

MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL

May 7, 2013

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 Crystal Shoji and Councilors Jennifer Groth, Stephanie Kramer, Gene Melton, John Muenchrath, and Mike Vaughan. Councilor Mark Daily was absent. City staff present were City Manager Rodger Craddock, Finance Director Susanne Baker, Deputy Finance Director Amy Kinnaman, Engineering Technician Jessica Spann, Public Works and Development Director Jim Hossley, Library Director Sami Pierson, Fire Battalion Chief Mark Anderson, and Police Sergeant Mike Shaffer.

Flag Salute

Mayor Shoji along with "If I were Mayor" contest winners Ashlee Guillory and Lindsey Putman opened the meeting and led the Council and assembly in the salute to the flag. Mayor Shoji presented Ms. Guillory and Ms. Putman with certificates of appreciation in recognition of their winning entries for the City of Coos Bay "If I were Mayor" contest.

Public Comments

Timm Slater, Coos Bay: spoke on behalf of the Bay Area Chamber of Commerce regarding Visitor Information Center operations and volunteer training efforts. Nathan Jurey, Coos Bay: stated the Coos Bay Downtown Association would be hosting Second Saturday Arts on May 11th and invited everyone to attend. Bob More, Coos Bay: stated he was notified by the City he needed to repair his sewer lateral; suggested the City should not require homeowners to make repairs until the City has considered policies or procedure to assist homeowners; suggested a lien chargeback via property taxes as a means for citizens to make/pay for repairs.

Consent Calendar

Mayor Shoji reviewed the consent calendar which consisted of 3a: approval of the minutes of April 16, 2013. Councilor Melton moved to approve the consent calendar approving the minutes of April 16, 2013. Councilor Groth seconded the motion which carried with Mayor Shoji and Councilors Groth, Kramer, Melton, Muenchrath, and Vaughan voting aye. Councilor Daily was absent.

Presentation of a Proclamation on Emergency Medical Services (EMS) Week by Pam Beebe

Fire Battalion Chief Mark Anderson introduced Pamela Beebe from Bay Cities Ambulance. Ms. Beebe stated the Emergency Medical Services proclamation would identify the City of Coos Bay as a community that recognizes the important contributions the Emergency Medical Services provide to our citizens. Ms. Beebe and Mayor Shoji read the proclamation aloud, declaring the week of May 19 – 25, 2013 as Emergency Medical Services Week. Councilor Kramer moved to approve the Emergency Medical Services Week proclamation. Councilor Melton seconded the

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motion which carried with Mayor Shoji and Councilors Groth, Kramer, Melton, Muenchrath, and Vaughan voting aye. Councilor Daily was absent.

Marshfield Sun Annual Report by George Tinker and Lionel Youst

Don Bloom, Marshfield Sun Printing Museum Board Member stated he was presenting on behalf of George Tinker. Mr. Bloom provided visitor counts, highlights of day to day operations, and provided a sample of note cards printed on the printing equipment. Lionel Youst stated the Marshfield Sun Association recently acquired 100 years of printed hardcopies of the Coos Bay Times/The World Newspaper ranging from years 1907 to 2007; stated the Association was looking for a permanent home to store the newspapers.

Presentation of a Proclamation on National Public Works Week by Public Works Director Jim Hossley

Engineering Technician Jessica Spann stated the National Public Works proclamation would raise the public's awareness of public work issues and increase confidence in public works employees who are dedicated to improving the quality of life for present and future generations. Ms. Spann and Mayor Shoji read the proclamation aloud, declaring the week of May 19 – 25, 2013 as National Public Works Week. Councilor Melton moved to approve the National Public Works Week proclamation. Councilor Kramer seconded the motion which carried with Mayor Shoji and Councilors Groth, Kramer, Melton, Muenchrath, and Vaughan voting aye. Councilor Daily was absent.

Approval of a Proposed Sewer Rate Increase – Approval Would Require Adoption of Resolution 13-04

Public Works and Development Director Jim Hossley stated the City of Coos Bay Budget Committee concluded the FY 2013-2014 budget hearings in April which included a 6.5% increase in sewer user rates. The sewer fee portion on the Coos Bay – North Bend Water Board billing would increase, based upon the rate study average use of 560 cubic feet per household, approximately \$3.17 per month. The revenue would provide funding for sewer line replacements, pump station rehabilitations, storm drain repairs, and the capital improvements at both wastewater treatment plants pursuant to the Dept. of Environmental Quality (DEQ) Mutual Agreement and Orders (MAO). Councilor Muenchrath moved to adopt Resolution 13-04. Councilor Kramer seconded the motion which carried with Mayor Shoji and Councilors Groth, Kramer, Melton, Muenchrath, and Vaughan voting aye. Councilor Daily was absent.

Approval of an Award of Work Order for the Front and Birch Storm Drain Improvement

Public Works and Development Director Jim Hossley advised a portion of the Birch Street storm drain had failed and required replacement of approximately 370 lineal feet of 24 inch diameter storm drain and installation of two new manholes and one tidegate. The City was working under a miscellaneous service contract with Dyer Partnership to complete Phase 1 Base Mapping for the project and was ready to move forward with the Phase 2 portion of design. Phase 2 would involve environmental permitting, rail crossing permitting, preparation of plans and specifications, and providing construction management services. Mr. Hossley stated the project was associated with the 20-year take down schedule for storm and sewer projects which was

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funded by a loan and grant from Oregon Infrastructure Finance Authority (IFA). A budget of \$293,615 was estimated for both design and construction which included \$4,500 from Phase 1, \$32,960 for Phase 2 design, and \$256,155 for construction. Councilor Groth moved to award a work order to the Dyer Partnership for the Front and Birch Storm Drain Improvement Project for an amount not to exceed \$32,960. Councilor Melton seconded the motion which carried with Mayor Shoji and Councilors Groth, Kramer, Melton, Muenchrath, and Vaughan voting aye. Councilor Daily was absent.

Request for an Insurance Waiver for the Memorial Day Parade

Public Works and Development Director Jim Hossley stated the AMVETS organization submitted a Special Event Permit Application to sponsor the annual Memorial Day Parade in the city. In the past AMVETS was not asked to provide a certificate of insurance naming the city as additionally insured. Mr. Hossley advised the AMVETS requested an insurance waiver for the special event permit as required by the City's Administrative Directive No. 6. Mayor Shoji moved to approve the waiver of insurance requirements for the AMVETS Memorial Parade Special Events Permit, per the City of Coos Bay Administrative Directive #6. Councilor Kramer seconded the motion which carried with Mayor Shoji and Councilors Groth, Kramer, Melton, Muenchrath, and Vaughan voting aye. Councilor Daily was absent.

Mayor Shoji announced the Coos Bay Memorial Day Parade would be held on Saturday, May 25th at 11:00 a.m. and encouraged everyone to participate.

Purchase of a New Riding Lawn Mower

Public Works and Development Director Jim Hossley stated on April 29, 2013 the transmission failed on the City's 19-year old turf mower; noted it was not cost effective to replace the transmission due to the age of the mower. The State of Oregon's procurement process listed two eligible firms providing turf mowers; Western Equipment Distributors, Inc. (TORO) with a cost of \$27,351.74 and Papé Machinery (John Deere) for \$25,570.98. Mr. Hossley advised due to the immediate need for the replacement mower and to minimize downtime, staff already placed an order for the John Deere product. Councilor Vaughan inquired about a maintenance agreement and warranty whereby Mr. Hossley advised there was no maintenance agreement but the mower would have a three year warranty. Councilor Melton moved to approve the after the fact purchase of a John Deere 1445 turf mower from Papé Machinery. Councilor Muenchrath seconded the motion which carried with Mayor Shoji and Councilors Groth, Kramer, Melton, Muenchrath, and Vaughan voting aye. Councilor Daily was absent.

City Attorney's Report

No comments were given.

City Manager's Report

City Manager Rodger Craddock asked staff members to provide an update on his behalf. Finance Director Susanne Baker reported due to scanning and archiving efforts the City's auditor was able to complete the interim audit ahead of schedule resulting in a cost savings to the City. Police Sergeant Mike Shaffer shared with the Council a new prescription drop box

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which will be used to provide a public service to local citizens to safely collect unwanted/unused prescription bills. Public Works and Development Director Jim Hossley highlighted an invasive weed removal event held in Mingus Park last month; noted over 300 volunteers spent six hours participating in the event. Mr. Hossley stated an Arbor Day event was held in Eastside; a total of 50 volunteers helped to plant 40 trees and shrubs at the Eastside Park and Boat Ramp. Mr. Craddock stated the recent City Cleanup event resulted in the collection of 16.5 tons being collected within the City of Coos Bay and \$1,400 donated to the Egyptian Theatre fundraising effort; announced the City received 22 applicants for the new Community Development Director position with interviews scheduled for next week. Mr. Craddock stated 80% design process was complete for the Highway 101 fence project and noted Oregon Department of Transportation accepted the Council's recommended design for the project; stated the proposed Jordon Cove upper floor redevelopment in downtown buildings was moving forward and noted a \$20,000 USDA grant application was submitted to complete a feasibility study for the proposed project.

Council Comments

Councilor Melton announced the Coos Bay Memorial Day Parade would be held on Saturday, May 25th at 11:00 a.m.; invited everyone to come down and enjoy the parade; stated on Monday, May 27th three different flag ceremonies were scheduled in honor of Memorial Day. Mayor Shoji thanked the Chamber Tourism Committee for hosting a roadside cleanup and encouraged local business to continue the effort; complimented the Coos Bay Fire Department for their fire rating; announced the Retired Senior Volunteer Program hosted a dinner earlier in the evening in honor of their volunteers; was recently interviewed by NPR out of Washington D.C. on the benefit of the LNG plant to the Coos Bay Area; noted the Visitor Convention Bureau (VCB) was working to highlight the City of Coos Bay and requested feedback from the City. Mayor Shoji suggested starting a committee to provide feedback to the VCB and invited Councilor Daily to be part of the committee.

Adjourn

There being no further business to come before the Council, Mayor Shoji adjourned the meeting. The next regular Council meeting was scheduled for May 21, 2013 in the Council Chambers at City Hall.

Crystal Shoji, Mayor

Attest:

Susanne Baker, City Recorder