Higgins said Mr. Pappajohn can connect to the sewer immediately per DEQ because there is a possibility of a health hazard. Councilor Muenchrath asked what would happen if they had a break in the private line. Higgins said it could affect him and Mr. Rossel and there would be no cost to the City for the repair. Attorney Trew said you are setting precedent. Higgins said there are approximately 7 possibilities of others that could fall in the same category.

Councilor Capehart made a motion to adopt resolution 17-2009 authorizing connection to the City of Coquille sewer service to the subject property. Councilor Parker seconded the motion; all voted in favor

**19. ADJOURNMENT**

Mayor Britton adjourned the Council Meeting at 8:32 p.m.

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Mayor, Steve Britton

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

**City of Coquille**  
**Urban Renewal Agency**  
**July 6, 2009**

**1. CALL TO ORDER**

Urban Renewal Chairman Wiese called the meeting to order at 8:37 p.m.

**2. CONSENT CALENDAR**

Urban Renewal Minutes of June 1 & June 17, 2009

Member Britton made a motion to approve the consent calendar. Member Capehart seconded the motion; all voted in favor.

**3. Request by Mark Eason for 50% cost sharing on west façade improvement for 30 First Street**

Mr. Eason said the west wall will have the same color and window configuration as what is on the back wall. Member Muenchrath feels the URA dollars should be used for this type of project and hopefully other owners will do the same. Chairman Wiese said that the URA is being asked to reimburse Mr. Eason up to \$6,997.50 for the façade project.

Councilor Parker made a motion to grant the request by Mark Eason for 50% of the cost sharing on the west façade of the improvement on 30 First Street in the amount not to exceed \$6,997.50. Councilor Capehart seconded the motion; all voted in favor

Member Britton made a recommendation that council take a walking tour of downtown. Attorney Trew advised if you start a discussion then it becomes a public meeting. Chairman Wiese asked member Britton to arrange that through City Council.

**4. Adjournment**

Chairman Wiese adjourned the meeting at 8:45 p.m.

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Chairman Wiese

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Deputy Recorder, Rene Collins