

MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL

November 18, 2008

The minutes of the proceedings of a regular meeting of the City Council of the City of Coos Bay, Coos County, Oregon, held at 7 p.m. in the Council Chambers at City Hall, 500 Central Avenue, Coos Bay, Oregon.

Those Attending

Those present were Mayor Jeff McKeown and Councilors Joanie Johnson, Mark Daily, Jon Eck, Stephanie Kramer, Gene Melton, and John Pundt. City staff present were City Manager Chuck Freeman, City Attorney Nate McClintock, Deputy Finance Director Susanne Baker, Economic and Community Development Manager Joyce Jansen, Public Works and Development Director Jim Hossley, City Engineer Carl Nolte, Finance Director Rae Lea Cousens, Fire Chief Stan Gibson, Library Director Carol Ventgen, and Police Chief Rodger Craddock.

Flag Salute

Mayor McKeown opened the meeting and led the assembly in the salute to the flag.

Administration of the Oath of Office to Mayor Jeff McKeown and Councilors Gene Melton, Jon Eck, John Pundt, and Joanie Johnson

The oath of office was administered to Mayor McKeown, Councilors Gene Melton, Jon Eck, John Pundt, and Joanie Johnson by City Recorder/Finance Director Rae Lea Cousens.

Election of Council President

Mayor McKeown nominated Councilor Eck as Council President. Councilor Daily moved to appoint Councilor Eck as the Council President. Councilor Melton seconded the motion which carried with Mayor McKeown and Councilors Johnson, Pundt, Daily, Eck, Kramer, and Melton voting aye.

Presentation of Appreciation Awards to Councilor Michelle Burnette and John Muenchrath

Mayor McKeown commented Councilor Michelle Burnette brought a vast amount of knowledge and experience to the City Council as a Councilor and thanked her for all her work. Michelle Burnette stated she will miss being involved as a City Councilor; and she congratulated the citizens for their selection of Mayor. Mayor McKeown commented Councilor Muenchrath will be missed; he brought a fresh perspective to the Council, and served the public well.

Consent Calendar

Mayor McKeown reviewed the consent calendar which consisted of approval of the minutes of November 4, 2008. Councilor Kramer moved to approve the consent calendar as presented. Councilor Eck seconded the motion which carried with Mayor McKeown and Councilors Johnson, Daily, Eck, Kramer, Melton, and Pundt voting aye.

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Presentation of an Expo Center by Home Builders Association Executive Director Kim Lehmann

Kim Lehmann, Executive Director of the Home Builders Association, introduced local members of the Home Builders Association and presented a video and proposal to construct an Expo Center. This project has been in the planning/funding phase for approximately two years. The HBA have partnered with several groups including the green industry. The HBA have been working with Senators Smith and Wyden and Congressman Defazio for a congressional appropriation. Seaside was the most successful expo center on the Oregon Coast with revenue of six million dollars in June 2008. An expo center would receive nationwide coverage because of the green industry involvement; and would allow events such as conventions, moto-cross, RV shows, two home shows a year, boat shows, etc. Mr. Hargens stated an expo center would create jobs and keep money locally. Ms. Lehman requested the City Council provide a letter of support to include in their congressional appropriation packet.

Councilor Johnson asked if this will negatively impact SWOYA. Ms. Lehman stated she believes SWOYA will support their decision to construct a facility will provide for a larger home show. Councilor Pundt moved for the Council to provide a letter of support for construction of an expo center. Councilor Johnson seconded the motion which carried with Mayor McKeown and Councilors Johnson, Daily, Eck, Kramer, Melton, and Pundt voting aye.

Marshfield Sun Printing Museum Annual Report By Tom Hull

Tom Hull, Marshfield Sun Printing Museum Board Member, reported visitors to the museum have remained consistent. Volunteers were utilized to operate the museum this year from Memorial Day to Labor Day. A tribal grant was received to preserve papers on acid free folders and to place ultraviolet protection over the lower windows. The museum hired an agency to evaluate the facility and collection and advise how to best preserve the assets. Mr. Hull and his shop classes at Marshfield High School constructed a wheelchair ramp for the back door, poured concrete for the front walkway, and installed a solid old growth White Port Orford Cedar picnic table.

Mr. Hull, Railroad Museum Board Member, stated this group receives material contributions other than cash and recently sold a forklift to pay the insurance. The museum has added to the exhibits over the years with two locomotives, a caboose, and fencing the entire site. The value of the artifacts is \$200,000 - \$300,000. Mr. Hull stated the agreement between the City and the Railroad Museum needs to be reviewed and updated. Mr. Hull also requested assistance with operating expenses. Mayor McKeown stated he would like staff to review the Railroad Museum agreement with consideration for assistance with their operating budget. Councilor Melton asked the hours of the Railroad Museum. Mr. Hull stated every Wednesday and Saturday volunteers are on site and visitors are welcome.

Presentation on the Start Making a Reader Today (SMART) Program by Barbara Bassett

Barbara Bassett, SMART Program Area Manager, presented a video on the SMART program and thanked the Council for their financial support. Ms. Bassett stated that over

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the last year the program has become an entirely volunteer operated program. Ms. Bassett stated they have experienced growth and are currently in need of volunteers for Blossom Gulch Elementary.

Public Hearing for a Proposed Amendment to the Public Nuisance Ordinance

Chuck Freeman, City Manager, stated four sections of Ordinance 400 are proposed to be amended: Section 1 adds the word vegetation and raises overhanging of branches from 12 feet to 14 feet to allow for clearance of the street sweeper; Section 2 adds language deleting barb wiring as acceptable fencing materials in certain zoning districts; Section 3 adds the word junk within unauthorized dumping; Section 4 adds the word and definition of property. Adding the proposed amendments will allow the city to more effectively enforce the nuisance ordinance.

Mayor McKeown opened the public hearing. There being no comments the Mayor closed the public hearing. Councilor Daily asked who is responsible for trimming overhanging trees. Mr. Freeman stated the City will trim those trees. Councilor Melton asked if the amendments addresses inoperable vehicles. Mr. Freeman stated inoperable vehicles are included in another ordinance. Councilor Kramer moved to pass the amendments of Ordinance 400 as presented. Councilor Daily seconded the motion which carried with a voice roll call of Mayor McKeown and Councilors Johnson, Daily, Eck, Kramer, Melton, and Pundt voting aye and no nays.

Appointments of Council Committees, Boards, and Commissions

Mayor McKeown made a suggestion to table the appointments to another meeting in order to provide all of the Councilors sufficient time to consider which committees they would like to attend. Councilor Johnson asked a schedule of the meetings be provided. Councilor Eck suggested a Council representative be included on the Fire Station Design Committee. Mayor McKeown suggested Councilor Eck consider the Fire Station Design Committee as a representative of the volunteer firefighters. Mayor McKeown will attend as a Council representative. Councilor Kramer suggested adding AYA to the list of committees the Councilors attend.

Award of Bid for the Fire Apparatus

Fire Chief Stan Gibson stated specifications were published and provided to vendors with one bid received on October 31st for the purchase of a new fire engine. General Fire Apparatus of Spokane, Washington submitted a bid for a Spartan Chassis for \$169,207 and a General Fire Apparatus body for \$214,182 for a total bid of \$383,389. The bid does not include radios or other loose equipment for the apparatus. Mayor McKeown stated due to the current bond market, the Council may consider funding the project with a bank loan or interdepartmental loan. Fire Chief Gibson stated cash discounts will be discussed at the December preconstruction meeting with delivery in 14 – 15 months. Councilor Eck moved to award the bid for the purchase of fire apparatus to General Fire Apparatus of Spokane, Washington for an amount up to \$383,389. Councilor Kramer seconded the motion which carried with Mayor McKeown and Councilors Johnson, Daily, Eck, Kramer, Melton, and

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Pundt voting aye.

Approval of Finance Advisor Services

Chuck Freeman stated with the pending issuance/borrowings due to the new fire station, wastewater treatment facilities, wastewater collection system, and storm water systems, as well as urban renewal projects it is appropriate to hire a financial advisor. Mr. Freeman proposes to advertise an RFP accepting proposals which will provide guidance from a financial advisor through the process with a high level of expertise to make sure the City is well informed to make appropriate decisions. The RFP's will be reviewed by the Finance Committee and brought to the Council for award. Councilor Eck moved to solicit RFP's for a financial advisor. Councilor Melton seconded the motion which carried with Mayor McKeown and Councilors Johnson, Daily, Eck, Kramer, Melton, and Pundt voting aye.

Isthmus Slough Design Contract Amendment For the Scope of Work and Cost

Carl Nolte, City Engineer, stated ODOT has not yet decided on a location for the replacement of the Isthmus Slough bridge, subsequently an alternate location for the replacement of the under slough force main has been prepared to not interfere with ODOT. SHN has prepared an alternate (which included additional survey and geotechnical work) which will increase their contract \$18,450 with a \$1,845 contingency to \$20,295 and a total contract price of \$60,795. Councilor Daily moved to increase the funds \$20,295 for the SHN Isthmus Slough force main project. Councilor Kramer seconded the motion which carried with Mayor McKeown and Councilors Johnson, Daily, Eck, Kramer, Melton, and Pundt voting aye.

Public Comments

Joyce Jansen, Downtown Association Board, reminded everyone Santa is Coming to Town the day after Thanksgiving on the boardwalk. The lab band will be on the dock starting at 5:00 p.m. while waiting for Santa to arrive; the Mayor and Santa will light the tree; and the Egyptian is offering a free movie, "Elf", at 7:00-7:30 p.m.

City Attorney's Report

Nate McClintock stated the agreement for the fire station has been prepared and is ready for the Mayor to sign.

City Manager's Report

Mr. Freeman stated the annual awards banquet will be December 5th at the Red Lion; the Council/Management retreat will be December 13th from 11:00-5:00 at the Oregon Marine Science Institute dining hall; Umpqua bank's CEO/CFO will speak at The Mill on November 19th; the Finance Department will be fully staffed on December 1st. Ms. Cousens, Finance Director, will introduce the staff at the December 2nd Council meeting. Mr. Freeman stated there is a lot of learning for the staff in finance and Ms. Cousens is doing a good job.

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Mr. Mountain, owner of the Lockhart building, has made no attempts to provide a plan or apply for a permit to date. The next step once the deadline is reached is to enter the building with an engineer and/or architect of record to assess the structural integrity. The report will then be brought back to Council. Staff is working with the owner of the Fletcher building in the substandard building process. The Egyptian Theater will require geotech work which will be discussed in committee and brought to Council. The Hair Company has submitted a request for assistance through the virtual incubator. Ms. Jansen will be bringing this request to the Agency on December 2nd.

Council Comments

Councilor Daily stated the Music Director at the college has recently become the Lab Band Director. Mr. Daily stated he would like staff to contact Engles furniture regarding the placement of signs in the right of way as a violation of the sign ordinance. Councilor Kramer welcomed the new Councilors and thanked Councilors Muenchrath and Burnette for their service. Councilor Johnson expressed her appreciation for being elected. Councilor Melton stated he has received complaints regarding the need for a traffic signal at Thompson and Woodland Drive. Councilor Pundt thanked the community for electing him to serve on Council and encouraged the public to get involved in their community. Mr. Pundt stated as a member of the Concerned Citizens of Empire they have discovered a past festival “Clambria”, and hope to bring it back for the public to enjoy.

Mayor McKeown thanked everyone for their service and welcomed the new Councilors. Mayor McKeown stated he would like to form a “kitchen cabinet”, a committee of citizens from different perspectives to meet once a quarter to discuss concerns. Mayor McKeown stated the December 13th retreat is an opportunity to get to know each other and learn how to work together. Mayor McKeown encouraged all to attend the City employee annual awards banquet.

Adjourn

There being no further business to come before the Council, Mayor McKeown adjourned the meeting. The next regular Council meeting is scheduled for December 2, 2008 in the Council Chambers at City Hall.

Jeff McKeown, Mayor

Attest:

Rae Lea Cousens, City Recorder