

**SWEET HOME CITY COUNCIL
MEETING MINUTES**

January 09, 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, and Recording Secretary Julie Fisher

Visitors Registered to Speak: Chase Bratton Ralph, Lori Kuster, Vince Adams, Bruce Hobbs

Media: Sean Morgan, The New Era
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 amended. (Gerson/Goble)**

Items on the consent agenda are as follows:
Approval of Minutes: December 12, 2017
Approval of Minutes: December 19, 2017 – SP

Recognition of Visitors & Hearing of Petitions

Chase Bratton Ralph
1530 Tamarack
Sweet Home, OR 97386

Chase Bratton Ralph read a statement that she was opposed to the removal of the caretaker trailer from Northside park.

Lori Kuster
1185 49th Avenue
Sweet Home, OR 97386

Lori Kustner warned the Council of the dangers of Pacific Power smart meters and urged the Council to force the utility to keep the analog meters as standard in our community.

Vince Adams
809 Mountain View
Sweet Home, OR 97386

Vince Adams thanked City staff and the Council for the Veterans Day Memorial Day Event in November.

Bruce Hobbs
39155 Hwy 228
Sweet Home, OR 97386

Bruce Hobbs stated he realizes the water is a utility and needs to run as a business and recoup losses, but felt it is unfair to go after property owners. Mr. Hobbs felt the burden of collection should be on the City. Mr. Hobbs added the property owner cannot control the tenant's water use nor can they shut it off. He felt prohibiting the next tenant from turning on an account due to a balance from a previous tenant, is an abuse of power.

Old Business:

Audit Presentation
Grove, Mueller and Swank

Chuck Swank and Cathy Wilson with Grove, Mueller and Swank presented the Audit for June 30, 2017. Mr. Swank explained the deficit fund balance in the Wastewater Operating Fund Balance of -129,000 and added revenues are generated thru services. The Governance Letter to the Council was included and explained the responsibilities of City staff and the auditors.

S|EA Contract – Cost Estimate
2525 East Burnside Road
Portland, OR

City Manager Towry reviewed the revised contract per Council's request from S|EA. The contract amount is capped at \$93,430 plus \$4,000 in reimbursement expenses.

Motion to authorize staff to execute a contract with S|EA not to exceed \$97,500 or 10% of the total general contractor bid amount whichever is less. (Gerson/Goble)

Roll Call Vote

Councilor Goble	Aye
Councilor Gourley	Aye
Mayor Mahler	Aye
Councilor Trask	No
Councilor Briana	No
Councilor Coleman	Aye
Councilor Gerson	Aye

Councilor Gerson asked the next steps. Staff explained once the set of plans are complete, a competitive bid process will begin according to requirements of State Law.

New Business:

Request for Council Action
Appointment to the YAC – Josie
Hewitt

Motion to appoint Josie Hewitt to the Youth Advisory Council to an At Large Jr. High Grades 7-8 position with a term to expire June 30, 2018 (Gourley/Colelman) 7 Ayes, 0 Opposed.

Request for Council Action –
Appointment to Planning
Commission – Lance Gatchell

Motion to appoint Lance Gatchell to the Planning Commission with a term to expire December 31, 2021. (Gourley/Briana) 7 Ayes, 0 Opposed

Introduction, First and Second Reading of Ordinance Bills:

Introduction:

First Reading:

Second Reading:

Third and Final Reading of

Ordinance Bills:

Resolutions:

Resolution No. 1 for 2018 – A Resolution Accepting the City of Sweet Home Audit Report for Fiscal Year Ending June 30, 2017

Motion to Adopt Resolution No. 1 for 2018 – A Resolution Accepting the City of Sweet Home Audit Report for Fiscal Year Ending June 30, 2017 (Gourley/Briana) 6 Ayes, 1 Opposed (Goble). This Resolution becomes in effect immediately.

Resolution No. 2 for 2018 – A Resolution to Designate City Property as Surplus and Authorize its Sale or Lawful Disposal

Motion to Adopt Resolution No. 2 for 2018 – A Resolution to Designate City Property as Surplus and Authorize its Sale or Lawful Disposal (Trask/Gerson) 7 Ayes, 0 Opposed

Committee Reports:

Administration & Finance/
Property Committee None

Public/Traffic Safety None

Public Works None

City Boards/Committees:

Chamber of Commerce None

Fire District Councilor Trask reported the new medic unit is in service. The new SCB (Self Controlled Breathing Apparatus) have arrived.

Park & Tree Commission None

Y.A.C. Councilor Gourley welcomed their newest member Josie Hewitt.

Ad Hoc Committee
Community Healthcare Councilor Gourley reported Bob Dalton and Larry Horton are both working with 2 separate groups for community engagement projects.
Councilor Gourley reported the Hero Banner Project is moving forward.

Regional Boards/Committees:

Area Commission on
Transportation (ACT) None

COG None

Solid Waste Advisory
Council (SWAC) None

Mayor's Report None

City Manager's Report

City Manager Ray Towry announced the need for an Administration, Finance and Property Committee meeting to review Community Grants.

A Department Head retreat is being planned for the first week of February and a Council Work Session is needed to review Council Goals.

City Manager Towry announced the City now owns the Quarry Property and City Attorney Snyder has recorded the deed.

Brandon Neish, the new Finance Director for the City of Sweet Home was introduced. FD Neish will begin on Monday, January 15th, 2018.

Department Directors Reports:

Finance Director

Finance Director Gray reported she is meeting with Oregon State Treasury Department via phone to pass the City of Sweet Home Investment Policy.

FD Gray reported an passport audit has been completed by the US Department of State and only two small issues were found that have been immediately corrected.

Library Director

LSD Rose Peda referred to the reports in the Council packet.

Community and Economic Development Director

CEDD Sorte gave a report for December 2017 including an application for annexation that will come before Council with the Planning Commission's recommendations. The Planning Commission has agreed to meet the 1st and 3rd Monday's of each month as needed.

Police Chief

Chief Lynn talked about the generous donation from Deschutes County towards the Sweet Home PD K9 Program. Chief Lynn stated a summary of 2017 will be presented at the next meeting.

Public Works

PWD Greg Springman referred to the reports in the packets as well as a recent article on Sweet Home's I&I program. PWD Springman announced the WWTP Tours and asked the public to RSVP to the City Manager's office.

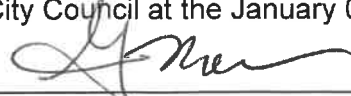
City Attorney

Adjournment:

None

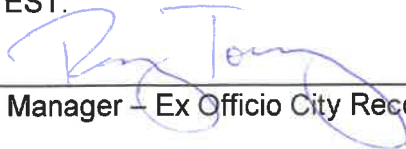
With no further business the meeting adjourned at 8:04 PM.

The foregoing is a true copy of the proceedings of the City Council at the January 09, 2018 regular City Council Meeting.



Mayor

ATTEST:



City Manager – Ex Officio City Recorder