

**SWEET HOME CITY COUNCIL
MEETING MINUTES**

May 22, 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 and Recording Secretary Julie Fisher.

Visitors Registered to Speak: Linda Garret, Dave Holley, Bill Matthews

Media: Alex Paul, Albany Democrat Herald
Sean Morgan, The New Era

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

Items on the consent agenda are as follows:
Approval of Minutes: May 08, 2018 – City Council

Recognition of Visitors & Hearing of Petition:

If I were Mayor Contest Winners The *If I Were Mayor* contest winners were presented with certificates and t-shirts for winning the local essay and poster contest. Their entries have been submitted for the regional contest in Salem.

Sportsman Holiday Court The 2018 Sportsman Holiday Court introduced themselves and each princess spoke of their plans following graduation from high school. They invited everyone to the Sportsman Holiday kick off event.

Linda Garret
4196 Long Street
Sweet Home, OR 97386

Linda Garret addressed the Council on her concerns regarding back yard burning.

Anna Perry
4351 Citabria Street
Sweet Home, OR 97386

Anna Perry addressed the Council on her concerns over increased water rates and billing methods.

Bill Matthews
922 Pinetop St.
Sweet Home, OR 97386

Bill Matthews addressed the Council on water rates. He was concerned raising rates would deter customers from watering their lawns.

Old Business:

New Business:

Request for Council Action – Chamber of Commerce Contract

City Manager Towry introduced the request for the Agreement for Operation of the Sweet Home Visitor’s Center. Discussion ensued on the Chamber Budget which is \$40K - \$45K per year. Chamber Director Bill Matthews agreed to include profit and loss details on the reports to the Council.

Motion to Approve the Contract for Operation of the Sweet Home Visitor’s Center as Presented (Gourley/Briana) 6 Ayes, 0 Opposed, 1 Recused (Coleman due to being an employee of the Chamber)

Request for Council Action – Community Grant Program

City Manager Towry opened discussion regarding the City Community and the Sweet Home Community Foundation Grants Programs. Discussion ensued on the grant recipients of each grant program being the same, the similarities of the programs and the purpose of the grant programs. Consensus of the Council was to add a \$5,000 line item in the Budget for the Sweet Home Community Foundation Grants. Mayor Greg Mahler was willing to attend Sweet Home Community Foundation meetings as a Council Representative. The City will no longer administer the grant program in house.

Request for Council Action – Grove, Mueller & Swank, PC Contract

Finance Director Neish introduced the contract for audit services with Grove, Mueller & Swank P.C. The new contract would not exceed \$27k. FD Neish explained that Oregon State Law requires audits be performed by a third party. Discussion ensued on a possible RFP for audit services next year.

Motion to approve the contract with Grove, Mueller & Swank, P.C for an amount not to exceed \$27,000 for audit services for the 2017-2018 fiscal year as required by state law (Trask/Gourley)

Roll Call Vote:

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

Request for Council Action – Surplus Property

Public Works Director Springman introduced the Request for Council Action to surplus a garden mower that is more suited for residential use than commercial use. The money from the surplus will go to offset a new Hustler mower.

The item was moved to Legislation by consent of the Council

Request for Council Action – Utility Rate Review

City Manager Towry and Finance Director Neish presented the Council with water rate options to review. Based on consensus of the Council during the May 08, 2018 meeting, options included 300 cubic feet in the base rate. Option 1 was to do nothing. Option 2 would increase the base rate and the commodity while reducing the included consumption from 400 to 300 cubic feet, Option 3 would increase the base rate and the commodity while reducing included consumption from 400 to 300 feet, Option 4 would be to alter the base rate and the commodity while reducing included consumption from 400 to 300.

Motion to decrease the base rate and the increase the commodity while reducing included consumption from 400 to 300 cubic feet and revise methodologies where the commodity rate includes personnel expenditures, depreciation and transfer to equipment reserves. (Gerson/Trask) 7 Ayes, 0 Opposed, 0 Absent

Request for Council Action – Façade Improvement Program

Community and Economic Development Director Jerry Sorte introduced the Commercial Exterior Improvement Program as part of the economic development strategy for Sweet Home. The program would cover a range of projects that would be reviewed by a committee consisting of a representative of the City Council, Chamber of Commerce and three members engaged in local economic development efforts. The funding would come from approximately \$200,000 allocated for economic development projects.

Motion to approve the Commercial Exterior Improvement Program as presented (Coleman/Gerson) 7 Ayes, 0 Opposed, 0 Absent.

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:

Resolution No. 5 for 2018 – A Resolution to Designate City Property as Surplus and Authorize its Lawful Disposal. City Manager Towry ready by title only Resolution No. 5 for 2018. **Motion to approve Resolution No. 5 for 2018 (Coleman/Gerson) motion passed with 7 Ayes, 0 Opposed and 0 Absent.**

Committee Reports:

Administration & Finance/ Property Committee	None
Public/Traffic Safety	None
Public Works	None

City Boards/Committees:

Chamber of Commerce	Councilor Coleman reported the Chamber is gearing up for Sportsman Holiday. Their next committee meeting is this Thursday.
Fire District	None
Park & Tree Commission	Public Works Director Greg Springman reported on ongoing clean-up at Sankey Park. An RFP has gone out for the pedestrian bridge at Sankey Park. There was also discussion during the last meeting on sprinklers and improvements to Clover Park for the upcoming Capitol Christmas Tree events.
Y.A.C.	Councilor Gourley reported on ongoing weekly lunch meetings.
Ad Hoc Committee Community Healthcare	Councilor Gourley reported they are busy planning the Community Health Fair. Dr. Henry Wolthuis is heading a subcommittee on homelessness and Councilor Coleman will sit in on that subcommittee as well.
Capitol Christmas Tree	Councilor Coleman reported the banners have been ordered and received and the ornaments are being ordered this week. The Event Planning Committee will meet this Thursday at 9am at the Chamber.

Regional Boards/Committees:

Area Commission on Transportation (ACT)	Councilor Briana reported the committee will meet this Thursday.
COG	Councilor Gerson reported on items of interest from the COG meeting on May 17, 2018 including Safe Routes to School Grant Applications, Transportation for disabled and seniors package in Bill 217, and the completion of scenic byways in Oregon.
Solid Waste Advisory Council (SWAC)	None
Mayor's Report	None
City Manager's Report	City Manager Ray Towry reported that the Finance Department has volunteered to begin opening City Hall at 7am starting on June 4 th to allow time for those who commute out of town to conduct

business at City Hall. City Manager Towry was appreciative of finance staff who are arranging their personal schedules to accommodate the new hours. Transactions will be tracked during the 7am hour and reevaluated in 6 months. City Manager Towry stated he will be out this Friday and the following Friday as well. A meeting to discuss joint field maintenance will be held Thursday morning.

Department Directors Reports:

Finance Director

Finance Director Neish presented the Monthly Revenue vs. Expense Report, SHMC Report and the Finance Report for April.

Library Director

Library Services Director Peda gave circulation and patron statistics for Feb thru April. LSD Peda also announced Uke Jam Sessions every Friday. There are extra ukuleles available at the library.

Community and Economic Development Director

Community and Economic Development Director Jerry Sorte talked about getting information to the public in the form of short videos on social media.

Police Chief

Chief Lynn handed out information on call volume for April compared to April 2017 which had increased in all types of calls. Chief Lynn also provided statistics on Person Crimes and Property Crimes compared to last year. Chief Lynn reported on a Law Enforcement High Visibility Enforcement Saturation Patrol which will take place on May 25th from 6pm until 7:30pm.

Public Works

Public Works Director Springman referred to the monthly report of ongoing projects that was included in the packet.

City Attorney

None

With no further business the meeting adjourned at 8:54 PM.

Adjournment:

The foregoing is a true copy of the proceedings of the City Council at the May 22, 2018 regular City Council Meeting.



Mayor

ATTEST:



City Manager – Ex Officio City Recorder