

**CITY OF COQUILLE
CITY COUNCIL MEETING MINUTES
December 1, 2014**

COUNCIL PRESENT: Mayor Rowe, Council President Loran Wiese, Councilors Denise Graham, Susan Heaton, Dave Chappelle, 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, City Recorder Rene Collins, and City Attorney Matt Muenchrath

PRESS: None

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

1. CALL TO ORDER / PLEDGE OF ALLEGIANCE

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

2. MAYOR COMMENTS

Mayor Rowe welcomed all of those in attendance to the meeting. The Mayor asked those in the community to keep City Councilor Fran Capehart in their thoughts and prayers as she recovers from recent health related issues. The Mayor also reminded those in attendance about the Christmas in Coquille events scheduled for Saturday, December 6. Mayor Rowe expressed his hope that those in the community would have a safe and happy Christmas and holiday season.

3. COUNCIL COMMENTS

Councilor Heaton attended the LOC class in Newport on Manager and Council relations, and she attended LOC Small Cities meeting in Coquille. She wrote an article for the League Of Oregon Cities magazine that has been published. She also went to the 4-H craft fair and thought the children put a lot of thought into the items they had for sale.

Councilor Wiese said he received a copy of the budget with his council packet and complimented Finance Director Dufner on how well the document was put together.

Councilor Short said she attend the 4-H craft fair and made some purchases. She thought the children were very polite. She displayed the Coquille River Walk banners that will be installed after the holidays. She is very disappointed that The Sentinel does not report on the City Council or the School Board meetings.

4. STAFF REPORTS

Library Director Conner said the next trivia night will be in the spring. The library has a tree for sale in the Christmas Tree Lane Auction at the community building.

Public Works Director Urban said he received a quote of \$15,000 from a geotechnical firm to perform the core samples on Central Blvd across from City Hall. Councilor Wiese said the National Guard has an engineering department that may be able to help, and Urban said he would check with them.

Chief Blue said that the Christmas Parade is this weekend and encouraged everyone to participate.

Finance Director Dufner said the Reitman Trust Fund is earning 2.73% in October. The audit will be presented at the January council meeting, and the USDA report is completed as required. Finance Director Dufner is researching storage on the cloud.

6. CITY MANAGER'S REPORT

City Manager Marchant said he spoke with Councilor Capehart and she has requested that he be the point of contact for updates in regards to her situation. She is resting and they will continue with some testing tomorrow. Councilor Capehart thanked Chief Blue, Ann Conner, Susan Heaton and Rene Collins for helping with small cities meeting.

City Manager Marchant said he has received 106 surveys and will be processing the responses.

7. PUBLIC PARTICIPATION

Kathy Simonetti, 540 N Elliot St, Coquille, asked how many surveys were sent out, City Manger Marchant said approximately 1,860.

Robert Lantz, 74 W 1st Street Coquille, said he did not win the election. He stated the City does not advertise in the local paper. He feels like people do not shop local, and they are not able to give a lot of cash donations. He would like to see the council members come to the downtown stores to visit the owners and do some local shopping. He then asked why only one survey was sent per residence. Mayor Rowe said the thought was to save postage and additional surveys could be requested. City Manager Marchant said that more than one person per household responded by using two different colors of ink.

Maggie Vaughn, 815 S. 1st Ave, Coquille said "The Window" might be a place the City could put some comments. Mayor Rowe said he thinks the paper should report the news.

8. CONSENT CALENDAR

- Coos County Library Service District

Councilor Chappelle made a motion to approve the consent calendar as presented. Councilor Heaton seconded the motion, and all voted in favor.

9. Presentation of official canvass of votes from the Coos County Elections department

City Recorder Collins presented the Official Canvas of Votes from the Coos County Elections Department;

Mayor

- Matt Rowe 978
- Write in 73
- Votes Over 0
- Votes Under 463

Council Positions

- Dennis Graham 795
- Linda Short 945
- Robert Lantz 522
- Loran Wiese 805
- Write in 32
- Over Vote 0
- Under Votes 1,443

Councilor Wiese made a motion to accept the canvas of elections from the Coos County Elections Department. Councilor Heaton seconded the motion, and all voted in favor.

10. SEWER SERVICE TO RESIDENTS WITHIN 200' OF SEWER MAIN

Public Works Director/Planner Urban said it was brought to the cities attention that some people that are within 200' feet of the sewer are being charged and some are not. Urban said he feels this happened due to the moratorium on sewer connections before the new plant was completed. Several options were presented. Councilor Wiese asked for the minimum monthly sewer fee cost. Urban said it is about \$44 for one EDU. Councilor Heaton asked if the hook up fee could be made in payments, and Urban said no. Staff recommendation is the following; start charging the eleven properties that are not currently paying when the water service changes to a new user. Any user who has been paying the minimum fee will not be charged an SDC fee when they connect to the sewer. A user within 200' of sewer main could voluntarily begin paying the minimum charge and pay the old SDC charge of \$500. A user within 200' of the sewer main could opt to not pay the monthly fee and then the account would be flagged to add the minimum charge when it is transferred. The new user would be responsible for the full SDC fee of \$2,951 when required to connect. Urban noted that one of the properties would not be able to connect to the main sewer line unless they have an easement from a neighbor.

Mayor Rowe asked Attorney Muenchrath if the code needs to be changed. Attorney Muenchrath said the code allows council to interpreted the ordinance and enforce.

Pam Smith, 790 N Cedar Coquille, asked Public Works Director Urban what areas he was talking about, Urban said they are all over the city. She is concerned because she pumps her sewer up with a pump and she thinks there will be more issues.

Council Graham made a motion to direct staff to implement the ordinance as outlined. Councilor Short seconded the motion, and all voted in favor.

11. DISCUSSION OF PLANTING DECORATIVE GRASS

Maggie Vaughn, 815 S. 1st Ave Coquille, received some decorative non-invasive grass plants, and would like to have permission to plant them. The garden club will take care of the watering and trimming in the spring. Councilor Graham said because the plant is not native to Coos County, the River Walk Committee would be opposed to them being planted on the River Walk. Ms. Vaughn was directed to contact ODOT in regards to planting the grass around the City signs, as they are in the right-of-way owned by ODOT. City Manager Marchant said she will also need to coordinate the planting with the Public Works Director.

12. ADJOURNMENT

Mayor Rowe adjourned the council meeting at 8:02 p.m.

Mayor, Matt Rowe

City Recorder, Rene Collins

**CITY OF COUQUILLE URBAN RENEWAL AGENCY MEETING
December 1, 2014**

1. CALL TO ORDER

Chairman Wiese called the meeting to order at 8:03 p.m.

2. CONSENT CALENDAR

- Urban Renewal Agency Minutes of October 20, 2014

Member Short made a motion to approve the Urban Renewal Agency Minutes of October 20, 2014. Member Heaton seconded the motion, all voted in favor.

3. Consider URA funding request from Sawdust Theatre 120 N Adams Street Coquille Oregon

Lynn Kindred, 1223 W. 9th Coquille, President of Sawdust Theatre board said in the summer of 2013 the theatre had some roof leaks and there was water running down in between the walls. The contractor did some temporary repairs but knew the roof and siding was failing. HGE Architects, Engineer firm estimated the cost to be \$180,000. The theatre board has authorized some of the work to be done of Phase 1 which is the roof and the south side of the building. The theatre needs financial help to complete phase 1 of the project.

Katherine Barton, 695 E. 1st Coquille, Treasurer for the Sawdust Theatre said they started with a building fund of \$43,000, received a grant from Rotary in the amount of \$20,000 and fund raised an additional \$11,000. Chairman Wiese asked how much is the façade improvement cost, Barton said \$53,291.00. Member Graham asked how old the building is, Barton said around 20 years. Kindred said the current siding is plywood. Joe Slack, HGE 375 Park Ave., said the siding is starting to delaminate and that could allow water into the other layers that could cause additional issues. They will need additional funds to complete the work needed on the east, west and north walls. Member Heaton asked what type of material will be used on the roof. Mr. Slack said he will use 60mill PVC single ply heat welded membrane with a 20 year no limit warranty.

Kathy Simonetti, 540 N Elliot St, Coquille, asked what is included in facades Chairman Wiese said awnings, windows, signage, siding and paint and it is matching funds up to \$20,000. Ms Simonetti asked where the funds come from, Chairman Wiese said from the Urban Renewal District. She asked how to get a copy of the plan, Chairman Wiese said from Finance Director Dufner.

Member Short made a motion to grant Sawdust Theatre up to \$20,000 in matching funds for the replacement of the siding on the south side wall. Member Heaton seconded, all voted in favor.

4. ADJOURNMENT

Chairman Wiese adjourned the meeting at 8:31 p.m.

Chairman, Loran Wiese

City Recorder, Rene Collins