



CITY OF SWEET HOME CITY COUNCIL MINUTES

June 22, 2021, 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.

Call to Order and Pledge of Allegiance

The meeting was Called to Order at 6:30 PM.

Roll Call

PRESENT

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

STAFF

Community and Economic Development Blair Larsen
Public Works Director Greg Springman
City Attorney Robert Snyder
Administrative Assistant Julie Fisher
Finance Director Brandon Neish
Police Chief Jeff Lynn
City Manager Ray Towry
Engineer Technician Trish Rice
Communications Specialist Lagea Mull

MEDIA

Benny Westcott

Consent Agenda:

Approval of Minutes:

Motion to approve the minutes with amendments noting the motion regarding the marijuana money requested not to dedicate funds but to be accessible in the General Fund.

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.

Motion to approve the Consent Agenda as amended made by Councilor Gourley, Seconded by Councilor Coleman.

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

- a) 2021-06-08 City Council Meeting Minutes

Recognition of Visitors and Hearing of Petitions:

None

Old Business:

- a) Sweet Home Sanitation Presentation

Brian White and Michael Grove, Sweet Home Sanitation reported on new additions to the Sweet Home Transfer Station. When construction is complete, traffic should flow better and not back up on 18th Avenue. Brian White gave an update on recycling.

There was time for questions and answers.

- b) Request for Council Action - Resolution No. 14 for 2021 - Oregon Jamboree

Robert Shamek with the Oregon Jamboree presented the request for the Oregon Jamboree. He discussed the difficulties of planning an event with ever-changing restrictions related to the pandemic. The Jamboree is currently sitting at 27% capacity and hopes to be around 75% which would mean about 13,000 tickets. There were questions from Council regarding street closures, camping, and the kick off party.

Motion to approve Resolution No. 14 for 2021 made by Councilor Coleman, Seconded by Councilor Richards.

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

- c) Request for Council Action - 2021 Overlay Project Phase 2 - Project Scope Directive

Public Works Director Greg Springman and Engineer Tech Trish Rice presented the request for the Overlay Project Phase 2. A brief history beginning with Phase 1 was reviewed. The timeline overview was presented. Staff requested direction for Phase 2. There was discussion of funding, noting much of the project will be funding with an ODOT Fund Exchange Grant. The Mayor asked the Council their thoughts on Juniper Street regarding the project vs. a Local Improvement District (LID).

Motion to approve the 2021 Overlay Project Phase 2 as presented. Motion made by Councilor Trask, Seconded by Councilor Richards.

Roll Call: Voting Yea: President Pro Tem Gerson, Councilor Trask

Voting Nay: Mayor Mahler, Councilor Coleman, Councilor Sanchez, Councilor Richards

Voting Abstaining: Councilor Gourley (Councilor Gourley lives in the named area)

Council directed staff to revise the project and resubmit to Council. Engineer Tech Rice noted that taking out schedule C, Schedule I, and Schedule L would leave the project at \$656,000.

Motion to Approve Phase 2, removing Schedule I, Schedule L, and Schedule C made by Councilor Sanchez, Seconded by Councilor Richards.

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

- d) Request for Council Action - City Integrator of Record Service Contract Authorization (pg. 114)

Public Works Greg Springman and Engineer Tech Trish Rice noted the Request for Proposal (RFP) was posted for an Integrator of Record for the wastewater project. Four proposals were received and reviewed.

Motion to Authorize the Contract for City Integrator of Record with The Automation Group (TAG) made by Councilor Coleman, Seconded by Councilor Richards.

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

- e) Request for Council Action - Resolution No. 15 for 2021 - Adopting a Budget for 2021-2022, Making Appropriations and Levying Taxes

Finance Director Brandon Neish presented the Budget Document for adoption by the Council.

Motion to approve Resolution No.15 for 2021 made by Councilor Gourley, Seconded by President Pro Tem Gerson.

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

New Business:

- a) Request for Council Action - Resolution No. 16 for 2021 - Declaring the City's Election to Receive State Revenues

Motion to approve Resolution No. 16 for 2021 made by President Pro Tem Gerson, Seconded by Councilor Coleman.

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

- b) Request for Council Action - Resolution No. 17 for 2021 - Certifying the City Provides Four or More Services

Motion made to approve Resolution No. 17 for 2021 by Councilor Coleman, Seconded by Councilor Gourley.

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

- c) Request for Council Action - Resolution No. 18 for 2021 - Certifying Compliance with ORS 745B Related to Marijuana Sales Inside City Limits

Motion made to approve Resolution No. 18 for 2021 by Councilor Coleman, Seconded by Councilor Gourley.

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

- d) Request for Council Action – Resolution No. 19 for 2021 - 2021-2023 Planning Assistance Grant—Housing Needs Analysis

CEDD Blair Larsen reported a shortage of housing statewide and noted there are opportunities for funding for Housing Needs Analysis thru a grant. CEDD Larsen acknowledged changes are necessary to provide housing to all levels of citizens and a Housing Needs Analysis will be required when the population reaches 10,000. The grant will require the City update the Housing Needs Analysis at least every 8 years, take measures toward implementing the recommendations in the analysis, and complete a Buildable Lands Inventory. There was discussion regarding the obligations the City will be committing to.

Mary Massey, 1214 Cesna Court, had questions for staff regarding the stipulations.

Motion to approve Resolution No. 19 for 2021 made by Councilor Gourley, Seconded by Councilor Richards.

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

Voting Nay: Councilor Sanchez, Councilor Richards

Ordinance Bills

Request for Council Action and First Reading of Ordinance Bills

- a) Ordinance No. 3 for 2021 - In the Matter of Water, Street, Sidewalk, Curb, Gutter and Storm Drain Improvements for the Willow-Yucca Street Neighborhood LID.

Motion to move Ordinance No. 3 for 2021 forward to first reading. Motion made by Councilor Coleman, Seconded by Councilor Gourley.

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

Voting Nay: Councilor Sanchez, Councilor Richards

Ordinance Bill No. 3 for 2021 was read in its entirety.

Discussion ensued. Councilor Coleman noted the \$300,000 the City will contribute should be clarified that it is for asphalt.

Motion to move to second Ordinance No. 3 for 2021 to second reading for July 13, 2021 as amended. Motion made by Councilor Gourley, Seconded by Councilor Richards.

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

Voting Nay: Councilor Sanchez

Second Reading of Ordinance Bills

None

Third Reading of Ordinance Bills (Roll Call Vote Required)

- a) Ordinance Bill No. 5 for 2021 – Ordinance No. 1296 - An Ordinance Amending the Sweet Home Municipal Code 17.24.090, 17.28.090, and 17.30.090: Manufactured Homes on Individual Lots and Declaring a Need for an Expediency Clause. (pg. 216)

Motion to move Ordinance Bill No. 5 for 2021 to Third and Final Reading. Motion made by President Pro Tem Gerson, Seconded by Councilor Coleman.

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

Voting Nay: Councilor Sanchez, Councilor Richards

Ordinance Bill No. 5 for 2021 was read by title only.

Motion to approve Ordinance Bill No. 5 for 2021 made by Councilor Coleman, Seconded by Councilor Gourley.

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

Voting Nay: Councilor Sanchez, Councilor Richards

Reports of Committees:

None

Reports of City Officials:**Mayor's Report**

Mayor Mahler gave a reminder to stay safe in the extreme heat.

City Manager's Report

City Manager Towry reported funds from the America Rescue Plan Act (ARPA) will be received soon and staff is requesting a work session July 13, and July 27, to discuss Capital Improvement options to complete with those funds.

The Council was asked if they would like to participate in the Sportsman Holiday parade. Public Works is creating a float.

City Manager Towry announced July 24th will be the Chamber of Commerce Banquet. He asked that Council send their reservations by Friday if they would like attend.

City Manager Towry will attend the Oregon City Managers Association Conference July 6-9, and be on vacation July 19-26.

Department Director's Reports (2nd meeting of the Month)**Community and Economic Development Director**

- a) CEDD Monthly Report - May 2021 (pg. 223)

A written report was included into the Council Packet.

Finance Director

- a) May 2021 Monthly Report (pg. 228)

Finance Director Neish noted the current year revenue and expenditure contains a discrepancy from previous years. The pandemic and related spending freeze has effected expenditures and there will be a rollover into the newly adopted budget in many of the funds.

Police Chief

- a) Police Department Monthly Report (pg. 236)

A written report was included in the Council Packet.

City Attorney

No Report

Council Business for Good of the Order

- a) Comcast Notice to Council - June 2021 (pg. 237)

A notice of fee changes was included in the Council Packet.

Adjournment

The meeting adjourned at 8:57 PM.

Mayor

ATTEST:

City Manager – Ex Officio City Recorder