

**SWEET HOME CITY COUNCIL  
MEETING MINUTES**

November 27, 2018

Mayor Mahler called the meeting to order at 6:40 p.m. in the Sweet Home Police Department. 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

<b>Roll Call:</b>	Councilor Briana	AB	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 6 Ayes, 0 Opposed, 1 Absent (Briana).

Items on the consent agenda are as follows:  
Approval of Minutes: November 11, 2018 – Regular Meeting

**Recognition of Visitors & Hearing of Petition:**

**Old Business:** None

**New Business:**

**PUBLIC HEARING:**

Willamette Neighborhood Housing Service

Public Hearing Opened at 6:44pm. Mayor Mahler explained the Public Hearing Process.

Exparte, Conflict of Interest or Personal Bias. The Mayor asked if any of the Council had any Exparte, Conflict of Interest or Personal Bias. They did not.

Staff Report City Manager Ray Towry introduced the topic.

Testimony in Favor Liza Newcomb with Willamette Neighborhood Housing gave a presentation on the Community Development Block Grant Program and answered questions of the Council.

Testimony in Opposition None

Neutral Testimony

None

Public Hearing Closed

Mayor Mahler closed the Public Hearing at 7:07pm.

Request for Council Action –  
Resolution No. 17 for 2018 – A  
Resolution

**Motion to authorize the staff to submit an application for the 2018 CDBG Program in the amount of \$500,000. (Gerson/Coleman). Motion passed with 6 Ayes, 1 Opposed (Goble) and 1 Absent (Briana)**

Request for Council Action –  
Employee Personnel Policies  
Consideration

City Manager Towry introduced the Employee Personnel Policies for Council to review. The final will come before Council for approval during the December 11, 2018 City Council Meeting.

Request for Council Action –  
StepUp IT Services Contract

Finance Director Neish introduced the Request for Council Action for IT Services. FD Neish explained the needs of the City that prompted a Request for Proposals, namely a 24/7 support team to aid the Police Department.

**Motion to Authorize Staff to enter in a contract with StepUP IT for IT Services (Goble/Gourley).**

**Roll Call Vote:**

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

**Motion Passed with 6 Ayes and 1 Absent (Briana)**

Request for Council Action – Non-  
Represented Salary Table  
Resolution No. 18 for 2018.

Finance Director Neish introduced the Request for Council Action regarding Resolution No. 18 for 2018 – A Resolution establishing salary schedules for Non-Represented General Employees.

**Motion to Approve Resolution No. 18 for 2018 – A Resolution Establishing Salary Schedules for Non-Represented General Employees (Gourley/Trask). Motion Passed with 4 Ayes (Gourley, Trask, Goble, Mahler), 1 Opposed (Gerson), 1 Recused (Coleman) and 1 Absent (Briana).**

**City Attorney Snyder read Resolution No. 18 by title only.**

Request for Council Action – City  
Hall Project Interfund Transfer  
Resolution No. 19 for 2018.

Finance Director Neish introduced the Request for Council Action for an Interfund Transfer for the New City Hall Project.

**Motion to Approve Resolution No. 19 for 2018 – A Resolution Authorizing an Interfund Transfer for Capital Project (Gourley/Trask).**

**Roll Call Vote:**

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

Motion Passed with 6 Ayes and 1 Absent (Briana)

City Attorney Snyder read by title only Resolution No. 19 for 2018.

**Request for Council Action and First Reading of Ordinance Bills:**

None

**Second Reading:**

Community and Economic Development Director Sorte read by Title Only Ordinance Bill No. 5 for 2018.

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

**Third and Final Reading of Ordinance Bills:**

None

**Mayor's Report**

None

**City Manager's Report**

City Manager Towry announced he is leaving on December 2<sup>nd</sup> to Washington D.C for the Capitol Christmas Tree Lighting. In the event of an emergency, City Manager Towry stated Chief Lynn will take charge.  
An Administration, Finance and Property Committee meeting was scheduled for December 11<sup>th</sup> at 5:30pm to review Bulk Water Rate Proposals.

**Department Directors Reports:**

**Finance Director**

Finance Director Neish gave a brief property tax presentation as well as reviewed the Monthly Revenue Expense graphs.

**Library Director**

Library Services Director Peda invited the Council to an event on December 6<sup>th</sup> titled *Man of Words Theater*.

**Community and Economic Development Director**

CEDD Jerry Sorte gave an update on the Community Clean Up Event reporting 69 properties were contacted, 51 of those properties utilized the services. It is estimated 38 tons of waste was collected.

**Police Chief**

Chief Lynn presented statistics from the department and announced hiring two new officers.

A second homelessness meeting will be scheduled to discuss the issue.

A Sharing Tree is in the lobby of both the Police Department and the Fire Department.

Public Works

City Manager Towry reported for Public Works Director Springman on the 40 leaks found during the leak detection work. 5 leaks were large and immediately repaired.

City Attorney

None

Committee Reports:

Administration & Finance/  
Property Committee

No Report.

Public/Traffic Safety

No Report

Public Works  
City Boards/Committees:

No Report

Chamber of Commerce

Councilor Coleman reported the Chamber has an employee working thru Easter Seals.  
The tree lighting at Clover Park is this Saturday.

Fire District

Councilor Trask reported the Sharing Tree is up.

Park & Tree Commission

Councilor Trask reported the meeting was cancelled due to lack of quorum.

Y.A.C.

Councilor Gourley reported the YAC will begin scheduling lunch meetings and inviting business leaders for discussion.

Ad Hoc Committee  
Community Healthcare

Councilor Gourley reported a meeting at Sweet Home School District on Thursday at 6:30pm to reveal the results of the survey on how first year medical students from Western University can serve with the public.

Regional Boards/Committees:

Area Commission on Transportation (ACT) No Report

Council of Governments (COG) No Report

Solid Waste Advisory Council (SWAC) No Report

Council Business for Good of the Order: None

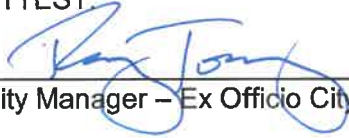
Adjournment: With No further business the meeting adjourned at 8:23 PM

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



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Mayor

ATTEST:



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City Manager – Ex Officio City Recorder