SWEET HOME CITY COUNCIL MEETING MINUTES

March 27, 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: Community and Economic Development Director Jerry Sorte, Public Works Director Greg Springman, Library Services Director Rose Peda, Finance Director Brandon Neish, Police Chief Jeff Lynn, City Attorney Robert Snyder, and Recording Secretary Julie Fisher

Visitors Registered to Speak: George Medellin, Scott Gagner

Media: Sean Morgan, The New Era

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

Motion to Excuse Councilor Coleman from the March 13, 2018 City Council Work Session (Gerson/Trask) 6 Ayes, 0 Opposed and 1 Absent (Gourley)

Motion to Excuse Councilor Gourley from the March 27, 2018 City Council Meeting (Trask/Gerson) 6 Ayes, 0 Opposed and 1 Absent (Gourley)

Consent Agenda: Motion was made to approve the Consent Agenda as

submitted. (Trask/Coleman) Motion passed with 5 Ayes, 0 Opposed, 1 Absent (Gourley) and 1 Abstain (Goble – stating

he was not in attendance to those meetings)

Items on the consent agenda are as follows:

Approval of Minutes: March 13, 2018 - City Council WS

March 13, 2018 - City Council

Recognition of Visitors & Hearing of Petition:

Proclamation: Child Abuse

Prevention Month

Mayor Mahler read the proclamation for Child Abuse Awareness

Month.

George Medellin 1109 26th Avenue

Sweet Home, OR 97386

George Medellin gave a brief Small Business Development Center (SBDC) update which covered what has been done, what are future goals of the SBDC and ask of the Council if they had

any suggestions for the SBDC.

Old Business: None

New Business:

Request for Council Action –
Appointment to Budget Committee Dix

Request for Council Action – Dude Solutions, Inc. Contract

CEDD Sorte introduced the Request for Council Action.

Motion to appoint Derek Dix to the Sweet Home Budget Committee for a full three year term to expire 03-27-2021. (Coleman/Briana) 6 Ayes, 0 Opposed, 1 Absent (Gourley)

Finance Director Brandon Neish and Public Works Director Greg Springman introduced the Request for Council Action to enter into a contract with Dude Solutions for new technology that will allow for easier data tracking and public interaction related to Public Works and Code Enforcement. The program will replace PubWorks, but will add features not available in the current program. Implementation costs will come from the current budget year and spread out between various departments. Five modules would be added to the new program to include water, wastewater and Code Enforcement.

The Council questioned how much information the public was able to see using the public interface. It was explained that the public would be able to submit a request or issue and would have access to track the issue they submitted but would not be able to see everything the system is tracking.

Motion to approve the contract with Dude Solutions, Inc. for \$12,710.83 from the 2017/2018 budget with ongoing costs to be in future budgets (Gerson/Goble) 6 Ayes, 0 Opposed, 1 Absent (Gourley)

Roll Call Vote

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

Request for Council Action – Draft Economic Development Strategy.

CEDD Sorte introduced the draft Economic Development Strategy seeking consensus from the Council on direction for using the Economic Development Funds that were set aside in the 2017/2018 Budget. CEDD Sorte explained his plan to provide business incentives through implementation of a Commercial Exterior Improvement Program set up as a grant through the COG and develop and implement a Gap Financing Program which would be a revolving loan. The Consensus of the Council was positive towards both plans. The Council had hesitation on the loan portion and wanted more specifics on how to keep risk of loan defaults at a minimum. It was also requested that a business be required to have a business plan prior to being approved for the Gap Financing loan program. Matthews, Chamber of Commerce Director added that the programs need a proactive approach to be successful.

Introduction, First and Second Reading of Ordinance Bills:

Introduction:	CEDD Sorte introduced Ordinance Bill No. 1 for 2018 - Ordinance No An Ordinance Annexing Territory Within the Urban Growth Boundary and Amending the Sweet Home Zoning Map and Declaring a Need for Expediency Clause explaining the Council held a Public Hearing on April 4, 2018 and approved the Annexation and Zone Change.		
	Motion to move Ordinance Bill No. 1 for 2018 to first reading (Trask/Coleman) 6 Ayes, 0 Opposed, 1 Absent (Gourley)		
First Reading:	CEDD Jerry Sorte read in its entirety Ordinance Bill No. 1 for 2018 – Ordinance No An Ordinance Annexing Territory Within the Urban Growth Boundary and Amending the Sweet Home Zoning Map and Declaring a Need for Expediency Clause.		
	Motion to move Ordinance Bill No. 1 for 2018 to second reading due for need for expediency (Coleman/Trask) 6 Ayes, 0 Opposed, 1 Absent (Gourley)		
Second Reading:	CEDD Jerry Sorte read by title only Ordinance Bill No. 1 for 2018 - Ordinance No An Ordinance Annexing Territory Within the Urban Growth Boundary and Amending the Sweet Home Zoning Map and Declaring a Need for Expediency Clause.		
	Motion to move Ordinance Bill No. 1 for 2018 to third and final reading on April 10, 2018 (Gerson/Trask) 6 Ayes, 0 Opposed and 1 Absent (Gourley)		
Third and Final Reading of Ordinance Bills:	None		
Resolutions:	None		
Committee Reports:			
Administration & Finance/	None		

Property Committee

Public/Traffic Safety

None

Public Works None

City Boards/Committees:

Chamber of Commerce

Councilor Coleman announced the Chamber Banquet on April 7th has sold out. The next Chamber Board meeting is this Thursday. Bill Matthews, Chamber of Commerce Director announced the new 2018 Visitors Guide has been completed by the New Era and includes a directory of every known business in Sweet Home.

Fire District

None

Park & Tree Commission

Councilor Trask reported progress is being made at Sankey Park and a report will come before Council soon.

Y.A.C.

None

Ad Hoc Committee Community Healthcare None

Capitol Christmas Tree

Councilor Coleman announced Councilor Trask has already received donations for the Capitol Christmas Tree. Councilor Trask added that we have a very giving community that is always willing to step up. Councilor Trask added that businesses are constantly asked to donate and they are very generous.

Regional Boards/Committees:

Area Commission on Transportation (ACT)

None

COG

Councilor Gerson stated her written report is in the Council Packet.

Solid Waste Advisory Council (SWAC)

Scott Gagner with Sweet Home Sanitation spoke to the Council about the Recycling Crisis and stated is has been a serious issue for the past 6-8 months. China has been taking up to 50% of the recycle and now will only accept about 20% causing major issues and cost increases. In the past Sweet Home Sanitation was paid for recycle and now they have to pay to get rid of it. Sweet Home Sanitation is working on advance education materials to send out to all of their customers and looking for a solution that is best for the community and beneficial for the City. Mr. Gagner stated that does not necessarily mean a rate increase, however operation cost have increased 450% in the recent months. Mr. Gagner added that he is only before Council to give them information on the seriousness of the recycle crisis and not asking for anything at this time.

Mayor's Report

None

City Manager's Report

None

Department Directors Reports:

Finance Director

Finance Director Neish presented the SHMC report which was included in the Council packet and also gave a presentation on the Revenue vs. Expenses compared to the past six years.

Library Director

Library Services Director Peda reported Spring Break activities at the Library including rock painting and Christmas Tree ornament making.

Community and Economic Development Director

CEDD Sorte thanked the Planning Commission for working so diligently on all of the Code updates as well as all of the Planning Applications that have come in. CEDD Sorte stated the Department is going through some chances and restructuring to become more outcome oriented. Joe Graybill has been tasked with the Sankey Park project to keep the project moving and for direction on next steps.

Police Chief

Chief Lynn stated April is Child Abuse Awareness Month and announced a Pinwheel Planting and Walk a Mile for a Child on April 7th at 11am at the Police Station. All of the money goes to help local families with gas cards and resources to go to the ABC House in Albany. In 2017 there were 370 DHS referrals, over 1 call per day. In 2016 there were 330 and in 2015 there were 251.

Public Works

None

City Attorney

None

Adjournment:

With no further business the meeting adjourned at 8:23 PM.

The foregoing is a true copy of the proceedings of the City Council at the March 27, 2018 regular City Council Meeting.

Mayor

ATTEST:

City Manager - Ex Officio City Recorder