



MINUTES

Coburg City Council
Regular Session
March 13, 2007 - 7:00 P.M.
Coburg Municipal Court
32694 East Pearl Street - Coburg

COUNCILORS PRESENT: Mayor Judy Volta; Bill Judd, Don Nelson, Brian Pech, Michelle Sunia

COUNCILORS ABSENT: John Thiel, Mike Watson

STAFF PRESENT: Don Schuessler, John Bosley, Jack Detweiler, Sammy Egbert, Craig Gibbons, Clark Hanson, Jack Harris, Milo Mecham

RECORDED BY: Dan Lindstrom

I. CALL TO ORDER

Mayor Judy Volta called the meeting of the Coburg City Council to order at 7:00 p.m.

Minutes Recorder Dan Lindstrom called the roll, noted the absence of Councilors John Thiel and Mike Watson, and stated that a quorum was present.

Councilors joined in the Pledge of Allegiance.

II. AGENDA CHANGES

City Administrator Don Schuessler stated that approval of Additional Invoices dated March 13 had been added to the Approval Agenda, that discussion of water rates and supplemental budget would be postponed until the April meeting, that appointment of John Fox to the Financial Oversight Committee had been added to the Finance Report, and that various items would be re-ordered from that published in the Agenda.

Mayor Volta determined there was no objection to the changes.

III. COMMENTS FROM CITIZENS

None.

IV. MAYOR'S COMMENTS

Mayor Volta expressed appreciation for the work of Municipal Court Administrator Clark Hanson and City Probation Officer Cherie Nelson. She circulated a card for Councilors to contribute personal thanks for their service. She said their last day of service would be March 30.

Mayor Volta reported that presentation of the needs of Coburg for federal support for its wastewater project had been positively received during the recently completed United Front lobbying trip to Washington D.C. She said the area Congressional delegation had been wholeheartedly supportive and had arranged numerous significant contacts with agency and legislative representatives. She said the enormity of the crisis faced by Lane County with the loss of federal timber replacement revenue had tended to overshadow the Coburg concerns.

Lane Council of Governments (LCOG) United Front Coordinator Jamon Kent presented a more detailed report of the United Front experience. He said seeking to include Coburg needs in Rural Utility legislation, Water Resources Development bill, and Water Reclamation Act had been recommended and was being pursued. He said disappointing news had been that the Bureau of Reclamation was currently focusing its funding on desalinization projects. Mayor Volta added that there was also offer of federal support for seeking funding from State resources.

V. DEPARTMENT REPORTS

A. Planning

Mayor Volta noted that a written Planning Department report had been received.

B. Municipal Court

Mayor Volta noted that a written report had been received from the Municipal Court.

C. Police

Mayor Volta noted that a written Police Department report had been received.

D. Public Works

Public Works Department Supervisor Jack Harris distributed copies of his January 16 memorandum regarding concerns raised by Abby Road residents regarding swale water drainage. He reviewed actions taken on the direction of the Council and explained that standing water in the swale resulted from the rising of the ground water level, not clogged drainage pipes. He noted that five-years of data samples for rainfall and static well levels were attached to the memo and supported the conclusion. He said he had reported the conclusion to one of the concerned homeowners.

Mayor Volta asked that a written explanation of the investigation and its conclusions be prepared for all of the affected homeowners.

E. City Attorney

City Attorney Milo Mecham gave a brief report on his recently completed trip to China – crowds, cars, air pollution, cultural abundance, and commercial development.

Mr. Mecham referred to his report regarding the report of a consultant hired by Lane County to do an analysis of the potential cost of connecting Coburg to the Metropolitan Wastewater Management Commission treatment facility. He said that, using parameters given, it had been estimated that connection costs could range between \$8,455,700 and \$9,079,700. He noted that the cost would raise the estimate for construction of the Coburg system to as high as \$23,029,700, more than \$8,000,000 higher than the current estimate for the Coburg Wastewater Reclamation system.

Mr. Mecham discussed the report with Councilors. He said no Council action was required at this time and that it bolstered the effort to secure federal funding support for the Coburg project.

Councilor Brian Pech moved, seconded by Councilor Michelle Sunia, to direct staff to express appreciation to Lane County and the Oregon Economic and Community Development Department for funding and coordination of the connection cost study. The motion was adopted unanimously, 4:0.

Mr. Mecham referred to his report regarding a contract for services on the Wastewater Project with Kennedy Jenks. He reviewed reasons for establishing the contract and said that both he and Finance Director Craig Gibons had thoroughly reviewed the draft document attached to the report. He recommended that it be approved.

Mayor Volta asked if a competitive bidding process was required to establish the contract. Mr. Mecham explained that Oregon contracting rules did not require such processes when replacing an existing contract.

Councilor Pech moved, seconded by Councilor Bill Judd, that the City Administrator be authorized to sign the Agreement between Owner and Engineer for Professional Services with Kennedy/Jenks, as presented to the Council, or in substantially similar form, as soon as the City Administrator is satisfied that all terms reflect the best interests of the City of Coburg. The motion was adopted unanimously, 4:0.

F. City Administrator/Recorder

Councilor Sunia referred to a document entitled “City of Coburg Health Insurance Renewal Proposal” and reviewed reasons it contained for her recommendation to renew employee health benefit insurance with a different company and changed benefits.

Councilors discussed the proposal.

Councilor Sunia moved, seconded by Councilor Pech, to change employee health insurance to the Providence PE Plan, with changes in benefits, as follows: \$15 or 30 percent co-insurance with a \$2,000 maximum and \$1,000 deductible, prescription coverage with a \$15 or \$30 or 50 percent co-pay re-

quirement, and vision coverage of \$200. The motion was adopted unanimously, 4:0.

Councilor Sunia invited the Council to discuss changing the insurance agent of record and explained her reasons for recommending the change. Mr. Mecham said such an action could be taken by staff without Council authorization. Councilors appeared to agree with the recommendation and Mr. Gibbons said a change would be made as soon as it was practical.

Councilor Sunia invited the Council to discuss whether employees should be responsible for a portion of the cost of health insurance. Mayor Volta suggested that staff be asked to prepare various options for consideration during the development of the fiscal year 2007-08 City Budget.

Mr. Schuessler referred to Agenda support material regarding replacement of the Coburg Municipal Court Judge during his two-year tour of active duty service with the U.S. Navy Reserve. He reviewed his analysis of options it included and recommended that a Request for Proposals process be used to fill the vacancy.

Councilors discussed the options for replacing the Municipal Judge during his military service.

Councilor Judd moved, seconded by Councilor Pech, to direct staff to organize a Request for Proposals process to replace Judge Thomas Thetford during his active military service to begin on May 1, 2007. The motion was adopted unanimously, 4:0.

Mayor Volta requested that a letter of appreciation be sent to Judge Thetford for his many years of service.

Mr. Schuessler referred to Agenda support material regarding relocation of the Municipal Court. He reviewed alternatives for space for City services currently located in the leased Municipal Court facilities:

1. Continue the status quo.
2. Move all affected functions into the former fire bay section of City Hall.
3. Rent court and large meeting space elsewhere in the City.

Councilor Judd said he was concerned that Alternative #1 would not be fiscally possible and that Alternative #3 would unduly hamper operation of the Municipal Court. He suggested that Alternative #2 would better serve the needs of the Court, but could be inordinately expensive.

Mayor Volta said she agreed that solving the logistical issues in Alternative #3 would be difficult and that she favored Alternative #2.

Former Mayor Jim Broughton asked for permission to speak and said he believed Alternative #3 was preferable because of its potential of providing the most savings.

Councilor Don Nelson said he was concerned that Alternative #3 would create problems of continuity of services and parking for Municipal Court operations.

Mr. Mecham warned of liability and internet access security issues that could be created by movement or off-site storage of court records necessitated by Alternative #3.

Mayor Volta determined there was consensus to ask staff to prepare options for implementing Alternative #2 of moving City services currently housed in the Municipal Court building to City Hall.

Mr. Schuessler reported that completion of Coburg floodplain maps to allow the City to apply for a Federal Emergency Management Agency Letter of Map Revision was on schedule and that a full report would be made at the next meeting of the Council.

G. Finance

Mr. Gibons referred to Agenda support material regarding Resolution 2007-02 authorizing a transfer of \$75,000 from the Water Reserve Fund to the General Fund. He reviewed consideration of the recommendation by the Council at previous meetings. He emphasized that the loan would be budgeted for repayment in fiscal year 2007-08.

Councilor Pech moved, seconded by Councilor Nelson, to adopt Resolution 2007-2, A RESOLUTION AUTHORIZING AN INTERFUND OPERATING LOAN PURSUANT TO OREGON REVISED STATUTES 294.460 FROM THE WATER RESERVE FUND TO THE GENERAL FUND. The motion was adopted unanimously, 4:0.

Mr. Gibons referred to Agenda support material regarding Council action needed to correct the appointment of John Fox to the Budget committee at the February meeting.

Councilor Sunia moved, seconded by Councilor Pech to rescind the appointment of John Fox to the Coburg Budget Committee because of an error in the length of the term, and to reappoint John Fox to the Coburg Budget Committee for a term to expire June 30, 2008. The motion was adopted unanimously, 4:0.

Mayor Volta recommended that John Fox be appointed as a member of the Financial Oversight Committee.

Councilor Pech moved, seconded by Councilor Sunia, to appoint John Fox to the Financial Oversight Committee. The motion was adopted unanimously, 4:0.

Mr. Gibons referred to the February Financial Reports and reviewed highlights of their contents.

Councilors discussed specific items included in the Reports.

VI. COMMENTS FROM THE COUNCIL

None.

VII. APPROVAL AGENDA

On the request of Councilor Nelson, Mayor Volta removed Acceptance of the Minutes of the February meeting from the Approval Agenda and noted that it continued to contain

receiving "Invoices Paid 02-16-07 to 03-06-07," approving "Invoices for Approval" dated March 13, 2007, and approving "Additional Invoices for Approval" dated March 13, 2007.

Councilor Judd moved, seconded by Councilor Nelson, to adopt the Approval Agenda. The motion was approved unanimously, 4:0.

Councilor Nelson requested that the motion in Paragraph 10 on Page 5 of the Minutes of the February 13 meeting be changed, as follows:

Councilor Judd moved, seconded by Councilor Watson, to grant tentative approval of VAC-01-06, an application for Vacation of the easternmost portion of East Delaney Street. The vote on the motion was evenly split, 3:3, with Councilors Judd, Thiel, and ~~Nelson~~ Watson voting for its adoption. Mayor Volta cast a deciding vote and the motion was adopted, 4:3, with Councilors Pech, Sunia, and ~~Watson~~ Nelson voting no.

Mayor Volta determined there was no objection to the request and the minutes were amended.

Councilor Nelson moved, seconded by Councilor Pech, to accept the minutes of the February 13, 2007, meeting, as amended. The motion was adopted unanimously, 4:0.

Mayor Volta reviewed Future Meetings identified on the Agenda.

The meeting adjourned at 8:35 p.m.

ACCEPTANCE

Yes: _____

No: _____

Abstained: _____

Passed: _____ Rejected: _____

Signed this 10th day of April, 2007

Judith Volta, Mayor

Attest:

Donald Schuessler, City Recorder