

**CITY OF COQUILLE**  
**CITY COUNCIL MEETING MINUTES**  
**December 3, 2007**

**COUNCIL PRESENT:** Mayor Steve Britton, Councilor E.N. "Corky" Daniels, Kathy Hagen, Fran Capehart, Linda Short and Bruce Parker.

**STAFF PRESENT:** Police Chief Mike Reaves, Fire Chief Dave Waddington, Public Works Director John Higgins, Finance Director Chuck Dufner, 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 AND FLAG SALUTE**

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

**2. MAYOR'S COMMENTS**

Mayor Britton welcomed everyone to the December council meeting.

**3. COUNCIL COMMENTS**

Linda Short said the artwork on display in City Hall is from local artists and the 2 giraffes are from carver Ken Means. The Methodist Church will be having their bazaar and lunch this week. She said the Nosler building is looking great, the Chinese restaurant is being remodeled, and there is a new owner of the Western Auto Building. Councilor Capehart said that the Christmas Tree Lane was a success raising a total of \$1,060.00. Half of the funds will go to the Fire Department and half to a charity chosen by the winners. The Tour of Homes had some beautiful decorated homes this year. Linda Short thanked those who brought ornaments for the Christmas tree.

**4. STAFF REPORTS**

Dave Waddington thanked everyone who helped organize the Christmas Tree Lane and those who purchased the trees at the auction. He said the Fire Department has had only one call during the storm. Councilor Capehart asked how many fire-med memberships we have. Chief Waddington said about 425 and is growing a couple of members a month. Public Works Director Higgins said he had a correction: the Parks department did not hold their meeting. The pipe being stored at the old gas station is for use by CS2 to begin the water line improvements. Mayor Britton asked what stage we are in for the new sewer treatment plant. City Manager O'Connor said that the geo-technical report has been sent to the state. OECDD is looking at changing the City's funding allocation based on when and the amount of money needed for the different stages, but they will keep Coquille on the top of the list. In the summer of 2008 some the preloading of the dirt could begin, with construction beginning in late 2009 to be completed in 2011. The engineers are in final preparation of the bidding for the improvements to the Water Treatment Plant. Library Director Conner did not have anything to add. Police Chief Reaves said Officer Sanborn is in the middle of field training, which will be completed in about 2 weeks. Finance Director Dufner said the audit is complete and will be presented in January.

**5. CITY MANAGER'S REPORT**

City Manager O'Connor said because we want to amortize our loan for 40 years for the Waste Water Treatment Plant, RUS (Rural Utility Service) requires the City to go out to bid for major equipment before the engineers' final design. RUS requires that you choose the most responsible and lowest bid, and then the engineer completes his design based on the major equipment bids. This additional phase adds approximately \$53,000 to the cost of the project.

Glenda Hales from the County said that there are two grants being utilized in Coos County and they are to help businesses and industry become better prepared for catastrophic events. Ms. Hales is coordinating the Citizen Core Grant. The second grant works in partnership with Ms. Hales and is from the Partnership of Disaster Resilience through the University of Eugene, which Connie Bunnell will talk about. Connie Bunnell is Citizen

Core Council Chair Person and is contracted for the Counties preparedness program. The Citizens Core main goal is to peak the awareness of individuals and businesses for preparedness in case of disaster. The second grant is from Partnership Disaster resilience. They are offering a workshop "Open for Business" which will provide the attendees with a tool kit worth \$2,000.00 and the knowledge to use it. It will be at the Check building on February 14<sup>th</sup> for half a day and 40 businesses will be able to attend. The Community Response Team training will be on February. 20, 2008.

The City Manager said the Council Chambers sound system will be finished by the January meeting. In the January packets Council will see an authorization to go out to bid for the Water Treatment Plant.

Bree's Upscale Resale requested to use the Community Building small auditorium on May 10, 2008, from 12:00 to 5:00 p.m. at no charge. The money raised will go to people in our area faced with cancer. Councilor Hagen made a motion to waive the rental fee for Bree's Upscale Resale on May 10, 2008. Councilor Daniels seconded the motion; all voted in favor.

## **6. PUBLIC PARTICIPATION**

Lowell Thomas, Operation Coquille, thanked the City for the help on the cost of the insurance for the flower baskets in 2007 and requested same support in 2008. The cost in 2007 was \$954 and they would like an increase in the support to be between \$900 and \$1,000. The Fire Department said Operation Coquille could use the land behind the Fire Department for the growing of the baskets.

Julie Watte, 874 N. Henry Street, thanked Council for the use of the Community Building for Bree's fund raising event. She is from Grants Pass where they have bear sculptures on the street corners for decorations and would like to have the Salmon City Fish displayed on some corners and they could be made of fiberglass.

John Spencer liked Ms. Watte's idea and said it should be pursued. He wanted to say that the tree in front of the community building has gone beyond what a tree should be. He would like to the Council to follow through with their decision to have the tree removed and plant a tree that can grow and be decorated for the Holidays. Mr. Spencer volunteered to cut the tree down at no charge to the City and plant a new one that could possibly be chosen by the White House for the Christmas tree. Councilor Capehart said that today, during the windstorm, some limbs did fall. Councilor Hagen asked the Publics Work Director what Trees Inc said, and he said the tree could be trimmed and saved. Mayor Britton said that he does not feel the question is if the tree could be saved or not but that the tree cannot be used for the tree lighting and blocks the view of the Library. Mayor Britton directed staff to look into the cost of taking the tree down and replacing it with a 10-year-old tree. Mr. Spencer asked staff to investigate the types of trees that the White House uses. The City Manager said he would have that information at the January Meeting.

## **7. CONSENT CALENDAR**

A. City Council Minutes of November 5,2007

Councilor Hagen made a motion to approve the consent calendar. Councilor Daniels seconded the motion; all voted in favor.

## **8. REQUEST BY PASTOR DEMENT OF THE COQUILLE CHURCH OF THE NAZARENE FOR FREE USE OF THE COQUILLE COMMUNITY BUILDING.**

Councilor Short made a motion to waive the rental fee of \$80.00 for the use of the large gym by the Coquille Church of the Nazarene for use on December 5<sup>th</sup> and 12<sup>th</sup> 2007. Councilor Hagen seconded the motion; all voted in favor.

## **9. PRESENTATION BY KEN MEANS ON HIS CAROUSEL PROJECT.**

Ken Means presented a synopsis of what he would like for the Carousal and it could have a coffee bar to help sustain its operation. Small communities have carousels and are able support them with the help of others. He is from this area and would like to have place to put the carousel. He also has a work camp in the summer during the month of July, which he would like incorporate into the support of the carousel. Mayor Britton said that the Council wants to have a place on the GP property for the carousel, but public hearings have to be held. City Manager O'Connor said if the City wants to provide land, a public hearing would have to be held. Council

would have to recognize that there are some legal aspects that need to be addressed. Attorney Trew said the question is what entity would the City be dealing with and would it be for a profit or non-profit organization. After further discussion City Manager O'Connor said the entity representing the carousel should make a proposal to the City.

**10. REQUEST BY FAWN (FRIENDS OF ANIMALS WITH NEEDS) FOR FREE USE OF THE COQUILLE COMMUNITY CENTER ON MARCH 16, AND JULY 13, AND OCTOBER 9, 2008 FOR FAWN'S FERAL CAT SPAYING AND NEUTERING CLINIC.**

Councilor Hagen made a motion to waive the rental and floor fee for Fawns on the requested dates of July 13 and October 9, 2008 for the feral cat spay and neuter clinic. Councilor Short seconded the motion; all voted in favor.

**11. RESOLUTION 16-2007 A RESOLUTION PERTAINING TO TRAFFIC AND PARKING IN THE CITY OF COQUILLE, COOS COUNTY, OREGON.**

Planning Director Higgins explained that the parking is on 2<sup>nd</sup> street by old City Hall and the 10-minute parking would change to 2 hour parking. Councilor Hagen made a motion to adopt resolution 16-2007 pertaining to traffic and parking in the City of Coquille, Coos County Oregon. Councilor Daniels seconded the motion; all voted in favor.

**12. REQUEST BY TERRY SCHWERDTFEGER OF THE COQUILLE BASKETBALL CLUB FOR FREE USE OF THE COQUILLE COMMUNITY CENTER FOR YOUTH BASKETBALL.**

City Manager O'Connor said there is a conflict with the two days that Coquille Church of the Nazarene requested. Pastor Dement said he would make other arrangements. Councilor Hagen made a motion to allow free use of the Coquille Community Center for youth basketball. Councilor Short seconded the motion; all voted in favor.

**13. ORDINANCE 1466 AN ORDINANCE OF THE CITY OF COQUILLE, OREGON ESTABLISHING CRIMINAL HISTORY RECORD CHECK POLICIES CONCERNING APPLICANTS FOR EMPLOYMENT AND APPOINTED VOLUNTEERS**

Councilor Hagen made a motion to approve ordinance 1466 establishing criminal history record check policies concerning applicants for employment and appointed volunteers. Councilor Daniels seconded the motion. Roll call vote Councilor Daniels – yes, Councilor Hagen – yes, Mayor Britton – yes, Councilor Parker – yes, Councilor Capehart – yes, Councilor Short – yes and Councilor Wiese – absent.

**14. ADJOURNMENT**

Mayor Britton adjourned the council meeting at 8:40 p.m.

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Mayor, Steve Britton

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

**COQUILLE URBAN RENEWAL AGENCY  
BOARD MEETING MINUTES  
December 3, 2007**

**1. CALL TO ORDER**

Urban Renewal Vice President Parker called the meeting to order at 8:41 p.m.

**2. APPROVAL OF MINUTES**

Member Capehart made a motion to accept the minutes from the November 5, 2007, meeting. Member Short seconded the motion; all voted in favor.

**3. REQUEST FOR FACADE RENOVATION ASSISTANCE – 95 E. FIRST STREET**

The awnings that he is requesting 50% cost sharing assistance for are installed on the North Adams Street side. Councilor Short said that since the work is already done, is that an issue. City Manager O'Connor said no and that URA requires the project be completed and the applicants share paid before reimbursement is made. Member Britton made a motion to approve the request by Mr. Dunann for 50% cost sharing on awnings. The motion was seconded by member Capehart; all voted in favor.

**4. Discussion/authorization for sending an RFP for a study of the Coquille market area to create a recruitment tool to attract business to the Coquille commercial district.**

City Manager O'Connor said URA does not have an up-to-date tool like this at this time, but it could be used not only by the City but also by the Chamber. It could be used to recruit other business to our area. It would include demographics. We could find out what our strengths and weaknesses are. The estimated cost is between \$25,000-\$50,000. Member Britton made a motion to direct staff to send out an RFP. The motion was seconded by member Capehart; all voted in favor.

Chairman Parker adjourned the meeting at 8:55 p.m.

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Secretary