

**SWEET HOME CITY COUNCIL
MEETING MINUTES**

February 12, 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, City Attorney Robert Snyder, Community and Economic Development Director Jerry Sorte, Public Works Director Greg Springman, Police Chief Jeff Lynn, Finance Director Brandon Neish, Associate Planner Angela Clegg, City Engineer Joe Graybill and Recording Secretary Julie Fisher.

Visitors Registered to Speak: Madelyn Neuschwander, YAC

Media: Sean Morgan, The New Era

Roll Call:	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 amended to reflect Councilor Gourley in attendance and Councilor Goble Absent Excused (Gourley/Coleman). Motion passed with 7 Ayes, 0 Opposed, 0 Absent.

Items on the consent agenda are as follows:
Approval of Minutes: January 22, 2019 – Regular Meeting
January 22, 2019 – Executive Session

Recognition of Visitors & Hearing of Petition:

Old Business:

New Business:

Request for Council Action – Title VI Update – Resolution No 5 for 2019 City Manager Towry introduced the Request to adopt the amended Title VI Plan.

Motion to approve Resolution No. 5 for 2019 – A Resolution to adopt the amended City of Sweet Home Title VI Plan of the 1964 Civil Rights Act to comply with Federal Transit Administration (FTA) Circular 4702.1 (Gourley/Gerson)
Motion passed with 7 Ayes, 0 Opposed and 0 Absent.

Request for Council Action – Personnel Policies Update City Manager Towry introduced the Request for Council Action for adoption revisions to the Personnel Policies to reflect a change in the lunch reimbursement from \$12 to \$15.

Motion to approve amendments to the Personnel Policy for the City of Sweet Home. (Gourley/Goble). Motion passed with 7 Ayes, 0 Opposed and 0 Absent.

**Request for Council Action –
Surplus Property – Resolution
No. 6 for 2019**

Police Chief Lynn introduced the request to surplus items that are no longer of value to the Sweet Home Police Department and the Sweet Home Public Works.

Motion to approve Resolution No. 6 for 2018 – A Resolution to designate City property as surplus and authorize its sale or lawful disposal. Public Works Equipment: 1993 Ford Ranger Xcab XLT, 1993 F350 Diesel, 2003 Ford Ranger, 1994 Chevy 2500 bed and pipe rack, Merritt Log Truck Headache Rack. Police Department Vehicles: 2012 Dodge Charger, 2008 Chevy Van, 2005 Chevy Impala. (Coleman/Gourley) Motion passed with 7 Ayes, 0 Opposed and 0 Absent.

**Request for Council Action -
Asbestos Inspection 9th Ave &
Sankey Restroom**

City Engineer Joe Graybill introduced the request for an asbestos check and mitigation for Sankey Park restrooms, tool shed and buildings on 9th Avenue. The inspection must be completed prior to any demolition or landfill.

Motion to authorize staff to enter into a contract with ATEZ Environmental Remediation for Sankey Park and 9th Avenue buildings (Gourley/Goble).

Roll Call Vote:

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

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

**Request for Council Action –
Oregon Park and Recreation
Grant**

Associate Planner Angela Clegg and Park and Tree Committee Chair Wally Shreves introduced the request for Council to authorize the Oregon Park and Recreation Grant to rehabilitate lower Sankey Park. They explained their Donation Solicitation Plan to help with the grant match required.

Motion to authorize staff to apply for an Oregon Park and Recreation Grant for Sankey Park. (Coleman/Gerson). Motion passed with 7 Ayes, 0 Opposed and 0 Absent.

**Information Only – Investment
Policy**

Finance Director Neish presented the updated Investment Policy as information only. The final policy will be presented to Council February 24, 2019 for approval. The policy has been reviewed by the State Board.

**Information Only – Fee Schedule
Update**

City Manager Towry presented a draft of the fee schedule explaining that each year the City reviews and updates fees. Any suggested changes were noted. All fees were brought into the fee schedule so customers and staff would locate fees in one location.

**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 reported a very successful Sweetheart Run. A send off party for CED Director Sorte will be February 13th from 4pm to 5:30pm in the City Hall Annex.

City Manager's Report

No Report

Department Directors Reports:

Finance Director

Finance Director Neish reported last month they processed 24 passports. 80 Utility Billing Accounts were turned off for nonpayment in January, and 50 UB Accounts were turned off for nonpayment in February. FD Neish stated the Audit is complete and a final document should be to Council by February 24th.

Library Director

No Report

**Community and Economic
Development Director**

CEDD Sorte and Associate Planner Clegg reported that the City received its 32nd Annual Tree City USA Award and also received an additional Growth Award. They are currently planning the Arbor Day Celebration with the Park and Tree Committee.

Police Chief

Chief Lynn reported a warming shelter has been set up thanks to efforts by One Sweet Home. Chief Lynn added that they are still working to add other resources for homeless to Sweet Home. Sergeant Van Eck will soon present to Council his Downtown Traffic Management Plan.

Public Works

PWD Springman referred to his written report.

City Attorney

City Attorney Snyder requested a motion to appoint the City Manager as a negotiator for real property transactions for the City.

Motion to appoint the City Manager as a negotiator for real property transactions for the City (Trask/Gourley) Motion passed with 7 Ayes, 0 Opposed and 0 Absent.

Committee Reports:

**Administration & Finance/
Property Committee**

No Report

Public/Traffic Safety

No Report. Mayor Mahler appointed Councilor Nash as the

Council Representative to the Public Safety/ Traffic Safety Committee.

Public Works
City Boards/Committees:

No Report

Chamber of Commerce

Councilor Coleman announced the Annual Chamber Awards Banquet on March 16th.

Park & Tree Commission

Councilor Trask reported the next meeting to be on the 20th at 8:30am.

Y.A.C.

Councilor Gourley reported Senator Jeff Merkley will be the keynote speaker at the Youth Leadership Summit. YAC Chair Madelyn Neuschwander reported to the Council on the Trip to the Capitol and the Youth Leadership Summit.

Ad Hoc Committee
Community Healthcare

Councilor Gourley reported the Committee meeting was moved back one week due to President's Day.

Regional Boards/Committees:

Area Commission on Transportation (ACT)

No Report – Mayor Mahler appointed Councilor Trask as representative on the ACT and Mayor Mahler will be the alternate.

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 7:47 PM

The foregoing is a true copy of the proceedings of the City Council at the February 12, 2019 regular City Council Meeting.

 3-5-19

Mayor

ATTEST:

 03/05/19

City Manager – Ex Officio City Recorder