

**CITY COUNCIL MEETING MINUTES**  
**Regular City Council Meeting & Budget Meeting**  
**June 15, 2015**

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

**STAFF PRESENT:** City Manager Ben Marchant, Finance Director Chuck Dufner, Fire Chief Dave Waddington, Police Chief Janice Blue, Public Works Director Kevin Urban, Library Director Anne Conner, and City Recorder Rene Collins, 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**

Mayor Rowe called the meeting to order at 7:09 p.m.  
City Recorder Rene Collins swore in Charlie Carnahan into the Coquille Police Department.

**2. PLEDGE OF ALLEGIANCE**

**3. MAYOR'S COMMENTS**

Mayor Rowe said the Gay 90's was a great event and he heard nothing but good things including the interaction with public safety. He helped the Kiwanis serve at the Annual Pancake Breakfast at the Gay 90's Celebration. Mayor Rowe rode in the parade and a lot of people commented to him they want to build on this event next year and he is glad the city made an increased investment to the Chamber of Commerce which helps with this event.

He is pleased with the progress the City has been making working with the county on Central Ave repairs and they will meet their obligation next year which will include some paving and striping. Because the Central Blvd project will not take place until next year there will be money freed up for some street repairs this year. There has been some progress on the rails to trails project and it has been very positive to work together with the county

**4. COUNCIL COMMENTS**

Councilor Graham said the duck race made \$700 and two of the winners donated some of their winnings back to the river walk.

Councilor Heaton attended the high school music performance at the community center and it was very good and uplifting. She worked at the food bank, carousel garage sale and attended the garden club meeting this month. She thought the Gay 90's event was great this year and told Kathi Simonetti that she was very proud of her. She attended the Sawdust Theatre and thought the play this year was wonderful.

Councilor Wiese was supposed to go on vacation but it was cancelled so he went to the Gay 90's event and enjoyed the festivities

Councilor Chappelle rode in the parade and thought the Gay 90's was a great event and the pool opened and the fence is filled with fish and sharks sponsors.

Councilor Short said a lot of people attended the Gay 90's event and thought Kathi Simonetti did a great job. During Gay 90's the Carousel Workshop over 70 people signed the visitor book from six different states and 18 cities.

Councilor Capehart said she heard the Gay 90's event was a great success she heard nothing but great comments and thinks Kathi Simonetti and the Chamber deserve the credit for changing things and improving the event. She has heard how fantastic the pool is this year and people are really enjoying the activities. The Coos County Fair will be from July 21<sup>st</sup> through July 25<sup>th</sup> and Thursday July 23<sup>rd</sup> will be Coquille Day. If anyone is interested in providing entertainment during the fair please let her know. July 10<sup>th</sup> is Rotary night at the Sawdust Theatre and the tickets are \$20. Relay for Life will not be holding an event in Coquille this year and she is very disappointed.

Mayor Rowe attended the Sawdust Champagne Benefit and he thought it was wonderful and encouraged support for the theatre as they need money to repair the roof.

## **5. STAFF REPORTS**

Library Director Conner said they are excited about the summer reading program "Every Child is a Super Hero". Author Rita Golden Gelman will be speaking to adults on June 26<sup>th</sup> about her travels and she has written over 70 children's books. Councilor Heaton asked if she could have her picture done as a super hero, Library Director Conner said yes.

Fire Chief Waddington said burning restrictions are in effect in the City and there is a burn ban outside the city limits. August 1st is the Annual Fireman's Steak Feed and car show. Councilor Heaton asked how we would handle a forest fire coming towards Coquille, Chief Waddington said we have partnerships with Coos Forrest Protection and Wild Land Fire Fighters and we would work with them and work with local law enforcement. If people needed to be evacuated code red could be used.

Police Chief Blue said she felt Gay 90's was a success and she met with Kathi Simonetti about traffic issues to make it better next year. The normal amount of arrests were made during Gay 90's celebration. The next event will be National Night Out on August 4th and they are hoping to keep it downtown this year. She enjoyed attending the Sawdust Theatre on Saturday.

Public Works/Planner Urban said public works has been doing some hot patching on Second Street and there is a bad section about two blocks before Shelly Road and asked council if that section can be an overlay project if it fits in the budget, Council agreed if it fits in the budget.

Finance Director Dufner stated the investment account is earning 2.53% and duration of bonds are 2.74 years. We are having a few problems with our network and he is working to resolve the issues.

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

City Manager Marchant said he received a report from SCDC stating that for every dollar they invested into projects they showed a return of \$65.06 in payroll and \$40.51 in new capital expenditures which is a measure of their success and the numbers do not account for any spin offs or other expansions that have occurred along the way. The Council received an invitation from the Coquille Indian Tribe.

The Ross Estate Subdivision, which is 6 manufactured homes, that borders the Lincoln Early Learning School and Fortier Field. They have a failing septic system that leaks onto the Fortier Field. The property is out of the city limits and outside of the City's urban growth boundary

(UGB) which is odd because it is surrounded by city limits. The Department of Land Conservation and Development recognizes that it is a good idea to resolve the problem but the only solution they can offer is to go through a lengthy process for revising the UGB to include this unincorporated area which could take nine to eighteen months. The DEQ said they have not seen any evidence of a failing septic and they will not take staff's word for it or use our pictures as evidence. The Department of Land Conservation and Development(DLCD)and DEQ said they do not have an issue with the City continuing with the project except it is inconsistent with the State of Oregon's goal 11 not extending development outside the UGB area. It comes down to a risk management decision for the city and he would rather see us receive a fine or scolding from the DEQ and DLCD rather than having an outbreak of e-coli or cholera because of the health hazard the city knows about. City Manager Marchant suggested that Council make a motion to direct staff to prepare a resolution declaring an emergency hazard and allow Ross Estates to connect to the sewer line. Councilor Wiese is concerned if the Council vote to do something that is beyond the legal representation of the council he believes they could be held legally and financially responsible. Marchant said DEQ and DLCD say they do not care what the City does but they are not willing to give the go ahead and it could put the city at risk but he would have legal review the issue further. Councilor Heaton said the person at DEQ has a boss and maybe they need to be contacted and is the school district aware of the issue, Marchant said yes the school district is aware of the issue. Attorney Muenchrath said that if none of the state agencies will help or give the go ahead it is not going to give the City any protection. We need to get to the end of the problem and we need to involve the land owner in the discussion as he may responsible if the plumber will no longer work on the septic system and we need to contact someone higher up at the DEQ or the DLCD. Councilor Chappelle asked what the property owner is doing about the problem; City Manager Marchant said they will call Econo-Rooter to service the system but they will no longer repair their septic system. Public Works Director Urban said this has been a problem for over a year and no one wants give the City an answer. Councilor Graham asked if the property owner asked to be hooked up to the sewer and Urban said yes.

City Manager Marchant asked Council to make a motion to direct staff to present alternatives to be presented at the next meeting. Councilor Graham asked what is the property owner's incentive to annex into the City; Marchant said it would be a condition of hooking up to the sewer. Councilor Capehart made a motion to direct staff to present alternatives to be presented at the next meeting. Councilor Short seconded the motion, all voted in favor.

## **7. PUBLIC PARTICIPATION**

Kathi Simonetti, Coquille Chamber of Commerce, thanked the City, businesses, and volunteers who helped make the Gay 90's a success. She thanked Mr. Zack's and Marca Electric for providing additional power and parking. She gave council a copy of 101 things to do in Oregon and pointed out how Coquille was advertised.

Ollie Huffman 2340 Shelly Road, said there is a lot more patching to be done on Second Street she was glad to hear that more work could be done. She asked about people parking at the high school and a shuttle from the school, Ms. Simonetti said they would talk about it. She would like dogs banned from the event because of the mess they cause.

## **8. CONSENT CALENDAR**

- a. Council Minutes April 6, 2015
- b. Council Minutes April 20, 2015

Councilor Capehart made the motion to approve the consent calendar. Council Heaton seconded the motion. All voted in favor.

**9. RESOLUTION 09-2015 A RESOLUTION AUTHORIZING THE CITY OF COQUILLE TO ESTABLISH A 457 DEFERRED COMPENSATION PLAN WITH OREGON SAVINGS GROWTH PLAN FOR THE BENEFIT OF CITY EMPLOYEES**  
Finance director Dufner said this program offers lower fees for the participants and it does not cost the city anything.

Councilor Wiese made a motion to adopt resolution 09-2015 a resolution authorizing the city of Coquille to establish a 457 deferred compensation plan with Oregon savings growth plan for the benefit of city employee's. Council Heaton seconded the motion all voted in favor

**10. FINANCE DIRECTOR DECLARATION OF THE EFFECTIVE DATE OF THE TRANSIENT OCCUPANCY TAX**  
Finance Director Dufner said Ordinance 1494 said forms needed to be developed and notify the businesses by registered letter and the effective date will be July 1, 2015.

**11. RESOLUTION 10-2015 A RESOLUTION IN SUPPORT OF COOS COUNTY'S APPLICATION TO OREGON DEPARTMENT OF TRANSPORTATION TO CHANGE THE SPEED ZONE ON WEST CENTRAL BOULEVARD**  
City Manger Marchant said Coos County and the school district have been talking about changing the speed zone on West Central Blvd from Tenth Street to Hwy 42 to a consistent 30 mph speed limit. ODOT is asking for a letter of support for the County's request.

12. Councilor Wiese made a motion to adopt resolution 10-2015 a resolution in support of Coos County's application to Oregon Department of Transportation to change the speed zone on West Central Boulevard. Councilor Capehart seconded the motion, all voted in favor.

**13. PUBLIC HEARING – CITY OF COQUILLE 2015-2016 BUDGET**  
Mayor Rowe opened the public hearing on June 15, 2105, at 8:05 p.m. for public comment on the City of Coquille 2015-2016 Budget. Finance Director Dufner said the City is required to report if there is an error in a budget form. There was ¼ year officer and increased the amount of State Revenue money being shared with partner agencies. However as no additional revenue sources were identified the changes were accommodated by lowering the contingency meaning the budget did not increase. Errors of this type in the budget can be corrected by public notification as was just done. Finance Director Dufner said that he did add an occupancy tax revenue line in the amount of \$5,000 and an increase in the reserve for promotion in the same amount. The budget committee also reduced the transfer from the Fire Department to the Ambulance fund by \$15,000 and added that to the Fire Equipment Reserve account. The approved budget is 1\$3,631,840 and appropriations are \$11,174,658

Mayor Rowe called for any public comment; there was none. Mayor Rowe closed the public hearing at 8:08 p.m.

**14. RESOLUTION 06-2014 – A RESOLUTION ADOPTING THE 2015-2016 CITY OF COQUILLE BUDGET, MAKING APPROPRIATIONS AND LEVYING TAXES.**  
Councilor Wiese made a motion to adopt resolution 06-2014 adopting the 2015-2016 City of Coquille Budget making appropriations and levying taxes as presented. Councilor Short seconded the motion, all voted in favor.

**15. RESOLUTION 07-2014 – A RESOLUTION ADOPTING TRANSFERRING APPROPRIATIONS BETWEEN CATEGORIES WITHIN THE SAME FUND OR BETWEEN FUNDS**  
Finance Director Dufner said he had to supplement the budget because we had the following

additional expenses: drive thru speaker phone \$3,000, new printer and other supplies \$1,300. Budgeted cleaning personnel moved to materials and services for the contractual janitor \$3,278. The lifeguards increased cost based on loss of pool manger replaced with senior lifeguards and overtime of \$10,000 and larger than expected chemical usage. The pool received donations and there are expenses associated with the printing of the signs for the sponsors.

Councilor Wiese made a motion to adopt Resolution 07-2014 transferring appropriations between categories within the same fund. Councilor Heaton seconded the motion; all voted in favor.

**16. PUBLIC HEARING – STATE REVENUE SHARING**

Mayor Rowe opened the public hearing at 8:11 p.m. to take comment on state revenue sharing; there was no public comment. Mayor Rowed closed the public hearing at 8:11 p.m.

**17. RESOLUTION 08-2015 – A RESOLUTION DECLARING THE CITY’S ELECTION TO RECEIVE STATE REVENUES.**

Councilor Capehart made a motion to adopt resolution 08-2015 declaring the City’s election to receive state revenues. Councilor Heaton seconded the motion; all voted in favor.

**18. ADJOURNMENT**

Mayor Rowe adjourned the regular meeting at 8:12 p.m.

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Mayor, Matt Rowe

ATTEST: \_\_\_\_\_  
City Recorder, Rene Collins

**CITY OF COUQUILLE URBAN RENEWAL AGENCY MEETING**  
**June 15, 2015**

**1. CALL TO ORDER**

Chairman Wiese called the meeting to order at 7:33 p.m.

**2. PUBLIC HEARING- FISCAL YEAR 2015-2016 AGENCY BUDGET**

Chairman Wiese Opened the public hearing at 8:13 p.m.

Chairman Wiese said this is the time to take comment on the City of Coquille's Urban Renewal Agency for the fiscal year 2015-2016 in the amount of \$667,128. Finance Director Dufner thought there was an error but there was not everything so ignore the explanation on item #2.

There were no comments, Chairman Wiese closed the public hearing at 8:15 p.m.

**3. URA RESOLUTION 01-2015 – A RESOLUTION ADOPTING THE 2015-2016 URBAN RENEWAL DISTRICT BUDGET, MAKING APPROPRIATIONS AND LEVYING TAXES**

Member Capehart made a motion to adopt URA Resolution 01-2015 adopting the 2015-2016 Urban Renewal District Budget, making appropriations and levying taxes. Member Heaton seconded the motion all voted in favor.

**4. Consent Calendar**

**a. March 2, 2015**

**b. April 20, 2015**

Member Capehart approved the consent as amended with the correction to the April 20, 2015 minutes removing the "in the amount of \$463,738" and replacing it with "as presented". Member Short seconded the motion, all voted in favor.

**5. ADJOURN**

Chairman Weise adjourned the meeting at 8:17.m.

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Chairman, Loran Wiese

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City Recorder, Rene Collins