



CITY OF SWEET HOME CITY COUNCIL MINUTES

December 13, 2022, 6:30 PM
Sweet Home City Hall, 3225 Main Street
Sweet Home, OR 97386

WIFI Passcode: guestwifi

PLEASE silence all cell phones – Anyone who wishes to speak, please sign in.

Mission Statement

The City of Sweet Home will work to build an economically strong community with an efficient and effective local government that will provide infrastructure and essential services to the citizens we serve. As efficient stewards of the valuable assets available, we will be responsive to the community while planning and preparing for the future.

Meeting Information

The City of Sweet Home is streaming the meeting via the Microsoft Teams platform and asks the public to consider this option. There will be opportunity for public input via the live stream. To view the meeting live, online visit <http://live.sweethomeor.gov>. If you don't have access to the internet you can call in to 971-203-2871 and enter the meeting ID to be logged in to the call. Meeting ID: 321 716 901#

This video stream and call in options are allowed under Council Rules, meet the requirements for Oregon Public Meeting Law, and have been approved by the Mayor and Chairperson of the meeting.

Call to Order and Pledge of Allegiance

The meeting was called to order at 6:30 PM.

Roll Call

Councilor Diane Gerson
Councilor Lisa Gourley
Councilor Dylan Richards
Councilor Dave Trask
Councilor Susan Coleman
Councilor Angelita Sanchez
Mayor Greg Mahler

YAC Rep Tea Herrera

STAFF

City Manager Kelcey Young
Community and Economic Development Director Blair Larsen
Interim Finance Director Matt Brown
Administrative Services Manager Julie Fisher
City Attorney Robert Snyder
Library Services Director Megan Dazey
Public Works Director Greg Springman
Police Chief Jason Ogden

The location of the meeting is accessible to the disabled. If you have a disability that requires accommodation, advanced notice is requested by notifying the City Manager's Office at 541-367-8969.

Consent Agenda:

The Request for Council Action - Committee Appointments was moved from the Consent Agenda to new business.

Motion to approve the Consent Agenda made by Councilor Trask, Seconded by Councilor Gourley.
Voting Yea: Mayor Mahler, President Pro Tem Gerson, Councilor Trask, Councilor Gourley, Councilor Coleman, Councilor Sanchez, Councilor Richards

- a) Request for Council Action – Updated Salary Schedule

Approval of Minutes:

- a) 2022-11-08 City Council Minutes

Recognition of Visitors and Hearing of Petitions:

- a) Presentation - Boys and Girls Club of the Greater Santiam - Tyler Reese

- b) Presentation - Sweet Home Police Department K9 Update - Officer Prather
Officer Brian Prather presented the Council with an update on the Sweet Home Police Department K9 Program following the retirement of Sweet Home's K9. Officer Prather has been working to continue the K9 program and provided the Council with statistics on why the program is successful and a good program for Sweet Home. Sweet Home PD is expected to obtain a fully trained dog early first quarter of 2023. The Council was in full support of the program and felt K9s provide additional safety and support for officers.

Old Business:

- a) Information Only - Pleasant Valley Bridge Water Main Repair
Public Works Director Greg Springman gave the Council an update on repairs that had been completed when main water lines failed inside the Pleasant Valley bridge. Emergency repairs were completed quickly and under budget.

- b) Request for Council Action - Amendment to ODOT US 20/OR 228 ADA Ramp IGA
Community and Economic Development Director Blair Larsen stated that thanks to efforts by Councilor Sanchez and Legislators, the City was granted \$500,000 in additional funding from ODOT for a pedestrian crossing at 22nd Avenue and Main Street. The funding was added to the ODOT Ramp Project which requires an amendment to the IGA. Brennan Burbank with ODOT was online with any questions for the Council.

Motion made to approve the Amendment to the ODOT Ramp Project IGA by President Pro Tem Gerson, Seconded by Councilor Gourley.
Voting Yea: Mayor Mahler, President Pro Tem Gerson, Councilor Trask, Councilor Gourley, Councilor Coleman, Councilor Sanchez, Councilor Richards

New Business:

- a) Proclamations - Certification of Election Results

Mayor Mahler read the proclamations regarding the outcome of the election certifying the results of Measure 22-199 titled City of Sweet Home Prohibit Psilocybin Businesses and the petitions to fill vacancies on the City Council.

b) Request for Council Action - New Bandstand for Sankey Park

Park and Tree Board member Wally Shreeves introduced committee members Lena Tucker, Nancy Patton, Deborah Northern, and Bob Dalton who were all attending. The Park and Tree Board are looking to replace the Sankey Park Bandstand which was removed from the park after damage from a tree fall. The repairs were more than cost of replacement. The Park and Tree committee researched options to replace the bandstand. After talking to the Oregon Jamboree to confirm a 40'x26' stage would meet needs for most events, a replacement building was found. The proposed design is open and works well with the master plan for Sankey Park. The building would be constructed off site and stained, then disassembled and moved to the park to be reconstructed. Councilor Sanchez requested the committee remember to keep elements of the historical bandstand in the design. Wally stated that this was just a "big picture" design, but when the final design is determined, parts of the old bandstand were salvaged to create a similar appearance.

The committee wants to begin seeking grants and donations to cover the cost. They asked for Council approval to move forward with seeking funding options since there is no current budget for it.

Motion made to move forward with seeking grant funding and donations for a replacement bandstand in Sankey Park by Councilor Gourley, Seconded by Councilor Coleman.
Voting Yea: Mayor Mahler, President Pro Tem Gerson, Councilor Trask, Councilor Gourley, Councilor Coleman, Councilor Sanchez, Councilor Richards

c) Request for Council Action - Pacific Power Oregon Clean Fuels Electric Mobility Grant Application

Community and Economic Development Director Blair Larsen introduced the application for the Pacific Power Oregon Clean Fuels Electric Mobility Grant. CEDD Larsen applied and his application was accepted for \$200,000 in grant funding towards the project. CEDD Larsen stated the project would turn 10th Avenue into a one way street, providing 18 additional 90 degree parking spaces for downtown. In addition, two of those parking spaces would be DC Fast charging stations, which can charge an electric car in about 45 minutes. The benefit of having these charging stations available to tourist, would allow a full charge before travelers head over the pass east. It is assumed those tourist would eat and shop during the charging time. In addition, Sweet Home would be on the map of DC Fast charging locations. The grant would pay for the entire project and does not require a match. If the project is bid and over the grant funds, staff will revise the project to meet the funding, which may mean installing only one charging station and running conduits and utilities for the second. The charging stations would be owned by the City, but managed and serviced by a contracted vendor. Any cost over the contractors service fees, if any, will be additional income to the City.

Motion made to accept the Pacific Power Oregon Clean Fuels Electric Mobility Grant by Councilor Gourley, Seconded by Councilor Richards.
Voting Yea: Mayor Mahler, President Pro Tem Gerson, Councilor Trask, Councilor Gourley, Councilor Coleman, Councilor Sanchez, Councilor Richards

d) Request for Council Action - Proposed Vacation of Redwood Street

Mr. WG (Bill) Ruby presented a request to the Council to allow for a vacation of Redwood Street. Mr. Ruby presented Council with photos and a map that shows three lots, with Redwood running thru one lot. The development of Redwood Street would make it difficult to develop the third lot. Access to the properties is granted thru a recorded access easement from the railroad. City staff has stated Redwood Street will never be

developed. There are no City services to the area, and all current homes are on wells and septic.

Motion made to refer the Redwood Vacation to the Planning Commission by Councilor Gourley, Seconded by Councilor Coleman.

Voting Yea: Mayor Mahler, President Pro Tem Gerson, Councilor Trask, Councilor Gourley, Councilor Coleman, Councilor Sanchez, Councilor Richards

e) Request for Council Action - Water Treatment Plant Raw Water Valve Replacement

Public Works Director presented the request to accept the proposal for the Water Treatment Plant Raw Water Valve Replacement. The Engineer of Record was the low bid with \$17,000 for the cost of the valve and \$112,000 in labor. The City has a \$20,000 retainer if needed. The valve is in sever need of replacement and will improve the efficiency of the plant.

Motion made to accept the proposal and authorize the replacement of the Water Treatment Plant Raw Water Valve by Councilor Gourley, Seconded by Councilor Trask.

Voting Yea: Mayor Mahler, President Pro Tem Gerson, Councilor Trask, Councilor Gourley, Councilor Coleman, Councilor Sanchez, Councilor Richards

f) Request for Council Action – Appointment to Boards and Committees

The Council considered the recommendation of the Administrative, Finance, and Property Committee for appointments to the Park and Tree Committee and the Planning Commission.

Motion to appoint Lena Tucker and Nancy Patton to the Park and Tree Committee and Jeff Parker, Henry Wolthuis, Laura Wood and Todd Branson to the Planning Commission for four year terms made by Councilor Trask, Seconded by Councilor Gourley.

Voting Yea: Mayor Mahler, President Pro Tem Gerson, Councilor Trask, Councilor Gourley, Councilor Coleman, Councilor Sanchez, Councilor Richards

g) Request for Council Action - Mahler WRF Electrical Equipment Procurement

This item was pulled from the Agenda by staff.

h) Request for Council Action – OpenGov Procurement Software

This item was pulled from the Agenda by staff.

Ordinance Bills

None

Reports of Committees:

Ad Hoc Committee on Health

Councilor Gourley reported the Committee will be working on outreach efforts. Councilor Sanchez reported a soft open for the Family Assistance Resource Center (FAC) for December 15th.

Administrative and Finance/Property

a) 2022-12-06 Administration, Finance and Property Committee Minutes

Library Advisory Board

Councilor Coleman stated we have an outstanding Library Service Director who has been making excellent community connections.

Reports of City Officials:

Mayor's Report

Mayor Greg Mahler reported the Parade of Lights parade was excellent and well attended. Mayor Mahler reported on the Long Road, veterans who are walking the entire length of Hwy 20 to raise awareness for MIAs. Mayor Mahler, Councilor Coleman, Councilor Trask, and City Manager Young met the walkers as they came into the City. They were presented with challenge coins from the SHPD and gifts from Mayor Mahler.

There was a presentation for Councilor Diane Gerson whose term is ending. Councilor Gerson was presented with a plaque and flowers and thanked for her service to the community as a City Councilor.

City Manager's Report

City Manager Kelcey Young reported vacancies on the Budget Committee.

She announced the Parade of Lights was beautiful and commended staff, especially Public Works and the Police Department.

CM Young also reported on the Long Road and appreciated the community response, including the flag over Hwy 20.

CM Young announced open office hours for community members to visit with her and discuss any issues or concerns. Her office hours for the community are Thursdays, 1:00pm until 2:30pm, and no appointment is needed.

A mid year financial report will be presented in January along with a Supplemental Budget. A request for procurement software was pulled by staff as more information is gathered. The request will return in January with recommended policy and procedures to adopt.

The Family Assistance Resource Center (FAC) is scheduled for a soft open on December 15th. The areas around old City Hall should be cleaned by January 3rd.

A City Council training will be scheduled for February.

City Manager Young wished everyone a Happy Holiday - Happy Hanukkah - and Merry Christmas.

Department Director's Reports (1st meeting of the Month)

Library Services Director

- a) Library Monthly Report November 2022

Community and Economic Development Director

- a) Community & Economic Development Department Monthly Report for November, 2022

Public Works Director

Public Works Director Greg Springman reported the first full month without any averages violations. He commended and thanked Utility Supervisor Steven Haney.

- a) Public Works Monthly Report November 2022
- b) Mahler WRF Monthly Report November 2022

Finance Director

Interim Finance Director Matt Brown gave an update on the financials. Interim Director Brown stated he is working to simplify changes to the budget structure to make it easier for Council and the community. FD Brown stated the audit for FY 22 in beginning and information is being gathered for the auditors. Financials should be submitted to the State by early 2023.

Police Chief

Police Chief Jason Ogden announced that the department has a 78% clearance rate for person crimes for October and November and conducted 250 traffic stops. Chief Ogden reported an armed robbery that occurred, with an arrest within 18 hours. Chief Ogden commended his team.

a) Police Department Monthly Report October & November 2022

City Attorney

No Report

Council Business for Good of the Order

Councilor Sanchez wished everyone a good holiday season.

Adjournment

The meeting adjourned at 8:08 PM.

Mayor

ATTEST:

City Manager – Ex Officio City Recorder