



# CITY OF SWEET HOME CITY COUNCIL MINUTES

March 25, 2025, 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.

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## Call to Order & Pledge of Allegiance

The meeting was called to order at 6:33 PM.

## Roll Call

Mayor Susan Coleman  
President Pro Tem Josh Thorstad  
Councilor Chelsea Augsburger  
Councilor Bronson  
Councilor Aaron Hegge  
Councilor Dylan Richards  
Councilor Angelita Sanchez

## STAFF

Jason Ogden, City Manager / Police Chief  
Cecily Hope Pretty, Assistant City Manager Pro Tem  
Angela Clegg, Planning & Building Manager  
Megan Dazey, Library Services Director  
Blair Larsen, City Attorney  
Adam Leisinger, Special Projects Manager  
Cindi Robeck, Financial Operations Manager  
Greg Springman, Public Works Director

## GUESTS

Kelsey Ann Wray, Chair, Community Health Committee

## Consent Agenda

- a) Request for Council Action – SHEDG Public Address System Application

Approval of Minutes:

- a) 2025-03-11 City Council Work Session Minutes
- b) 2025-03-11 City Council Meeting Minutes

President Pro Tem Thorstad moved to approve the Consent Agenda. Councilor Richards seconded the motion. The motion carried by the following vote:

AYE: Coleman, Thorstad, Augsburger, Bronson, Hegge, Richards, Sanchez

NAY: None

## Recognition of Visitors & Hearing of Petitions

- a) Community Health Committee Annual Report

Mayor Coleman invited Kelsey Ann Wray, Chair of the Community Health Committee, to speak.

Chair Wray provided an overview of the history of the Community Health Committee and reviewed the Committee's accomplishments prior to its codification, including:

- Connecting students from the medical school with our community
- Increasing medical services provided in Sweet Home
- Starting and continuing the Sweet Home Health Fair
- Addition of a sharps container disposal site
- Establishing the partnership with the Family Resource and Assistance Center (FAC)

She stated that the Committee was codified in 2024 and highlighted hosting presentations from community agencies, creation of a community resource list that is published on the City's website, and the continuation of the Sweet Home Health Fair. She noted that vendor applications for the Health Fair would be available in May. She reviewed the following updated Committee goals:

- Continue to support and promote the Sweet Home Health Fair
- Organize at least one mini health forum
- Monitor and update the resource list quarterly
- Foster growth and partnership amongst current Sweet Home health partners
- Continue to invite presenters from health agencies and community partners

She thanked staff, City Council, and her fellow Committee members for their support.

### **New Business**

- a) Request for Council Action – Resolution No. 8 for 2025 – Updating Non-Represented Management Salary Schedule

City Manager Ogden stated that the item would formalize the role of Assistant City Manager Pro Tem Pretty as Deputy City Manager. He highlighted salary savings between the role of the City Manager and the proposed Deputy City Manager by covering multiple executive roles.

President Pro Tem Thorstad moved to approve Resolution No. 8 for 2025. Councilor Richards seconded the motion. The motion carried by the following vote:

AYE: Coleman, Thorstad, Augsburger, Bronson, Hegge, Richards, Sanchez

NAY: None

### **Reports of Committees**

Administration, Finance & Property Committee – President Pro Tem Thorstad

Charter Review Committee – President Pro Tem Thorstad

Community Health Committee – Councilor Bronson

- a) 2025-02-26 Community Health Committee Meeting Minutes

Library Advisory Board – Councilor Augsburger

- a) 2025-03-13 Library Board Meeting Minutes

Park & Tree Committee – Councilor Hegge

- a) 2025-02-19 Park & Tree Committee Meeting Minutes

Planning Commission

Public & Traffic Safety Committee – President Pro Tem Thorstad & Councilor Richards

Area Commission on Transportation – Councilor Sanchez, Councilor Bronson (alternate)

Chamber of Commerce – Councilor Hegge

Council of Governments – Councilor Bronson, Councilor Sanchez (alternate)

Solid Waste Advisory Council – Councilor Richards

Councilor Augsburger thanked the Library Board for welcoming her as liaison and stated she was successful in making connections through the School District to ensure the installation of two new free little libraries.

### **Department Reports**

Planning & Building Manager

- a) Planning & Building Manager Report – February 2025

Library Director

- a) SHPL 2025-2030 Strategic Plan
- b) ALA Grant Press Release

Police Chief

- a) Police Chief Report – February 2025

City Manager Ogden highlighted increases in traffic enforcements and an overall reduction in crime citywide.

Planning & Building Manager Clegg invited City Council to the Arbor Day celebration and Kid to Park Day on April 26, 2025.

Director Dazey highlighted the approval of the Library Strategic Plan and noted a grant award to repair the library's handicapped-access door.

### **Reports of City Officials**

City Manager's Report

City Manager Ogden stated that April was Child Abuse Prevention and Awareness month and invited City Council to the associated march on April 12<sup>th</sup>. He noted that there were still three garden plots available to rent in the Community Garden. He highlighted the current job posting for Police Officer positions. He stated that he attended the Water Caucus at the State Capitol to discuss water-related issues and discussed his advocacy regarding the Green Peter Reservoir Drawdown. He proposed canceling the first City Council meeting in April; there was Council consensus to cancel.

Mayor's Report

Mayor Coleman highlighted the upcoming History Jamboree on March 28<sup>th</sup> and 29<sup>th</sup>, the SHOCASE Gala on April 5<sup>th</sup>, and the Rotary Club Egg Hunt in Sankey Park on April 19<sup>th</sup>.

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

Councilor Sanchez asked of the procedure to ask Department Directors of their reports or other items. City Attorney Larsen replied there was nothing to prohibit such interaction during Council meetings.

### **Adjournment**

There being no further discussion, the meeting was adjourned at 7:00 PM.

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Mayor

ATTEST:

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City Manager – Ex Officio City Recorder

DRAFT