

**CITY OF COQUILLE
CITY COUNCIL MEETING MINUTES
March 7, 2011**

COUNCIL PRESENT: Council President Loran Wiese, Councilors E.N. "Corky" Daniels, Steve Britton, Linda Short, Fran Capehart, Tim Spanberger, Bryan Baird

STAFF PRESENT: City Manager Terence O'Connor, Public Works Director John Higgins, Finance Director Chuck Dufner, Police Chief Mark Dannels and City Attorney John Trew.

PRESS: None

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

1. CALL TO ORDER AND FLAG SALUTE

Councilor President Wiese called the meeting to order at 7:01 p.m.

Girl Scout Troop 30490 performed the flag ceremony.

2. MAYOR COMMENTS

Council President Wiese said that Mayor Muenchrath is out of town.

3. COUNCIL COMMENTS

Councilor Capehart congratulated the girls Coquille Basket Ball Team for placing fourth in the tournament. Approximately 300 people attended the 8th grade Taco Dinner fund raiser and everyone had fun. She thanked Finance Director Dufner for changing the electronic sign as the community center.

Councilor Short also congratulated the Coquille Girls Basket Ball team. The Valentine Ball was a success raising approximately \$9,000 and Loran Wiese was a great MC.

Councilor Spanberger said he attended the Taco Dinner Talent Show and his son sang and took first place. He also congratulated the Coquille Basket Ball team.

Councilor Baird attended the Dr. Seuss reading program at the middle school and there was large turnout for the event. He attended the chess fundraiser at the high school and attended some of the basketball games. He also purchased several bags of books from the book sale.

Councilor Daniels said he attended several of the tournament games and said that there was a large turnout from Coquille and he was glad to see the support.

City Manager O'Connor said Chief Dannels was one of the official score keepers at the game.

4. STAFF REPORTS

Planner Higgins presented his March report to council. He reported that the SBR Preload removal has not been completed due to the weather. DEQ asked that the chlorine contact basin be taken down and cleaned to see if that will help with the disbursement of the chlorine. On March 1st Matt Butler was hired to fill the vacant position at the water and waste water plants relief operator. ODOT is seeking applications for the Small City Allotment Grant funds for street improvement in the amount of \$50,000. In the past it has been \$25,000, but there is only \$1,000,000 in funds available so the competition will be greater with fewer cities receiving money. Our project would be 3rd Street from Baxter to Dean; if it is completed by September the City can apply.

Chief Dannels said the \$10,000 grant is coming to a close with finishing up with some cameras to be installed. Several panic buttons have been installed in the building to allow staff to alert the alarm company if there is an issue. The stats will show you how busy the police department is and they are preparing for the upcoming

trials. Councilor Short asked the questions if a lot of the issues they deal with have to do with the release of the inmates from the jail. Police Chief Dannels it is relevant to some of the issues as they are transported here and do not always have a way back to where they came from or have anywhere to go. The Police Department does give bus passes. Councilor Capehart said a bus runs at 9:15 and 2:15; possibly there could be a bus at 10:30. City Manager O'Connor said they do not get released at a certain time it can be at any time of the day or night, so the answer may not be an additional bus run. Included in the contacts are the security checks we do when people are out of town.

Finance Director Dufner said our investment earnings are at about 4.5%. At the one stop meeting it was made clear that the USDA is loaning us 2.4 million and giving us a grant of \$500,000 and they would come at the end and buy out a portion of the DEQ loan.

5. CITY MANAGER'S REPORT

The Sea Star Girl Scouts are requesting the waiving of the community building fees including the kitchen for the Thinking Day Event on Saturday April 2, 2011. Councilor Short made a motion to waive the community building fees for the Thinking Day Event on Saturday April 2, 2011. Councilor Spanberger seconded the motion; all voted in favor.

The Coquille High School Prom is requesting the use of the small auditorium to be used from 8:30-11:30 p.m. on April 16, 2011 and they will clean up the next morning. Councilor Spanberger made a motion to waive the fees for the Coquille High School Prom to be held on April 16, 2011. Councilor Short seconded the motion, all voted in favor.

The Coquille Rotary Club asked for use of the small auditorium and kitchen for their St. Patrick's Day Dinner fundraiser Thursday March 17, 2011 and the fees to be waived. Councilor Spanberger made a motion to waive the fees for the Coquille Rotary Clubs use of the small auditorium and kitchen on March 17, 2011. Councilor Short seconded the motion; all voted in favor. Judy Weeks said the event will start at 5:30 and end at 7:30 and the high school students will be serving. The tickets are \$8 if purchased in advance or they are \$10 at the door.

The South Coast Cruisers are requesting the use of First Street between Birch and Adams for the car show during the Gay 90s celebration at 6:00 a.m. and a cruise will be from 4:00 to 6:30 and they would like the reserves to participate. Council had no objections to the South Coast Cruisers request.

The City is discussing the possibility of securing the property where Bill's Place and the Liberty Theater are located without the buildings located on them. City is in the process of securing the services of an appraiser at this time.

The City provides its employees with a flexible spending Account Plan (FSA) as part of the benefit package. They require approving the offering of the FSA plan to employees. Councilor Capehart made a motion to approve the offering of the 125 Cafeteria Plan (FSA) to the employees of the City of Coquille. Councilor Spanberger seconded the motion; all voted in favor.

City Manager O'Connor will be attending the grant presentation on March 9, 2011 in Salem to the State Parks Grant Committee. Councilor Wiese will be the spokesman for the 20 minute presentation, which includes questions from the committee.

The City has been approached about a possible establishment opening in town which would be a distribution point for medical marijuana card holders. At this time he is reconsidering opening his location on North Central to another location that John Brugh may have available. City Manager O'Connor is concerned due to the fact he has scheduled a conference call with the state representatives to discuss the issues that are facing the Cities. There are six or seven of those locations in the county for 1,254 card caring people.

The final documents for the WWTP plant were sent to DEQ for comments. We are not expecting many due to the fact that they reviewed them at 85%.

6. CONSENT CALENDAR

- City Council minutes from February 7, 2011

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

7. PUBLIC PARTICIPATION

Norma Chappelle, 120 N Irving, thanked the City for the recycle program and feels the community needs and uses it, but would like to see a load of gravel in the recycle area.

Ethel Pettry, 1535 Shelly Road, asked what the safety committee decided about the handicap parking space and ramp at the library. Planner Higgins said there is ramp by the Chamber Office and they can make one of those spaced handicap after he checks the requirements and measures. Ms. Pettry requested having the line repainted on Central Street; Higgins said that ODOT is responsible for that and he will contact them.

Councilor Baird said that he would like to volunteer for some committees. President Wiese said give the information to City Manager O'Connor and it will be put on the April agenda.

8. RESOLUTION 01-2011 A RESOLUTION ACCEPTING SPECIFIC PURPOSE GRANTS AND MAKING APPROPRIATIONS

Finance Director Dufner said the resolution is for the acceptance of the following grant dollars:

State marine Board	\$49,696 (additional)
DUII Grant	\$20,000
TGM Grant	\$ 1,762
Homeland Security	\$39,651
Building Safety	\$10,000
Pedestrian Safety	\$2,745

The total is \$123,854.00

Councilor Capehart made a motion to accept resolution 01-2011 accepting specific purpose grants and making appropriations. Councilor Spanberger seconded the motion, all voted in favor.

9. ADOPTION OF BUDGET CELENDAR AND APPOINTMENT OF BUDGET OFFICER

Finance Director Dufner said the budget calendar was in the packet and normally the City Manager is appointed the budget officer. Councilor Capehart made a motion to approve the budget calendar and appoint City Manager O'Connor as the Budget Officer. Councilor Short seconded the motion; all voted in favor.

10. RESOLUTION 02-2011 A RESOLUTION AUTHORIZING THE SUBMISSION OF A LOCAL GOVERNMENT GRANT APPLICATION TO OREGON STATE PARKS

City Manager O'Connor said this grant is for the pool in the amount of 275,000 and will be submitted to the Oregon State Parks.

Councilor Spanberger made a motion to approve resolution 02-2011 authorizing the submission of a local government grant application to Oregon State Parks. Councilor Short seconded the motion; all voted in favor.

11. ORDINANCE 1481 AN ORDINANCE AUTHORIZING THE ISSUANCE OF SEWER REVENUE BONDS TO FINANCE CONSTRUCTION AND IMPROVEMENT TO THE SEWER SYSTEM FOR A TOTAL NOT TO EXCEED \$2,401,000.

The city of Coquille has financing available from the USDA Rural Development in the form of a \$2,401,000 loan and a \$660,000 grant. To secure the financing the city has retained bond council to provide an opinion letter and draft the forms needed by the USDA. To form a basis for their legal opinion the City Council must first authorize the issuance of such bonds. A second ordinance will be required at the end of the project to actually issue the bonds.

Councilor Capehart made a motion to adopt ordinance 1481 authorizing the issuance of sewer revenue bonds to finance construction and improvement to the sewer system for a total not to exceed \$2,401,000. Councilor Spanberger seconded the motion.

The vote was as follows
President Wiese - Yes
Councilor Capehart - Yes
Councilor Short - Yes
Councilor Spanberger - Yes
Councilor Daniels - Yes
Councilor Baird - Yes

12. RESOLUTION 03-2011 A RESOLUTION ADOPTING THE COQUILLE RIVER WALK MANAGEMENT AND MAINTENANCE PLAN

President Wiese said Oregon State Parks Department requires the City of Coquille to designate a specific department to manage and maintain the River Walks as part of the agreement to receive funding from State Parks to develop the River Walk.

Council Spanberger made a motion to adopt resolution 03-2011 adopting the Coquille River walk management and maintenance plan. Councilor Capehart seconded the motion; all voted in favor.

13. ADJOURNMENT

Council President Wiese adjourned the meeting at 8:20.

Council President, Loran Wiese attest:

Deputy Recorder

**City of Coquille
Urban Renewal Agency
March 7, 2011**

1. CALL TO ORDER

Urban Renewal Chairman Wiese called the meeting to order at 8:30 p.m.

2. CONSENT CALENDAR

Member Daniels made a motion to approve the URA minutes of February 7, 2011. Member Short seconded the motion; all voted in favor.

3. ADOPTION OF BUDGET CELENDAR AND APPOINTMENT OF BUDGET OFFICER

Member Spanberger made a motion to approve the budget calendar and appoint Executive Director O'Connor as the Budget Officer. Member Capehart seconded the motion; all voted in favor.

4. Adjournment

Chairman Wiese adjourned the meeting at 8:35 p.m.

Chairman Wiese

Deputy Recorder, Rene Collins