

**CITY OF COQUILLE
CITY COUNCIL MEETING MINUTES
July 21, 2014**

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

STAFF PRESENT: City Manager Ben Marchant, Finance Director Dufner, Fire Chief Waddington, Library Director Conner and City Recorder Collins

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 said Oregon's 32nd Governor Vic Atiyeh passed away at age 91. Atiyeh made a lot of contributions to the state as a legislator, governor, in charitable works and his involvement in Boy Scouts. He was a great governor and American and he will be greatly missed.

Mayor Rowe would like to appoint Shawn Jennings to the Library board if City Council does not have any objections, and there were none. Ms. Jennings has been involved with Friends of the Library, director of RSVP, and worked for Coos County for several years. Mayor Rowe appointed Shawn Jennings to the Library Board for the term of 2 years.

Mayor Rowe participated in the 2nd Annual Bocce Ball Tournament with the Mayor's Association, which benefits the Special Olympics program. The Mayor was partnered with a Special Olympian and it was a very rewarding experience. He learned about the program and how it even benefits our community

4. COUNCIL COMMENT

Councilor Heaton said she has tickets for Raise the Roof, she attended the Sawdust Theatre, and had lunch at Coos Curry Electric. She also attended the first movie night, the seed saver and garden club meetings, and advertised the Garden Tour at KCBY. She visited the new Eden Valley Natural store, shopped, and was very impressed with their service.

Councilor Short said she has tickets for the Chamber Benefit at the Sawdust Theatre, which will be held on August 1st. She attended the Army Band at the Egyptian Theatre in Coos Bay. She said the Carousel garage sale was a success and they made over \$1200. The Christmas Tour of Homes is in need of a few more homes, and if anyone is interested they should let her know.

Councilor Capehart had a great time identifying some of the old items that were at the Carousel garage sale. She attended the North Bend July Jubilee event last Saturday. She is busy working on the County Fair that opens tomorrow, which is also Coquille day. There are a lot of events planned all week. The kitchen floor is scheduled to be installed this week. Mayor Rowe then encouraged everyone to attend the 4-H Youth animal auction at 1:00 on Saturday.

5. STAFF REPORTS

Library Director Conner did not have anything to add to her report.

Fire Chief Waddington said that on June 25th there was a tragic fatality fire at Rivers Edge RV Park. He is very proud of the Police, Fire, Ambulance and the Public Works Department for going above and beyond to try and help family deal with the tragedy. Three of the EMS personnel visited the surviving young man at the hospital in Portland on Saturday. Fire Chief Wadding said Pancakes for Life benefits the children at Emmanuel Children's Burn Center, and that is why this benefit is so important. On September 25th there will be a fundraiser for Caden at the Community Building. Councilor Wiese said there is also a website where

people can make donations to the family. Chief Waddington said the Fireman's 27th Annual Steak Feed & Car Show is August 2, 2014, which supports fire prevention youth programs in our community.

Mayor Rowe said the fish cleaning station is open and working and a new grinder will be installed in the future, and thanked Public Works for taking on the task and taking care of the fish remains. Councilor Graham said the Port will be giving \$6,000 towards the fish cleaning station.

Chief Blue agreed with everything Chief Waddington said in regards to the fire and she thanked the citizens that helped rescue the child. The Police Department is trying to plan a movie night to benefit Caden. The Police Department received 37 applications for the Police Clerks position. The interviews will be on August 7th. Officer Wallace passed his drug recognition expert class. Mayor Rowe then announced Chief Blue is the current President of Rotary. Councilor Short said she appreciates the press releases, and realizes how many people we send to the jail. Chief Blue said Superintendent Sweeny told her he feels that it has been the best year for no drugs at the school due to the K-9 unit.

Finance Director Dufner said the credit card payment system for Utility Billing is setup, and the customers will need to register to use the service. The Reitman Trust fund is earning 2.69% and the duration is 2.12 years. Dufner said he is looking at part time temporary helper in the accounting department downstairs. Councilor Heaton asked what insurance costs are there are for volunteers, and Dufner replied that they are covered by worker's compensation, which is included in the budget.

6. CITY MANAGER'S REPORT

City Manager Marchant said the old Lincoln School has been demolished. There were a couple of change orders for the demolition that increased the cost. There was an environmental survey which identified some residual lead and asbestos, with the additional abatement costing \$10,000. The structure was advertised as a wood frame stucco structure, but in fact it was three stories of concrete which added to the cost and increased the project enough to trigger prevailing wage. The total cost was \$70,000 that was less than originally anticipated. The School District will be financially responsible for the additional change order to deal with an underground storage tank and the cost to have extra material hauled away. In Public Works Planning Director Urban's report, he talked about the improvements to the park behind the Community Center. Marchant said it has been brought to his attention that the park does not have a name. Councilor Heaton asked about the process for naming the park, and Marchant said it is up to the Council. Mayor Rowe asked what is going on with the boiler, and Marchant replied that we received a 60 day extension to keep the pool open, and we are looking at some alternatives to see what can be done.

Councilor Wiese recognized Finance Director Dufner for his effort on the budget as the City received the Distinguished Budget Award for the 2014-2015 budget.

7. PUBLIC PARTICIPATION

Brandy Olmstead, 1742 N Grape Court Coquille, thought the contractors were aware that the building was concrete so why was there a increase in the demolition price. City Manager Marchant said because the bid specifications said it was wood, you can't hold them accountable for something they might have known. The bid price would have increased for all the contractors bidding.

8. INTERGOVERNMENTAL AGREEMENT WITH ODOT TO LEASE THE COMMUNICATIONS TOWER FACILITY AT THE COQUILLE PUBLIC WORKS FACILITY

City Manager Marchant said when the city purchased the ODOT facility it had a communications tower on the site, which they requested to lease the property back where the tower sits. The City required the tower to be fenced. The state drafted the model lease agreement in the amount of \$636.30 per year.

Councilor Wiese made a motion to approve the intergovernmental lease agreement with Oregon Department of Transportation to lease the communications tower facility located at 444 Hwy 42 Coquille Oregon in the amount of \$636.30 per year. Councilor Short seconded the motion, all voted in favor.

9. FLEET MANAGEMENT POLICY

City Manager Marchant said this will be an appendix to the employee policy manual. It directs how employees are to behave while driving a city vehicle or driving their own vehicle while on city business. The policy was drafted based on model from CIS and has been reviewed by the department heads.

Councilor Heaton made a motion to adopt the Fleet Management Policy. Councilor Chappelle seconded the motion, and all voted in favor.

10. RESOLUTION 11-2014. A RESOLUTION DECLARING CERTAIN PERSONAL PROPERTY TO BE SURPLUS PROPERTY AND PROVIDING FOR THE DISPOSITION OF SUCH PROPERTY

Chief Blue said these are two police vehicles that need to be sold. One is being parted out, and the other is an old reserve vehicle. Mayor Rowe asked if the vehicles are drivable, and Chief Blue said some are and some are not drivable. She said the sale will be advertised and people can submit a bid.

Councilor Wiese made a motion to approved resolution 11-2014 declaring certain personal property to be surplus property and providing for the disposition of such property. Councilor Heaton seconded the motion, and all voted in favor.

11. RESOLUTION 12-2014. A RESOLUTION EXTENDING THE CITY OF COQUILLE'S WORKER'S COMPENSATION COVERAGE TO VOLUNTEERS OF THE CITY OF COQUILLE

City Manager Marchant said this is a yearly resolution that is passed, and it is required by our insurance company.

Councilor Heaton made a motion to adopt Resolution 12-2014, a resolution extending the City of Coquille's workers compensation coverage to volunteers of the City of Coquille. Councilor Chappelle seconded the motion, and all voted in favor.

City Manager Marchant said he overlooked an additional resolution he had planned to have on this agenda. The resolution is for a program called Heal Cities, which is a League of Oregon Cities initiative promoting healthy living and eating local healthy produce. The City needs to pass the resolution this month to apply for a grant next month. The City Council agreed there would not be problem to add the resolution to the agenda. Mayor Rowe requested everyone review the resolution during the recess.

Mayor Rowe called for a recess at 7:45 p.m.

Mayor Rowe reopened the council meeting at 7:54 p.m.

12. RESOLUTION 13-2014. A RESOLUTION SETTING FORTH THE CITY OF COQUILLE'S COMMITMENT TO PUT HEALTHY OPTIONS WITHIN REACH OF ALL RESIDENTS

Councilor Heaton made a motion to adopt resolution 13-2014, a resolution setting forth the City of Coquille's commitment to put healthy options within reach of all residents. Councilor Chappelle seconded the motion, and all voted in favor.

Councilor Heaton said she would like to direct staff to investigate the forming of a youth advisory board and a resolution to that end. Mayor Rowe said he drafted a resolution, and he feels the children need to take ownership of the program. He would like to discuss the program at the next council meeting. Councilor Wiese said they would need to wait until September when the children are back in school.

13. ADJOURNMENT

Mayor Rowe adjourned the council meeting at 7:56 p.m

Mayor, Matt Rowe

ATTEST: _____

City Recorder, Rene Collins