

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.



CITY OF SWEET HOME CITY COUNCIL AGENDA

May 8, 2018, 6:30 p.m.
City Hall Annex, 1140 12th Avenue
Sweet Home, OR 97386

WIFI Passcode:
guestwifi

PLEASE silence all cell phones – Anyone who wishes to speak, please sign in.

A. Call to Order and Pledge of Allegiance

B. Roll Call:

Councilor Briana
Councilor Coleman
Councilor Gerson
Councilor Goble

Councilor Gourley
Mayor Mahler
Councilor Trask

C. Consent Agenda:

- a) Approval of Minutes: April 24, 2018 – City Council (pg. 3-6)

D. Recognition of Visitors and Hearing of Petitions:

- a) **Proclamation:** Older Americans Month (pg. 7)

E. Old Business:

F. New Business:

- a) Request for Council Action – Appointment to the Budget Committee – Hamlin (pg. 8-10)
- b) School Safety – Informational Presentation Chief Lynn
- c) Utility Rate Review – Informational Presentation Finance Director Neish

G. Introduction, First and Second Reading of Ordinance Bills

H. Third Reading of Ordinance Bills (Roll Call Vote Required)

I. Resolutions

J. Reports of Committees:

Administrative & Finance/Property	Goble
Public Safety/Traffic Safety	Briana
Public Works	Mahler
Park and Tree Committee	Trask
Youth Advisory Council	Gourley

The location of the meeting is accessible to the disabled. If you have a disability that requires accommodation, advanced notice is requested by notifying the City Manager's Office at 541-367-8969.

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Chamber of Commerce	Coleman
Fire District	Trask
Council of Governments	Gerson
Area Commission on Transportation	Briana
Solid Waste Advisory Council	Goble
Ad Hoc Committee on Health (Minutes 04-16-18) (pg. 11)	Gourley
Capitol Christmas Tree Committee	Coleman

K. Reports of City Officials:

- a) Mayor's Report
- b) City Manager's Report
- c) Department Director's Reports:
 - i. Finance Director
 - ii. Library Services Director
 - iii. Community and Economic Development Director
 - iv. Police Chief
 - v. Public Works Director
 - vi. City Attorney's Report

L. Adjournment

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SWEET HOME CITY COUNCIL MEETING MINUTES

April 24, 2018

Mayor Mahler called the meeting to order at 6:30 p.m. in the City Hall Annex. The Council paid tribute to past City Councilor Mona Waibel with a Moment of Silence.

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, and Recording Secretary Julie Fisher

Visitors Registered to Speak: Dick Knowles, Lena Tucker

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		

The Pledge of Allegiance was recited.

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

Items on the consent agenda are as follows:
Approval of Minutes: March 27, 2018 – City Council

Recognition of Visitors & Hearing of Petition:

Proclamation: Mental Health Month – May 2018

Dick Knowles stated every April or May, Linn County Health partners with all cities in Linn County to promote Mental Health Month. Mr. Knowles provided information on Mental Health and First Aid Training and statistics in Linn County. Mr. Knowles added that mental health services are offered at every school in Linn County.

Mayor Mahler read the Mental Health Month Proclamation.

Proclamation: Arbor Day, April 27, 2018

Lena Tucker congratulated the City of Sweet Home for winning Tree City USA accreditation for 2017. Sweet Home is 1 of only 63 cities who have been awarded Tree City USA. Sweet Home has gone above and beyond and earned a Growth Award and is 1 of only 11 cities to do so in 2017. The City also received an Arbor Day Grant to boost Arbor Week. The Annual Arbor Day Poster Contest has just concluded and trees will be planted at Oak Heights, Hawthorne and Foster schools. Trees add to the livability of Sweet Home. Sweet Home is 1 out of 9 cities to have been awarded Tree City USA for over 30 years.

Mayor Mahler read the Arbor Day Proclamation.

Old Business:**None****New Business:**

Request for Council Action: Sweet Home Enterprise Zone Re-Designation.

Community and Economic Development Director Sorte introduced the Request for Council Action for the Sweet Home Enterprise Zone Re-Designation. CEDD Sorte posed the following questions before Council: 1. Should the City re-designate the Sweet Home Enterprise Zone; and 2. If the City re-designates the Enterprise Zone, should it also include the properties that are currently within the Zone but outside the City limits.

Motion to Direct Staff to proceed with the process to re-designate the Sweet Home Enterprise Zone using the existing boundaries. (Trask/Gerson)

Motion Passed with 5 Ayes, (Trask, Mahler, Coleman, Gerson, Briana) 2 Opposed (Gourley, Goble)

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

The Administration, Finance & Property Committee meeting scheduled for April 24th will have to be rescheduled.

Public/Traffic Safety

None

Public Works

No Report. Mayor Mahler commended Public Works for their efforts.

City Boards/Committees:

Chamber of Commerce

Councilor Coleman reported the Chamber Board will meet Thursday.

Fire District

None

Park & Tree Commission

Councilor Trask encouraged everyone to visit Sankey Park to see the work that is being done.

Y.A.C.

None

Ad Hoc Committee
Community Healthcare

Councilor Gourley reported there was a meeting on April 19th.

Capitol Christmas Tree

Councilor Coleman stated the next meeting will be on Tuesday, May 2nd at 10am. Councilor Coleman also announced that Councilor Trask has brought in several donations for the project.

Regional Boards/Committees:

Area Commission on
Transportation (ACT)

None

COG

None

Solid Waste Advisory
Council (SWAC)

Councilor Goble reported the next meeting is on May 31st.

Mayor's Report

None

City Manager's Report

City Manager Ray Towry reported approximately 50 trees have been removed from Sankey Park. The trees were selected by an arborist because they were a hazardous tree, diseased or dying. Mayor Mahler asked about trees planted in sidewalks and related codes. City Manager Towry stated he has suspended tree planting until a plan is in place.

City Manager Towry talked about the upcoming Budget, stating it will be an outcome-based budget process.

The next Council Packet will be delivered electronically due to the Administrative Assistant's scheduled vacation. City Manager Towry reminded the Council to power up their devices to be sure the updates are current.

Department Directors Reports:

Finance Director

Finance Director Neish reviewed the 5 year revenue comparison and reported the Wastewater fund looks good due to the rate increase in October. The Wastewater fund now has starter funds for the WWTP Project. Expenses are trending lower, however now that the spending freeze is lifted, staff has been mandated to work towards getting projects completed this fiscal year. FD Neish expects to deliver copies of the budget document on Friday. The first Budget Committee meeting will be on May 1st for the Budget Message.

Library Director

None

Community and Economic
Development Director

Community and Economic Development Director Jerry Sorte announced the City is part of a group that has been awarded a Business Oregon Grant that will fund an employee thru RAIN (Regional Acceleration and Innovation Network) to work with entrepreneurs in our area for business startup.

Police Chief

None

Public Works

Public Works Director Greg Springman stated he is working with Select Temp for bring on 4 temporary maintenance workers to help maintain the parks during the summer months. PWD Springman stated work is being done in Sankey and just under 50 dangerous or hazardous trees have been removed.

City Attorney

None

Adjournment:

With no further business the meeting adjourned at 7:45 PM.

The foregoing is a true copy of the proceedings of the City Council at the April 24, 2018 regular City Council Meeting.

Mayor

ATTEST:

City Manager – Ex Officio City Recorder



PROCLAMATION
OLDER AMERICAN'S MONTH
OLDER AMERICANS: CONNECTING THE COMMUNITY
MAY 2018

Whereas, The City of Sweet Home includes older Americans who richly contribute to our community; and

Whereas, the older adults in Sweet Home are the roots from which our community grows, who bestow gifts of wisdom and insight upon younger generations, and strengthen the bonds between neighbors to create a better place to live; and

Whereas, our society can be enhanced by older adults aging peacefully in their communities; and

Whereas, the older adults in Sweet Home should be commended for their role in creating and bolstering the fiber of our community and nation; and

Whereas, our community can provide that recognition and respect by enriching the quality of life for older Americans by:

Increasing their opportunities to remain in their communities as active and engaged citizens

Providing services, technologies, and support systems that allow seniors to foster and maintain connections within the community

Emphasizing the value of elders by publically recognizing their contributions to the diversity, strength, and unity of our community

Now Therefore, I, Mayor Greg Mahler, do hereby proclaim May 2018 to be Older American's Month. I urge every citizen to take time this month to honor our older adults and the professionals, family members, and volunteers who care for them. Our recognition of older Americans and their involvement in our lives can help us achieve stronger and more meaningful connections with each other and enrich our community's quality of life.

PROCLAIMED this 8th day of May 2018

Mayor

ATTEST:

City Manager – Ex Officio City Recorder

REQUEST FOR COUNCIL ACTION

PREFERRED AGENDA: May 8, 2018	TITLE: Budget Committee Appointment	TYPE OF ACTION: — RESOLUTION <u>X</u> MOTION — OTHER
SUBMITTED BY: Ray Towry, City Manager	ATTACHMENTS: Budget Committee Application – Kenneth Hamlin	
REVIEWED:		

PURPOSE OF THIS MEMO: Council Appointment to the Budget Committee.

BACKGROUND/CONTEXT: There are currently vacant positions on the Budget Committee. Mr. Hamlin has expressed a desire to serve in this capacity. The Administration and Finance Committee interviewed Mr. Hamlin on May 1, 2018 and their recommendation is to appoint Kenneth Hamlin to a three year term.

THE CHALLENGE/PROBLEM: State Law (ORS 294.336) mandates a budget committee for all Oregon local governments that consists of Council and an equal number of citizen voters. The City of Sweet Home has three citizen voter vacancies on the Budget Committee with the budget process to start in May.

STAKEHOLDERS:

1. Elected Officials
2. Employees of the City
3. Citizen Groups
4. Business Leaders
5. Community Members

ISSUES & FINANCIAL IMPACTS:

1. None Known

ELEMENTS OF A STABLE SOLUTION: Ensuring citizen and stakeholder involvement in the preparation and adoption of a Budget that is directed towards achievement of goals within the constraints of the available resources.

OPTIONS:

1. Do Nothing.
2. Seek Additional Applicants
3. Make a Motion to appoint Kenneth Hamlin to the City of Sweet Home Budget Committee with a 3 year term to expire May 08, 2021.

RECOMMENDATION:

Staff Recommends Option 3: It is recommended to Make a Motion to appoint Kenneth Hamlin to the City of Sweet Home Budget Committee with a term to expire May 8, 2021.



CITY MANAGER'S OFFICE

1140 12th Avenue
Sweet Home, OR 97386
541-367-8969 541-367-5113 FAX
jfisher@ci.sweet-home.or.us

BOARD/COMMITTEE/COMMISSION APPLICATION

Applicant Information (Please type/print clearly):

Name: Kenneth (Kenny) Hamlin
Permanent Address: 1650 11th Ave., Sweet Home
Mailing Address: _____
Contact Phone Number: 541-409-1599
E-Mail Address: kenny.hamlin@rocketmail.com
Preferred method of contact: ☐ Mail ☒ Phone ☒ Email
Occupation: clerk Employer: Hay's Hardware

Please mark the Board, Commission or Committee in which you are interested in serving:

- ☒ Budget Committee ☐ Planning Commission ☐ Library Board
☐ Traffic Safety Committee ☐ Parks Board ☐ Tree Commission
☐ Board of Appeals ☐ All Hazard Mitigation Committee

Are you applying for reappointment: ☒ Yes ☐ No

If yes, how long have you served in this capacity: _____ Year(s) _____ Month(s)

- How long have you lived in the area: 1 Year(s) 8 Month(s)
- Please give a brief description of your experiences or training that you feel qualifies you for this particular position.
Linn County Road Department - 10 years budget creation.
Oregon Utilities Coordinating Council - 8 years
Board of Directors - One Call Center - Budget Committee
- List current involvement in other community groups and/or activities.
none
- What special contribution do you feel you can make to the group/position you are applying for?
Experience in creating and revising budgets.

RESIDENCY:

The following applies for appointments that require residency and elector status:

I, Kenny Hamlin, certify that I currently reside within the corporate limits of the City of Sweet Home and am an eligible elector as defined by ORS 246.012(5). I further acknowledge that should either my residency or my eligibility as an elector change I will notify the City of Sweet Home immediately.

CRIMINAL HISTORY BACKGROUND CHECK (CCH):

A Criminal History Check (CCH) may be performed as part of the City of Sweet Home appointment process for City Boards, Committees, and Commissions. I acknowledge that a refusal to allow the CCH to be performed, when required, will cause my application to no longer be considered.

PUBLIC DISCLOSURE:

The City sometimes receives requests for contact information for members serving on City boards, commissions and committees. As an appointed public body volunteer serving the City of Sweet Home, the information provided on this application is considered public record.

My signature acknowledges that the information I have provided on the application is true and complete to the best of my knowledge and I understand that a CCH may be performed, when required, and that the information provided on this application is considered public record.

Kenny Hamlin
Signature

4-17-18
Date of Signature

SWEET HOME CITY COUNCIL
COMMUNITY HEALTH COMMITTEE
MEETING MINUTES

April 16, 2018

The meeting was called to order at 6:01 p.m. in the City Hall Annex.

Present: Jim Gourley, Bob Dalton, Dick Knowles, Lisa Gourley, Kate Hall and Marty Cahill

Staff Present: City Manager Ray Towry

Visitors: Guy Dierdorf, Chaundra Dierdorf,

Media: None

Welcome:

Approval of Minutes March 19, 2018: (Gourley/Dalton) 6 Ayes, 0 Opposed,

Committee Reports:

Health Fair Committee: Bob Dalton reported the Community Health Fair is set for Saturday, August 18th from 9am until 2pm. Invitations are being sent. A nutrition presentation has been requested from Dr. Musrato at Western University. The Safety Fair will again partner with the Health Fair. The Committee will request use of better tables and chairs. Bob is working to get Search and Rescue booked for a presentation. Marty Cahill will check to see if Samaritan will contribute for the nutrition aspect of the Fair.

Western University/ City Project: Bob Dalton is continuing to work to develop a name for the project. Bob discussed programs to bring to Sweet Home and a possible kick off for the next year. Dick discussed bringing others to the project through the RFP process done by Samaritan for IHN. Bob stressed the idea that the project is about health through education.

Western University/ City Outreach: Thursday at 6:00 pm at the Sweet Home School District, a small group will review the questions for the focus groups.

Hero Banner Project: Jim Gourley stated over 20 banners have been ordered including the intro banners and banners for outside the Chamber of Commerce. Donation cans are out, an acceptable method to collect funds and document it is needed – this will take two people to complete.

Community Needs:

Homelessness – Group is working to get stakeholders for September meeting. Discussion ensued on local stakeholder's regional resources, causes and programs used in other places.

The City subsidizes SHSH water for use of pool. Can we get vouchers for showers in return?

Meeting adjourned.

With no further business the meeting adjourned at 6:52 pm

The foregoing is a true copy of the proceedings of the City Council Community Health Committee Meeting on April 16, 2018.



Accepted Commingled Recycling

Paper/ Cardboard

- Newspaper including adds and inserts
- Corrugated Cardboard Boxes
- Direct Mail
- Cereal, Cracker & Shoe Boxes (Chipboard)
- Office paper- copier and printer paper, file folders, note paper, computer paper, brochures, magazines & catalogs



Metal

- Steel (Tin) Cans
- Aluminum Cans



Plastic Bottles

- Plastic Bottles- #1 PET & #2 HDPE
- Soda bottles, water bottles, milk jugs,
- Orange Juice bottles & jugs, detergent
- Cleaning solution bottles



DO NOT RECYCLE

Plastic Bags & Plastic Film of all kinds

Paper Milk & Paper Juice Cartons
Trash

Diapers

Wire, Rope, Chain,

Christmas Lights

No #3-#7 Plastic Items

Flower pots

Shredded Paper








Medical Waste of any Type

Fabric (Textiles) of any type

Garden Hoses

Wood

Guide to Plastic Recycling Codes

Symbol	Acronym	Full name and uses
	PET	Polyethylene terephthalate - Fizzy drink bottles and frozen ready meal packages.
	HDPE	High-density polyethylene - Milk and washing-up liquid bottles
	PVC	Polyvinyl chloride - Food trays, cling film, bottles for squash, mineral water and shampoo.
	LDPE	Low density polyethylene - Carrier bags and bin liners.
	PP	Polypropylene - Margarine tubs, microwaveable meal trays.
	PS	Polystyrene - Yoghurt pots, foam meat or fish trays, hamburger boxes and egg cartons, vending cups, plastic cutlery, protective packaging for electronic goods and toys.
	Other	Any other plastics that do not fall into any of the above categories. For example melamine, often used in plastic plates and cups.