

**CITY OF COQUILLE
CITY COUNCIL MEETING MINUTES
November 3, 2014**

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

STAFF PRESENT: City Manager Ben Marchant, Finance Director Chuck Dufner, Police Chief Janice Blue, Library Director Anne Conner, Public Works & Planning Director Kevin Urban, and 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 / PLEDGE OF ALLEGIANCE

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

2. MAYOR COMMENTS

Mayor Rowe said he hopes everyone is enjoying the weather, and hopes the hunters are having a successful season. Mayor Rowe attended the Western Governors Alliance on Oceanic Health in Florence. He said it was very informative regarding ocean acidification and potential proposals for more marine reserves, which could greatly impact the health of our fishing and maritime industries on the Oregon Coast. Hopefully the decisions made will be both pro-industry and pro-environment. He also attended the Curry County Mayors workshop last week. He said it was very interesting to hear how they are dealing with the revolving door at their jail like here in Coos County, and how they are trying to deal with keeping criminals jailed. They talked about how to work better with county commissioners who control the jail budget.

3. COUNCIL COMMENTS

Councilor Capehart reminded everyone to turn in their ballots. The Veterans newest care home opened in Lebanon. The next LOC Small Cities meeting will be held in Coquille on November 19th. The Christmas Tree Lane Auction will be starting soon, and half of the proceeds will go to the Library fund this year.

Mayor Rowe announced Finance Director/Deputy Recorder Dufner will swear in Sara Wassam as the newest officer to the Coquille Police Department. Chief Blue said Officer Wassam comes from the Forest Service and is member of the Air National Guard. Officer Wassam said she had been a federal officer for about six years with the Forest Service and before that she was a federal corrections officer for a few years and has been in the military for about 11 years.

Councilor Short said the Carousel has had 2 carving classes and they are carving flowers that will be placed on the carousel. The River Walk will be getting new banners, and they will be installed after the holidays.

Councilor Heaton said she had a great time at the Halloween celebration downtown working at the carousel. She attended the Harvest Festival, Garden Club, Seed Library, and Chamber of Commerce meetings. She attended the county commissioner's candidate debate at the community center. Councilor Heaton worked with others on "Lisa's Corner" across from Judy's Image. She participated in the active shooter practice at Jefferson School.

Councilor Graham said the River Walk received a \$600 grant from the Port of Band to help fund the new banners. He also said Aaron Grabinsky will be finalizing his Eagle Scout project along the River Walk on Saturday.

4. STAFF REPORTS

Library Director Conner said there was a nice turnout for Elizabeth's open house on Tuesday. Three candidates will be interviewed in the large auditorium on Thursday, and she is hoping to have someone in place by the end of the month.

Fire Chief Waddington said they participated in the Downtown Halloween event and thought it was great. Councilor Heaton asked if the Fire Department had the equipment to deal with an Ebola outbreak, and Waddington said they are looking into purchasing some protective suits.

Chief Blue said that the Christmas Parade is December 6th and the theme is "Build A Snowman". She is looking into decorating the tree better this year. December 16th is "Shop With The Hero's", and they are collecting donations at this time and if anyone want to volunteer let Chief Waddington know. Mayor Rowe asked about how many children participated last year, and Chief Waddington said it was about 175. Chief Blue said sometimes a family is chosen to help during Christmas.

Public Works Director Urban said he met with the auto repair business at the corner of Hwy. 42 and Adams St. and they are not opposed to a wall being installed in front of their business by the Public Works Department. Urban was thinking this might be a good way to for URA to pay for the materials and have Public Works do the work, thus saving the City money. Council directed staff to proceed with drawing a plan for both sides of the street, and talking with ODOT. Chief Blue thought the Garden Club was interested in putting some flowers in and maintaining them. Councilor Graham said the Port of Bandon is asking where the City is in the process of the fish grinder, and Urban said he is in the process for applying for a grant from Fish and Wildlife.

Finance Director Dufner said the investment Reitman Trust Fund is earning 2.83% in October. He attended the Oregon Municipal Finance Officers meeting, and three things caught his attention, which are included in his report. He explained that program budgeting is more work because it breaks the budget down by activities, but he is going to try it this year. The online billing usage continues to increase, and an insert will be included in the city survey. Councilor Wiese said he like the idea of program budgeting because it will give the budget committee more information.

6. CITY MANAGER'S REPORT

City Manager Marchant said that following the city council work session last month he made a presentation to the Chamber of Commerce. He shared the council's ideas about the economic health of the community, the imperative nature of the need to pursue economic development and new opportunities to align resources with other organizations and institutions, including businesses in town, to try and solve common problems. He has scheduled a meeting for this Friday to meet with the some institution leaders, including the School District, Coquille Hospital, Sherriff's Department, Parole and Probation, County Commissioners, Circuit Court Judge, and our police department. Marchant is hoping for a practical discussion and analysis about the perceived challenges of the community, what problems we share, and how we can better align resources to improve all aspects of the community to help attract businesses. Marchant will be developing additional lists to have meetings with those who could contribute to community conversation.

Marchant attended a meeting of the Association of Oregon Redevelopment Agencies. He worked with them on creating a mission statement. The agency feels they need to be faster and more agile to adapt to the legislative environment to address the attacks on urban renewal. Marchant said they needed a mission statement and strategic plan to help with the process. He feels the City needs to be part of this group so it can be shown successful urban renewal, and to make sure the urban renewal stays in place.

Today he received a call from the city LGPI attorney who said he will be leaving LGPI at the end of the month. He will finish the one active case he has been working on. In the future, the City will have to decide what they want to do concerning labor law consultation.

City Manger Marchant and Councilor Chappelle met with Mark Scully, the President of Comspan, and they talked about growth in Coquille. He has committed a bucket truck to get Christmas lights and banners placed in Coquille.

Chief Blue said that Officer Dhillon worked on a theft case resulting in the arrest of two individuals that day. Chief wanted people to know that the police department does not decide how long someone stays in jail. Also, if they are released it does not mean they will not be prosecuted at a later date. Mayor Rowe said it is a bad situation, and that it is worse here because the jail is in Coquille.

7. PUBLIC PARTICIPATION

There were no comments.

8. CONSENT CALENDAR

- Minutes September 2, 2014
- Minutes October 2, 2014
- Minutes October 6, 2014

Councilor Capehart made a motion to approve the consent calendar as presented. Councilor Chappelle seconded the motion, and all voted in favor.

9. ACCEPT 2014 SWIM DONATIONS

Finance Director Dufner said he wanted to recognize Councilor Short has collecting over \$58,000 in donations for free swim days at the pool during the past 11 years. Councilor Short also acknowledged the Coquille School District for starting swim lessons for the younger children in Coquille. Councilor Short thanked everyone who has contributed over the years. Mayor Rowe thanked Councilor Short for all her hard work on this project.

10. AUTHORIZATION TO EXPEND FUNDS FOR THE REPAIR OF THE RAW WATER INTAKE PILE STRUCTURES

City Manger Marchant said council had requested to review the invoice for the repair of the raw water intake pile structures before authorizing payment. This repair will help protect our pipes as debris comes down the river during flooding. The repaired infrastructure was appraised by CIS and they increased the coverage to \$600,000. If we had to rebuild the structure, the cost would be more due to regulation changes. The new fish screen placement will have to be reviewed before July 1, 2015

Council Heaton made a motion to approve payment to West Coast Contractors in the amount of \$35,976 for the services to repair and replace piles and install wood debris boom. Councilor Short seconded the motion, and all voted in favor.

11. CONTRACT AMENDMENT FOR INTERGOVERNMENTAL AGREEMENT FOR IMPLANTATION OF COOS AND CURRY COUNTIES HOUSEHOLD HAZARDOUS WASTE

City Manger Marchant said this is a intergovernmental agreement in which the City of Coquille participates. Coos and Curry Counties have requested the addition of the City of Lakeside to begin participating in this program without charging anything in arrears for not joining at the beginning of the program.

Councilor Capehart made a motion to approve the amendment for intergovernmental agreement for implementation of Coos and Curry Counties household hazardous waste management plan to include the City of Lakeside, Oregon. Councilor Heaton seconded the motion, and all voted in favor.

12. APPROVAL OF RINK CREEK WATERSHED TIMBER SALE IN 2015 & 2016 CONTRACT WITH STUNTZNER ENGINEERING

City Manger Marchant presented a proposal from Stuntzner Engineering & Forestry to provide services for a timber sale on the Rink Creek watershed property on behalf of the City of Coquille. The timber would be cut on 68 acres over a two year period to provide optimal conditions for the bidders. Stuntzner provides similar services to other cities and has for Coquille in the past. The proposal concept has been approved by the

Coquille Forestry Management board. The payment could be based on time and materials or a flat amount. City Manger Marchant prefers to have the contract based on time and materials.

Councilor Wiese made a motion to approve the contract with Stuntzner Engineering & Forestry on a time and material basis for services for the timber sale on the Rink Creek watershed property. Councilor Capehart seconded the motion. Councilor Heaton asked if this would be a clear cut project, and Ron Stuntzner of Stuntzner Engineering said it is the standard of the industry of Southwest Oregon. If you do not clear cut it would reduce the future timber growth on the property after replanting approximately 400 trees per acre. All Council members voted in favor.

Mayor Rowe wished everyone a great Thanksgiving.

13. ADJOURNMENT

Mayor Rowe adjourned the council meeting at 8:02 p.m.

Mayor, Matt Rowe

City Recorder, Rene Collins