

SWEET HOME CITY COUNCIL MEETING MINUTES

May 08, 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, Community and Economic Development Director Jerry Sorte, Library Services Director Rose Peda, Finance Director Brandon Neish, Public Works Director Greg Springman, City Attorney Robert Snyder, Police Chief Jeff Lynn, School Resource Officer Geoff Hamlin, and Recording Secretary Julie Fisher.

Visitors Registered to Speak: Gary Jarvis

Media: Alex Paul, Albany Democrat Herald

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/Coleman) Motion passed with 7 Ayes, 0 Opposed, 0 Absent

Items on the consent agenda are as follows:

Approval of Minutes: April 24, 2018 – City Council

Recognition of Visitors & Hearing of Petition:

Gary Jarvis
2941 Foothills
Sweet Home, OR 97386

Gary Jarvis explained his ideas for cleaning up Sweet Home. He stated there is graffiti and dirt on the exterior of many of the Main Street properties. He suggested one month a year, a moratorium be set on water rates to help offset the cost to the business owners to encourage pressure washing. Mr. Jarvis was also concerned about conditions of the sidewalks in front of those buildings. His last concern was on the corner of 27th and Foothills and the repairs needed to the wooden bridge and asked who was responsible for that property. City Manager Towry will respond with the contact.

Proclamation: Older Americans Month – May 2018

Mayor Mahler read the Mental Health Month Proclamation.

Old Business:

None

New Business:

Request for Council Action:
Appointment to the Budget
Committee – Hamlin

City Manager Towry introduced the Request for Council Action for appointment to the City of Sweet Home Budget Committee.

Motion to appoint Kenneth Hamlin to the City of Sweet

**Home Budget Committee with a term to expire May 8,2021.
(Trask/Briana) Motion Passed with 7 Ayes, 0 Opposed**

**School Safety – Informational
Presentation Chief Lynn & School
Resource Officer Geoff Hamlin**

Chief Lynn and School Resource Officer Hamlin reported to the Council on programs and plans throughout the school district to address threats. There will be a Community Connections forum at the high school on May 16th at 4:30pm where the district will also present information to the public on protocols.

Officer Hamlin outlined procedures for threats made to the Sweet Home School District.

An additional resource the district will be adding is Safe Oregon which is an additional 24/7 reporting tool created by Oregon State Police.

**Utility Rate Review –
Informational Presentation
Finance Director Neish**

City Manager Towry stated by Charter water and wastewater rates should be reviewed annually in May. Staff does not believe there is a need to raise wastewater rates, the wastewater fund is able to cover expenses and even anticipates a carry over for the Wastewater Treatment Plant upgrades. City Manager Towry referred to the water rate issue and was looking for consensus on how the Council would like information presented to them at the next Council meeting.

Finance Director Neish presented a summary of consumption rates from April 2018. The consensus of the Council was to review rates at the next City Council meeting with options using the 300 cubic feet as the base.

**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: None

Committee Reports:

Administration & Finance/
Property Committee

Councilor Trask reported the Administration, Finance and Property Committee conducted interviews for the Budget Committee.

Public/Traffic Safety

None

Public Works

None

City Boards/Committees:

Chamber of Commerce

Councilor Coleman reported she is now working part time at the Chamber and is impressed with the amount of walk ins looking to join the Chamber.

Fire District	None
Park & Tree Commission	Councilor Trask stated he appreciates all the work the Public Works crew has been doing.
Y.A.C.	Councilor Gourley reported the YAC is meeting weekly at noon on Wednesdays. The committee is looking to lead the Zombie Run and is also working to host a Rural Youth Leadership Summit.
Ad Hoc Committee Community Healthcare	None
Capitol Christmas Tree	Councilor Coleman reported banners and pole mount ornaments have been ordered. A donation from Murphy has been received towards the project. An ornament making event is happening this Friday and 600 ornaments are ready to decorate. The Marketing Team from Willamette National Forest has met with the committee to find way to promote events in Sweet Home. The committee is looking for ways to improve the Clover Park Tree Lighting Celebration Event. The next committee meeting is Tuesday at 10am at the Chamber.

Regional Boards/Committees:

Area Commission on Transportation (ACT)	Councilor Briana reported the next meeting on May 24 th .
COG	Councilor Gerson reported the COG is meeting next week.
Solid Waste Advisory Council (SWAC)	Councilor Goble reported the next meeting is on May 31 st .

Mayor's Report	Mayor Mahler announced a winner for the If I Were Mayor Contest who will be revealed during the next Council meeting.
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City Manager's Report	City Manager Ray Towry reported on the Budget as being a fluid document. Budget meetings are scheduled on May 17 th to review the Police, Library and Administrative budgets. May 30 th is reserved to review Finance, Public Works and the Community and Economic Development Department Budget and the 31 st is scheduled if needed. CM Towry stated that a final draft of the Council Rules is ready and will be reviewed one last time by City Attorney Snyder. A Work session will be scheduled soon to review Council Committees. CM Towry announced a 20 th Anniversary Celebration of Wiley Creek Community on Thursday evening at 5:30pm
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Department Directors Reports:

Finance Director	Finance Director Neish reported tomorrow is shut off day and there are 93 accounts scheduled to be shut off.
Library Director	Library Services Director Peda reported receiving a grant from the Trust Management LLC in the amount of \$9,908 which will go towards adding wireless printing and scanning at the public

computers and adding a kiosk with Lynda.com, a Microsoft training platform. LSD reported she will be meeting with Ron Feist with the USFS to discuss rural libraries along the route of the Capitol Christmas Tree to the Library of Congress and a way to connect them. The USFS will also be hanging the Fire Prevention posters in the library.

There will be two programs in the library, on May 10th at 6:15pm Ricardo Cardenas will be performing Latin American music and on May 15th at 4pm there will be a Ukulele Jam Session with Cinda Johnson.

Community and Economic
Development Director

Community and Economic Development Director Jerry Sorte talked about the Façade Improvement Program progress for Economic Development. The Planning Commission is working on Zone Text Amendments to comply with SB1051 on Accessory Dwellings. June 26th a Public Hearing will be scheduled before City Council. CEDD Sorte stated an RFP is going out for work in Sankey Park to include a pedestrian foot bridge and new restrooms.

Police Chief

None

Public Works

Public Works Director Springman provided a written report which he will keep updating and add Key Performance Indicators. The report is a snapshot of projects for Engineering and Public Works.

City Attorney

None

Adjournment:

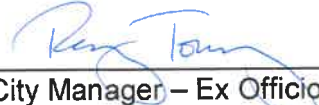
With no further business the meeting adjourned at 7:52 PM.

The foregoing is a true copy of the proceedings of the City Council at the May 08, 2018 regular City Council Meeting.



Mayor

ATTEST:



City Manager – Ex Officio City Recorder