



# CITY OF SWEET HOME CITY COUNCIL MINUTES

September 22, 2020, 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.

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## Meeting Information

The City Council will hold a Regular City Council meeting at 6:30 p.m. in the City Council Chambers at City Hall, 3225 Main Street. In order to protect residents, staff, and elected officials due to the novel COVID-19 virus, the frequency and length of public meetings, including the City Council, boards and commissions, will be minimized. Non-urgent and non-essential City business with expected public feedback will be postponed whenever possible. Individuals attending public meetings in person will be limited to the first six people, required to maintain appropriate social distancing, (6-ft.) and be free of symptoms related to COVID-19. The City of Sweet Home City Council 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 City Council meeting live, online visit [live.sweethomeor.gov](https://live.sweethomeor.gov). If you don't have access to the internet you can call in to 541-367-5128 and you'll be asked to choose option #1 to be logged in to the call.

This video stream and call in options are allowed under Council Rules, meet the requirements for Oregon public meeting law, and has been approved by the Mayor as Chairperson of the meeting. All votes will be conducted by Roll Call Vote.

## Call to Order and Pledge of Allegiance

The City Council meeting was called to order at 6:30 P.M.

### Roll Call

#### PRESENT

Mayor Greg Mahler  
President Pro Tem Diane Gerson  
Councilor Cortney Nash  
Councilor Dave Trask  
Councilor Lisa Gourley

#### ABSENT

Councilor Susan Coleman  
Councilor James Goble

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*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 Excuse Councilor Goble and Councilor Coleman was made by Pro-Tem Gerson. Seconded by Councilor Gourley. Mayor Mahler, President Pro Tem Gerson, Councilor Nash, Councilor Trask, Councilor Gourley

Councilor Goble joined at 6:35 pm via MS Teams.

MEDIA

Kelly Kenoyer, The New Era

### **Consent Agenda:**

Approval of Minutes:

- a) 2020-08-03 City Council Work Session (pg. 4)
- b) 2020-08-25 City Council (pg. 6)
- c) 2020-08-25 City Council Work Session (pg. 10)

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

#### **Old Business:**

- d) Request for Council Action - ODOT Art in the Public Right-of-Way Agreement (pg. 12)

Director Larsen spoke to the history of the statue and the property it sits on, the southeast corner of the intersection of Highways 228 and 20, within ODOT right-of-way and on museum property. A group of citizens has approached the City with a desire to build a roof structure over the statue to protect it. Councilor Gerson asked what the history of the property which the statue sits on. Director Larsen informed the Council that there used to be a fueling station in a triangle lot that is now owned by ODOT and is part of the right-of-way. Mayor Mahler likes the idea of the structure but wants to know what the quickest method is. Director Larsen told the Council that it would likely be January before a structure could be erected (gain approval from ODOT). Councilor Gourley wanted to see what the structure would look like before committing to potentially obstructing the view of the East Linn Museum when coming into town. Director Larsen pointed the Council to the engineering drawings in the packet but there are no images/mockups of the structure. The statue is approximately 12' high which would result in a roof structure that is at least that high. Councilor Trask informed the Council that Park & Tree Committee Chair Wally Shreves' wife has agreed to create a mockup of the potential structure.

Mike Melcher and Robin Miller were called to the guest table to discuss the need for the proposal with the Council. Miller told the Council that the weather has been hard on the statue and it needs some protection from the elements.

Director Larsen informed the Council that ODOT is only interested in dealing with the Council and staff would need directive from the Council. Mayor Mahler would like to pursue a property line adjustment.

- e) Request for Council Action – 2020/21 Visitor Center Contract (pg. 33)

City Manager Towry introduced the request for the Council to approve funds being distributed to the Sweet Home Chamber of Commerce to operate the Sweet Home Visitor's Center. Mr. Towry informed the Council that the track changes version of the contract did not get imported correctly but there were minor revisions to the contract to update dates.

Councilor Gourley asked what ideas the Chamber had to enhance outreach and engage a wider more diverse population. SHCC Operations Manager Melody Jordan informed the Council that the Chamber has pushed new virtual interviews with local businesses that has attracted national attention. Ms. Jordan also informed the Council that visitors are coming

through the Chamber looking for maps and hiking information. Karla Hogan also contributed with items that visitors are looking for.

Councilor Trask asked about the progress reports that are provided to the City. City Manager Towry told the Council those reports are delivered each trimester before funds are distributed.

**New Business:**

- f) Information Only - DEQ Stormwater TMDL Annual Report Acceptance Letter (pg. 44)

City Manager Towry introduced Public Works staff to present to the Council. City Engineer Technician Trish Rice walked through the process of presenting the City's five-year storm water plan with DEQ and the acceptance of the TMDL Annual Report. City Manager Towry and Councilor Trask provided thanks to Ms. Rice for the dedicated and focused work.

Mr. Towry also informed the Council that the City will soon be required to "pay the piper" as much of the storm water work is going to take significant capital (financial and personnel).

- g) Request for Council Action - Resolution No. 24 for 2020, Harvest Festival Road Closure (pg. 59)

Councilor Gerson expressed concerns regarding the annual Harvest Festival specifically around the beer garden and the City's ability to meet the Governor's orders concerning COVID-19. City Manager Towry reminded the Council that the Special Events permit allows for approval of the permit with contingencies. Mr. Towry also asked Associate Planner Angela Clegg to demonstrate to the Council how the City will meet the COVID-19 restrictions. Mayor Mahler asked if there was a draft schedule for the event that the Council could see. Associate Planner Clegg did not have copies available but did walk the Council through the current schedule and COVID-19 requirements.

Councilor Trask asked about the status of the playground at Sankey Park. Public Works Director Greg Springman informed the Council that the playground would be ready by the Harvest Festival.

City Manager Towry also reminded the Council that the City is looking for volunteers for the event.

Motion made by Councilor Trask, Seconded by Councilor Nash.

Voting Yea: Mayor Mahler, President Pro Tem Gerson, Councilor Nash, Councilor Trask, Councilor Goble, Councilor Gourley

- h) Request for Council Action - Property Line Adjustments on Wastewater Treatment Plant Properties (pg. 65)

City Manager Towry introduced Director Larsen and Engineering Tech Rice to present the property line adjustments required to condense the five properties that make up the Wastewater Treatment Plant into one full tax lot. Director Larsen informed the Council that this action was necessary since this was an action on lots owned by the governing body.

Motion made by President Pro Tem Gerson, Seconded by Councilor Nash.

Voting Yea: Mayor Mahler, President Pro Tem Gerson, Councilor Nash, Councilor Trask, Councilor Goble, Councilor Gourley

- i) Request for Council Action – Acceptance of Linn County Youth Activities Grant (pg. 79)

City Manager Towry introduced Library Director Rose Peda to present the Linn County Youth Activities Grant. Director Peda discussed the grant provided by Linn County during the coronavirus pandemic to aid children and parents during this trying time.

Motion made by Councilor Gourley, Seconded by Councilor Nash.

Voting Yea: Mayor Mahler, President Pro Tem Gerson, Councilor Nash, Councilor Trask,

Councilor Goble, Councilor Gourley

- j) Request for Council Action - Request for Proposal for Wastewater Treatment Plant Value Engineering Study (pg. 87)

Engineer Technician Rice discussed the benefits of a value engineering study which is used to review a project of this magnitude and find potential savings.

Motion made by President Pro Tem Gerson, Seconded by Councilor Gourley.

Voting Yea: Mayor Mahler, President Pro Tem Gerson, Councilor Nash, Councilor Trask, Councilor Goble, Councilor Gourley

### **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)

- k) Request for Council Action – Ordinance No. 11 for 2020 - An Ordinance Amending the Official Zoning Map (pg. 147)

City Manager Towry read the title of Ordinance No. 11 for 2020.

Motion made by Councilor Gourley, Seconded by Councilor Trask.

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

Voting Nay: Councilor Nash

### **Reports of Committees:**

Councilor Gerson informed the Council that the newest art exhibit was up in City Hall.

Administrative and Finance/Property

Charter Review Committee

Councilor Gerson informed the Council that the Committee met on September 22, 2020 prior to the City Council meeting. Their next meeting is October 27, 2020 prior to the City Council meeting.

Park and Tree Committee

Councilor Trask reiterated his position that the playground equipment be ready for opening during Harvest Festival.

Youth Advisory Council

Chamber of Commerce

Council of Governments

Area Commission on Transportation

Solid Waste Advisory Council

Ad Hoc Committee on Health

Legislative Committee

### **Reports of City Officials:**

Mayor's Report

Mayor Mahler offered condolences and thoughts for all of those affected by the fires in the Santiam Canyon.

## Discussion Only - Donation of Annex Building to City of Detroit

Mayor Mahler told the Council that Sweet Home community member Bob Dalton approached him with the idea of donating the former Annex Building located behind the old City Hall to the City of Detroit to be used to provide a civic space after Detroit was destroyed by the Beachie Creek fires that ravaged the Santiam Canyon. Councilor Trask also requested that additional equipment such as chairs and tables be included with the Annex.

The Councilors discussed the impacts of other communities that faced complete destruction in the face of fires that swept across the state of Oregon.

## City Manager's Report

City Manager Towry walked the Council through the City's efforts during the latest fires that threatened the outer rims of the City. Manager Towry also highlighted the effort that the City and other organizations put forth to combat misinformation being distributed on social media. Special thanks to Police Chief Jeff Lynn, Sweet Home Fire & Ambulance District Chief Barringer and ODF Craig Pettinger.

Manager Towry informed the Council that regional government organizations have discussed a regional emergency management solution as these organizations turn toward each other during times of crisis.

Wednesday, September 23, 2020 is the first Community Court.

Manager Towry concluded his report with information about the National League of Cities and its upcoming virtual trainings. Manager Towry invited the Councilors to join staff.

Manager Towry also delivered special thanks to Communications Specialist Lagea Mull, a part-time employee, who has contributed countless hours and energy in preparing press releases and communications related to the fires.

## Department Director's Reports (1st meeting of the Month)

### Library Services Director

#### m) Department Council Report / August, 2020 (pg. 155)

Director Peda directed the Council to the Library report and statistics for the month of August. During the fires, families came into the Library when they'd lost power and internet services and asked if the Library could provide a space for them to work and complete school work in addition to reading.

### Community and Economic Development Director

#### n) CEDD Monthly Report, August, 2020 (pg. 157)

Director Larsen referred the Council to his report in the Council packet and called specific attention to a new apartment complex being built in Sweet Home. The apartments being built off Long Street is the first of its kind in Sweet Home in over 50 years and highlights the strong need for housing in the Sweet Home area.

Councilor Trask asked about the site of the former Skyline Restaurant which Director Larsen indicated are separate projects and the City is unsure what plans the property owners have for the former restaurant.

Director Larsen informed the Council of the hire for Code Enforcement Officer, Ethan Rowe, who replaced former Officer Tommy Mull.

Harvest Festival is coming up October 3, 2020 and there is a critical need for volunteers.

### Public Works Director

- o) Public Works Activities Report August 2020 (pg. 162)

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

Finance Director

- p) Finance August 2020 Monthly Report (pg. 166)

Police Chief

- q) Police Department Monthly Report (pg. 175)  
A written PD report was included in the packet.

City Attorney

None

**Council Business for Good of the Order**

- r) Comcast Programming Changes (pg. 177)  
A written notice was provided to the Council regarding Comcast programming changes.

**Adjournment**

Meeting adjourned at 8:43pm

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Mayor

ATTEST:

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City Manager – Ex Officio City Recorder