



CITY OF SWEET HOME CITY COUNCIL MINUTES

February 28, 2023, 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

PRESENT

Mayor Susan Coleman
President Pro Tem Greg Mahler
Councilor Dave Trask
Councilor Lisa Gourley
Councilor Angelita Sanchez
Councilor Dylan Richards
Councilor Josh Thorstad

STAFF

City Manager Kelcey Young
Communications Manager Adam Leisinger
Administrative Services Manager Julie Fisher
City Attorney Robert Snyder
Public Works Director Greg Springman
Police Chief Jason Ogden

Consent Agenda:

Motion made to approve the consent agenda by President Pro Tem Mahler, Seconded by Councilor Thorstad.

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

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.

Sanchez, Councilor Richards, Councilor Thorstad

- a) Consent Agenda - Employee Handbook Updates

Approval of Minutes:

- a) 2023-02-14 City Council Meeting Minutes

Recognition of Visitors and Hearing of Petitions:

Nancy White and Sherman McDowell both spoke regarding code enforcement and safety concerns regarding a property on 6th Street. The Council directed staff to begin abatement on the property on Wednesday, March 1st.

Old Business:

None

New Business:

- a) Arbor Day Proclamation

Mayor Coleman read a proclamation regarding Arbor Day.

- b) Proclamation - Support of Fir Lawn Luthern

Mayor Coleman read a proclamation in support of Fir Lawn Lutheran and all houses of worship following the suspicious fire that damaged the church building.

Ordinance Bills

Request for Council Action and First Reading of Ordinance Bills

- a) Request for Council Action – Ordinance No. 8 for 2023 – Sweet Home Ordinance Establishing the Public and Traffic Safety Committee.

City Manager Kelcey Young provide the Council with a staff report stating the the Traffic Safety Committee is being reestablished as per direction of the Council.

Motion to move Ordinance No. 8 for 2023 to first reading made by Councilor Richards, Seconded by President Pro Tem Mahler.

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

Ordinance No. 8 for 2023 was read in its entirety.

Motion to move Ordinance No. 8 for 2023 to second reading by President Pro Tem Mahler, Seconded by Councilor Richards.

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

Second Reading of Ordinance Bills

- a) Ordinance No. 7 for 2023 - Ordinance No. - An Ordinance Adding to the Sweet Home Development Code Sweet Home Municipal Code Chapter 17.75 Mobile Food Units and Amending the Sweet Home Municipal Code §17.16.020, §17.18.020, §17.20.020, §17.25.020, and §17.26.020: Mobile Food Unit or Mobile Food Unit Pod, Subject to Chapter 17.75.

Ordinance No. 7 for 2023 was read by title only.

Motion to move Ordinance No. 7 for 2023 to third and final reading by President Pro Tem Mahler, Seconded by Councilor Richards.

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

Third Reading of Ordinance Bills (Roll Call Vote Required)

- a) Ordinance Bill No. 4 for 2023 - Ordinance No. 1311 - Sweet Home Ordinance Amending Various Sections of the Sweet Home Municipal Code.

Ordinance Bill No. 4 for 2023 - Ordinance 1311 - Sweet Home Ordinance Amending Various Sections of the Sweet Home Municipal Code was read by title only.

City Manager Kelcey Young clarified some fence concerns that were brought forward by some community members. Councilor Sanchez asked if there was a way that some financial support could be offered to help property owners comply. There was discussion on using Commercial Exterior Improvement Program up to \$500 match for code compliance aide. Staff was directed to return in March with a proposal.

Motion made to approve Ordinance No. 4 for 2023 - Ordinance No. 1311 by President Pro Tem Mahler, Seconded by Councilor Richards.

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

- b) Ordinance Bill No. 6 for 2023 - Ordinance No. 1312 - Sweet Home Ordinance Creating SHMC Section 10.08.033 Pertaining to Recreational Vehicle Custody, Towing and Disposition with Expediency Clause.

Ordinance No. 6 was read by title only.

Motion to approve Ordinance Bill No. 6 for 2023 - Ordinance No. 1312 - Sweet Home Ordinance Creating SHMC Section 10.08.033 Pertaining to Recreational Vehicle Custody, Towing and Disposition with Expediency Clause made by Councilor Richards, Seconded by President Pro Tem Mahler.

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

Reports of Committees:

Mayor Coleman stated she has asked the committees be rearranged on the agenda to clarify which committees are City committees, which have citizen involvement (including those citizens within the Sweet Home School District), and which are outside committees that a councilperson reports as a liaison.

Citizen Advisory Committees:

Ad Hoc Committee on Arts and Culture

Councilor Gourley reported the first Ad Hoc Committee on Arts and Culture was held.

Park and Tree Committee

Councilor Dave Trask reported trees were planted in Northside Park and construction is underway for a future dog park.

Council Subcommittees: None

Council Reports: Non City Committees: None

Reports of City Officials:

City Manager's Report

City Manager Young reported there will be a City Council training on March 1, 2023 from 5:30-9:30 PM and another on March 18th from 10AM - 2PM.

The Annual Chamber of Commerce Award Banquet will be held on March 11th at 6PM.

City Manager Young reported on attending the Planning Session regarding Foster Lake. The meetings will include opportunity for input throughout the entire process.

City Manager Young stated she is due for her first evaluation. An Executive Session was scheduled for March 14, 2023 at 5:30 PM.

City Manager Young reported staff is working to request funding from Senators and Federal sources for various projects to include the Sweet Home Public Library, small businesses, old City Hall, additional security cameras, and 24th Street railroad crossing. Each request requires 3 letters of support.

City Manager reported for Library Services Director Megan Dazey who was not able to attend. The Library is hosting a Library Card Design Contest. A student contest is also happening and each Sweet Home student will receive a library card.

There is now a seed lending library available to the community at the library.

Mayor's Report

Mayor Coleman reported she attended the USACOE Planning Meeting for Foster Lake. City Manager Young also attended. Mayor Coleman stated it was a good meeting and the COE was very open to working together.

Mayor Coleman congratulated the Sweet Home Wrestling Team and Swim Team who both obtained 2nd place in their recent competitions.

Mayor Coleman stated she is saddened by the fire that damaged Fir Lawn Lutheran Church. Fir Lawn Lutheran has hosted fundraisers for summer camps and held events such as craft fairs. Her thoughts and support is with Fir Lawn Lutheran.

Department Director's Reports (2nd meeting of the Month)

Finance Director

No Report

Police Chief

a) Police Department Monthly Report

A written report was included in the packet. Chief Ogden added that the Sweet Home Police Department is working with the Sweet Home Fire Department, the State Fire Marshalls office, the Oregon State Police Arson Unit on the Fir Lawn Lutheran fire. The incident is an open investigation and anyone with any information is asked to contact the police department.

Chief Ogden reviewed tends and calls volumes. It was announced that three officers have graduated academy and one is currently attending.. There are currently three vacancies for Sweet Home police officers.

City Attorney

No Report

Council Business for Good of the Order

Councilor Richards stated that he and Councilor Sanchez met with Commissioner Tucker.

Councilor Sanchez reported there will be a Public Hearing on SB445 on rural traffic safety funding.

Councilor Sanchez also reported she learned of a deadline of March 10, 2023 for requesting funding for homelessness. A special meeting was scheduled for March 1st to consider a State of Emergency to be able to be eligible for funding related to the Governor's State of Emergency on homelessness.

Adjournment

The meeting adjourned at 7:40 PM.

Mayor

ATTEST:

City Manager – Ex Officio City Recorder