

**CITY OF COQUILLE  
CITY COUNCIL MEETING MINUTES  
December 2, 2013**

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

**STAFF PRESENT:** City Manager Marchant, 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

**Council Work Session**

Discuss Ambulance Funding

Mayor opened the work session at 6:00 p.m.

Mayor closed the work session at 6:55 p.m.

**1. CALL TO ORDER**

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

**2. PLEDGE OF ALLEGIANCE**

**3. MAYOR COMMENTS**

Councilor Capehart and VFW Chapter #965 Chaplain Teri Mai presented the Voice of Democracy awards to the following:

Voice of Democracy oral presentation

1<sup>st</sup> place Tom Hallmark

2<sup>nd</sup> place Alexis Latty

3<sup>rd</sup> place Tastia Hyatt

Patriots Pin written essay on the constitution

1<sup>st</sup> Place Tanner Marchant

Mayor Rowe congratulated all the winners for their achievements and looks forward to seeing these young civic minded people making contributions to the community in the future.

He hoped everyone had a good Thanksgiving.

**4. COUNCIL COMMENTS**

Councilor Capehart said November was a busy month and December will be very busy. She heard Senator Ron Wyden speak at the college and attended the Port of Bandon monthly meeting. Approximately 200 people attended the community Thanksgiving dinner at the community center. Coquille Valley Hospital will be hosting a free Christmas Dinner at the community center on December 25<sup>th</sup> and they are asking for volunteers from 12 to 3pm. There are several activities planned for this weekend; Christmas Tour of Homes, Eagles Craft Fair, Coquille Lighted Christmas Parade, Coquille Art Center Show, and carvers will be carving this weekend at the Carousel Shop. The local 4-H Clubs held a child's made craft fair on Saturday that was well attended. There will be a Country Western Dance held on December 28<sup>th</sup> at the community center. The cost is \$35 a couple which includes dinner.

Councilor Short said all the children at the craft fair were very polite. This Saturday is the Christmas Tour of Homes, the cost is \$10 and there will be 16 Christmas decorated tables at the Episcopal Church.

Councilor Heaton said Mrs. Marchant is very busy with 4H and the Coquille Valley Seed Library. The children's craft fair was fun and she purchased a lot of trinkets. The Small Cities meeting was in Lakeside this month and everyone was very pleasant. She served at the Annual Harvest Dinner at Saint James. Several of the neighbors gathered to watch the house be torn down on West 4<sup>th</sup> Street.

## **5. STAFF REPORTS**

Fire Chief Waddington said Saturday December 14<sup>th</sup> the Fire Department is hosting breakfast with Santa at the community center. The Fire and Police Departments are hosting Shop with the Heroes on December 15<sup>th</sup>, if any one would like to chaperone let him or Chief Blue know. The Fire Department will be picking up Christmas Trees on December 26<sup>th</sup> and January 2<sup>nd</sup>.

Library Director Conner said the Library has some one page 12 month calendars that can be purchased for a donation. Mayor Rowe asked when the next trivia game night was going to be, Conner said there is one scheduled in April.

Police Chief Blue said this is her first day back to work. The K9 (Kara) will be arriving next week and Officer Smith will be attending some training at the police academy. The academy is allowing Officer Smith to bring Kara to the training to be used as part of their new pilot program to allow K9's to attend training with their handlers. Councilor Short asked if we have a place for the homeless to stay at night when it gets this cold. Chief Blue said no but they can call dispatch to get some help.

Public Works Director Urban said he would like to have some direction from Council on how they would like to proceed with the 8<sup>th</sup> street alley dispute. Urban spoke with Mrs. Torbeck the owner of the property and she would like to proceed with the right of way swap. Jan Torbeck the house occupant has been notified. Councilor Graham said the land swap is important to allow access to the city and other utility vehicles. Councilor Heaton asked who owns the house, Urban said the Trust of Francis Torbeck. Attorney Trew said he would need to review the trust paperwork and a title report would need to be ordered and reviewed. Council directed staff to continue with the document gathering process. Public Works Director Urban said we received grant money to enable the City to prepare a master parks plan and he would like to put a survey out for the citizens and wants to know if council is interested in having a river marina which would be a large project. Councilor Heaton asked if Urban had contacted any of the agencies that may be involved in the project, he said no because the project had not been discussed with council. Urban wants council to decide if they want it on the survey. Council consensus was to put the marina question on the survey.

Finance Director Dufner said the City investment account is earning 3.53%. The auditors were here last week and they have a few questions that need to be answered. The hardware and software upgrade is complete. The software reports generated by the system in your packet are more detailed. He will be working on some online bill options for customers.

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

City Manager Marchant thanked everyone who participated in the town hall meeting held in November. The meeting generated a lot of fun ideas including building a tree house in the big tree in front of the community center. Council will need to decide if there are any ideas they want to move forward with. City Manager Marchant would like to have a work session to discuss the idea of pursuing a municipal power district. There is a large investment to make the change but the benefits could help the city and the citizens. Council consensus was to have the work session before the council meeting in January. City Manager will invite Mr. Meter from Coos Curry Electric to the meeting.

## **7. PUBLIC PARTICIPATION**

Mr. Bob Lance, 74 W. 1<sup>st</sup> Street stated some of the children from the 4-H craft store will be selling their items at his store. He is new to the area and wonders why the Coquille citizens are still paying into the Port of Bandon fund. He has talked with the county and they said it would be easier for the City to have it put on the ballot to be removed and then ask the citizens for a tax to help improve the roads. He requested the Fire Chief perform a fire inspection for his business building. Mayor Rowe said he is not sure if the City can address the issue on the ballot. Councilor Graham said if we succeed, those tax dollars may go somewhere else due to compression.

**8. CONSENT CALENDAR**

- City of Coquille Budget Minutes Nov 4, 2013

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

**9. LABOR CONTRACT FOR COQUILLE PUBLIC WORKS TEAMSTER LOCAL 206**

City Manager Marchant said this is the labor contract with Coquille Public Works Teamsters Local 206 which addresses all outstanding concerns with the department and puts to rest all grievances. The contract provides a fair wage package but it is not as generous as the City would have liked it to have been due to the expense of the grievances that have been filed. The contract does provide for increases in the future years and an incentive for certifications.

Councilor Heaton made a motion to authorize City Manager Marchant to sign the labor agreement by and between the City of Coquille and the Coquille Public Works Teamsters Local 206 effective July 1, 2013 and expiring June 30, 2016. Councilor Chappelle seconded the motion, all others voted in favor. City Manager Marchant said he has not heard from the union that the employees have ratified the labor contract, but he believes they will.

**10. PRESENTATION OF MUNICIPAL COURT PRO-FORMA BUDGET**

Finance Director Dufner presented a report on the Municipal Court showing an estimated pro-forma budget based on the fines based on calendar year 2011. The City will receive additional funds by holding their own municipal court for non-criminal traffic offenses. The City is supposed to receive 40% of the fines but after additional fees are charged we only receive about 17%. Finance Director Dufner reviewed the pro-forma budget showing that the City could receive an additional \$32,000 in revenue a year. Councilor Chappelle asked if ordinance violations citations would still be held in this court, Dufner said yes. Councilor Heaton asked if abatements would be heard in this court, Attorney Trew said no. Councilor Heaton asked what Chief Blue's thoughts are, Chief Blue said this is a good idea because it usually takes over 3 hours which is the minimum that they receive pay for and back fill is required for shifts to respond to North Bend. Councilor Chappelle made a motion to prepare the ordinances to establish a municipal court. Councilor Wiese seconded the motion, all voted in favor.

**11. RESOLUTION 24-2013 A RESOLUTION STATING THE USE OF THE PROPERTY AT 400 N. CENTRAL BLVD., COQUILLE OREGON**

Finance Director Dufner said Attorney Al Walsh, Rietman Trust Fund Attorney, has some questions about the owner of the McKay's Building. Finance Director Dufner prepared a response based on the way he budgeted the money. The building was to belong to the library and it would be held in the City name only. The library would receive the rent money to replenish the amount they spent and to help build the new library in the future. The other alternative is let the City own the building and take the risk and decide what to do with the building in the future and the City would have a loan from the library fund. The Library Board chose to receive the rent money and continue raising funds to rehab the building into a library. Finance Director Dufner prepared a resolution stating the purpose of the building, who the owner is and accounting for the building should the plans for the building be changed.

Councilor Wiese made a motion to adopt resolution 24-2012 a resolution stating the use of the property at 400 N. Central Blvd., Coquille Oregon. Councilor Heaton seconded the motion, all voted in favor.

**12. ADJOURNMENT**

Mayor Rowe adjourned the council meeting at 8:30 p.m.

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Mayor, Matt Rowe

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City Recorder, Rene Collins

**City of Coquille Urban Renewal Agency Meeting  
December 2, 2013**

**1. CALL TO ORDER**

Chairman Wiese called the meeting to order at 8:31

**2. CONSENT CALENDAR**

- **June 3, 2013 Meeting Minutes**

Member Heaton made a motion to approve the urban renewal consent calendar for June 3, 2013. Member Chappelle seconded the motion, all voted in favor.

**3. CONSIDER URA FUNDING REQUEST FOR SIGN REPLACEMENT FUNDS FROM BRIAN & LESLEY NELSON 2 N. CENTRAL BLVD, COQUILLE OR**

Terry Craig Manager of the Coquille Broiler represented the Nelsons. Councilor Short asked why there was only one bid; Ms. Craig said they requested 4 bids from sign companies and Art Signs are the only company that responded. Ms. Craig said the new sign would be lighted and spot lights that are in place will be directed to the painted sign and light the corner up.

Member Graham made a motion to grant of \$2,499.00 in matching funds to the Coquille Broiler for sign replacement. Member Heaton seconded the motion , all others voted in favor.

**4. Adjournment 8:36**

Chairman Wiese adjourned the meeting at 8:36 p.m.