

**SWEET HOME CITY COUNCIL
MEETING MINUTES**

January 23, 2018

Mayor Mahler called the meeting to order at 6:30 p.m. in the City Hall Annex. The Pledge of Allegiance was recited.

Staff Present: City Manager Ray Towry, City Attorney Robert Snyder, Police Chief Jeff Lynn, Community and Economic Development Director Jerry Sorte, Public Works Director Greg Springman, Finance Director Pat Gray, Finance Director Brandon Neish and Recording Secretary Julie Fisher

Visitors Registered to Speak: None

Media: None

Roll Call:	Councilor Briana	P	Councilor Gourley	P
	Councilor Coleman	P	Mayor Mahler	P
	Councilor Gerson	P	Councilor Trask	P
	Councilor Goble	P		

Consent Agenda: Motion was made to approve the Consent Agenda as submitted. (Goble/Gerson) Motion passed with 7 Ayes, 0 Opposed.

Items on the consent agenda are as follows:
Approval of Minutes: January 9, 2018

**Recognition of Visitors &
Hearing of Petition**

Old Business: None

New Business:

Request for Council Action Appointment to the YAC – Anna Coleman & Sicily Neuschwander	Motion to appoint Anna Coleman and Sicily Neuschwander to the Youth Advisory Council to an At Large Grades 7-12 position with a term to expire June 30, 2018 (Gourley/Gerson) 7 Ayes, 0 Opposed.
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Request for Council Action – Appointment to Park and Tree Committee– Bob Dalton	Motion to appoint Bob Dalton to the Park and Tree Committee with a term to expire December 31, 2021 (Gourley/Coleman) 7 Ayes, 0 Opposed
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**Introduction, First and Second
Reading of Ordinance Bills:**

Introduction: None

First Reading: None

Second Reading: None

Third and Final Reading of Ordinance Bills: None

Resolutions:

Resolution No. 3 for 2018 – A Resolution to Set Copy, Research, and Miscellaneous Service Fees	Motion to Adopt Resolution No. 3 for 2018 – A Resolution to Set Copy, Research, and Miscellaneous Service Fees (Goble/Gerson) 7 Ayes, 0 Opposed. This Resolution becomes effective immediately.
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Resolution No. 4 for 2018 – A Resolution Concerning Street Closures and Restrictions	Motion to Adopt Resolution No. 4 for 2018 –A Resolution Concerning Street Closures and Restrictions (Gerson/Briana) 7 Ayes, 0 Opposed
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Committee Reports:

Administration & Finance/ Property Committee	None
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Public/Traffic Safety	None
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Public Works	None
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City Boards/Committees:

Chamber of Commerce Bill Matthews Executive Director Chamber of Commerce	Bill Matthews announced the Chamber Banquet scheduled for March 24, 2018. The theme for the Banquet will be Christmas All Year Round in conjunction with the Capitol Christmas Tree.
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Fire District	None
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Park & Tree Commission	Councilor Trask referred to the minutes in the packet.
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Y.A.C.	None
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Ad Hoc Committee Community Healthcare	None
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Regional Boards/Committees:

Area Commission on Transportation (ACT)	Councilor Coleman announced that she will not be able to attend the next meeting on Thursday. Mayor Mahler stated he will consider an alternate for that committee.
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COG	None
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Solid Waste Advisory Council (SWAC)	None
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Mayor's Report

Mayor Mahler announced the Willamette National Forest has been chosen to supply the national Christmas Tree for the Capitol. Other activities have been planned including ornament making parties and a parade on November 10, 2018.

City Manager's Report

City Manager Ray Towry reported on the following:

Executive Team Retreat - planned for the first week of February. The Training will be provided by Bullard Law.

Council Training - date was set for February 24, 2018.

S|EA - Thursday, January 25, 2018 they will view the facility with a structural engineer. Timelines and dates will be provided and will include opportunity for input.

Council Rules – A draft for Council is almost complete.

9th Avenue Property - the Council asked that the item be added to the Agenda of the next meeting for discussion.

Smart Meters – information was provided, citizens are able to opt out of the meter upgrade, and the Council opted not to pursue the issue. City Attorney Robert Snyder added that Pacific Power will not pass on private information gained from the meters. The meters comply with FCC rules and the PUC has no concerns. City Attorney Snyder added that about 50% of households are already equipped with the smart meters.

Capitol Christmas Tree – work has begun identifying stakeholders to coordinate efforts. This opportunity may have an effect on the upcoming budget.

Retirement Party for Pat Gray – Friday, January 26, 2018 from 4pm to 6pm.

Department Directors Reports:

Finance Director

Finance Director Neish presented the quarterly budget status and announced all funds are in the black, the Wastewater Fund currently has a positive balance. Retiring Finance Director Pat Gray added that the enterprise fund is on an account receivable system. FD Gray also announced the 2017 Annual Report for the Finance Department is on the City website.

Library Director

Library Services Director Peda invited everyone to a magic show on Tuesday, February 13th at 4pm. The act includes a balloon artist and escape artist.

Community and Economic Development Director

CEDD Sorte announced the Small Business Development Center (SBDC) will have a "Going into Business" class at Key Bank this on February 20th as part of the Small Business Management Program.

The Planning Commission held a Work Session on Code Updates. The progress will be updated on the website to keep everyone informed and allow for comments.

CEDD Sorte reported on a free service that the Planning Department offers to review applications called a "Pre-Application Review". The motto of the department is to "help people out the best they can under the rules they have" and considers staff as problem solvers.

Police Chief

Chief Lynn referred to the packet which included year end statistic for the Police Department. Chief Lynn reported the department will begin public education pushes starting with information on preventing theft from unsecured vehicles.

Public Works

Public Works Director Greg Springman referred to the proposal that he will be seeking to approve in an upcoming meeting. PWD Springman announced an upcoming Work Session on February 13, 2018 to present the proposal and Murray Smith will be available for questions. PWD Springman explained that they are using the approach to use as much of the existing facility as they can to be more cost effective.

PWD Springman reported on a large water leak at Hwy 228 and 4th Avenue. The repair should be completed by January 24, 2018.

City Attorney

None

Mayor Mahler added that this meeting will be the last Council meeting for Finance Director Pat Gray. Mayor Maler read highlights of accomplishments from Pat's 26 years of service to the City of Sweet Home. Mayor Mahler thanked Pat for her service and stated she will be greatly missed.

Mayor Mahler presented Pat with a marble plaque from the National Governor's Finance Officers Association for recognition of the City's Budget presentation.

Adjournment:


With no further business the meeting adjourned at 7:55 PM.

The foregoing is a true copy of the proceedings of the City Council at the January 23, 2018 regular City Council Meeting.



Mayor

ATTEST:



City Manager – Ex Officio City Recorder