

**CITY OF COQUILLE**  
**CITY COUNCIL MEETING MINUTES**  
**October 6, 2014**

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

**STAFF PRESENT:** City Manager Ben Marchant, Finance Director Chuck Dufner, Fire Chief Dave Waddington, Library Director Anne Conner , 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 7:00 p.m.

**2. PLEDGE OF ALLEGIANCE**

**3. MAYOR'S COMMENTS**

Mayor Rowe said that council met on Thursday and handled the controversial issue establishing a tax on the sale of marijuana and marijuana-infused products in the City of Coquille in a collaborative way. The ordinance was passed, and other cities are going to be voting on the same issue. He congratulated Public Works employee Steve Dubisar who won the open race at the speedway on Saturday, as he is the first local to win the race in ten years. Mayor Rowe attended the League of Oregon Cities Conference in Eugene, and he was a speaker at the conference.

**4. COUNCIL COMMENTS**

Dennis Graham attended the Caden Benefit a couple weeks ago. He said he was visiting with a citizen, and they thought the park and parking lot behind the community was great. He attended the League of Oregon Cities Conference (LOC), and won \$100 that he donated to the K9 unit in Coquille. The Coquille Riverwalk had their Harvest Moon Festival and Art Auction on Saturday, and they made approximately \$600. He noted that auctioneer Loran Wiese did a good job.

Councilor Heaton purchased two pieces of art from Harvest Moon Festival & Art Auction. She said tomorrow is the garden club meeting, and they will be learning to make winter baskets. She and Pam Smith, among others, are working to maintain Lisa's Corner across from Judy's Image. She attended and volunteered at the LOC conference, and learned a great deal. She also volunteered at the food bank.

Councilor Wiese was the auctioneer at the Hall of Fame Banquet and Harvest Moon Festival and Art Auction. He noted that the Rotary Auction is next.

Councilor Chappelle said the LOC conference was very good.

Councilor Short said Howard Watkins, who was a teacher in Coquille, got to fly in an antique plane for his 100<sup>th</sup> birthday. This weekend is the carousel garage sale at Jefferson School on Friday and Saturday. She purchased three pictures at the Harvest Moon Festival & Art Auction. Councilor Short showed the Coquille Riverwalk banners that BN&T designed. The Carousel building is hoping to be open in the afternoons

Monday through Saturday, and they are also teaching flower carving. The flowers can be placed on the carousel with their name for a fee.

Councilor Capehart said the Coquille Valley Health Fair is Saturday from 10-3. She attended City Hall day in Roseburg, and the Murdock Trust meeting at the Ford Family Foundation Building. She worked at Fun Festival in the carousel booth, and attended the South Coast Meals meeting. She said at the LOC Conference, there was a very interesting meeting about incubator programs, and they visited the incubator program in Eugene. Also at the LOC Conference, she received information about the Youth Advisory Program.

## **5. STAFF REPORTS**

Mayor Rowe said Police Chief Blue and Public Works Director Urban were not attending the meeting that night, and if there are any questions on their reports, direct them to the City Manager Marchant. Mayor Rowe introduced Robert Amavisca as the new police administrative clerk.

Councilor Heaton asked if there will be an agenda item regarding the repair of the shear boom and piling. City Manager Marchant said that many agencies worked together to get this project approved and completed on time. The invoice was received today in the amount of \$35,976. During the project it was brought to the cities attention that a fish screen may need to be repaired or replaced in the near future.

Library Director Conner said the book store was open for four days, and it was very successful. She noted that Elizabeth Rivera will be leaving the library at the end of October, and she will be hard to replace.

Chief Waddington said that the Annual Fire Prevention Open House is this Friday night from 6-8 p.m., and there will be some disaster preparedness information. Mayor Rowe said he loves the Annual Hall of Fame Banquet event, and asked that the date not conflict with LOC conference if possible.

Council Capehart asked if a motion is needed for the payment of the contract for the repair of the shear boom and piling. City Manager Marchant said it will be on the next agenda.

Finance Director Dufner said the investment account is earning 2.79% and it continues to decline. The budget is complete and has been sent to the printers and remitted to Chicago.

City Attorney Muenchrath said that there is a lease with a vendor for a space at Jefferson School. Attorney Amber Reed will be helping with the City work.

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

City Manager Marchant said he would like to schedule a work session for October 20<sup>th</sup> to review and discuss thoughts about what to cover on the town hall meeting. City Council decided to meet at 7:00 p.m. for the work session. Included in the City Managers report are thank you letters the City has received, and a copy of a thank you note to the Port of Bandon for the financial support to improve the fish station.

## **7. PUBLIC PARTICIPATION**

There was no public participation.

## **8. CONSENT CALENDER**

Mayor Rowe tabled the consent until the meeting in November due to the recent technical difficulties.

## **9. RESOLUTION 16-2014 A RESOLUTION AMENDING THE LICENSE, PERMITS AND PROCEDURES BOOK AND AUTHORIZING THE RATES AND FEES CONTAINED THEREIN**

City Manager Marchant said the resolution is to update the facility fee schedule for the audio visual equipment. Due to the investment that the City made for this equipment, and to be able to maintain it, there

needs to be a usage fee. The City of Bandon charges for the use of their audio visual equipment. The Rotary Club will be using the equipment for their annual auction. In anticipation of having large events at the park we would like to have a fee of \$300 for up to 1,000 people and \$500 for more than 1,000 people. Councilor Capehart asked if there would be a fee for smaller groups. City Manager Marchant said the exhibit does include a fee for small groups at Sturdivant Park. Councilor Capehart asked if there could be a reduction for non-profits, and Marchant said there was not.

Councilor Capehart made a motion to adopt resolution 16-2014, a resolution amending the license, permits and procedures book, and authorizing the rates and fees contained therein. Councilor Chappelle seconded the motion, and all voted in favor

**10. NAMING OF PARK BEHIND THE COQUILLE COMMUNITY CENTER**

Councilor Wiese made a motion to name the park behind the Coquille Community Center the Carl and Camilla Reitman Memorial Park. Councilor Heaton seconded the motion, and all voted in favor.

Councilor Heaton said the family has really helped the City of Coquille in so many ways. They have donated to the school, library, City, and her Church. Councilor Wiese said the family is very deserving of this because of their investment in this community.

**11. REVIEW MS. HANNA'S SEWER AGREEMENT**

No action taken on this item

**12. ADJOURNMENT**

Mayor Rowe adjourned the City Council Meeting at 7:49 p.m.

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Mayor, Matt Rowe

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City Recorder, Rene Collins