



CITY OF SWEET HOME CITY COUNCIL MEETING MINUTES

November 12, 2024, 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.

Call to Order & 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 Lisa Gourley
Councilor Dylan Richards
Councilor Angelita Sanchez
Councilor Josh Thorstad
Councilor Dave Trask

STAFF

Jason Ogden, Police Chief / City Manager Pro Tem
Cecily Hope Pretty, Assistant City Manager Pro Tem
Blair Larsen, City Attorney
Angela Clegg, Planning & Building Manager
Megan Dazey, Library Services Director
Adam Leisinger, Special Projects Manager

MEDIA

Sarah Brown, the New Era

GUESTS

Police Detective Sean Potter
Police Officer Jayson Sanchez
Fran Lushenko Bronson, 6313 Lake Pointe Way, Sweet Home, OR 97386
Del Garber, 1221 Tamarack, Sweet Home, OR 97386

Consent Agenda

Approval of Minutes:

- a) 2024-10-22 City Council Meeting Minutes

Councilor Richards moved to approve the minutes of the October 22, 2024 City Council Meeting.
Councilor Thorstad seconded the motion. The motion carried by the following vote:

AYE: Coleman, Mahler, Gourley, Richards Sanchez, Thorstad, Trask

NAY: None

Recognition of Visitors & Hearing of Petitions

a) Lifesaving Award

City Manager Pro Tem Ogden recognized Officer Jayson Sanchez and Detective Sean Potter for saving a life on October 1, 2024 while responding to an injury from an accidental discharge. He presented them with medals and certificates of recognition. The officers were honored with a standing ovation.

Mayor Coleman invited those registered to speak for Public Comment.

Fran Lushenko Bronson read a prepared statement from Councilor-Elect Ken Bronson thanking the community of Sweet Home for electing him to City Council.

Del Garber requested the addition of stop signs at 12th Avenue and Tamarack Street.

Mayor Coleman requested that the issue of stop signs be referred to the Public & Traffic Safety Committee.

Old Business

a) Request for Council Action – Granting the City Manager Pro Tem Hiring Authority

City Manager Pro Tem Ogden reviewed the status of current vacancies and requested the authority to hire for the positions of Planning and Building Permit Technician, Code Enforcement Officer, Police Officer, and Accounts Receivable Specialist.

Councilor Gourley moved to approve the City Manager Pro Tem's hiring authority as presented. President Pro Tem Mahler seconded the motion. The motion carried by the following vote:

AYE: Coleman, Mahler, Gourley, Richards Sanchez, Thorstad, Trask

NAY: None

New Business

a) Proclamation – 2024 City Council Election Results

Mayor Coleman read the proclamation declaring the outcome of the 2024 City Council elections.

No action was required for this item.

b) Request for Council Action – Contract Approval – On-Call Professional Engineering Services (Engineer of Record)

City Manager Pro Tem Ogden stated that the City currently does not have an internal City Engineer and has been utilizing West Yost Associates as the Engineer of Record with a contract expiring in 2024. He noted that staff opened a Request for Proposals (RFP) and three firms were selected for award which would improve availability and quality of work.

Mayor Coleman expressed support for selecting multiple firms.

Councilor Sanchez moved to approve the contracts for on-call professional engineering services with Civil West Engineering, the Dyer Partnership, and West Yost Associates. Councilor Richards seconded the motion. The motion carried by the following vote:

AYE: Coleman, Mahler, Gourley, Richards Sanchez, Thorstad, Trask

NAY: None

Reports of Committees

Ad Hoc Committee on Arts & Culture - Councilor Gourley

Administration, Finance & Property Committee - Councilor Trask

Community Health Committee - Mayor Coleman

Library Advisory Board - President Pro Tem Mahler

Park & Tree Committee - Councilor Trask

Public & Traffic Safety Committee - Councilor Richards

Youth Advisory Council - Councilor Sanchez

There were no reports to be heard.

Department Reports

Library Services Director

- a) Library Director Monthly Report - October 2024

Public Works Director

- a) Public Works Monthly Report - October 2024

Police Chief

- a) Police Chief Monthly Report - October 2024

Director Dazey stated that the library began a monthly newsletter to improve communication digitally and in person.

City Manager Pro Tem Ogden noted a slight increase in crime over the previous month but a decrease over the previous year. He highlighted an increase in traffic enforcement activity.

Reports of City Officials

City Manager's Report

City Manager Pro Tem Ogden congratulated the winners of the City Council election. He thanked those who attended the Veterans Day reception at City Hall and thanked all of the Veterans in the Sweet Home community. He noted that the Green Peter drawdown was still in process and thanked Public Works for continuing to produce high quality drinking water. He highlighted a plan to modernize the City's website and improve communication. He stated that the Police Department would host its annual Shop-with-a-Cop on December 7, 2024 and encouraged the public to apply.

Mayor's Report

Mayor Coleman thanked staff for their plans to upgrade the City's website and for organizing the Veterans Day reception.

Mayor Coleman proposed the cancellation of the second meetings of November and December. There was consensus for same.

Mayor Coleman noted that there was currently a position open on the Planning Commission for residents of Sweet Home. She highlighted that SHEM would be receiving a semitruck of food to be distributed to the community and requested volunteers to help unload the truck. She stated that Santiam Excursions would be bringing rail bikes to Sweet Home in early 2025. She thanked everyone who ran in the City Council election and wished everyone a Happy Thanksgiving.

Council Business for Good of the Order

- a) Winter Meeting Schedule

The meeting schedule was addressed during the Mayor's Report.

Councilor Sanchez thanked the community for their support in the City Council election. She noted that the U.S. Army Corps of Engineers would be hosting a meeting at City Hall on November 16, 2024 to discuss future plans for recreation in the area.

Councilor Gourley stated that volunteers would be painting downtown buildings for the holidays and asked that prospective volunteers contact her for more information.

Adjournment

There being no further discussion, the meeting was adjourned at 7:02 PM.

Mayor

ATTEST:

City Manager Pro Tem – Ex Officio City Recorder

DRAFT