

**CITY OF COQUILLE  
CITY COUNCIL MEETING MINUTES  
August 1, 2011**

**COUNCIL PRESENT:** Mayor Matt Muenchrath, Council President Loran Wiese, Councilors E.N. “Corky” Daniels, Fran Capehart, and Tim Spanberger, Linda Short, Bryan Baird.

**STAFF PRESENT:** City Manager Terence O’Connor, Finance Director Chuck Dufner, Police Chief Janice Blue, Fire Chief Dave Waddington, Public Work & Planning Director Kevin Urban, Library Director Anne Conner, City Attorney John Trew and Deputy Recorder Rene Collins.

**PRESS:** The World

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

**1. CALL TO ORDER**

Mayor Muenchrath called the meeting to order at 7:05 p.m.

**2. PLEDGE OF ALLEGIANCE**

**3. MAYOR COMMENTS**

Mayor Muenchrath said it is great to be back in town. He reminded everyone that tomorrow night is National Night Out and it will start at 5:00p.m. at the high school.

**4. COUNCIL COMMENTS**

Councilor Baird said his family has been having a great time visiting the pool and the library.

Councilor Capehart said fair is over and she had a really good time. Mayor Muenchrath purchased her a pig as she had to go to the apple pie contest.

Councilor Short welcomed Chief Blue’s family to Coquille and the council meeting. She announced there is still space available to sponsor a free swim day.

Councilor Spanberger just returned from Idaho after a two week vacation where it was very hot. His family attended the fair on Sunday and had a good time.

City Recorder Dufner swore in Janice Blue as Police Chief of the City of Coquille Police Department. Chief Blue thanked everyone for their vote of confidence and said she has been overwhelmed with the support from the community. She also thanked her family for attending the ceremony.

**5. STAFF REPORTS**

Police Chief Blue thanked all those who worked on the Leah Freeman case over the past year and it was a group effort. There was a cross walk enforcement patrol last week, with the intent to heighten drivers awareness. Chief Blue reported she just returned from the FBI national academy refresher course that was held in Long Beach.

Fire Chief Waddington invited everyone to attend the 24<sup>th</sup> Annual Steak Feed and car show from 12-5 on Saturday August 5, 2011 at Sturdivant Park.

Library Director Conner said there was record enrollment in the summer reading program. The library has had two separate incidents of missing money both gentlemen were arrested and they broke into the community building while stealing the money and she thanked Pat Smith for his work on the case and the police department.

Public Works Director Urban said several fire hydrants were repaired or replaced in the City over the last month. The water plant started using the river for water in the first part of July and he has received a few calls about the taste. City Manager O'Connor said treating the water is an art and everything has to balance and the process can change daily.

Finance Director Dufner said the corporate bonds are yielding a return of 4.44% in July. The investment broker is working on the URA bond. During the budget process it was discussed that the server will need to be replaced and it is nearing the end of its life as it had a failure last week.

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

City Manager O'Connor rode with officer Webley on a call last week concerning an unattended death. He wanted to commend everyone who responded as they were very caring and professional during this difficult time for the family.

The last of the River Walk project specs are being prepared. There is a possibility that the base is good enough that there may be enough money savings that the parking area may be paved. It is possible that some of the project work will start in September.

The bid opening for the Waste Water treatment plant has been rescheduled to take place on August 11, 2011. O'Connor recommends that there be a special meeting held on August 15, 2011 to accept and hopefully award the bid to a contractor. Council consensus was to have the meeting on Monday August 15 at 7:00 p.m.

In September council will meet on Tuesday September 6, 2011 for the regular scheduled meeting due to the Holiday.

City Manager O'Connor received a letter from the Coquille Arts & Education Enhancement Center requesting the use of the Community Building at no charge on August 28<sup>th</sup> to have a fund raiser. Councilor Short made a motion to approve the fees to be waived for the use of the Community Center on August 28, 2011 by the Coquille Arts & Education Enhancement Center for a fundraising event. Councilor Baird seconded the motion; all voted in favor.

## **7. PUBLIC PARTICIPATION**

Carol Klayburn was the local event coordinator for the Relay for Life walk; she presented a plaque of appreciation to the City of Coquille for their support. She said the police and the fire department each had a team and thanked them for participating.

## **8. CONSTENT CALENDAR**

- City Council minutes of July 5, 2011

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

## **9. ACCEPTANCE OF QUOTES FOR SCADA SYSTEM FOR WATER SYSTEM**

Public Works – Planner Urban said the system will monitor various items concerning the water tanks and the current system is very old and the new system would allow an operator remotely to monitor each one.

Quotes were received from Marca Electric, Reese electric, and Gustafson Electric., the engineers estimate was \$48,730.

Councilor Wiese made a motion to accept the quotes from Marca Electric, Reese Electric, and Gustafson Electric. Councilor Capehart second the motion; all voted in favor

## **10. AWARD of SCADA SYSTEM CONTRACT**

Councilor Wiese made a motion to award the SCADA System contract to Marca Electric in the amount of \$37,377.00. Councilor Short seconded the motion; all voted in favor.

**11. RESOLUTION 17-2011 A RESOLUTION SUPPORTING A COASTAL MANAGEMENT GRANT.**

City Manager O'Connor said this is a grant that we apply for yearly to help with the costs in regards to land use planning. The grant requires matching funds; the annual budget for planning is approximately \$22,000 per year.

Councilor Wiese made a motion to adopt resolution 17-2011 supporting a coastal management grant. Councilor Spanberger seconded the motion; all voted in favor.

City Manager O'Connor distributed reports prepared by Dyer Partnership regarding SDC charges that need to be reviewed. He suggested scheduling a work session to review the reports and talk about Council's concerns and any questions they may have. Council decided they would like to schedule the work for session possibly in October or November.

**12. ADJOURNMENT**

Mayor Muenchrath adjourned the meeting at 8:04

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Mayor, Matt Muenchrath

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Deputy Recorder, Rene Collins

**CITY OF COQUILLE**  
**URBAN RENEWAL AGENCY MEETING MINUTES**  
**August 1, 2011**

**1. CALL TO ORDER**

Chairman Wiese called the meeting to order at 8:06 p.m.

**2. APPROVAL OF MINUTES**

- URA minutes of July 5, 2011

Member Muenchrath made a motion to approve the URA minutes of July 5, 2011. Member Spanberger seconded the motion; all voted in favor.

**3. DISCUSSION ON A DEVELOPMENT MANAGER FOR THE GP PROPERTY**

Council President Wiese said that we need to continue the discussion regarding True Adams and their proposal to gather information pertaining to the GP Property. Executive Director O'Connor said that they would develop SOQ's and RFQ's. The cost is 5,000 and an additional \$15,000 - \$20,000 for the reports.

Public Works – Planning Director Urban said that we should apply for grants to help with the costs, and he can apply for the grant. He is also willing to write the SOQ's and RFQ's and he has experience in this area as well as grant writing.

The URA members are concerned about the timing if Urban does the writing do to the number of projects he is working on. They are also concerned if we don't keep moving forward on the project that nothing will get done. The members conclude they will see what staff can accomplish in the next 90 days unless they come back next month and say there is a problem.

**4. ADJOURN URBAN RENEWAL AGENCY MEETING**

Chairman Wiese adjourned the meeting at 8:27 p.m.

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Chairman Loran Wiese

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