



# CITY OF SWEET HOME CITY COUNCIL MINUTES

April 26, 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 541-367-5128, choose option #1 and enter the meeting ID to be logged in to the call. Meeting ID: 226 531 982 #

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

President Pro Tem Diane Gerson  
Councilor Dave Trask  
Councilor Lisa Gourley  
Councilor Angelita Sanchez  
Councilor Dylan Richards

### ABSENT

Mayor Greg Mahler  
Councilor Susan Coleman

### STAFF

City Manager Pro Tem Christy Wurster  
Community and Economic Development Director Blair Larsen  
Communications Specialist Lagea Mull  
Administrative Services Manager Julie Fisher  
Library Services Director Megan Dazey  
City Attorney Robert Snyder  
Public Works Director Greg Springman  
Police Chief Jeff Lynn

---

*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.*

Finance Director Brandon Neish  
Plant Supervisor Steven Haney  
Engineer Technician Trish Rice  
Captain Jason Ogden

MEDIA  
Benny Wolcott

Motion to approve the absence of Mayor Mahler and Councilor Coleman made by Councilor Trask, Seconded by Councilor Gourley.

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

### **Consent Agenda:**

Motion to approve the Consent Agenda made by Councilor Gourley, Seconded by Councilor Richards.

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

Approval of Minutes:

- a) 2022-04-12 City Council Minutes

### **Recognition of Visitors and Hearing of Petitions:**

Vince Adams requested the police department focus on speeding in residential areas. Mr. Adams also requested Public Works not complete street repairs on his street which he stated is a private street. Mr. Adams stated the potholes reduce speed on his street. The last item Mr. Adams brought forward was the request for recognition of Mr. Adam's wife who volunteers her time and resources providing dog rescue and rehabilitation services.

- a) Recognition of Student Athletes

The Council recognized the student athletes from various sports. There was a recess for the Council to congratulate the students. About 40 students and coaches attended the City Council meeting.

### **Old Business:**

- a) Information Only - WWTP Improvements Project Update

Preston VanMeter with West Yost & Associates presented a Sweet Home WWTP Improvement Project update. He introduced a modified design and phasing approach that would reduce reduce cost and still improve the function and capabilities of the plant. An updated current project cost estimate was presented to the Council. Current OPCC (Opinion of Probable Construction Cost) is estimated at \$47,480,000 with additional engineering costs not included. Anticipated next steps were outlined with a groundbreaking estimated for September 2022.

- b) Request for Council Action - Proposal for Additional Engineering Services

Public Works Director Greg Springman presented the request for council to consider the proposal from West Yost for additional engineering services that would complete Phase 1 Final Design and 60% of Phase 2.

Motion to Approve the contract for additional engineering services with West Yost for design on the Wastewater Treatment Plant made by Councilor Gourley, Seconded by Councilor Richards.

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

- c) Information Only - FAC Managed Outreach and Community Resource Facility Update
- Community and Economic Development Director Blair Larsen gave the Council an update on the FAC Managed Outreach and Community Resource Facility. The report included an update on the relocation of the former City Hall Annex, the construction of a portion of the shelters by the Sweet Home High School students, and placement of infrastructure.
- Council requested to acknowledge the students who are working on the structures at a future meeting.

**New Business:**

- a) Presentation of a Business Promotion Video Produced for the City of Sweet Home by Oregon RAIN.
- The Rural Economic Alliance (REAL Oregon) is a group of 8 Cities working together for Economic Development. A promotional video was presented to the Council. The video was a way for RAIN to encourage business and entrepreneurship in general, and service the community.
- b) Information Only – Council Goals Update
- City Manager Pro Tem Wurster presented a staff report with an update on the Council Goals. There was an opportunity for the Council to ask questions of staff on progress made.
- c) Request for Council Action - Authorization to Fill a Vacant Position
- City Manager Pro Tem presented a request to fill two positions that will be vacant due to resignations. Both positions are in the Public Works department. One is for a Plant Operator and the other is a Seasonal Maintenance Worker.
- Motion to approve the request to fill vacancies in Public Works made by Councilor Gourley, Seconded by Councilor Richards.
- Voting Yea: President Pro Tem Gerson, Councilor Trask, Councilor Gourley, Councilor Sanchez, Councilor Richards
- d) Request for Council Action - Resolution No. 13 for 2022 - Grant Application to Oregon Parks and Recreation Department for a Parks Master Plan Update
- Community and Economic Development Director Blair Larsen stated the Sweet Home Parks Master Plan lacks detail and lacks standard amenities that parks should have. The Oregon Parks and Recreation Program has a grant for a master plan update. Staff requested authorization to apply for the grant which would require a 40% match.
- Motion to approve Resolution No.13 for 2022 made by Councilor Gourley, Seconded by Councilor Richards.
- Voting Yea: President Pro Tem Gerson, Councilor Trask, Councilor Gourley, Councilor Sanchez, Councilor Richards
- e) Request for Council Action - Approval of Grant Agreement for ARPA funds (pg. 84)
- Finance Director Brandon Neish requested Council approval for the City Manager Pro Tem to sign an agreement for an additional ARPA Funds for a pedestrian crossing at 22nd and Main.
- City Manager Pro Tem Christy Wurster thanked Councilor Sanchez for her efforts.
- Motion to authorize the City Manager Pro Tem Christy Wurster to sign the agreement for additional ARPA funds made by Councilor Gourley, Seconded by Councilor Richards.
- Voting Yea: President Pro Tem Gerson, Councilor Trask, Councilor Gourley, Councilor Sanchez, Councilor Richards

- f) Request for Council Action - Occupational Skills Training Program with Chemeketa Community College

Plant Operator Steven Haney asked for approval to allow the City Manager Pro Tem to enter into an agreement with Chemeketa Community College for a Skills Training Program which is no cost to the City. The students receive on the job training and the City benefits from the student labor.

Motion to approve the agreement with Chemeketa Community College for the Occupational Skills Training Program made by Councilor Trask, Seconded by Councilor Richards.

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

- g) Request for Council Action - Proposal to Rename City Wastewater Treatment Plant

Public Works Director Greg Springman proposed to the Council the naming of the Wastewater Treatment Plant after the Mahler family. Mayor Mahler has been the driving force for infrastructure improvements in Sweet Home for several years, and his father John Mahler participated in the construction of the existing treatment plant during his time as a Councilor.

Motion to approve the naming of the treatment plant after the Mahler family and allowing the Mahlers to select the name made by Councilor Gourley, Seconded by Councilor Trask.

Voting Yea: President Pro Tem Gerson, Councilor Trask, Councilor Gourley

Voting Nay: Councilor Sanchez, Councilor Richards

## **Ordinance Bills**

Request for Council Action and First Reading of Ordinance Bills

Second Reading of Ordinance Bills

Third Reading of Ordinance Bills (Roll Call Vote Required)

## **Reports of Committees:**

Chamber of Commerce

President Pro Tem Diane Gerson reported the Sportsman's Holiday Court will be introduced during the next Council meeting. The Chamber will present their report to the Council and strategic plan updates.

Park and Tree Committee

Councilor Dave Trask announced that the Arbor Day event was very successful and had a great turn-out.

## **Reports of City Officials:**

Mayor's Report

President Pro Tem Diane Gerson requested to add an item to the next Agenda. Motion was made by President Pro Tem Gerson for discussion on a nonuse fee for empty commercial buildings when they've been vacant for two years. Fines collected could be added to Economic Development, second by Councilor Gourley.

City Manager's Report

City Manager Pro Tem Christy Wurster stated an application has been received for the Sportsman's Holiday Parade which will require road closures.

Pro Tem Wurster reported on staff research of the former CDBG funds that have been released to cities to be used towards Economic Development purposes.

Community and Economic Development Director Blair Larsen gave an update on the Planning Commission's work on updates to the development code. It is estimated that the code will take 6.5 hours to read into the record. Consensus of the Council was to read the code in one meeting.

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

Finance Director

A written report was included in the packet.

- a) Finance Monthly Report - March 2022

Police Chief

A written report was included in the packet.

- a) Police Department Monthly Report - March 2022

City Attorney

No Report

**Council Business for Good of the Order**

None

**Adjournment**

The meeting adjourned at 8:34 PM.

---

Mayor

ATTEST:

---

City Manager Pro Tem– Ex Officio City Recorder