

**CITY OF COQUILLE**  
**CITY COUNCIL MEETING MINUTES**  
**May 7, 2012**

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

**STAFF PRESENT:** Interim City Manager and Finance Director Chuck Dufner, Police Chief Blue, Library Director Anne Conner, Public Works & Planning Director Kevin Urban and City Attorney John Trew

**PRESS:** The Sentinel

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

**1. CALL TO ORDER / PLEDGE OF ALLEGIANCE**

Mayor Muenchrath called the meeting to order at 7:02 p.m.

**2. MAYOR COMMENTS**

Mayor Muenchrath welcomed everyone to the May council meeting.

Mayor Muenchrath thought the River Walk ground breaking ceremony was very nice and thanked everyone who participated and the community for their support. There was a great article in The World explaining how the project was funded and a lot of it came from the community and the architect is a Coquille graduate. He thanked Dennis Graham for all his work and NW Natural for hosting lunch.

**3. COUNCIL COMMENTS**

Councilor Spanberger has been enjoying the sunshine he is getting ready for a half marathon in two weeks. His children have been playing chess and the pool is looking good.

Councilor Short said next month at the June Council meeting they will be drawing the name for the first one down the new pool slide. She has received enough donations for eleven free swim days with her goal being fourteen days; the cost is \$400 a day.

Councilor Capehart said there are 37 days until the pool is done. She thought the River Walk ground breaking was wonderful; there were about 100 people in attendance. Coquille be hosting the Small Cities meeting on Thursday May, 17<sup>th</sup>, the guests will tour the pool and the hospital. Charlie Miller, who turned 100 this year, will be the Grand Marshal for the Gay 90s parade.

Councilor Wiese said he and his wife set out looking for sunshine and found it in North Carolina last week.

Councilor Baird attended the ground breaking for the River Walk, chocolate walk and the book sale. He thanked Les Schwab for letting the local organizations have car washes to raise money. He watched a few ball games and they were great. Coquille hosted the Hershey Track meet and it was a great time for all the children who participated. He thanked parks and public works for the continued work on Sturdivant Park. Councilor Baird said he will be gone for the August meeting.

**4. STAFF REPORTS**

Public Works Director Urban said he received the quotes for 5<sup>th</sup> Street on the west side of Central Street. The project consists of a 2” overlay and 2 catch basins with lowest quoted being from Johnson Rock in the amount of \$25,209 and they also offered the bank to repair for their portion for the amount of \$2,300 with the bids being good for seven days. Council requested to see all the bids tonight before making a motion.

Library Director Conner said the Author John Evison was a great talker and very interesting. The book sale was successful raising \$1,227; the room was donated by the owner of the Jefferson School Building. Trivia night will be held Saturday night at the community building.

Chief Blue said that the Tahoe vehicle the Police Department was looking at blue-booked out at \$37,000 and Coquille was the high bidder; it will come with most of the equipment. Mayor Muenchrath asked about the drug dogs getting a few hits at the high school; Chief said it was decided that it was from something that had been in the locker prior. Councilor Baird said this procedure is good to have at the high school because it may detour someone from going down the wrong path.

Finance Director Dufner said the investment account is earning 4.14% at this time. The final budgets have been made and the reports are being worked on. The documents have been signed to build the new web site and work will begin this week. The audit field work is scheduled for June 21<sup>st</sup> and 22<sup>nd</sup>. The city's audit was selected by the Secretary of State to be reviewed and they found 5 points; three accounting minor wording policy changes that will be corrected; the corrections will be made.

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

Interim City Manager Dufner said he saw Mr. McKay and he did not hear anything about when the new store will be built. There is a preconstruction meeting next Monday for the River Walk project.

The funding for the amphitheatre in Sturdivant Park was partially going to be funded by the URA, but it has come to light that that area is not in the URA boundary so additional funding will be sought in the amount of \$10,000.

CIS our insurance carrier has asked that we consider changing the City's policy regarding renting rooms in the Community Building. CIS would like us to have groups over 50 be required to provide a commercial liability policy. For groups serving liquor would be required to have a liquor liability policy. This will be referred to the administrative committee for consideration.

The Chamber of Commerce has requested use of the Community Building for the annual Gay 90s event excluding the large auditorium. The Chamber will rent spaces to vendors. They will coordinate the parade route with Chief Blue. Councilor Wiese made a motion to waive the rental fee for the Community Building to the Chamber of Commerce for the annual Gay 90s event. Councilor Short seconded the motion; all voted in favor.

The Feral Cat Coalition of Oregon formerly FAWN has asked for the fee to be waived for the use of the Community Building on June 24<sup>th</sup> and October 28<sup>th</sup> for the spay and neuter clinic. Councilor Wiese made a motion to waive the rental fee for the Community Building for the Feral Cat Coalition for the bi-annual spay and neuter and clinic on June 24<sup>th</sup> and October 28<sup>th</sup>. Councilor Capehart seconded the motion; all voted in favor.

Coos County Commission on Children and Families has asked for the fee to be waived for the large auditorium on May 8<sup>th</sup> and 9<sup>th</sup> to set up and operate a maze as part of a prevention event for Coos County. Councilor Wiese made a motion to waive the rental fee for the Community Building for the Coos County Commission on Children and Families on June May 8<sup>th</sup> and 9<sup>th</sup> for the Teenopoly game. Councilor Spanberger seconded the motion; all voted in favor.

Project Graduation 2012 is requesting a fee waiver for Drug & Alcohol Free All Night celebration on June 3, 2012. Councilor Wiese made a motion to waive the rental fee for the Community Building for the Drug & Alcohol Free All Night celebration on June 3<sup>rd</sup>. Councilor Short seconded the motion; all voted in favor.

## **6. PUBLIC PARTICIPATION**

Valerie Piper-Foster is Judicial Support Specialist for the State Courts said May is National Foster Care Month. The Oregon Department of Human Services (DHS) received a grant to help raise awareness to help reduce the number of children in foster care. DHS would like May to be known as a "Raise Me Up Month" and they asking Mayor Muenchrath and Council to show their support by signing a proclamation, Council agreed.

Mayor Muenchrath read a proclamation declaring May 2011 as "Raise Me Up Month." Mayor Muenchrath promulgated the proclamation.

Ethel Petry, Coquille, asked who is on the URA committee. Council responded they are the committee along with the enterprise zone and the economic development. Council said that requests come before the council and they make a decision to approve or not. Ms. Petry asked if the high school children receive a copy of the packet before they attend the meeting; Finance Director Dufner not to his knowledge and stated the Library receives a copy of the council packet.

## **7. CONSENT CALENDAR**

- City Council minutes of April 2, 2012
- City Council minutes of April 16, 2012
- City Council Minutes of Budget Committee Hearing April 16, 2012
- City Council Minutes of Executive Session May 1, 2012

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

## **8. REPORT FROM DYER ENGINEERING ON WASTEWATER PLANT PROGRESS**

Steve Major of Dyer Engineering was not able to attend the meeting due to a family emergency. Finance Director Dufner will give the update. During April the contractor began pipe testing on site sewer, finished constructing the forms for the vector truck dump station, man hole 1 & 2 were completed, the operations building is in progress.

## **9. PUBLIC HEARING – STATE REVENUE SHARING FUNDS**

Mayor Muenchrath opened the public hearing at 7:53 p.m.

Finance Director Dufner the State Revenue Sharing is approximately \$32,000. Following a public hearing on April 16, 2012 the budget committee approved the following CCAT \$3,000, Women's Safety Resource \$400, Belloni's Ranch \$1,000, Operation Coquille \$1,200, RSVP \$1,000, Neighbor to Neighbor \$700, Coquille Valley Historical Society \$3,000, Coquille Soccer Club \$700, with an estimated balance of \$21,000 to be put a reserve for the promotion for the City of Coquille.

Diane Courtright spoke on behalf of the Coquille Historical Society and Operation for the support of those programs.

Councilor Short asked if the money reserved for the promotion of Coquille can be used for other things, Finance Director Dufner said no and that comes from a decision made from Council last year. Councilor Short does not like to see it locked up. Mayor Muenchrath said the reason is so that we can use the money on a concentrated quality campaign to promote our City. Councilor Wiese said that if the City chose to bring a circus into town it could be used for that promotion.

Mayor Muenchrath closed the public hearing at 7:58 p.m.

## **10. RESOLUTION 06-2012 A RESOLUTION DECLARING THE CITY'S ELECTION TO RECEIVE STATE REVENUES**

Councilor Capehart made a motion to adopt resolution 06-2012 a resolution declaring the City's election to receive state revenues. Councilor Spanberger seconded the motion; all voted in favor.

## **11. RESOLUTION 07-2012 A RESOLUTION TO ENTER INTO AN AGREEMENT WITH THE COQUILLE INDIAN TRIBE FOR THE PURCHASE OF A 2008 POLICE VEHICLE FOR \$20,000.**

Finance Director Dufner said the budget committee approved \$20,000 to the purchase of SUV for the 2012 - 2013 budget, which included \$10,000 that had not been spent. The Coquille Indian Tribe was auctioning off a 2008 Chevy Tahoe currently equipped as a police vehicle. We submitted a bid for \$20,000 and it was accepted; it is valued at \$37,000. The Coquille Indian Tribe has agreed to accept a payment of \$10,000 now and \$10,000 on July 1, 2012. Councilor Capehart made a motion to adopt resolution 07-2012 to enter into an agreement with the Coquille Indian Tribe for the purchase of a 2008 Chevy Tahoe. Councilor Spanberger made a motion to adopt resolution 07-2012 to enter into an agreement with the Coquille Indian Tribe for the purchase of a 2008 police vehicle for \$20,000. Councilor Capehart seconded the motion; all voted in favor.

**12. APPROVAL OF 5<sup>TH</sup> Street Paving**

Public Works Director – Planner received the following quotes for the paving on W. 5<sup>th</sup> Street:

Johnson Rock - \$25, 209

Knife River - \$27,985

Laskey –Clifton Corp -\$27,105

Benny Hempstead Excavating - \$17,475 (which did not include asphalt Overlay, considered non responsive)

Councilor Wiese made a motion to accept the following quotes:

Johnson Rock - \$25, 209

Knife River - \$27,985

Laskey –Clifton Corp -\$27,105

Benny Hempstead Excavating - \$17,475 (which did not include asphalt Overlay, deemed non responsive by Urban)

Councilor Capehart seconded the motion, all voted in favor.

Councilor Wiese made a motion to accept Johnson Rocks quote in the amount of \$25,209 for the paving work for W. 5<sup>th</sup> Street. Councilor Spanberger seconded the motion; all voted in favor.

**13. 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  
MAY 7, 2012**

**1. CALL TO ORDER**

Chairman Wiese called the URA meeting to order at 8:05

**2. APPROVAL OF MINUTES**

- URA minutes of April 2, 2012
- URA Budget Committee Meeting minutes of April 16,2012

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

**3. CONSIDER URA FUNDING REQUEST FOR FAÇADE IMPROVEMENT FUNDS FROM SVEN BACKMAN PRESIDENT P.S. INC. DBA SUBWAY 9 N. ADAMS**

Mr. Backman is planning on building a Subway at Adams & Hwy 42. During the design process it was brought to his attention that some of the improvements may be eligible for URA money. Mr. Backman would like to upgrade some of the improvements such as underground power, communication, added height to hide units, metal roofing, lap siding with brick façade skirts, metal sign pole with brick base. The total façade upgrades total \$38,353.

Chairman Wiese asked the URA if they thought that under grounding utilities fits within the parameters of the URA program. Member Short said asked Mr. Backman if he had reviewed the color palette and the colors are close and if some of the old town things we would like to see the lights and an area of hanging flower baskets. Mr. Backman said the sign will be upgraded even though they will not be on the sign. Chairman Wiese asked about parking. Backman said they are not required to have off street parking because they are in a parking district. Member Muenchrath thinks this will increase property values in that area and this will help that area of town and this is what the URA money is for. Member Baird said this is a high visibility area of town and this would be a good thing. Backman said there will be 8 – 12 employees some full-time and some part-time. The URA members suggested adding flower basket hangers to the sign poles. Member Short made a motion to approve the request by Sven Backman of P.S. Inc DBA Subway in the amount of \$19,175 in matching funds from the Urban Renewal Agency for the improvements at 9 S. Adams. Councilor Spanberger seconded the motion. Member Muenchrath abstained; all others voted in favor.

Ethel Petry, Coquille Oregon, asked why Subway cannot pay for their own building. Chairman Wiese said it is a program we offer to business downtown and in the URA area. Ms. Petry then asked why

**4. ADJOURN URBAN RENEWAL AGENCY MEETING**

Chairman Wiese adjourned the meeting at 8:28

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Chairman Loran Wiese

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