

SWEET HOME CITY COUNCIL  
MEETING MINUTES

January 8, 2019

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  
Alex Paul, Albany Democrat Herald

**Swearing in of Council Elects:** City Manager Ray Towry swore in the Council Elects: Greg Mahler, Susan Coleman, Diane Gerson for a four-year term and Cortney Nash for a two-year term.

<b>Roll Call:</b>	Councilor Coleman	P	Mayor Mahler	P
	Councilor Gerson	P	Councilor Nash	P
	Councilor Goble	P	Councilor Trask	P
	Councilor Gourley	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: December 11, 2018 – Regular Meeting  
December 18, 2018 – Executive Session  
December 18, 2018 – Special Meeting

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

None

**Old Business:**

None

**New Business:**

Nominations for 2019 Mayor and Council Election of 2019 Mayor

Pro Tem Trask opened the floor for nominations for 2019 Mayor.  
Nomination for Greg Mahler (Mahler/Gourley)  
Nomination for James Goble (Goble)  
A unanimous vote for Greg Mahler as Mayor was recorded.

Nomination for 2019 Pro Tem and Council Election of 2019 Pro Tem

Pro Tem Trask opened the floor for nominations for 2019 Pro Tem.  
Nomination for Dave Trask (Mahler)  
Nomination for Diane Gerson (Gourley)  
Vote for Trask as Pro Tem (Trask, Nash, Mahler)  
Vote for Gerson as Pro Tem (Gourley, Goble, Gerson, Coleman)

**Public Hearing:  
Appeal to City Council of a  
Planning Commission Decision  
for VR 18-07, a Variance in order  
to build a 1,728 sq. ft. personal  
shop in an R-1 Zone.**

The Public Hearing was opened at 6:39 pm.

Mayor Mahler stated the Public Hearing will be continued until January 22, 2019 at 6:30 in order to allow time for additional notification of the hearing. Public Testimony will be received at the January 22, 2019 continued hearing.

**Request for Council Action –  
Resolution No. 1 for 2019 –  
Sweetheart Run Road Closures.**

Community and Economic Development Director Sorte introduced the request for the road closures for safety purposes for the Sweetheart Run participants.

**Motion to approve Resolution No. 1 for 2019 – Sweetheart Run Road Closures (Gerson/Trask). Motion passed with 7 Ayes, 0 Opposed and 0 Absent.**

**Request for Council Action –  
Resolution No. 2 for 2019 –  
Revised Fiscal Policy.**

Finance Director Neish introduced the Revised Fiscal Policies for the City of Sweet Home which increases capitalization threshold from the current \$200 to the proposed \$5,000.

**Motion to approve Resolution No. 2 for 2019 – A Resolution Adopting Policy Revisions in the City’s Financial Policy (Coleman/Gourley). Motion passed with 7 Ayes, 0 Opposed and 0 Absent.**

**Request for Council Action – IGA  
Oregon Cascades West Council  
of Governments and Sweet Home  
Teleworking Space.**

City Manager Towry introduced the request to allow the Oregon Cascades West Council of Governments space in City Hall for their staff who will be providing services to Sweet Home citizens.

**Motion to authorize the Intergovernmental Agreement between Oregon Cascades West Council of Governments and Sweet Home for Teleworking Space (Gourley/Coleman). Motion passed with 7 Ayes, 0 Opposed and 0 Absent.**

**Information Only: City of Sweet  
Home Limited English Proficiency  
Plan Update.**

City Manager Towry explained the Limited English Proficiency Plan was due for updates. The draft document was provided for Council’s review and the final document will be before Council at the next meeting.

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

None

**Second Reading:**

None

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

None

**Mayor’s Report**

Mayor Mahler thanked the Council for support as Mayor.

**City Manager’s Report**

City Manager Towry announced a Work Session to review Council Goals is due, generally that Council training occurs around Valentines Day. CM Towry stated an email with proposed dates will be sent out. An Administration, Finance and Property

Committee meeting is coming to further discuss bulk water rates. City Manager Towry reported on the All Staff Meeting where staff received a half day of training on the new Personnel Policies, reviewed accomplishments from the past year and received a video message from motivational speaker Coach Willis.

Department Directors Reports:

Finance Director  
Finance Director Neish reported 96 accounts were scheduled for shut off which is a typical number for January, after holidays. FD Neish reviewed the finance reports included in the packet. FD Neish reported a public auction site was used to surplus items from Public Works and the Police Department. 17 items were sold bringing in \$18,588, which was more than staff expected for those items.

Library Director  
Library Services Director Peda referred to the reports in the packet. There were no questions from the Council.

Community and Economic Development Director  
CEDD Sorter announced a SHARE meeting on Thursday, 9 am at the Chamber.  
The Sweetheart Run is on February 9<sup>th</sup> at 10am at Sankey Park. This year the City is partnering with the Rotary Club.  
CEDD Sorte announced he is working with DLCD on a grant for FEMA Natural Hazard Mitigation Plan updates to be done in 2020.

Police Chief  
Chief Lynn reported on work towards the homeless efforts. AST – Adult Services Team will begin quarterly visits to Sweet Home, which is a step on bringing resources to East Linn County.  
Chief Lynn reported 2 new officers have been hired and a third may be onboard by the 16<sup>th</sup>.  
Chief Lynn discussed the recent recognition of Officer Potter who was recognized for saving the life of a victim of a self-inflicted gunshot wound.

Public Works  
PWD Springman reported damage to several areas in a recent windstorm. He reported a tree caused damage to the Sankey Park Bandstand. A structural engineer will be brought in to evaluate the bandstand to determine how to move forward with repairs. Two vehicles and a wood shed on private property were also damaged from trees and limb which fell on the South Hills Trail. PW is working with CTC to make that area safe.  
A report from the Leak Detection work will come forward on the next agenda. There were 68 leaks identified and to date 15 have been repaired.

City Attorney  
Committee Reports: No Report

Administration & Finance/  
Property Committee  
Councilor Goble announced a meeting on January 15<sup>th</sup> at 5:30pm.

Public/Traffic Safety  
No Report

Public Works No Report

City Boards/Committees:

Chamber of Commerce	Councilor Coleman reported the Annual Award Banquet is scheduled for March 16 <sup>th</sup> and will be a Mardi Gras theme.
Fire District	Councilor Trask reported on the success of the Sharing Tree.
Park & Tree Commission	None
Y.A.C.	Councilor Gourley reported the Youth Leadership Summit is scheduled for July 27, 2019.
Ad Hoc Committee Community Healthcare	Councilor Gourley reported the January and February meetings have both been postponed one week to avoid holidays.


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

With No further business the meeting adjourned at 7:10 PM

Adjournment:

The foregoing is a true copy of the proceedings of the City Council at the January 8, 2019 regular City Council Meeting.

  
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Mayor

ATTEST:   
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City Manager – Ex Officio City Recorder