

**CITY OF COQUILLE**  
**CITY COUNCIL MEETING MINUTES**  
**June 7, 2010**

**COUNCIL PRESENT:** Mayor Steve Britton, Councilors E.N. "Corky" Daniels, Loran Wiese, Bruce Parker, Linda Short, Fran Capehart and Matt Muenchrath.

**STAFF PRESENT:** City Manager Terence O'Connor, Public Works Director John Higgins, Fire Chief Waddington, Library Director Anne Conner, Finance Director Chuck Dufner, City Attorney John Trew

**PRESS:**

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

**1. CALL TO ORDER**

Mayor Britton called the meeting to order at 7:08 p.m.

**2. PLEDGE OF ALLEGIANCE**

**3. MAYOR'S COMMENTS**

Mayor Britton welcomed everyone to the meeting. Mayor Britton said the weather was perfect for the Gay 90s celebration.

**4. COUNCIL COMMENTS**

Councilor Muenchrath was gone for two weeks and is glad to be home and saw a lot of people at the Gay 90s celebration. Councilor Parker said he had a great time on Saturday at the celebration. Councilor Short said she wanted to thank Mr. Nishi for planting all the flower containers. She thanked the Fire Department for helping hang the flower baskets and banners. The Sawdust Theatre put on a Champagne Benefit for the Pool and it was a success. Councilor Short reported there will be 14 days of free swim and thanked everyone who donated. The Leadership Class has been working on painting the fire hydrants and hopes they will be finished soon. Councilor Capehart thanked Councilor Short for all she does. Councilor Capehart was the Grand Marshall for the parade and said the weather was wonderful and she thought the Champagne Benefit for the pool was great.

Mrs. Nelson thanked the Police Department for their efforts during the time when the fugitive escaped from the work crew.

**5. STAFF REPORTS**

Fire Chief Waddington said on August 7<sup>th</sup> the Annual Steak Feed and car show will be held at Sturdivant Park and invited everyone to come.

Planning Director Higgins said he wanted to thank Dennis Graham for arranging the leadership group to do some work at the Dog Park. Higgins is working with the State Marine Board to see what the best design is for the overlay at Sturdivant Park and address the drainage issues. The projected finish time for the project is late August or early September. The water department may be able to discontinue pre-chlorinating the water. He will know later this month.

Library Director Conner said the summer reading program is starting at the end of the month. A new Friends of the Library member will be sewing book bags for the children and people can sponsor a bag for \$10. Several council members pledged to sponsor a book bag.

Finance Director Dufner said the City received a notice in writing that we will receive a \$2,000,000 interim loan and a \$500,000 grant from the Oregon Business Infrastructure Authority Development Department. The document is being reviewed by our attorney and there will be an ordinance in July.

The auditors will be here on June 21-22<sup>nd</sup> to perform the pre-audit work. There will be a budget meeting next Monday at 7:00 p.m. Councilor Muenchrath asked if there are any better rates available. Dufner said he will do some checking.

## 6. CITY MANAGER'S REPORT

City Manager O'Connor said due to the water issue that the City experienced a couple of weeks ago there may be a possibility that some residents may have a higher water reading as a result of air negatively affecting their water. The utility bills will be reviewed and for those who exceed the account average the city will bill the lesser of the bills.

The citizens have asked that the City Staff be able to communicate if there is another emergency. City Staff is investigating the different options of contacting citizens if there is an emergency. Some of the options are text message, twitter, email, cell and landline. The cost may run from \$3,000 to 5,000 a year. The system would not reach 100% of the citizens because they could opt out of giving their information. Councilor Wiese asked if we would be liable if a citizen does not get the message. Attorney Trew does not feel that the City would incur anymore more risk as long as reasonable effort is made. Councilor Muenchrath asked where the problem is. City Manager O'Connor said that part of the problem is people called for more information because of what others are saying. There is a possibility that other messages could be sent using the system such as reminders of brush pick-up or events.

Last Thursday the City Manager and the Pool Committee met with the Collins Foundation regarding the possible participation in the pool project in the amount of \$50,000. Tomorrow the City will make a presentation to State Parks Commission in Sunriver in support of \$215,000 grant request for the pool. The committee has applied for a \$250,000 grant from the Ford Foundation. If all grants requests are accepted the pool fund will grow to \$1,419,000.

City Manager O'Connor said last week at the Small Cities Meeting in Reedsport the topic of wastewater plant costs was on the agenda. The City of Reedsport WWTP plant cost is now at 17 million and they have not completed the project, but they have more issues than Coquille.

The City has been approached by Dave Randall from Pacific Connector Gas Pipeline about renting a portion of the GP site to use as a staging area for their pipe crews. They would put office trailers on a graveled area of site and the pipe would be stored on another site. Councilor Parker asked how much they are offering to pay, City Manger O'Connor said they asked the City to come up with a price. Councilor Muenchrath said he would like them to come up with a proposal, but he doesn't like the idea of renting out a portion. City Manager O'Connor said it would tie up the rest of property for two years. Mayor Britton said it is a possibility for revenue and maybe put a large price on it. Tara Johnson, 921 N Henry, thinks the idea should be looked at. Council asked the City Manager to investigate and bring back more information.

## 7. PUBLIC PARTICIPATION

None

## 8. CONSENT CALENDAR

- A. City Council minutes May 3, 2010
- B. Annual Amendment for Library Services 2010-2011

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

## 9. RESOLUTION 06-2010 A RESOLUTION DESIGNATING FUNDS AS SPECIAL REVENUE FUNDS AND DELEGATING AUTHORITY TO ASSIGN PORTIONS OF UNASSIGNED FUND BALANCES OF GOVERNMENT FUNDS TO THE CITY MANAGER AND OR THE CITY FINANCE DIRECTOR

Finance Director Dufner said the Government Accounting Standards Board issued statement 54 which requires the governing body to designate certain funds as special revenue funds and by that designation to commit the fund balances of those funds to the purpose of the fund. We need to designate the Property Management fund and the Special Improvement Fund as special revenue funds and designate the City Manager or Finance Director the authority to assign portions of any unassigned fund balances in any governmental fund.

Councilor Wiese made a motion to adopt resolution 06-2010 designating funds as special revenue funds and delegating authority to assign portions of unassigned fund balances of government funds to the City Manager and or the City Finance Director. Councilor Muenchrath seconded the motion; all voted in favor.

## 10. RESOLUTION 07-2010 A RESOLUTION AMENDING THE LICENSE, PERMITS, AND PROCEDURES BOOK AND ADOPTION OF NEW SEWER RATES FOR THE CITY OF COQUILLE AND AUTHORIZING THE RATES AND FEES CONTAINED THEREIN

Finance Director Dufner said this will raise the monthly sewer rate by a \$1.00 per connection per month increasing the rate from \$27.40 to \$28.40.

Councilor Wiese made a motion to adopt resolution 07-2010 amending the license, permits, and procedures book and adoptions of new sewer rates for the City of Coquille and authorizing the rates and fees contained therein. Councilor Short seconded the motion; all voted in favor.

**11. RESOLUTION 08-2010 A RESOLUTION APPLYING FOR A SPECIAL CITIES ALLOTMENT GRANT FROM ODOT**

Planner Higgins said this is a yearly grant offered by ODOT in the amount of \$25,000 to assist cities with a population under 5,000. This year the grant money would be used for repair work on E. 3<sup>rd</sup> from N. Baxter St East to N. Dean St. The estimated project is \$98,000. Councilor Parker asked if the dealers fuel tax dollars will help with this project. City Manager O'Connor said the summer project is SE 3<sup>rd</sup> and we have approximately \$278,000 in the road improvement fund.

Councilor Muenchrath made a motion to adopt resolution 08-2010 a resolution applying for a special cities allotment grant from ODOT. Councilor Daniels seconded the motion; all voted in favor

**12. IGA WITH COOS COUNTY ROAD DEPARTMENT FOR PAVEMENT GRINDING**

Planner Higgins said we asking the County to grind the existing pavement at Sturdivant Park and leave it in place for foundation stabilization. Coos County requires an intergovernmental agreement be approved by Council and then the County Commissioners will look at the request.

Councilor Wiese made a motion to approve the Intergovernmental Agreement with Coos County Highway Department for pavement grinding. Councilor Daniels seconded the motion; all voted in favor.

Councilor Wiese asked City Manager O'Connor to contact the residents of 3<sup>rd</sup> street and see if they are interested in getting their section paved.

**13. RESOLUTION 09-2010 A RESOLUTION SUPPORTING A COASTAL MANAGEMENT GRANT APPLICATION FROM THE DEPARTMENT OF LAND CONSERVATION AND DEVELOPMENT TO ASSIST IN PLANNING NEEDS**

Planner Higgins said we have received \$5,000 dollar grants in past years to help with our planning expenses and we are applying for this again.

Councilor Wiese made a motion to adopt resolution 09-2010 a resolution supporting a Coastal Management grant application from the Department of Land Conservation and Development to assist in planning needs. Councilor Capehart seconded the motion; all voted in favor.

**14. RESOLUTION 10-2010 A RESOLUTION SUPPORTING AN APPLICATION TO OREGON EMERGENCY MANAGEMENT THROUGH COOS COUNTY OFFICE OF EMERGENCY MANAGEMENT FOR THE ACQUISITION OF SIX (6) MOBILE DATA TERMINALS FOR THE COQUILLE POLICE DEPARTMENT**

City Manager O'Connor said he and Chief Dannels attended a meeting the Oregon Emergency Management regarding money they have available to distribute in the amount of \$84,000 through the Homeland Security Grant. The agencies at the meeting supported Coquille Police Department's request for the funds, as other agencies were getting grant dollars from other agencies.

Councilor Muenchrath made a motion to adopt resolution 10-2010 supporting an application to Oregon Emergency Management through Coos County Office of Emergency Management for the acquisition of six (6) mobile data terminals for the Coquille Police Department. Councilor Daniels seconded the motion; all voted in favor.

**15. ADJOURNMENT**

Mayor Britton adjourned the Council Meeting at 8:12 p.m.

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Mayor, Steve Britton

ATTEST: \_\_\_\_\_  
Deputy Recorder