

SWEET HOME CITY COUNCIL
MEETING MINUTES

November 13, 2018

Mayor Mahler called the meeting to order at 6:30 p.m. in the Sweet Home Police Department.

Moment of Silence for former Mayor Ruth Ganta

The Pledge of Allegiance was recited.

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

Visitors Registered to Speak: Liza Newcomb

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

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

Motion to excuse Councilor Briana from the November 13th and November 27th City Council Meetings (Trask/Gourley). Motion passed with 6 Ayes, 0 Opposed, and 1 Absent (Briana).

Consent Agenda: Motion was made to approve the Consent Agenda as submitted (Goble/Gerson). Motion passed with 6 Ayes, 0 Opposed, 1 Absent (Briana).

Items on the consent agenda are as follows:
Approval of Minutes: October 23, 2018 – Regular Meeting

Recognition of Visitors & Hearing of Petition:

School Resource Officer Hamlin SRO Hamlin introduced himself and talked about his role as the School Resource Officer. Some of his duties include Standard Response Training, Lock Down Drills, Teen Marijuana Education Course, School Safety Committee member as well as Regional Suicide Task Force.

Old Business: None

New Business:

Request for Council Action – Willamette Neighborhood Housing Service Liza Newcomb with Willamette Neighborhood Housing gave a presentation on the Community Development Block Grant Program and answered questions of the Council.

Motion to authorize the staff to submit an application for the

2018 CDBG Program (Gerson/Gourley). Motion passed with 6 Ayes, 0 Opposed and 1 Absent (Briana)

Request for Council Action – Oregon Cascades West Council of Governments IGA

City Manager Towry introduced the Request for Council Action for Oregon Cascades West Council of Governments for IT Services. He explained the IGA does not commit us to any funds unless we utilize their services. The City considers this as “back-up” IT Services.

Motion to Authorize Staff to enter into an Intergovernmental Agreement with Oregon Cascades West Council of Governments for Technology Services (Goble/Gourley). Motion passed with 6 Ayes, 0 Opposed and 1 Absent (Briana).

Request for Council Action – Request for Council Action – Consensus to Cancel Christmas Day Meeting

Consensus of the Council was to Cancel the Christmas Day City Council Meeting.

Request for Council Action and First Reading of Ordinance Bills:

Community and Economic Development Director Sorte introduced the Request for Council Action – Ordinance Bill No. 5 for 2018 – An Ordinance Amending the Official Zoning Map. CEDD Sorte explained if adopted, the ordinance would amend the Official Zoning Map. The Planning Commission held a Public Hearing on October 15, 2018 and approved the application.

Motion to move Ordinance Bill No. 5 for 2018 – An Ordinance Amending the Official Zoning Map to first reading (Trask/Coleman). Motion passed with 6 Ayes, 0 Opposed and 1 Absent (Briana).

CEDD Sorte read in its entirety Ordinance Bill No. 5 for 2018 – An Ordinance Amending the Official Zoning Map including Exhibit A – Finding of Fact and Exhibit B – Zone Change Map.

Motion to move Ordinance Bill No. 5 for 2018 – An Ordinance Amending the Official Zoning Map to second reading on November 27, 2018 (Goble/Gourley). Motion passed with 6 Ayes, 0 Opposed and 1 Absent (Briana).

Second Reading:

None

Third and Final Reading of Ordinance Bills:

None

Mayor’s Report

Mayor Mahler reported a very successful Capitol Christmas Tree event and parade and thanked Councilor Coleman and Councilor Gerson in their efforts. Mayor Mahler announced you can track the tree at Trackthetree.com.

City Manager’s Report

City Manager Towry announced an All Staff Training on December 19th. Upcoming meetings will see the updated Personnel Policies and

the certification of election results.

An Elected Officials Training will be offered by LOC and any Councilor that would like to attend should let the office know.

Copies of the City Manager's Self Evaluation were passed out, along with blank evaluation forms due back to City Hall by Friday. An Executive Session was scheduled for November 27th to review the City Manager's performance. City Manager Towry also will distribute the City Manager's contract to Council for review.

Two separate bulk water rate proposals have been received by customers who would like to review their bulk water rates. City Manager Towry will continue to work with the customers and then send their proposals to the Administrative, Finance and Property Committee for review and recommendation to Council.

Department Directors Reports:

Finance Director Finance Director Neish reported the department processed 30 passports and conducted 85 lien searches. There are 61 accounts scheduled for turn-off.

Library Director Library Services Director Peda reported sending Honeycrisp apples that were donated by Grandpa's Farms to 22 Libraries along with two books in their Apples from Oregon program. Two grants were received, one from the Siletz Tribe for \$1500 and the other from the Oregon Community Foundation for \$4500.

Community and Economic Development Director CEDD Jerry Sorte gave an update on the November 3rd garbage collection day as part of the ongoing Code Enforcement efforts. His estimate was 35 tons of garbage collected.

Police Chief Chief Lynn reported a long tenured employee will be leaving employment with the City. A new officer has been hired and is expected to start 11/15/18. A second candidate is in the final stages of the hiring process and expected to start in December. Chief Lynn announced a Citizen's Academy on January 12th from 9am until 3pm.

Public Works Public Works Director Springman reported American Leak Detection has identified two large leaks the first morning they began detection.

City Attorney None

Committee Reports:

Administration & Finance/
Property Committee No Report. Councilor Goble added that former Mayor Ruth Ganta was a friend of his as well as an amazing woman who was on Council, Mayor and a reserve officer for Sweet Home.

Public/Traffic Safety No Report

Public Works No Report

City Boards/Committees:

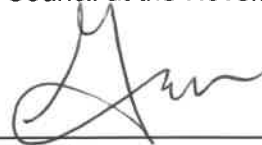
Chamber of Commerce	Councilor Coleman reported the Chamber was responsible for a social media push during the Capitol Christmas Tree Events. They also helped businesses hang lights. There are more Capitol Christmas Tree shirts and sweatshirts available for sale.
Fire District	Councilor Trask reported two engines are at Campfire Paradise. The District has a new command vehicle.
Park & Tree Commission	Councilor Trask reported the next meeting is 11/14/18 at 8:30am.
Y.A.C.	Councilor Gourley reported the YAC conducted a Zombie Run debrief. Councilor Gourley reported Madelyn Neuschwander recently attended a Youth Safety Summit in Washington D.C. The YAC are now planning their trip to the State Capitol.
Ad Hoc Committee Community Healthcare	Councilor Gourley reported the results from the Western University community survey on ways med students can interact and engage with the public should be out soon.
Capitol Christmas Tree	Councilor Coleman reported the Capitol Christmas Tree was in Salem today and Sweet Home was mentioned in the presentation. Councilor thanked staff especially Dominic and Kevin for their help during set up and the parade. Councilor Coleman also read an email from the public commending our community pride.

Regional Boards/Committees:

Area Commission on Transportation (ACT)	No Report
Council of Governments (COG)	Councilor Gerson reported the next meeting will be in January.
Solid Waste Advisory Council (SWAC)	No Report
Council Business for Good of the Order:	None

Adjournment: With No further business the meeting adjourned at 8:05 PM

The foregoing is a true copy of the proceedings of the City Council at the November 13, 2018 regular City Council Meeting.



Mayor

ATTEST:



City Manager – Ex Officio City Recorder