

**CITY OF COQUILLE**  
**CITY COUNCIL MEETING MINUTES**  
**August 6, 2012**

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

**STAFF PRESENT:** City Manager Ben Marchant, Finance Director Chuck Dufner, Police Officer Pat Smith, Public Work & Planning Director Kevin Urban, Library Director Anne Conner, City Attorney John Trew and Deputy Recorder Rene Collins.

**PRESS:** The Sentinel

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

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

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

**2. MAYOR COMMENTS**

Mayor Muenchrath said it is great to be back in town.

A moment of silence was held on behalf of Jordi Lindegren, the City’s former Assistant Librarian.

Officer Smith introduced John Deadrich the City’s newest police officer from Warm Springs, Oregon

Mayor Muenchrath said the river walk is coming along nicely. He stopped by the Waste Water Treatment Plant and said it looks like things are moving along and the new playground equipment looks great in the park at the Community Center. He attended the Firemen’s Steak Feed and said the food was great.

He reminded everyone that tomorrow night is National Night Out and it will start at 5:00 p.m. at the high school.

**3. COUNCIL COMMENTS**

Councilor Spanberger – said he enjoyed the City tour with Mayor Muenchrath.

Councilor Short said she had a visitor from out of town and showed them all the things going on around the City and reminded everyone about the City Council and Mayor positions that are up for election in November.

Councilor Capehart said she enjoyed the steak feed and the community building was rented all weekend. It was fun to see everyone and they enjoyed seeing all the things going on in Coquille. The City of Coquille did a great job at Coquille Day at the fair. Chappelle Enterprises installed the cameras at the community building and it nice to be able to see everything in the building and pool area.

Councilor Daniels wanted to everyone to know that he will not be running for another term.

Councilor Wiese said that he spoke to the class of '72 and it was great to see them at their reunion. He drove down Collier Street between 5<sup>th</sup> and 10<sup>th</sup> and the people who live on that street have done a great job cleaning up that area.

Mayor Muenchrath said he received a letter from the Port of Coos Bay about the rail line and he encourages everyone to read it.

#### **4. STAFF REPORTS**

Fire Chief Waddington is on vacation

Library Director Conner said she will be working with Jordi Lindegren's brother to see what the family wishes are and how we can help with the memorial service. The children's librarian will be awarding the prizes this week for summer reading program.

Public Works Director Urban said he did not have anything to add to his report. Mayor Muenchrath asked why is there is going to be a large increase in cleaning costs; Urban said he did not know except that the company feels they have been undercharging. Urban said that he thinks that a half time person would be able to do what they do and Coastal Paper is willing to train a person about the cleaning process and buffers. City Councilor Capehart said that Karen seems to be doing a lot of things that the cleaners should be doing. City Manager Marchant said he will talk with Karen to see what she has been doing and some things may need to be adjusted.

Officer Smith invited City Council and the community members to attend National Night Out at the Coquille High School on Tuesday from 5:30-8:30.

Finance Director Dufner said the investments are earning 4.2%. The first code red training will be 8/8/12 via webinar.

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

City Manager Marchant said he and his family had a wonderful time at the Fireman's Steak Feed and he has posted comments on the Face Book page of the City.

The City Manager has been out meeting with individual business owners in the City and different organizations such as the Chamber and the Downtown Merchants Association to talk about their needs.

Summer nights in Coquille will be on August 17, 24, and 31<sup>st</sup> from 6-9. Citizens can bring their picnic dinner and there will be dancing in the street and it will be an opportunity to let people know how they can be involved in the community.

He wanted to know what Council thought about dedicating the bench in front of the Library to Jordi Lindegren. Council thought that was a good idea; they would like to keep the original green bench at this time. Councilor Daniels said the Kiwanis would like to honor Jordi also and would like to work with staff on that.

City Manager Marchant wants to meet with Council and talk about their goals for the City and asked if they would they like to meet as a group or at individual times. Council decided they would like to meet individually with him.

## **6. PUBLIC PARTICIPATION**

Doug Landis, local business owner in downtown Coquille, would like to have groups who can set up a booth at Coquille Summer Nights and see if people are willing to get involved in the community and projects. Some of the projects would be handmade kiosks, branding Coquille, carousel project. His goal is to get some community participation. Council thinks the Coquille Summer Nights is great idea.

Ethel Pettry, Coquille, asked when the next safety committee will meet. She is concerned about the stop sign location at Collier and 16<sup>th</sup> Street. People seem to be moving into the intersection and the sign may need to be moved. Councilor Wiese said there has been a study and the information may need to be reviewed as things may have changed.

## **7. CONSENT CALENDAR**

A. City Council minutes of July 16, 2012

Councilor Wiese made a motion to approve the consent calendar with a name correction changing the person who opened the meeting to Mayor Muenchrath in item 1. Councilor Spanberger seconded the motion; all voted in favor.

## **8. PUBLIC HEARING – THE PURPOSE OF THE HEARING IS TO TAKE COMMENT ON ORDINANCE NO. 1484 PROVIDING FOR SYSTEM DEVELOPMENT CHARGES (SDC) IN THE CITY OF COQUILLE.**

Mayor Muenchrath opened the public hearing at 7:40 p.m. stating the purpose of the hearing is to take public comment on ordinance number 1484 providing for system development charges in the City of Coquille.

The City retained Dyer Engineering to prepare updated Systems Development Charges. A 90 day notice of public hearing was published in April of 2012 and the required letters to interested persons mailed. The public hearing it to take comment on Ordinance 1484 increasing existing

fees for water and wastewater and implementing fees for storm water runoff, parks and transportation.

Councilor Capehart asked if the people who only receive water service will be charged a fee. Steve Major said there have been court cases showing that people outside the City limits pay a higher charge. It is up to other water districts if they charge SDC's outside the city limits; the districts do not have to pay SDC's. If the City is providing direct service to people outside the City limits they would be charged an SDC. The ordinance establishes the SDC's and the resolution will set the amount of fees. Some cities like Coos Bay have decided not charge an SDC at this time. SDC's are charged for new connections and for someone who changes the demand of the system. The SDC money collected is held in a separate account and they are used for capital improvements or debt reduction for the water or sewer system. The fees are dedicated to their specific fund; they are not allowed to be mixed. Finance Director Dufner said that the Ordinance allows the fees to be changed by resolution in the future and repeals the previous ordinance. Steve Major said that the fees need to be reviewed every few years.

Mayor Muenchrath called for any public comment:

Dian Courtright asked if the money stays with each fund. Steve Major said yes.

Mayor Muenchrath closed the public hearing 7:57 p.m.

Mayor Muenchrath wanted to clarify section 1324.110 states; you may apply for payment in (2) twenty semi-annual installments...the numeric number (2) does not agree with the written number. Finance Director Dufner said the (2) should be (20).

## **9. ORDINANCE 1484- AN ORDINANCE PROVIDING FOR SYSTEMS DEVELOPMENT CHARGES IN THE CITY OF COQUILLE AND REPEALING ORDINANCE 1212.**

The adoption of ordinance 1484 has been postponed until next month due to the Public Hearing Notice did not state that a copy of the ordinance was available for review.

## **10. DYER PARTNERSHIP – UPDATE ON WASTE WATER TREATMENT PLANT**

Steve Major, Dyer Partnership, said he would like a fee increase for engineering Waste Water Treatment Plant (WWTP) which has been based on 20% of construction costs in 2006. The project costs have changed from 9.3 mil to 10.8 mil due to DEQ's change in effluent requirements for phosphorous removal. Engineer fees went from \$1,301,800 to \$1,434,971. Engineering fees bases on a low bid of \$8,105,000 equates to \$1,630,000. Dyer absorbed \$140,906 of fees during the design/bidding phase. Rural Development must approve any fee increase; they do not approve fees based on a percentage of construction cost, and the actual man hours worked have to be documented.

Steve Major presented a power point showing phase 4 of the WWTP construction.

**11. RESOLUTION 15-2012 – A RESOLUTION SUPPORTING A COASTAL MANAGEMENT GRANT APPLICATION FROM THE DEPARTMENT OF LAND CONSERVATION AND DEVELOPMENT TO ASSIST IN PLANNING NEED**

Planner/Public Works Director Urban said this is an annual grant we receive from the Department of Land Conservation and Development – Coastal Management Program which offers a matching grant for planning activities. In the past the grant has been \$5,000, but with limited funds it has been cut to \$4,500.

Councilor Wiese made a motion to adopt resolution 15-2012 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.

**12. RESOLUTION 16-2012 – A RESOLUTION EXEMPTING FROM COMPETITIVE BIDDING A TURBINE PUMP INCLUDING A NEW EXPANSION JOINT AND AIR RELEASE VALVE AND LABOR TO INSTALL THE PUMP FOR THE WATER PLANT THAT SUPPLIES WATER FROM THE COQUILLE RIVER**

Planner/Public Works Director Urban said the new pump needs to match the one we have and they cycle between each other and it will save on chemicals and they will have spare parts from the old pump.

Councilor Wiese made a motion to adopt resolution 16-2012 exempting from competitive bidding a turbine pump including a new expansion joint and air release valve and labor to install the pump for the water plant that supplies water from the Coquille River. Councilor Spanberger seconded the motion; all voted in favor.

**13. AUTHORIZATION TO PURCHASE A TURBINE PUMP INCLUDING A NEW EXPANSION JOINT AND AIR RELEASE VALVE AND LABOR TO INSTALL THE PUMP FOR THE WATER PLANT**

Councilor Wiese made a motion to authorize to purchase a turbine pump including a new expansion joint and air release valve and labor to install the pump for the water plant. Councilor Spanberger seconded the motion; all voted in favor.

**14. RESOLUTION 17-2012 A RESOLUTION TO CHANGE THE CITY REPRESENTATIVES AT FIRST COMMUNITY CREDIT UNION, REMOVING TERENCE O’CONNOR AND MICHELLE FORREST AND REPLACING THEM WITH BEN MARCHANT AND CHUCK DUFNER**

Finance Director Dufner said the City made a loan at First Community Credit Union for the purchase of City Hall.

He contacted them to add City Manager Marchant on to the account he found neither one of them was listed; it was Terence O’Connor and former Finance Director Michelle Forrest. The resolution will update the loan information so they may obtain information on the future.

Councilor Wiese made to adopt Resolution 17-2012 to change the City representative at First Community Credit union, removing Terence O'Connor and Michelle Forrest and replacing them with Ben Marchant and Chuck Dufner. Councilor Capehart seconded the motion; all voted in favor

**15. ADJOURNMENT**

Mayor Muenchrath adjourned the meeting at 8:35

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Mayor, Matt Muenchrath

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Deputy Recorder, Rene Collins