

CITY COUNCIL MEETING MINUTES

June 17, 2013

COUNCIL PRESENT: Mayor Matt Rowe, Councilors Loran Wiese, Fran Capehart, Dave Chappelle, Susan Heaton and Dennis Graham

STAFF PRESENT: City Manager Ben Marchant, Finance Director Chuck Dufner, Fire Chief Dave Waddington, Police Chief Janice Blue, Public Works Director Kevin Urban, Library Director Anne Conner, and City Recorder Rene Collins

PRESS: None

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

1. CALL TO ORDER

Mayor Rowe called the meeting to order at 7:09 p.m.

2. PLEDGE OF ALLEGIANCE

3. RESOLUTION 14-2013 – A RESOLUTION PROVIDING FOR THE ISSUANCE AND SALE OF THE CITY OF COQUILLE, COOS COUNTY, OREGON, SEWER REVENUE BOND NO. 1 IN THE PRINCIPAL SUM OF NOT TO EXCEED \$2,401,000 TO THE UNITED STATE OF AMERICA, ACTING THROUGH THE UNITED STATES DEPARTMENT OF AGRICULTURE FOR THE PURPOSE OF PROVIDING A PORTION OF THE COSTS OF CONSTRUCTION AND IMPROVEMENTS TO THE SEWER SYSTEM, PROVIDING FOR THE FORM AND TERMS OF SAID BOND AND AUTHORIZING THE PAYMENT OF SAME

Finance Director Dufner said this is a bond payable. By passing the authorization the Council accepts the bonds council requested in resolution 07-2011.

Councilor Weise made a motion to adopt resolution 14-2013 a resolution providing for the issuance and sale of the City of Coquille, Coos County, Oregon, sewer revenue bond no. 1 in the principal sum of not to exceed \$2,401,000 to the United States of America, acting through the United States Department of Agriculture for the purpose of providing a portion of the costs of construction and improvements to the sewer system, providing for the form and terms of said bond and authorizing the payment of same. Councilor Capehart seconded the motion; all voted in favor.

4. CONSIDERATION OF REQUEST BY DYER ENGINEERING ON ADDITIONAL FEES

City Manager Marchant said we have a request from Dyer Partnership represented by Steve Major at the May 7, 2013, City Council meeting asking for the council to consider an additional payment of \$70,000 for engineering services provided beyond the scope of work included in the contract for services pertaining to the construction of the waste water treatment plant.

Mr. Major admitted the City is not contractually required to pay the additional amount. Dyer Partnership has written off \$20,000 of work this month for the project and over \$300,000 for the entire project. City manager Marchant said he thought the relationship with Dyer has been good, and they have kept the project on budget. Mr. Major is looking for any amount the Council would be willing to approve depending on available funds from the project. City Manager Marchant is concerned that the other stake holders, DEQ and USDA Rural Development, would not approve the additional request. Councilor Heaton asked how many loads of contaminated soils were

removed. Manager Marchant said there were several loads. Mayor Rowe asked if we did not use the \$70,000 for this could we use it for other projects for the City. Finance Dufner said the grant money can only be used for the waste water treatment plant. If Council chooses to approve the expenditure and the granting agency does not approve the payment then it could be paid with City funds. Councilor Wiese said he is looking at Dyer Partnership over the past 20 years and they have been very good to the City on about everything we have asked for. He feels that we should do something and he would like it to go to the USDA funding source for approval. Councilor Graham said that there has been a large amount written off by Dyer and they have saved us money. Marchant said that his objective is not to leave grant money unused and that we like to spend if we can.

Councilor Wiese made a motion to recommend a \$50,000 payment to Dyer Partnership be submitted to the USDA funding agency for payment. Councilor Chappelle seconded the motion. Mayor Rowe voted no all other Council members voted in favor

5. PUBLIC HEARING – CITY OF COQUILLE 2013-14 BUDGET

Mayor Rowe opened the public hearing on June 17, 2013, at 7:22 p.m. for public comment on the City of Coquille 2013-2014 Budget.

Mayor Rowe called for any public comment. There being none, Mayor Rowe closed the public hearing at 7:23 p.m.

6. RESOLUTION 15-2013 – A RESOLUTION ADOPTING THE 2013-2014 CITY OF COQUILLE BUDGET, MAKING APPROPRIATIONS AND LEVYING TAXES.

Finance Director Dufner said the budget resolution is presented as recommended from the budget committee. Finance Director Dufner said the City is required to report if there is an error in a budget form. There was an error on form LB1 in which tax rate was transposed it was published as 6.1038 and it should have been 6.3810.

The changes have been made as directed by the Budget Committee. There are two additional changes made to the proposed budget. The state parks grant application requires the City to provide a match; The Port of Bandon has offered \$4,000 if the city is successful in obtaining the grant. The proposed budget has been changed by the following: the Parks Planning Grant was increased by \$4,000 for a total of \$44,000 and increased the Parks Master Plan from \$40,000 to \$50,000. Becky Ryder is going to retire in April which will require some transitional training. The amount of \$20,000 was increased in support services to provide training for a new person. This amount decreases the contingency fund.

Councilor Wiese made a motion to adopt resolution 15-2013 adopting the 2013-2014 City of Coquille Budget making appropriations and levying taxes as presented. Councilor Graham seconded the motion, all voted in favor.

7. PUBLIC HEARING – CITY OF COQUILLE 2012-13 SUPPLEMENTAL BUDGET.

Mayor Rowe opened the public hearing at 7:28 p.m. on the City of Coquille 2012-2013 supplemental budget. There were no comments.

Mayor Rowe Closed Public Hearing 7:29 p.m.

8. RESOLUTION 16-2013 – A RESOLUTION ADOPTING 2012-13 SUPPLEMENTAL BUDGET

A supplemental budget is allowed when unanticipated items or circumstances occur during or after preparing the original budget. The City needed to add \$15,000 more to meet the purchase

price of \$25,000 for a K9 Police Unit. As well, there were some additional expenditures for parks equipment repair of \$5,000. The River Walk had additional costs of \$20,000 because the project started later, thus finishing later. The funds had been budgeted in the previous year. There was \$40,000 transferred from the contingency fund for those expenditures. Other expenses included extra costs in the amount of \$1,400 for tires for the Ambulance department, hiring of a billing and collection company for processing ambulance bills which cost \$18,400 and repairs to an ambulance of \$2,200; for a total amount of \$22,000 which is to be transferred from the Ambulance contingency fund.

Councilor Wiese made a motion to adopt Resolution 2012-2013 budget to transfer funds for the purchase of a police vehicle, for expenditures on parks equipment, The River Walk project, and ambulance tires, repairs, and the collection agent. Councilor Heaton seconded the motion; all voted in favor.

9. PUBLIC HEARING – STATE REVENUE SHARING

Mayor Rowe opened the public hearing at 7:35 p.m. to take comment on state revenue sharing, there was no public comment. Mayor Rowe closed public hearing 7:36 p.m.

10. RESOLUTION 17-2013 – A RESOLUTION DECLARING THE CITY’S ELECTION TO RECEIVE STATE REVENUES.

Finance Director Dufner said that we are required to hold two public hearings regarding receiving State Revenue sharing funds. The Budget Committee approved a budget for the use of the funds of \$16,117, and the remainder will be put in the Coquille Promotion Account. Council must pass a resolution to accept the State Revenues. Pastor Duke brought some information and he said he will apply next year unless the council would like to make a change to the distribution at this time to finance his request. Councilor Wiese urged Pastor Duke to bring a request to next year’s budget meeting. Councilor Wiese made a motion to adopt resolution 17-2013 declaring the City’s election to receive state revenues. Councilor Chappelle seconded the motion; all voted in favor.

11. DESIGNATION OF CITY PROPERTY AS A SITE FOR THE COQUILLE CAROUSEL

City Manager Marchant said this request from the Coquille Carousel Association is asking for a designation of the Northwest Corner parcel of the GP site for the purpose of erecting a carousel as a recreation use in the City of Coquille. Marchant said this is a gesture of good faith which could allow the carousel committee to place a sign saying “future site of the carousel.” The resolution does not obligate the City to making that the specific site. Councilor Wiese said we need to show our support and this leaves it more fluid if a viable business would want that space. Councilor Heaton asked if there is a sign available; Marchant said the committee will provide the sign. Councilor Heaton made a motion that the City’s northwest parcel of the GP site be designated for the Coquille Carousel Association’s carousel project and hereby give the Association permission to place a sign on the property to advertise it accordingly. Councilor Wiese seconded the motion, all voted in favor.

12. ADJOURNMENT

Council President Wiese adjourned the regular meeting at 7:43 p.m.

Council President, Loran Wiese

ATTEST: _____
City Recorder, Rene Collins

CITY OF COUQUILLE URBAN RENEWAL AGENCY MEETING
June 17, 2013

1. CALL TO ORDER

Chairman Wiese called the meeting to order at 7:44 p.m.

2. PUBLIC HEARING- FISCAL YEAR 2013-2014 AGENCY BUDGET

Chairman Weise opened the public hearing to take comment on the 2013-2014 agency budget at 7:44 p.m.

Finance Director Dufner said the beginning fund balance is \$114,058 but the wording needs to be “Working Capital” per the auditors.

There were no comments.

Chairman Wiese closed the public hearing at 7:45 p.m.

3. URA RESOLUTION 01-2013 – A RESOLUTION ADOPTING THE 2013-2014 URBAN RENEWAL DISTRICT BUDGET, MAKING APPROPRIATIONS AND LEVYING TAXES

Member Capehart made a motion to adopt URA Resolution 01-2013 adopting the 2013-2014 Urban Renewal District Budget, making appropriations and levying taxes. Member Heaton seconded the motion all voted in favor.

4. ADJOURN

Chairman Weise closed the URA at 7:47p.m.

Chairman, Loran Wiese

City Recorder, Rene Collins