

**SWEET HOME CITY COUNCIL
MEETING MINUTES**

June 12, 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: None

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/Goble) Motion passed with 7 Ayes, 0 Opposed, 0 Absent

Items on the consent agenda are as follows:
Approval of Minutes: May 22, 2018 – City Council

Recognition of Visitors & Hearing of Petition: None

Old Business:

S|EA Architect Presentation of Final Floorplan. S|EA Architect presented the final floorplan to the City Council along with finish selections. Consensus of the Council was to accept the floorplan and finish selections.

New Business:

Request for Council Action – Sweet Home Sanitation Recycling Discussion Aaron Donley
Scott Gagner

Scott Gagner presented to the Council information on the recycling crisis explaining the burden to SH Sanitation as recycling cost have increased 355% since June 2017. Mr. Gagner suggested two options: continued recycling that could increase rates by 11.7% or concurrence for landfill which will increase rates by 5.26%. The Council discussed both options and requested information to include actions taken by comparable cities as well as their current rates and increased rate amounts.

**Request for Council Action –
2018-2019 Contract Amendment -
Jacobs**

PWD Springman introduced the request for the annual contract amendment of 3% for Jacobs (CH2M – OMI). The request noted Jacobs is experiencing a 3.8% cost increase. The Council discussed the high cost to the City for the operation and maintenance of the plant. PWD Springman stated that after the new wastewater treatment plant is complete, a feasibility study should be done to review options for continued operation and maintenance of the plant. PWD stated at this time, it is his recommendation to continue the contract with Jacobs who are doing a good job. The Council agreed they are happy with the performance of Jacobs, however were concerned with the increasing cost for operation and maintenance.

Motion to approve and execute Amendment No. 3 to Jacobs (CH2M – OMI) for the operations, maintenance, and management services for the City of Sweet Home, Oregon, to perform all administration and operation functions of the City's water and wastewater treatment facilities. (Trask/Gourley)

Roll Call Vote

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

**Request for Council Action -
Creation of Associate Planner
Position**

Community and Economic Development Director Sorte explained due to an unsuccessful recruitment for a Planning Services Manager, staff believes it would be advantageous to create a mid-level planner position. This position will replace the Planning Services Manager position with an intent to invest in the selected candidate to eventually be the Planning Services Manager. The creation of this position would not add an FTE to the department.

Motion to create the Associate Planner position at a pay range of \$4,092 to \$4,786 (Gerson/Trask) Motion passed with 6 Ayes, 1 Opposed (Goble), and 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. 6 for 2018 – A Resolution to set, copy, research and miscellaneous service fees. City Manager Towry explained the request to remove fees from the water resolution and add them into the fee resolution. All fees would be reviewed annually and would be together to make it easier for customers to research fees.

Motion to adopt Resolution No. 6 for 2017 – A Resolution establishing certain Public Information, Records, Research, Service and Miscellaneous City fees in accordance with Sweet Home’s Financial Policies. (Coleman/Briana) Motion passed with 7 Ayes, 0 Opposed, and 0 Absent.

Mayor Mahler ready by title only Resolution No. 6 for 2018.

Resolution No. 7 for 2018 – A Resolution Setting Rates for Water Services

City Manager Towry introduced the request to review and approve revisions to base and commodity rates for water. During the City Council meeting on May 22, 2018 council voted unanimously to move forward with a plan in which users pay for the water used, lowering the base rate and increasing the commodity charge. Councilor Gourley stated there were unanswered questions from that May 22nd meeting and until those questioned were answered she thought the item should be tabled. Councilor Goble stated at the May 22nd meeting he had requested what the cost to the City is to make 100-cubic feet of water. He did not receive an answer. Councilor Briana stated he still would like additional options to include 400-cubic feet in the base rate.

Motion to approve Resolution No. 7 for 2018 (Gerson/Trask) motion passed with 4 Ayes (Gerson, Trask, Coleman & Mahler), 3 Opposed (Goble, Gourley, Briana) and 0 Absent.

City Manager Towry ready by title only Resolution No. 7 for 2018.

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 in the next phase of recovery. Bill Matthews has stepped down as Chairman and George Medellin is interim Chairman.

Fire District	Councilor Trask reported the new rescue vehicle has been purchased and a used fire engine which will be used for wildland fires.
Park & Tree Commission	Councilor Trask referred to the minutes included in the packet.
Y.A.C.	None
Ad Hoc Committee Community Healthcare	Councilor Gourley referred to the minutes included in the packet.
Capitol Christmas Tree	Councilor Coleman reported the committee is seeking talent for a program after the parade and for the street fair prior to the parade.

Regional Boards/Committees:

Area Commission on Transportation (ACT)	Councilor Briana reported there are grants available for Safe Routes to School and Oregon Public Transportation. Councilor Briana has reached out to Joe Graybill regarding the Safe Routes to School and Ken Bronson who is over the Sweet Home busses.
COG	None
Solid Waste Advisory Council (SWAC)	None

Mayor's Report
Mayor Mahler stated traffic could be busy in our community next week as the weather heats up and boat traffic heads to Foster and Green Peter lakes due to the water advisory at Detroit Reservoir.

City Manager's Report
City Manager Ray Towry announced there is a volunteer position open on the Planning Commission as Anay Hausner has resigned. A reception for Ms. Hausner will be held June 18th at 6pm. Building Inspector Remesnik has announced his retirement June 15th. There will be a reception for Mr. Remesnik on June 15th from 4pm until 5:30pm. Discussion of moving the City Council meetings to the Police Department ensued. Consensus of the Council was to begin holding City Council meetings at the Police Department beginning in July. The following Work Sessions were scheduled: July 10, 2018 – Committee Review, July 24, 2018 – Council Rules, and August 14, 2018 – Jacobs Contract.

Department Directors Reports:

Finance Director
Finance Director Neish referred to the reports included in the packet. The Council questioned a payment to the City of Lebanon. It was explained Lebanon is acting as a fiscal agent for a grant. FD Neish stated June 13th is turn off day and 69 accounts are scheduled for turn off.

Library Director

Library Services Director Peda referred to the library statistis included in the packet.

Signups for the Summer Reading Program begin June 18th. Two donations, each for \$250.00, have been received for the Summer Reading Program, one from the Elks and the other from Rotary.

Community and Economic Development Director

Community and Economic Development Director Jerry Sorte announced that Tommy Mull has been hired as the new Code Enforcement Officer and they are working on a public information campaign.

Building Inspector Mike Remesnik is retiring and his last day is June 15th. There will be a reception this Friday from 4pm until 5:30pm.

Reporting on Economic Development, CEDD Sorte announced the CEIP (Commercial Exterior Improvement Program) is up and running and SHARE (Sweet Home Active Revitalization Effort) is conducting an outreach.

Permit applications received at City Hall have remained steady for Building and have increased for Planning.

Police Chief

Chief Lynn reported a new Code Enforcement Officer has been hired. Chief Lynn announced the 23rd Annual Jim Bean Safety Fair and Prescription Drug Turn In Event on June 23rd.

Public Works

Public Works Director Springman reported a new backflow device at Ashbrook Park.

The Council asked about water fills from tanker trucks and for construction. PWD Springman stated that those are being metered and, in some cases, fills completed on 24th near the PW Facility.

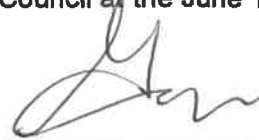
City Attorney

None

Adjournment:

With no further business the meeting adjourned at 8:15 PM.

The foregoing is a true copy of the proceedings of the City Council at the June 12, 2018 regular City Council Meeting.



Mayor

ATTEST:



City Manager – Ex Officio City Recorder