

## **MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL**

**July 16, 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 Council President Stephanie Kramer and Councilors Mark Daily, Jennifer Groth, Gene Melton, and John Muenchrath. Mayor Crystal Shoji and Councilor Mike Vaughan were absent. City staff present were City Manager Rodger Craddock, Finance Director Susanne Baker, Deputy Finance Director Amy Kinnaman, Library Director Sami Pierson, Community Development Director Eric Day, Public Works and Development Director Jim Hossley, Acting Fire Chief Mark Anderson, and Police Chief Gary McCullough.

### **City Council Interviews**

At 6:00 p.m. prior to the start of the regularly scheduled Council meeting, the Council interviewed applicants for the Urban Renewal Advisory Committee and the Street Task Force. No decisions were made.

### **Flag Salute**

Council President Kramer opened the meeting and asked City Attorney Nate McClintock to lead the Council and assembly in the salute to the flag.

### **Public Comments**

Council President Kramer announced consideration of the Secondhand property dealer ordinance was rescheduled for the August 6, 2013 Council meeting.

No public comments were given.

### **Consent Calendar**

Council President Kramer reviewed the consent calendar which consisted of 3a: approval of the minutes of July 2, 2013; 3b: acceptance of the June 2013 accounts payable and payroll check registers; and 3c: acceptance of the June 2013 combined cash report. Councilor Groth moved to approve the consent calendar approving the minutes of July 2, 2013, accepting the June 2013 accounts payable and payroll check registers, and accepting the June 2013 combined cash report. Councilor Muenchrath seconded the motion which carried with Council President Kramer and Councilors Daily, Groth, Melton, and Muenchrath voting aye. Mayor Shoji and Councilor Vaughan were absent.

### **Appointments to the Streets Task Force**

City Manager Rodger Craddock stated the City received two applications for appointment to the Streets Task Force to fulfill five citizen-at-large openings on the Committee. Applications were received from Peter Billeter and Chris Christoffer. Councilor Groth moved to approve the

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stakeholder group, subject matter experts, and the appointed members to the Street Task Force. Councilor Muenchrath seconded the motion which carried with Council President Kramer and Councilors Daily, Groth, Melton, and Muenchrath voting aye. Mayor Shoji and Councilor Vaughan were absent.

### **Appointments to the Urban Renewal Agency Advisory Committee**

City Manager Rodger Craddock stated the City received three applications for appointment to the Urban Renewal Agency (URA) Advisory Committee to fulfill three citizen-at-large openings on the Committee. Applications were received from Andrew Locati, Tina Rile, and John Rockwell; Ms. Rile withdrew her application for consideration of appointment. Councilor Groth moved to approve the appointed members of the URA Advisory Committee. Councilor Melton seconded the motion which carried with Council President Kramer and Councilors Daily, Groth, Melton, and Muenchrath voting aye. Mayor Shoji and Councilor Vaughan were absent. By action of Council ballot the Council appointed Andrew Locati and John Rockwell to the URA Advisory Committee citizen-at-large positions for three-year terms ending July 31, 2016.

### **Presentation on Traffic Crash Data on Ocean Boulevard**

Police Chief Gary McCullough provided the Council with a five year history of statistical information regarding vehicle crash data on Ocean Boulevard. Forty-two crashes occurred prior to the “Road Diet” configurations which were completed in June 2011 and 28 crashes occurred after the new configuration. Chief McCullough noted the improvements had greatly improved traffic safety and had little impact on traffic flow along Ocean Boulevard. Councilor Muenchrath recommended the Council consider completing the remainder of the suggested improvements along Ocean Boulevard. No decisions were made.

### **Advanced Warning Device at the Intersection of Ocean Boulevard and Butler Road**

Public Works and Development Director Jim Hossley stated at the June 18, 2013 Council meeting, Councilor Vaughan expressed concern about poor visibility of the traffic signal located at the Ocean Boulevard and Butler intersection. In evaluation of Councilor Vaughan’s concerns, staff consulted the Manual on Uniform Traffic Control Devices (MUTCD), Oregon Department of Transportation (ODOT), and motor vehicle accident (MVA) history at the intersection. In concurrence with ODOT, staff concluded the current configuration was in accordance with MUTCD requirements. Mr. Hossley stated without the signal at Ocean and Butler, police administration believed the intersection would be high risk for both the motoring public and pedestrians. No decisions were made.

### **Approval to Enter into an Intergovernmental Agreement (IGA) with School District #9 for a School Resource Officer**

City Manager Rodger Craddock stated over the past several years the Coos Bay Police Department provided School District #9 with a School Resource Officer(s) (SRO) during the regular school session; at no cost to the District. Added departmental expenses and budgetary constraints made it difficult for the department to continue maintaining the program. School District #9 agreed to potentially enter into an Inter-Governmental Agreement (IGA) with the City of Coos Bay; proposing to pay the City \$40,000 to help defer the overall salary cost of an officer.

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The agreement covered the school year beginning in September 2013, ending June 2014 in exchange for the City providing the District with a SRO. Councilor Muenchrath moved to approve the IGA and enter into an agreement with School District #9. Councilor Melton seconded the motion which carried with Council President Kramer and Councilors Daily, Groth, Melton, and Muenchrath voting aye. Mayor Shoji and Councilor Vaughan were absent.

### **Award of Work Order for the Biosolids Handling Management Plan Project**

Public Works and Development Director Jim Hossley stated a review of the recommended method for biosolids handling and management in the approved Plant #2 Facility Plan Amendment found the recommended method would be costly; noted it was labor and energy intensive, had odor mitigation concerns, and the biosolids would have to be hauled by truck to Plant #1 for additional treatment. In effort to stay in compliance and on schedule with the Department of Environmental Quality (DEQ) Mutual Agreement Order (MAO) the design team developed an interim solution. Mr. Hossley advised a permanent solution was necessary and recommended a study be performed to address the biosolids needs and handling. Utilizing the Miscellaneous Engineering Services contact, staff worked with the Dyer Partnership to create a scope of work for the proposed study for a not to exceed total of \$49,993. Councilor Groth moved to award the Work Order for Biosolids Handling Management Plan Project to The Dyer Partnership for an amount not to exceed \$49,993. Councilor Muenchrath seconded the motion which carried with Council President Kramer and Councilors Daily, Groth, Melton, and Muenchrath voting aye. Mayor Shoji and Councilor Vaughan were absent.

### **Approval to Award an Emergency Contract for a Damaged Storm Pipe Located at 4<sup>th</sup> Street and Curtis**

Public Works and Development Director Jim Hossley stated staff investigated a sinkhole at the intersection of S. 4<sup>th</sup> Street and Curtis Avenue and determined a 12 inch concrete storm drain had significant deficiencies; the segment of pipe aligned across the intersection was approximately 60 feet in length and was in need of repair/replacement. Mr. Hossley noted significant infrastructure was located within the vicinity of the storm drain consisting of sewer, gas lines, fiber optics, electrical line, and utility vaults. Mr. Hossley requested the Council's consideration to award a contract through the City's emergency procurement process to allow the City to meet the time constraints in place to minimize further damage to the road and additional infrastructure. Staff was unsure as to the estimated cost of repair. To encourage competition staff would try to obtain at least three written quotes; anticipated quotes for repair to be received by Tuesday, July 22, 2013. Mr. Hossley provided the Council with the findings in support for approving the emergency repair contract. Councilor Daily recommended staff work with the Oregon State Marine Board or the Oregon Department of Fish and Wildlife to seek grant funds for potential repairs since the storm drain impacted nearby salmon bearing streams. Councilor Muenchrath moved to approve the award of the emergency contract for the damaged storm pipe at S. 4<sup>th</sup> Street and Curtis Avenue pursuant to the Emergency Contract rules found in Section 11 of City of Coos Bay Ordinance O-365 for an amount not to exceed \$100,000. Councilor Melton seconded the motion which carried with Council President Kramer and Councilors Daily, Groth, Melton, and Muenchrath voting aye. Mayor Shoji and Councilor Vaughan were absent.

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### **City Attorney's Report**

No Comments were given.

### **City Manager's Report**

City Manager Rodger Craddock asked Police Chief Gary McCullough to speak. Chief McCullough announced National Night Out at the Park was scheduled for August 6, 2013.

### **Council Comments**

Councilor Daily stated he respected the Council's decision but expressed concern about using the non-bidding process for City projects. Councilor Melton stated the Veterans Stand Down was scheduled for August 16, 2013 at the National Guard Armory; Egyptian Theatre Preservation Board was close to meeting their fundraising goals and encouraged the community to continue to support the Theatre.

### **Executive Session**

An executive session was held pursuant to ORS 192.660 (2) (h) for consultation with legal counsel concerning legal rights and duties regarding current litigation or litigation likely to be filed and (e) for the purpose of discussing real property transactions. No decisions were made.

### **Adjourn**

There being no further business to come before the Council, Council President Kramer adjourned the meeting. The next regular Council meeting was scheduled for August 6, 2013 in the Council Chambers at City Hall.

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Crystal Shoji, Mayor

Attest:

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Susanne Baker, City Recorder