



# CITY OF SWEET HOME CITY COUNCIL MINUTES

August 12, 2025, 6:30 PM  
Sweet Home City Hall, 3225 Main Street  
Sweet Home, OR 97386

## 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.

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## Call to Order & Pledge of Allegiance

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

## Roll Call

### PRESENT

Mayor Susan Coleman  
Councilor Chelsea Augsburger  
Councilor Ken Bronson  
Councilor Aaron Hegge  
Councilor Dylan Richards

### ABSENT

President Pro Tem Josh Thorstad  
Councilor Dylan Richards  
Councilor Angelita Sanchez

### STAFF

Jason Ogden, City Manager / Police Chief  
Cecily Hope Pretty, Deputy City Manager  
Matt Brown, Finance Director (contracted)  
Ryan Cunningham, Police Captain  
Megan Dazey, Library Services Director  
Ray Grundy, Code Enforcement Officer  
Blair Larsen, City Attorney  
Adam Leisinger, Special Projects Manager  
Tye Moore, Police Officer  
Greg Springman, Public Works Director

## Consent Agenda

- a) Request for Council Action – Sweet Home Rodeo Public Address System Application
- b) Request for Council Action – Committee Appointment

Approval of Minutes:

- c) 2025-07-08 City Council Meeting Minutes

Councilor Augsburger moved to approve the Consent Agenda. Councilor Hegge seconded the motion. The motion carried by the following vote:

AYE: Coleman, Augsburger, Bronson, Hegge

NAY: None

ABSENT: Thorstad, Richards, Sanchez

### **Recognition of Visitors & Hearing of Petitions**

#### **a) Officer Swearing-In – Tye Moore**

City Manager Ogden recognized Police Officer Moore as a new officer and conducted the swearing in ceremony. Officer Moore received a standing ovation.

#### **b) S.H.I.N.E.S. Report**

Mayor Coleman recognized Code Enforcement Officer Ray Grundy. Officer Grundy read a prepared statement thanking City Council, Sweet Home Sanitation, and staff for their support. He provided a report on code violations in Sweet Home, challenges to resolving violations, past actions to assist with resolving violations, and the successes of the recent Sweet Home Initiative for Neighborhood Enhancement and Standards (S.H.I.N.E.S.) community clean-up effort utilizing dumpsters placed strategically throughout the City over the course of two weeks.

Mayor Coleman thanked Officer Grundy for his work and his care for the people of Sweet Home.

Councilor Augsburger thanked Officer Grundy for his proactive approach.

### **New Business**

#### **a) Request for Council Action – Asset Management Contract Approval**

City Manager Ogden stated that staff sought approval to change vendors for digital asset management and code enforcement activities. He described staff's solicitation efforts for a new vendor and noted that the proposed contract overall was cheaper than the current contract in place.

Councilor Bronson expressed support for the contract based on cost and the quality of the product.

Councilor Bronson moved to approve the contract as proposed. Councilor Augsburger seconded the motion. The motion carried by the following vote:

AYE: Coleman, Augsburger, Bronson, Hegge

NAY: None

ABSENT: Thorstad, Richards, Sanchez

#### **b) Request for Council Action – Resolution No. 17 for 2025 – Certain Benefits Included in Official Compensation**

City Attorney Larsen stated that OGEC issued a recent opinion that it was illegal to provide food and beverages to City Council or staff unless they were included in their official compensation. He noted the issue could be resolved by adopting a resolution to acknowledge that these may be provided as part of overall compensation with minimal value.

Councilor Bronson moved to approve Resolution No. 17 for 2025. Councilor Hegge seconded the motion. The motion carried by the following vote:

AYE: Coleman, Augsburger, Bronson, Hegge

NAY: None

ABSENT: Thorstad, Richards, Sanchez

#### **c) Request for Council Action – Resolution No. 18 for 2025 – National Night Out Street Closure**

City Manager Ogden stated that a temporary street closure was requested for National Night Out, an event to celebrate neighborhood connections, crime prevention, and relationships between community and local law enforcement. He described the request to take place on August 19<sup>th</sup> and noted that there would be live music, vendors, information booths, and activities. He stated that staff interacted with surrounding businesses to ensure they were supportive and aware of the potential closure.

Councilor Hegge moved to approve Resolution No. 18 for 2025. Councilor Augsburger seconded the motion. The motion carried by the following vote:

AYE: Coleman, Augsburger, Bronson, Hegge

NAY: None

ABSENT: Thorstad, Richards, Sanchez

### **Ordinance Bills**

Request for Council Action and First Reading of Ordinance Bills

- a) Request for Council Action – Ordinance No. 8 for 2025 – City Property Exclusion Amendment

City Attorney Larsen stated that the City's current property exclusion Ordinance did not include the Sweet Home Library and did not allow the Sweet Home Police Department to enforce exclusion of people who did not observe rules within the library.

Councilor Bronson moved to conduct a first reading of Ordinance No. 8 for 2025. Councilor Hegge seconded the motion. The motion carried by the following vote:

AYE: Coleman, Augsburger, Bronson, Hegge

NAY: None

ABSENT: Thorstad, Richards, Sanchez

A first reading of Ordinance No. 8 for 2025 was conducted.

Second Reading of Ordinance Bills

Councilor Augsburger moved to conduct a second reading of Ordinance No. 8 for 2025 by title only. Councilor Hegge seconded the motion. The motion carried by the following vote:

AYE: Coleman, Augsburger, Bronson, Hegge

NAY: None

ABSENT: Thorstad, Richards, Sanchez

A second reading of Ordinance No. 8 for 2025 was conducted by title only.

Councilor Hegge moved to conduct a third reading of Ordinance No. 8 for 2025 by title only at the following Council meeting. Councilor Augsburger seconded the motion. The motion carried by the following vote:

AYE: Coleman, Augsburger, Bronson, Hegge

NAY: None

ABSENT: Thorstad, Richards, Sanchez

### **Reports of Committees**

Administration, Finance & Property Committee – President Pro Tem Thorstad

- a) 07-22-2025 Administration, Finance & Property Committee Meeting Minutes

Charter Review Committee – President Pro Tem Thorstad

Community Health Committee – Councilor Bronson

Library Advisory Board – Councilor Augsburger

- a) 2025-07-10 Library Board Work Session Minutes
- b) 2025-07-10 Library Board Meeting Minutes

Park & Tree Committee – Councilor Hegge

- a) 2025-07-16 Park & Tree Committee Meeting Minutes

Planning Commission

Area Commission on Transportation – Councilor Sanchez, Councilor Bronson (alternate)

Chamber of Commerce – Councilor Hegge

Council of Governments – Councilor Bronson, Councilor Sanchez (alternate)

Solid Waste Advisory Council – Councilor Richards

Mayor Coleman thanked Councilor Hegge for taking 360-degree photographs of Strawberry Park and posting them on Google.

### **Department Reports**

Library Services Director

- a) Library Report – July 2025
- b) SHPL August Newsletter

Planning & Building Manager

- a) Planning & Building Manager Monthly Report – July 2025

Public Works Director

- a) Public Works Department Report – July 2025

Finance Director

- a) FY 2024-2025 Year-End Report

Police Chief

- a) Police Department Report – June & July 2025

City Attorney

City Manager Ogden stated that the Police Department's Chaplain recently stepped down and that Mike and Karen Caruso stepped up to serve as the new Chaplains.

Director Springman stated that the City's new Wastewater Treatment Plant Supervisor, Chris Patton, started this week with a Level 3 DEQ Wastewater Treatment certification and had applied for his Level 4 certification. He noted that this hire completed the City's efforts to fulfill all the necessary certifications to run its own utilities in-house.

Director Dazey highlighted the end of summer programming and the upcoming annual Teen Clothing Drive in September.

### **Reports of City Officials**

City Manager's Report

City Manager Ogden stated that the final Movies in the Park event would take place on August 15<sup>th</sup>. He highlighted the 8<sup>th</sup> Annual Health Fair on August 16<sup>th</sup>. He invited everyone to attend National Night Out on August 19<sup>th</sup>. He noted that Governor Kotek had called a special session beginning later in August to address transportation funding shortfalls. He stated that the City's new website allowed residents to sign up text messages in addition to email alerts.

Mayor's Report

Mayor Coleman thanked staff for their efforts on the new website. She thanked City Manager Ogden for fielding comments regarding the new speed humps on First Avenue.

City Manager Ogden stated that staff had been collecting data on First Avenue and the data demonstrated that traffic was successfully slowed since the installation of the speed humps. He noted that staff would continue to monitor the data and could make adjustments in the future if necessary.

Councilor Augsburger asked of the timeline for painting the speed humps. Director Springman stated that the product was ordered and would arrive that week.

Mayor Coleman thanked staff for their efforts to monitor Ziply Fiber throughout their fiber installation efforts in Sweet Home. She noted that the Sweet Home Rodeo was on August 16<sup>th</sup>. She thanked the Police Department for their work during the Oregon Jamboree.

### **Council Business for Good of the Order**

City Manager Ogden recognized Director Brown to provide a financial report.

Director Brown stated that the City's auditors were in the final stages of completing the 2023 audit. He reviewed the end-of-year results for Fiscal Year 2024-2025 and noted that end-of-year balances looked more positive than what was originally forecasted.

### **Adjournment**

There being no further discussion, the meeting was adjourned at 7:21 PM.

ATTEST:

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Mayor

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City Manager – Ex Officio City Recorder