

**SWEET HOME CITY COUNCIL  
MEETING MINUTES**

December 11, 2018

Mayor Mahler called the meeting to order at 6:30 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: None

Media: Sean Morgan, The New Era

<b>Roll Call:</b>	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 (Gerson/Trask). Motion passed with 7 Ayes, 0 Opposed, 0 Absent.

Items on the consent agenda are as follows:  
Approval of Minutes: November 27, 2018 – Executive Session  
November 27, 2018 – Regular Meeting

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

Capitol Christmas Tree Recognition: A short video recap of the Capitol Christmas Tree trip to Washington D.C. was shown. Mayor Mahler presented Nikki Swanson, USFS and Councilor Susan Coleman with a plaque recognizing all their efforts in making the Capitol Christmas Tree event a great event for our community.

Oregon Community Foundation Library Services Director Peda gave a brief history about the Oregon Community Foundation who has recently awarded the Sweet Home Library with a grant for Pop-Up Libraries. JoAnn McQueary with the OCF stated that only 2 applications were received from Linn County. A grant writing workshop will be held some time in the upcoming year to encourage applications from Linn County.

**Old Business:**

Request for Council Action – Resolution No. 20 for 2018 – A Resolution Adopting Revised Personnel Policies for Employees, Interns and Volunteers of the City of Sweet Home. City Manager introduced the revised Personnel Policies for the City of Sweet Home. Councilor Gerson was concerned that subordination was listed as an employee value and did not feel subordination is a value. City Manager Towry explained that insubordination can be a cause for discipline, so subordination is

Sweet Home.

a valued quality. By consensus the Council agreed to remove the term value from the Code of Conduct and Work Ethics section in the revised Personnel Policies for the City of Sweet Home.

**Motion to adopt Resolution No. 20 for 2018- A Resolution Adopting Revised Personnel Policies for Employees, Interns and Volunteers of the City of Sweet Home as Amended (Gourley/Trask). Motion passed with 7 Ayes, 0 Opposed and 0 Absent.**

**New Business:**

Proclamation – Canvassing of Election Results

Mayor Mahler read the Proclamation Canvassing the Election Results from the November 6, 2018 Election.

**Motion to accept the November 6, 2018 Election Results (Goble/Gourley). Motion passed with 7 Ayes, 0 Opposed and 0 Absent.**

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

None

**Second Reading:**

None

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

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

**Motion to adopt Ordinance Bill No. 5 for 2018 – An Ordinance Amending the Official Zoning Map. (Gerson/Coleman).**

**Roll Call Vote:**

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

**Motion passed with 7 Ayes, 0 Opposed and 0 Absent.**

Mayor’s Report

None

City Manager’s Report

City Manager Towry announced an All Staff Meeting on Wednesday, December 19<sup>th</sup>. Offices will be closed from 11:30am until 1:30pm.

An Executive Session was scheduled for December 18, 2018 for the review of the City Manager’s evaluation. A regular meeting with immediately follow to approve and sign the evaluation.

**Department Directors Reports:**

Finance Director

Finance Director Neish reported there were 48 accounts turned off

for non-payment in November and 57 scheduled for December.

Library Director

Library Services Director Peda announced a grant from the State Library in the amount of \$1500.00 for the Summer Reading Program with the theme of Universe of Stories. Nikki Swanson, USFS commended the Sweet Home Library for their Apples from Oregon program that coincided with the Capitol Christmas Tree's journey to Washington D.C.

Community and Economic Development Director

CEDD Jerry Sorte referred to the report in the packet. There were no questions of Council.

Police Chief

Chief Lynn reported on the Shop with a Cop program that benefited 37 local children and announced the Sharing Tree in the lobby of the Police Department. A search warrant was executed on Willow Street which resulted in multiple arrests. A new office was sworn in this past week.

Public Works

PWD Springman stated the Leaf Collection Program has been a success and is winding down. The program will end for the season the end of the week. PWD Springman stated at the next meeting, he will have an update on the leak detection and repairs.

City Attorney

City Attorney Snyder reported to the Council on the committees and which are required by ORS, SHMC and which are not required. City Attorney Snyder stated the topic will be on the agenda during an upcoming meeting for consensus on how to proceed.

Committee Reports:

Administration & Finance/  
Property Committee

Councilor Goble reported a meeting was held to review bulk water rate proposals. The item was tabled until more information could be brought forward.

Public/Traffic Safety

No Report

Public Works  
City Boards/Committees:

No Report

Chamber of Commerce

Councilor Coleman stated the Chamber has shared a quarterly report via email.

Fire District

Councilor Trask reported the Sharing Tree is up.

Park & Tree Commission

None

Y.A.C.

Councilor Gourley reported the YAC will begin scheduling lunch meetings and inviting business leaders for discussion, first interviewing Dr. Larry Horton.

Ad Hoc Committee  
Community Healthcare

Councilor Gourley reported on 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) Councilor Gerson reported the next meeting in January.

Solid Waste Advisory Council (SWAC) No Report

Council Business for Good of the Order: Mayor Mahler presented outgoing Councilor Robert Briana with a plaque in recognition and thanks for his service on the Sweet Home City Council.

Adjournment: With No further business the meeting adjourned at 7:20 PM

The foregoing is a true copy of the proceedings of the City Council at the December 11, 2018 regular City Council Meeting.



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Mayor

ATTEST:



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City Manager – Ex Officio City Recorder