

**SWEET HOME CITY COUNCIL  
MEETING MINUTES**

June 11, 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, Public Works Director Greg Springman, Utility Manager Steven Haney, Library Services Director Rose Peda, Interim Community and Economic Development Director Joe Graybill, Finance Director Brandon Neish and Recording Secretary Julie Fisher.

Visitors Registered to Speak: Marilyn Schlim

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

<b>Roll Call:</b>	Councilor Coleman	P	Mayor Mahler	P
	Councilor Gerson	P	Councilor Nash	AB
	Councilor Goble	P	Councilor Trask	P
	Councilor Gourley	P		

**Motion to excuse Councilor Nash (Gourley/Coleman) Motion passed with 6 Ayes, 0 Opposed and 1 Absent (Nash).**

**Consent Agenda: Motion was made to approve the Consent Agenda as submitted (Coleman/Gourley). Motion passed with 6 Ayes, 0 Opposed, 1 Absent (Nash).**

Items on the consent agenda are as follows:  
Approval of Minutes: May 28, 2019 City Council

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

Marilyn Schlim Marilyn Schlim expressed her concerns on water rates, levied funds and RAIN (Regional Accelerator Innovation Network).

Sweet Home Chamber of Commerce George Medellin gave a report to the Council to include the Chamber's one-year Strategic Plan. The Council questioned use of City supported Tourism Funds. Discussion of Tourism Funds ensued with a reminder from City Manager Towry that the Chamber and the City have a current contract for the Chamber to operate a Visitor's Center. Any changes to that agreement will have to come before Council.  
The Chamber announced extended hours on Saturday from 8am till noon.

US Census Kirstin Stein Kirstin Stein, Partnership Specialists with the US Census presented to the Council upcoming changes to the Census process and a brief history. Linn County and Sweet Home has been historically undercounted due to homelessness, physical isolation, mental health or inability to complete the Census form. The Census Count determines State Funding.

**Old Business:** None

**New Business:**

Request for Council Action – Resolution No. 18 for 2019 - A Resolution Establishing an Internal Service Fund.

Finance Director Neish presented the request to establish an Internal Service Fund by Resolution.

**Motion to Approve Resolution No. 18 for 2019 – A Resolution Establishing an Internal Service Fund (Trask/Coleman).**

**The vote was tied with 3 Ayes (Trask, Coleman, Mahler), 3 Opposed (Goble, Gourley, Gerson) and 1 Absent (Nash).**

There was discussion among Council regarding process and timing. Some of the Council felt the Resolution should have been presented before the adoption of the Budget. FD Neish stated the information for the Resolution was unknown until the Budget was adopted.

**Second Motion to Approve Resolution No. 18 for 2019 – A Resolution Establishing an Internal Service Fund (Gerson/Trask).**

**The vote passed with 6 Ayes, 0 Opposed and 1 Absent (Nash).**

Request for Council Action – Audit Service Contract

City Manager Towry and Finance Director Neish presented to the Council the Audit Service Contract for Grove, Mueller & Swank, P.C.

**Motion to Approve the contract with Grove, Mueller & Swank, P.C for an amount not to exceed \$30,000 for audit services for the 2018-2019 fiscal year as required by state law (Goble/Trask).**

**Roll Call Vote:**

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

**Motion passed with 6 Ayes, 0 Opposed and 1 Absent (Nash)**

Request for Council Action – Library Fee Waiver for Children and Teens.

Library Director Rose Peda introduced the request to waive library fees for children and teens during the summer months to encourage reading.

**Motion to Eliminate the Fines on Children’s and Teen’s Materials and the Non-Resident Fee for Out of City Library Cards for the Summer (Coleman/Gerson). 6 Ayes, 0 Opposed and 1 Absent (Nash).**

Request for Council Action – Timber Service Contract Public Works Director Springman introduced the Request for Council Action for a Timber Service Contract. PWD Springman explained the history of the Timber Services' RFP Process.

**Motion to Enter into a Contract with Cascade Timber Consulting for Timber Consulting Services (Gourley/Coleman). Motion passed with 6 Ayes, 0 Opposed and 1 Absent (Nash).**

**Request for Council Action and First Reading of Ordinance Bills:** None

**Second Reading:** None

**Third and Final Reading of Ordinance Bills:** None

**Reports of Committees:**

Administration & Finance/  
Property Committee No Report

Park & Tree Commission Councilor Trask reported staff is preparing for the Grant Presentation to the Oregon Parks and Recreation Department.

Youth Advisory Council Councilor Gourley reported on a YAC recruitment luncheon tomorrow.

Chamber of Commerce Councilor Coleman stated she is excited about the upcoming Sportsman Holiday Events. Councilor Coleman thanked Councilor Goble for asking hard questions to the Chamber during their report to Council and stated the Chamber is moving in the right direction.

Council of Governments (COG) No Report

Area Commission on Transportation No Report

Solid Waste Advisory Council (SWAC) Councilor Goble reported the meeting date has changed and not set yet.

Ad Hoc Committee on Health Councilor Gourley reported the Committee is still discussing goals. The Community Health Fair is August 17<sup>th</sup> and planning is in full swing.

Legislative Committee No Report

**Reports of City officials**  
Mayor's Report Mayor Mahler gave a reminder to keep hydrated during the hot weather spell.

City Manager's Report City Manager announced two new staff members, Utility Manager Steve Haney and Community and Economic Development Director Blair Larsen. There Police Department welcomes two new

officers, Bret Adams and Ethan Rowe, both have just completed Academy training.  
All Staff Training will be held Wednesday, June 19<sup>th</sup>.

Department Directors Reports

Written reports were submitted by the following Departments:  
Public Works, Library, and Community and Economic Development.  
Finance Director Neish added that 61 accounts are scheduled for Shut Off.

City Attorney

No Report.

Council Business for Good of the Order: None.

Adjournment: With no further business the meeting adjourned at 8:05pm.

The foregoing is a true copy of the proceedings of the City Council at the June 11, 2019 regular City Council Meeting.

  
6-25-19  
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Mayor

ATTEST:

  
25 June 19  
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City Manager - Ex Officio City Recorder