

MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL

December 20, 2016

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 Joe Benetti and Councilors Lucinda DiNovo, Drew Farmer, Jennifer Groth, Stephanie Kilmer, Stephanie Kramer, and Phil Marler. City staff present were City Manager Rodger Craddock, City Attorney Nate McClintock, Deputy Finance Director Amy Kinnaman, Library Director Sami Pierson, Public Works Director Jim Hossley, and Police Chief Gary McCullough.

City Council Interviews

At 5:10 p.m. prior to the start of the regularly scheduled Council meeting, the Council interviewed applicants for the Budget Committee, Parks Commission, and Water Board. No decisions were made.

Flag Salute

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

Public Comments

No public comments were given.

Consent Calendar

Mayor Benetti reviewed the consent calendar which consisted of 3a: approval of the minutes of December 6, 2016; 3b: acceptance of the November 2016 accounts payable and payroll check registers, and; 3c: acceptance of the November combined cash report. Councilor DiNovo moved to approve the consent calendar approving the minutes of December 6, 2016, accepting the November 2016 accounts payable and payroll check registers, and accepting the November combined cash report. Councilor Groth seconded the motion which carried with Mayor Benetti and Councilors DiNovo, Farmer, Groth, Kilmer, Kramer, and Marler voting aye.

New Council Business

Consensus of the Council was to eliminate new council business from the agenda; new council business to be addressed during council work sessions.

Presentation of Appreciation Plaques for Alan Pettit, Philip Marler, Darla Lesan, Perry St. John, and Drew Farmer

Mayor Benetti presented Alan Pettit, Darla Lesan, Perry St. John, Drew Farmer, and Philip Marler with appreciation of service plaques. Ms. Lesan was not present to accept her plaque. Mr. Pettit served on the Budget Committee from January 2014 through December 2016. Ms.

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Lesan served on the Design Assistance Team from August 2004 through December 2016. Mr. St. John served on the Design Assistance Team from January 2013 through December 2016. Mr. Farmer served on the Library Board from April 2015 until he was elected as City Councilor in November 2016. Mr. Marler served on the Budget Committee from December 2010 and Planning Commission from February 2012 until he was appointed as City Councilor in November 2016.

Approval of a Policy Defining Media for the Purpose of Attending Executive Sessions – Approval Would Require Adoption of Resolution 16-26

City Manager Rodger Craddock stated Oregon public meetings laws allowed for representatives of the news media to attend executive sessions, (except those involving labor negotiations) but the council could direct them not to publish specific information. Since the state did not define “news media” in regards to the public meeting laws, and given the proliferation of news sources in today’s electronic information age, many governmental bodies were adopting rules clarifying who qualified as news media for executive session purposes. Several years ago a task force consisting of representatives of Open Oregon, Lake Oswego City Attorney (also representing the League of Oregon Cities), Lake Oswego Mayor, Clackamas County Counsel, the Oregonian, the Oregon Newspaper Publishers Association, and the Oregon Association of Broadcasters crafted what was considered a model executive session news media attendance policy. Councilor Groth moved to adopt Resolution 16-26 establishing the Council’s rules for determining eligibility of media individuals to attend executive sessions. Councilor DiNovo seconded the motion which carried with Mayor Benetti and Councilors DiNovo, Farmer, Groth, Kilmer, Kramer, and Marler voting aye.

Approval of a Request for Qualifications for Preparation of a Facility Plan Report for Wastewater Treatment Plant No. 1

Public Works Director Jim Hossley stated wastewater treatment plant 1 (WWTP 1) was originally constructed in 1954 as a primary treatment plant, secondary treatment was added in 1973, and the plant was extensively upgraded in 1990. Lifecycle of a plant was estimated at 20 years, WWTP 1 was past its 20-year cycle and showing signs of age. Additionally, annual operations and maintenance costs for the plant were increasing. In anticipation of the next upgrade, a Facility Plan (FP) was prepared by West Yost in 2006 and because the plan was older than 10 years, the Department of Environmental Quality (DEQ) required a new plan. The proposed plan and improvements would likely be funded with DEQ State Revolving Fund (SRF) resources. The new FP would cost approximately \$125,000. Completing the plan qualified the City for DEQ SRF funding resources for the upcoming WWTP 1 upgrades. DEQ SRF offered economical loan terms and favorable Mutual Agreement and Order (MAO) conditions as incentive to correct collection and wastewater treatment deficiencies.

Mr. Hossley stated if the council elected to move forward with FP efforts, staff would prepare the request for proposal (RFP). Staff anticipated the RFP would be advertised in mid-January 2017; expected the review committee to evaluate the RFP’s in March 2017; Council consideration would likely follow in March or April 2017. Review Committee would consist of Mr. Hossley, City Wastewater Engineer Jennifer Wirsing, Councilors Farmer and Marler, and a representative from Bunker Hill Sanitary District. Mayor Benetti recommended completing the review during a council work session. City Manager Rodger Craddock stated that could be

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arranged, but noted the review would likely take more time than the normal work session. Councilor Groth moved to direct staff to proceed with preparation and advertisement of a request for proposal to prepare a facility plan for WWTP 1. Councilor Kilmer seconded the motion which carried with Mayor Benetti and Councilors DiNovo, Farmer, Groth, Kilmer, Kramer, and Marler voting aye.

Appointments to the Budget Committee, Design Assessment Team, Parks Commission, and Water Board

Mayor Benetti thanked all the applicants for their applications and interest in serving on the City's various committees; noted the Council interviewed applicants prior to the start of the Council meeting.

Four applications were received for appointment to the Budget Committee to fulfill two openings on the Committee. Applications were received from Melissa Cribbins, Curt Benward, Darrick Betzenderfer, and Steve Leibrand. By action of Council ballot the Council appointed Melissa Cribbins and Curt Benward to the Budget Committee for three-year terms ending December 31, 2019.

Six applications were received for appointment to the Parks Commission to fulfill three openings on the Commission; two citizen-at-large and one design professional position. Applications were received from Darrick Betzenderfer, Shaun Gibbs, Geno Landrum, Carmen Matthews, Beverly Meyers, and Patty Scott. By action of Council ballot, the Council appointed Shaun Gibbs, Beverly Meyers, and Patty Scott to the Parks Commission for four-year terms ending December 31, 2020.

Two applications were received for appointment to the Coos Bay-North Bend Water Board to fulfill one opening on the Board. Applications were received from Melissa Cribbins and Roy Metzger. By action of Council ballot the Council appointed Melissa Cribbins to the Coos Bay-North Bend Water Board for a four year term ending December 31, 2020.

Three applications were received for appointment to the Design Assistant Team to fulfill three openings on the Board. Applications were received from Hillary Baker, Darrick Betzenderfer, and Shaun Gibbs. By consensus of the Council the Council appointed Hillary Baker, Darrick Betzenderfer, and Shaun Gibbs to the Design Assistance Team for four-year terms ending December 31, 2020.

City Attorney's Report

No comments were given.

City Manager's Report

City Manager Rodger Craddock recommended moving the City Manager and City Attorney reports to the council work sessions; noted City Hall would be closed on Friday, December 23rd and Monday, December 26th in observation of the Christmas holiday.

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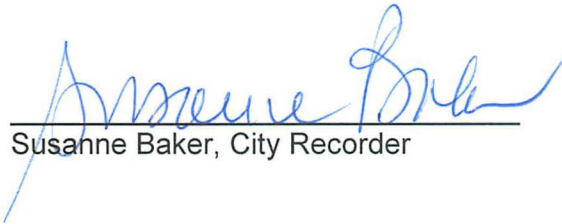
Council Comments

Councilor Farmer stated he recently attended Habitat for Humanity's house dedication; noted it was their 24th house built in the local area. Councilor Kilmer expressed thanks to everyone who applied for the open board and committee positions.


Adjourn

There being no further business to come before the Council, Mayor Benetti adjourned the meeting. The next regular Council meeting was scheduled for January 3, 2017 in the Council Chambers at City Hall.

Attest:



Susanne Baker, City Recorder



Joe Benetti, Mayor