

**CITY OF COQUILLE
CITY COUNCIL MEETING MINUTES
SEPTEMBER 19, 2016**

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

STAFF PRESENT: Interim City Manager/Finance Director Chuck Dufner, Police Chief Sanders, City Attorney Office Amber Reed

PRESS: The Sentinel

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

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. MAYOR AND COUNCIL ACTION ON CITY MANAGER VACANCY

Mayor Rowe asks Dufner if he would accept the offer of appointment as City Manager of the City of Coquille by the Coquille City Council? Dufner agree and said he would prepare the contract based on the agreed upon wage of \$90,000 per year and benefits equivalent to the prior City Manager. Council Short inquired if that included the vacation accrual of the former manager and Dufner replied that would be negotiated with the Mayor. Councilor Wiese made the motion to accept; Councilor Graham seconds the motion; motion passes unanimously.

4. PUBLIC PARTICIPATION

There were no public comments.

5. MAYOR AND COUNCIL APPOINTMENT OF CITY MUNICIPAL JUDGE

City Manager Dufner said the Letter of Interest and Resume of the Karen Costello was included in the council packet and asked if there were any questions? Councilor Wiese asked if the references had been checked and Dufner said they had been and all were very positive. Council Graham made the motion to appoint Karen Costello City Municipal Judge, Councilor Heaton seconds the motion; motion passed unanimously.

6. MOTION TO ACCEPT PACIFIC POWER FOUNDATION GRANT FOR \$5,000 FOR A SHELTER ON THE POOL DECK.

City Manager Dufner explained that he had been contacted by Ms. Diana Knous about a grant the Pacific Power Foundation (PPF) had given to the City of Coquille to construct a shelter on the apron of the pool where the canopies and chairs were located last year. The shelter would be like a bus shelter but two would be constructed together and chairs would be placed inside. Dufner went on to say that normally a motion would not be

needed to accept a grant but he was not sure from the questions at the last council meeting that this was a priority item. Councilor Wiese asked if the project was otherwise funded and Dufner replied he thought there was another grant outstanding but there would no doubt be some city funds required. Councilor Short asked if the grant could be used for another project and Dufner said he had asked that question and yes with the approval of the PPF. Councilor Wiese made a motion that the city accepts the \$5,000 grant from the PPF, Councilor Graham seconded; motion passes unanimously.

7. RESOLUTION 15-2016 A RESOLUTION TO REMOVE FORMER CITY MANAGER BEN MARCHANT FROM THE CITY CHECKING ACCOUNT AT BANNER BANK, CITY INVESTMENT ACCOUNT AT FIDELITY AND THE CITY LOAN AT FIRST COMMUNITY CREDIT UNION AND ADD DUFNER TO THE ACCOUNTS AND TO ADD LIBRARY DIRECTOR CONNER AS A SIGNER ON THE CHECKING ACCOUNT AT BANNER BANK.

CM Dufner noted that with the departure of former CM Ben Marchant it was necessary to have a resolution removing Marchant from the city accounts and add Dufner as the administrator of those accounts. Councilor Wiese inquired if one resolution could serve for all the accounts, dufner replied that only the bank account needed a resolution that the other accounts could be modified with a copy of the minutes. Councilor Short asked why the city was adding Library Director Conner as a signer to the checking, Dufner explained the city had always had four signers in case of absence, that normally they would be the directors located in city hall for convenience. He offered that upon the hiring of a new finance director it could be changed back to the directors located in City Hall. Councilor Wiese made a motion to pass Resolution 15-2016, Councilor Graham seconded; motion passed unanimously.

ADJOURN CITY COUNCIL MEETING

Mayor Rowe adjourned the meeting at 6:30 pm.

Mayor, Matt Rowe

City Recorder Pro Tem, Chuck Dufner

*The recording device failed to record this meeting; these minutes were prepared from handwritten notes. Operator error is the suspected culprit in the failure.