

SWEET HOME CITY COUNCIL MEETING MINUTES

September 11, 2018

Mayor Mahler called the meeting to order at 6:30 p.m. in the Sweet Home Police Department. The Pledge of Allegiance was recited.

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

Visitors Registered to Speak: Cal Steward

Media: Sean Morgan, The New Era

Mayor Mahler asked for a Moment of Silence remembering the tragedy of 9/11.

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. (Gerson/Trask) Motion passed with 7 Ayes, 0 Opposed, 0 Absent

Items on the consent agenda are as follows:

Approval of Minutes: August 28, 2018 Work Session
August 28, 2018 Council Meeting
August 30, 2018 Work Session

Recognition of Visitors & Hearing of Petition:

Cal Steward
924 Main Street #5
Sweet Home, OR 97386

Cal Steward stated he lives at 9th Avenue and was concerned about the speeding traffic in the alleyway. He requested speed bumps. Mayor Mahler stated someone from the City would follow up after looking into the issue.

Old Business:

Oregon Jamboree – 2018 Review
and Camping Discussion

Oregon Jamboree Director Robert Shamock gave a debrief on the 2018 Oregon Jamboree. Mr. Shamock reported that the Kick Off Party Event hosted over 700 guests and raised +/- \$1,000 for SHOCASE.

Several private properties that have historically been used for camping have recently changed ownership and the concern for replacement campsites was brought to the Council with a request to consider allowing camping and the New City Hall and the Quarry Property for the 2019 Jamboree. The Jamboree would provide restrooms, water and lights for the 600 dry camps at the Quarry. Mayor Mahler stated the Council should have a work session to consider the Jamboree's requests.

Several of the Council expressed concerns. Both Councilor

Trask and Councilor Gerson had concerns on the length of time Sankey Park is closed to the public and wanted to see some type of compensation from the Jamboree for its use. The purchase of playground equipment for the park was mentioned. Mayor Mahler was concerned on the wear and tear of Weddle Bridge. Councilor Goble asked that the 2019 Jamboree requests come before Council as early as February.

The Council will schedule a work session to review camping request feasibility.

New Business:

Chamber of Commerce Requests Discussion

Councilor Coleman stated the Chamber was interested in ways they can best partner with the City on continued Economic Development. The Council stated the partnership has been good and exceeded expectations. Councilor Coleman reported an interest by the Chamber for operating space in the new City Hall.

UTV Discussion

City Manager Towry introduced the topic on UTV or similar off-road vehicles to be able to operate on City streets. City Manager Towry asked Council if they would like staff to begin drafting an ordinance for review and research associated laws. By consensus the Council directed staff to research the matter.

Request for Council Action – Vehicle Lease Agreement

City Manager Towry introduced the Request for Council Action to approve the proposed Municipal Lease Agreement with Auto Leasing Specialists, LLC to acquire a budgeted patrol vehicle – a 2018 Ford Interceptor SUV.

I hereby certify that the forging is a true and correct copy of the original City Council Meeting Minutes of September 11, 2018 page 2 of 5.



Julie A. Fisher
Administrative Assistant
City of Sweet Home

Motion to Authorize Sweet Home Police Department to enter into the proposed Lease Agreement Number 2840 with Leasing Specialists, LLC, to acquire a new patrol vehicle (Gourley/Coleman).

Roll Call Vote:

Councilor Trask	Aye
Councilor Briana	Aye
Councilor Coleman	Aye
Councilor Gerson	Aye
Councilor Goble	Aye
Councilor Gourley	Aye
Mayor Mahler	Aye

Motion passed with 7 Ayes and 0 Opposed.

Request for Council Action – FY 2018 Elm Street Water Service Reconnection Project.

Public Works Director Greg Springman introduced the Request for Council Action for the 2018 Elm Street Water Service Project. PWD Springman explained 170 meters were to be connected to the new water mains.

Motion to Authorize the bidding of the construction documents of the FY 2018 Elm Street Water Service Reconnection Project (Briana/Gerson). The Motion passed with 7 Ayes and 0 Opposed.

**Introduction, First and Second
Reading of Ordinance Bills:**

Introduction: None

First Reading: None

Second Reading: None

**Third and Final Reading of
Ordinance Bills:**

Ordinance Bill No. 3 for 2018 – An Ordinance Relating to Rate Increases for Solid Waste Management in the City of Sweet Home, Oregon and Repealing Sweet Home Ordinance Bill No. 1261 with an Expediency Clause.

City Attorney Snyder stated changes to the proposed Ordinance included adding the Ordinance Number 1272 and correcting the web address from biz to blz. City Attorney read by Title Only Ordinance Bill No. 3 for 2018 – Ordinance No. 1271 – Sweet Home Ordinance Pertaining to Council Rules and Amending SHMC Chapter 2.04 Titled City Council.

Motion to Approve Ordinance Bill No. 4 for 2017, Ordinance Bill No. 1272 – An Ordinance Relating to Rate Increases for Solid Waste Management in the City of Sweet Home, Oregon and Repealing Sweet Home Ordinance 1261 with an Expediency Clause. (Coleman/Gerson)

Roll Call Vote:

Councilor Briana	Aye
Councilor Coleman	Aye
Councilor Gerson	Aye
Councilor Goble	Aye
Councilor Gourley	Aye
Mayor Mahler	Aye
Councilor Trask	Nay

The Motion passed with 6 Ayes and 1 Opposed (Trask)

Resolutions: None

Committee Reports:

Administration & Finance/
Property Committee None

Public/Traffic Safety None

Public Works None

City Boards/Committees:

Chamber of Commerce Councilor Coleman shared their board increased to 9 members. They are putting into practice State-Level Labor & Industry Standards and writing policy and procedures based on the

bylaws written last year. The Chamber continues with After Hours and promoting business education opportunities in Sweet Home.

Fire District	Councilor Trask reported the fire danger has been lowered to level Blue. Councilor Trask reported the Fire District recently aided in two separate wildfires.
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Park & Tree Commission	None
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Y.A.C.	Councilor Gourley reported YAC member Madelyn Neuschwander will be visiting a National Youth Safety Summit In Washington D.C in October paid for by the American Federation of Teachers. Councilor Gourley reported the YAC will be hosting the Zombie Zoup Event and asked for volunteers. Mayor Mahler added that the YAC terms ended in June and to streamline process, the students will not have to re-interview but will be considered for reappointment by request to Council.
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Ad Hoc Committee Community Healthcare	None
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Capitol Christmas Tree	Councilor Coleman reported the next meeting is on 9/18 at the Chamber.
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Regional Boards/Committees:

Area Commission on Transportation (ACT)	None
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COG	None
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Solid Waste Advisory Council (SWAC)	None
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Mayor's Report	None
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City Manager's Report	City Manager Towry reported City Hall will be closed from 9am until 11am on Wednesday, September 19 th for staff training. The speaker will present to the City in the morning and at the high school in the afternoon. CM Towry reported the contractors walk thru for the New City Hall at 1pm on Wednesday, September 12 th . The adopted Council Rules have been included in the Councilor's binders and become in effect on October 9, 2018 and the Agenda will follow the new format. DEQ and Linn County will host a public meeting on September 27 th at 5:30pm in the JRCC. Councilors who plan on attending need to let City staff know for noticing purposes. The Council was presented with a draft Personnel Policy Manual, the current Personnel Policy (updated 2014) and the CIS Personnel Policy template. The Council will be able to review the documents prior to the Adoption scheduled for October 9, 2018.
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Department Directors Reports:

Finance Director

Finance Director Neish reported a cost savings to the City for the purchase order system of \$1200.00. The savings occurred when the software company, Springbrook, authorized Finance Director Neish to complete updates on the backside of the program with permission by Springbrook that would otherwise be considered a "premium software".
FD Neish updated the Council on the RFP for IT Services which is out and bid due back September 24th.

Library Director

None

Community and Economic
Development Director

Community and Economic Development Director Sorte reported one CEIP application was turned in from a business that did not meet the requirements of being in a commercial zone. CEDD Sorte reported there are several businesses he is familiar with on the highway with a residential zoning designation. The New City Hall also has a residential zoning will be rewarded and will need to go through the Conditional Use Permit process. CEDD Sorte reported Code Enforcement Officer Mull will be in front of the Council soon to update the Council on progress being made.
The Council was invited to a Business Start Up Fair at the Foundry in Corvallis on Thursday.

Police Chief

None

Public Works

Public Works Director Springman gave a report on Key Performance Indicators for the department. Councilor Trask stated he was very happy with the conditions of the parks specifically Ashbrook and Sankey Park. It was noted Kevin Makinson, Park Crew Lead, is doing an excellent job.

City Attorney

None

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 September 11, 2018 regular City Council Meeting.



Mayor

ATTEST:


City Manager – Ex Officio City Recorder