



# CITY OF SWEET HOME CITY COUNCIL MINUTES

February 13, 2024, 6:30 PM  
Sweet Home City Hall, 3225 Main Street  
Sweet Home, OR 97386

## **Mission Statement**

The City of Sweet Home will work to build an economically strong community with an efficient and effective local government that will provide infrastructure and essential services to the citizens we serve. As efficient stewards of the valuable assets available, we will be responsive to the community while planning and preparing for the future.

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## **Call to Order and Pledge of Allegiance**

The meeting was called to order at 6:30 PM.

## **Roll Call**

### **PRESENT**

Mayor Susan Coleman  
Councilor Lisa Gourley  
Councilor Dylan Richards  
Councilor Angelita Sanchez  
Councilor Josh Thorstad  
Councilor Dave Trask

### **ABSENT**

President Pro Tem Greg Mahler

### **GUESTS**

Calvin Ames, 1188 55th Avenue, Sweet Home, OR 97386  
Karen Jones, 37605 River Drive, Lebanon, OR, 97355  
Heather Kelly, 1188 55th Avenue, Sweet Home, OR 97386  
Lagea Mull, Sweet Home Chamber of Commerce Executive Director, 1575 Main Street, Sweet Home, OR 97386  
Wally Shreves, Park & Tree Committee Chair, 42220 Marks Ridge Drive, Sweet Home, OR 97386

Councilor Trask moved to excuse the absence of President Pro Tem Mahler. Councilor Richards seconded the motion. The motion carried unanimously by those present.

## **Consent Agenda:**

- a) Request for Council Action - Police Department Interior Painting & Flooring
- b) Request for Council Action - Board & Committee Appointments & Reappointment
- c) Request for Council Action - Memorandum of Understanding with Sweet Home School District for Librarian Services

## **Approval of Minutes:**

- a) 2023-12-12 City Council Meeting Minutes

b) 2024-01-23 City Council Meeting Minutes

Councilor Richards moved to approve the Consent Agenda. Councilor Thorstad seconded the motion. The motion carried unanimously by those present.

**Recognition of Visitors and Hearing of Petitions:**

a) Police Department Commendations

Mayor Coleman read a letter of commendation from the Federal Bureau of Investigation (FBI) highlighting Detective Sean Potter and patrol officers of the Sweet Home Police Department for their assistance. She also read a letter of commendation for the department from the Police Chief of the Eugene Police Department.

Mayor Coleman presented a plaque to the officers in attendance in recognition of their exceptional service. City Manager Young commended their accomplishments and presented them with challenge coins.

No action was required for this item.

b) Chamber of Commerce Report

Lagea Mull stated that she would present Chamber of Commerce reports annually in compliance with the latest contract with the City. She reviewed the Chamber Board of Directors, in-person visits, and inquiries. She noted that income exceeded expenses in 2023 for the first time since 2017. She highlighted upcoming tourism-related events. She stated that the Chamber planned to organize a food-related festival in 2025 featuring local businesses.

No action was required for this item.

c) Sankey Park Funding Request - Grant Support

Wally Shreves reviewed the progress of Phase 3 improvements at Sankey Park. He requested support from City Council and the community to fundraise replacement of the bandstand at the park.

Councilor Sanchez asked of planned fundraisers. Mr. Shreves replied that the Park & Tree Committee would consider and vote on future organized fundraisers.

City Manager Young noted that the City was selling gravel and wood chips to support park improvements.

No action was required for this item.

d) Small Municipalities Advocacy Coalition (SMAC)

Mayor Coleman stated that the presenter was not available; City Council could review the presentation in their packet.

No action was required for this item.

Mayor Coleman recognized those signed up for public comment at this time.

Karen Jones discussed the complexity of code enforcement cases.

Heather Kelly expressed concern with code enforcement activities.

Calvin Ames described his experiences with code enforcement and expressed concern with actions of the Code Compliance Officer.

**Old Business:**

a) Public Hearing & Request for Council Action - Applications for Publicly Owned Facilities - Pocket Parks

Mayor Coleman opened the public hearing at 7:11 PM and requested the staff report.

Director Larsen reviewed the process for naming public facilities. He stated that the Park & Tree Committee submitted naming applications for two unnamed pocket parks located at 10th Avenue and Elm, and 12th Avenue and Nandina, to be named Walkabout Park and Half Way Park respectively. He invited Wally Shreves, Park & Tree Committee Chair, to speak.

Mr. Shreves described the history of the committee's naming selection.

There being no further comment, Mayor Coleman closed the public hearing at 7:15 PM.

Councilor Gourley moved to approve the pocket park naming applications as submitted. Councilor Richards seconded the motion. The motion carried unanimously by those present.

**New Business:**

a) Request for Council Action - Code Compliance Abatement Liens

Director Larsen reviewed Chapter 8.04 of the Sweet Home Municipal Code which governs nuisances and processes for remedy. He stated that some cases required the City to hire a contract to conduct property abatement and hold property owners responsible for the associated fees. He noted that if owners fail to repay the City, the only process through which the City can recoup costs is to place a lien on the property to ensure it is repaid when the property is sold or goes through the foreclosure process. He stated that staff was proposing liens on the following properties: 4143 Osage Street, 1435 22<sup>nd</sup> Avenue, 1333 13<sup>th</sup> Avenue, 1188 55<sup>th</sup> Avenue.

Director Larsen described the violations and abatement at 4143 Osage Street. There were no appeals to be heard.

Director Larsen described the violations and abatement at 1435 22<sup>nd</sup> Avenue.

Calvin Ames stated that he resided at 1435 22<sup>nd</sup> Avenue and was working to resolve remaining violations.

Director Larsen described the violations and abatement at 1333 13<sup>th</sup> Avenue. There were no appeals to be heard.

Director Larsen described the violations and abatement at 1188 55<sup>th</sup> Avenue. He noted that the property owners of record were deceased and probate had not been completed to transfer ownership.

Heather Kelly stated that she had occupied the residence and had intended to resolve violations while the primary occupant was away.

Calvin Ames stated that the property was currently in probate and expressed concern with the abatement process.

Director Larsen stated that he would review the body camera footage of the Code Compliance Officer to ensure no misconduct occurred. He noted that he had scheduled a meeting with Mr. Ames to discuss the violations but Mr. Ames did not attend. He stated that multiple notices were left for the property prior to the abatement and no conduct concerns against the Code Compliance Officer or the City's contractor were raised by occupants during the abatement.

Chief Ogden noted that no police reports had been filed related to the activities of the Code Compliance Officer or the City's abatement contractor.

Councilor Sanchez asked if a lien prevented someone from occupying a structure and the process following the placement of a lien. Director Larsen replied that the nature of the property's code violations prevented occupancy and it must be brought up to City Code before the condemnation could be reversed. He added that once a lien is placed on a property, it accrues interest and remains with the property until it is paid off, the property is sold, or the City takes action to foreclose on the property.

Councilor Gourley asked that a decision on the property be delayed until contacts between the Code Compliance Officer and the occupants could be reviewed.

Councilor Sanchez moved to table consideration of the lien on 1188 55<sup>th</sup> Avenue. Councilor Thorstad seconded the motion. The motion carried by the following vote:

AYE: Coleman, Gourley, Sanchez, Thorstad, Trask

NAY: Richards

ABSENT: Mahler

Councilor Sanchez moved to approve the liens as recommended on 4143 Osage Street, 1435 22<sup>nd</sup> Avenue, and 1333 13<sup>th</sup> Avenue. Councilor Richards seconded the motion. The motion carried unanimously by those present.

Councilor Trask asked of the timeline to reconsider 1188 55<sup>th</sup> Avenue. City Manager Young recommended that staff investigate the concerns brought up in the meeting and bring the item back at the next regular meeting of City Council unless additional information merited further delay.

b) Request for Council Action - Code Compliance Assistance Grant Program

Director Larsen stated that City Council had previously expressed a desire to provide assistance to residents for low level code violations. He described staff's proposed grant program for low income households which would reimburse qualified residents for costs once violations were resolved. He stated that the grant would reimburse up to 50% of costs up to \$500. He noted that documentation such as costs, notices of violation, and proof of income would be required to qualify. He recommended that repeat awards not be considered as part of the program.

Councilor Gourley asked of the total proposed budget. Director Larsen replied that staff recommended setting an annual cap that would be disbursed on a first-come, first-served basis.

Councilor Sanchez moved to approve the program as recommended. Councilor Richards seconded the motion. The motion carried by the following vote:

AYE: Coleman, Gourley, Sanchez, Thorstad, Trask

NAY: Richards

ABSENT: Mahler

c) Request for Council Action - Easement Agreement with Alyrica Networks, Inc.

Director Larsen stated that the City Council previously approved a Franchise Agreement with Alyrica to improve their fiber network in Sweet Home. He noted that Alyrica currently needed additional space to place a telecommunications cabinet because it would not fit within existing right-of-way and the proposed location was in the parking lot of the old City Hall building. He added that the City negotiated internet service to City facilities in exchange for the easement valued at approximately \$6,000.

Councilor Gourley asked whether the cabinet could be relocated elsewhere on site so as not to prohibit future development. Director Larsen replied that it was the optimal transmission location and future development would be required to work around it or negotiate to have it moved should the easement be approved.

Councilor Trask asked of the impact to future property buyers. Director Larsen replied that it was a perpetual easement so future buyers would need to coordinate with Alyrica.

Mayor Coleman suggested that the item be continued until a representative from Alyrica could be present to answer questions.

Councilor Richards moved to continue the item until March 12, 2024, to allow Alyrica to attend. Councilor Gourley seconded the motion. The motion carried unanimously by those present.

d) Information Only - DEQ 2023-2028 TMDL 5-Year Implementation Plan

Director Springman stated that the City of Sweet Home utilized a 5-Year Total Maximum Daily Load (TMDL) Plan with the Department of Environmental Quality (DEQ) to govern stormwater discharges in Ames Creek, Wiley Creek, and the South Santiam River. He noted that the plan described activities the City undertakes to ensure local waterways are protected from high levels of contaminants.

No action was required for this item.

## **Ordinance Bills**

### **Second Reading of Ordinance Bills**

a) Second Reading of Ordinance Bill No. 2 for 2024 - Ordinance No. 1325 - Zone Map Amendment ZMA23-04

The second reading of Ordinance Bill No. 2 for 2024 was conducted by title only.

Councilor Trask moved to send Ordinance bill No. 2 for 2024 forward to the third reading. Councilor Richards seconded the motion. The motion carried unanimously by those present.

### Third Reading of Ordinance Bills (Roll Call Vote Required)

- a) Third Reading of Ordinance Bill No. 1 for 2024 - Ordinance No. 1324 - Codifying the Community Health Committee

The third reading of Ordinance Bill No. 1 for 2024 by title only was conducted.

Councilor Gourley moved to approve Ordinance Bill No. 1 for 2024. Councilor Richards seconded the motion. The motion carried unanimously by those present.

### Reports of Committees:

There were no reports to be heard.

### Reports of City Officials:

#### City Manager's Report

City Manager Young stated that the City would host camping in Quarry Park again in 2024 with 20 spaces available. She noted that the wetland delineation for the park was complete and staff could move forward with additional activities and development. She stated that applications were open for vendors to apply to conduct business in the park with the City recouping 5% of revenue. She highlighted the Community Garden and the extension of the Request for Proposals for murals to March 1, 2024. She stated that City Council would conduct a workshop on February 27, 2024 at 5:30 PM to discuss budget goals for the upcoming fiscal year and requested that Councilors bring their top five priorities.

#### Mayor's Report

Mayor Coleman stated that the Rotary Club was selling popcorn to support children's programming and scholarships in Sweet Home. She highlighted upcoming local events and noted positive articles in the local newspaper highlighting the work of the City.

### Department Director Reports

#### Library Services Director

- a) Library Director's Report - January 2024

Director Dazey reviewed library statistics and noted that all metrics were improved over the previous month. She highlighted the opening of the Seed Lending Library the following week.

#### Police Chief

- a) Police Chief's Report - January 2024

Chief Ogden thanked Public Works for installing a concrete pad to house storage lockers for the overflow homeless population. He highlighted officers and dispatchers who were currently in academy or had recently graduated.

#### Community and Economic Development Director

A written report was included in the agenda packet.

- a) Community & Economic Development Director's Report - January 2024

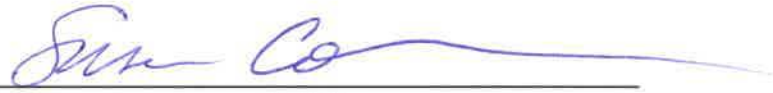
A written report was included in the agenda packet.

### Council Business for Good of the Order

Councilor Sanchez noted that February 14, 2024 was the State of Oregon's 165th birthday. She stated that she had been hired to work for Senator Cedric Hayden at the State Capitol.

### Adjournment

There being no further discussion, the meeting was adjourned at 8:25 PM.



Mayor

ATTEST:



City Manager – Ex Officio City Recorder