



# CITY OF SWEET HOME CITY COUNCIL MINUTES

April 27, 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.

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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, 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. 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 has been approved by the Mayor as Chairperson of the meeting.

Cell phones should not be used in the Council Chambers by city staff or Council during this meeting for any reason, including text messages, emails, or phone calls. If a member of the public needs to utilize their cell phone for a call, please exit the Council Chambers.

## Call to Order and Pledge of Allegiance

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

Mayor Mahler read instructions on how to participate in an online meeting or to make public comment.

## 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

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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.*

## STAFF

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

## Media

Benny Wolcott

Mayor Mahler opened Public Hearing for Zone Map Amendment Application ZMA21-01 at 6:33 PM. The Public Meeting was continued to a special meeting on May 6 at 5:30 pm.

## Consent Agenda:

- a) Request for Council Action – Reappointment to the Budget Committee – Hamlin & Dix

## Approval of Minutes:

- a) 2021-03-13 City Council Minutes

Motion by Councilor Coleman to Approve the Consent Agenda. Seconded by Councilor Gourley.  
Voting Yea: Mayor Mahler, President Pro Tem Gerson, Councilor Trask, Councilor Gourley, Councilor Coleman, Councilor Sanchez, Councilor Richards

## Recognition of Visitors and Hearing of Petitions:

Dave Holley spoke concerning to the American Rescue Act. Mr. Holley believes the City has a unique chance to aid our local businesses. Dave Holley suggested \$250,000 be used to aid at least 21 business that had to close at least partially or completely. Dave Holley also requested an additional amount be set aside for streets.

Finance Director Neish clarified that the infrastructure specifically was Broadband, Water and Wastewater, and not for Streets.

Mayor Mahler applauded Dave Holley and stated it was something the Council should explore. Councilor Gourley asked that the City glean more information as to what funding is available to business, and do the most good for the most people for the longest period of time. Councilor Sanchez agreed with Councilor Gourley.

- a) If I Were Mayor Contest

Madelyn Coleman was recognized for her entry in the "If I Were Mayor" contest. Madelyn's entry will be entered into the statewide contest.

- b) Public Comment re: Oregon Jamboree

Written comments were included in the packet.

City Manager Ray Towry stated staff is working with the Oregon Jamboree to present a plan to Council that will be broad to cover any potential mandates that may be in place in four months.

## Old Business:

## **New Business:**

- a) Proclamation Mental Health Month - May 2021

Mayor Mahler read the proclamation for Mental Health Month - May 2021.

- b) Request for Proposal for Integrator of Record Service

Engineer Technician Trish Rice stated that Integrators are skilled to troubleshoot and oversee programs and controls at the Operation Plants. The City is requesting being able to seek a proposal from an Integrator of Record for the City of Sweet Home Water and Waste Water Treatment Plants.

Motion made by Councilor Gourley, Seconded by Councilor Coleman.

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 Contract Approval

Engineer Tech Trish Rice explained 4 bids were returned for the Overlay Project. North Santiam Paver came in with the low bid at \$230,000 and within budget. Staff is requesting permission to execute the contract.

Motion made by Councilor Gourley, Seconded by Councilor Coleman.

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

- d) Request for Council Action - 2021 Overlay Project Phase 2 Bid Posting

Engineer Tech Trish Rice reported the paving project was broken into two projects due to ODOT funding, however ODOT returned the contract quickly. Staff is presenting the second phase to Council with a current estimate of \$450,000. Staff is requesting authorization to request proposals for the projects.

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

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

- e) Request for Council Action – Transportation Program Operation Agreement

City Manager Ray Towry explained the IGA is for funding to operate the Linn Shuttle that the City acts as a grant passthru.

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

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

#### Ad Hoc Committee on Health

Councilor Gourley reported students from Western University gave a video presentation on the mentorship program.

#### Administrative and Finance/Property

#### Area Commission on Transportation

#### Chamber of Commerce

#### Charter Review Committee

Councilor Gerson reported the Charter Review Committee will bring their recommendation to the Council in a few weeks.

#### Council of Governments

#### Legislative Committee

#### Library Advisory Board

#### Park and Tree Committee

#### Solid Waste Advisory Council

#### Youth Advisory Council

Councilor Gerson reported working with Rural Development Initiative (RDI) to present to the Youth Advisory Council.

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

#### Mayor's Report

Mayor Mahler reminded the Council of upcoming meeting dates: May 6 Public Hearing, Budget Committee May 13th and May 18th.

#### City Manager's Report

City Manager Towry announced the next Public Meeting/ Open House regarding the Willow Street Local Improvement District (LID) will be on Thursday. Invites were mailed to every residence in the area.

City Manager Towry also reviewed the Budget Committee meeting dates.

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

#### Finance Director

Finance Director Neish stated the department has been researching better bank fees and rates.

#### Police Chief

Chief Lynn reported Penny Leland has been with the Police Department for 40 years. The Mayor asked gratitude be conveyed for her years of service.

Chief Lynn reported Working with Linn County mental Health. Additional outreach, followup and med delivery.

#### a) Police Department Monthly Report

#### City Attorney

### **Council Business for Good of the Order**

Councilor Trask stated there is a need for volunteers for the Beautification Committee while planting flowers in the median.

**Adjournment**

The meeting was adjourned at 7:38 PM.

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Mayor

ATTEST:

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City Manager – Ex Officio City Recorder