



# CITY OF SWEET HOME CITY COUNCIL MINUTES

April 22, 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 6:30 PM.

## Roll Call

### PRESENT

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

### STAFF

Jason Ogden, City Manager / Police Chief  
Cecily Hope Pretty, Deputy City Manager  
Angela Clegg, Planning & Building Manager  
Blair Larsen, City Attorney  
Adam Leisinger, Special Projects Manager  
Greg Springman, Public Works Director

### GUESTS

Garth Appanaitis, PE, Project Manager, DKS Associates  
Michael Duncan, Senior Region Planner, TGM Grant Manager, Oregon Department of Transportation  
Taliesin Miller, If I Were Mayor... Local Contest Winner  
Andrew Parish, Senior Planner / Project Manager, MIG  
Jacob Wheeler, If I Were Mayor... Local Contest Winner

## Consent Agenda

- a) Request for Council Action – Committee & Commission Appointments
- b) Request for Council Action – Intergovernmental Agreement with Oregon Cascade West Council of Governments for Technology Services

## Approval of Minutes:

- a) 2025-03-25 City Council Work Session Minutes
- b) 2025-03-25 City Council Meeting Minutes

Councilor Augsburger requested to pull the Request for Council Action from the Consent Agenda regarding the appointments due to a potential conflict of interest.

Councilor Thorstad moved to approve the balance of the Consent Agenda. Councilor Augsburger 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) If I Were Mayor... Local Contest Winners

Mayor Coleman recognized Taliesin Miller and Jacob Wheeler for winning the If I Were Mayor... local contest in their respective age groups. They were honored with certificates and gifts.

b) Child Abuse Awareness Month Proclamation

Mayor Coleman read the proclamation.

c) National Day of Prayer Proclamation

Mayor Coleman read the proclamation.

### **New Business**

Mayor Coleman asked City Council to consider the Request for Council Action regarding Committee and Commission Appointments. President Pro Tem Thorstad move to approve the appointments as recommended. Councilor Richards seconded the motion. The motion carried by the following vote:

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

NAY: None

ABSTAIN: Augsburger

a) Request for Council Action – Willow-Yucca Local Improvement District (LID) Engineering Change Order

City Manager Ogden provided an overview of the history of the LID and the discovery of a conflict in existing infrastructure adjacent to the proposed project. He noted that the engineering firm assigned to the project, Civil West, proposed a change order in the amount of \$83,664 to address the proposed additional design scope to address the infrastructure conflict. He stated that staff intended to cover any additional costs where possible so that residents within the LID would not be impacted with higher rates once the project was completed.

Councilor Sanchez expressed concern with the potential increased costs to the project and the affordability for the residents and indicated she was not supportive of the change order request.

Councilor Richards expressed support for the change order to address the infrastructure.

Mayor Coleman noted that the majority of the residents had requested the LID and the associated improvements.

Councilor Richards moved to approve the change order as proposed. Councilor Bronson seconded the motion. The motion carried by the following vote:

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

NAY: Sanchez

b) Request for Council Action – Resolution No. 9 for 2025 – FY 2025-2026 City Council Goals

City Manager Ogden reviewed the proposed goals and noted that they fell into five strategic focus areas:

#### Desirable Community

1. Make progress on restoration of Weddle Bridge
2. Reduce downtown vacancies

#### Effective and Efficient Local Government

1. Increase electronic communications to citizens
2. Review cybersecurity of key infrastructure

### Infrastructure

1. Renovate the east wing of City Hall
2. Pursue technology upgrades for the library

### Essential Services

1. Establish paving program
2. Make progress on Mountain View Road multi-use path and sidewalks
3. Begin year one construction on the new wastewater treatment plant

### Economic Strength

1. Formulate a plan for the former Santiam Feed Store
2. Formulate a plan for the former City Hall

City Manager Ogden highlighted the inclusion of a staff report regarding the proposed paving program that demonstrated financial challenges to establishing an in-house program. He noted that staff was recommending establishment of a pavement preservation program in lieu of a paving program. He stated that staff would continue to investigate options to establish a paving program.

Councilor Sanchez stated that she appreciated staff's recommendation for an alternative paving preservation program and asked that staff continue to investigate options to establish a more formal paving program.

Mayor Coleman stated that she was impressed with the volume of cities who responded to the City's request for information regarding their approaches to paving programs. She noted that many of them were able to afford street construction work with the supplemental of a local gas tax.

Councilor Bronson thanked staff for the level of detail in their report and expressed support for the staff recommendation.

Councilor Sanchez moved to amend Resolution No. 9 for 2025 to adopt a pavement preservation program in lieu of a paving program. President Pro Tem Thorstad seconded the motion. The motion carried by the following vote:

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

NAY: None

### **Ordinance Bills**

Request for Council Action and First Reading of Ordinance Bills

Second Reading of Ordinance Bills

- a) Request for Council Action – Ordinance No. 2 for 2025 – Adopting Camping Regulations

City Attorney Larsen stated that he had worked with an attorney with City/County Insurance (CIS) to review the draft ordinance. He noted that the Ordinance as presented contained minor adjustments based on CIS' recommendations. He highlighted that the City needed to avoid establishing a sanctioned campsite. He stated that the City had already been compliant with State requirements in practice, but adoption of the Ordinance would formalize that process and enhance the City's legal standing.

Councilor Richards moved to conduct a first reading of Ordinance No. 2 for 2025. Councilor Bronson seconded the motion. The motion carried by the following vote:

AYE: Coleman, Thorstad, Augsburger, Bronson, Hegge

NAY: Richards, Sanchez

A first reading of Ordinance No. 2 for 2025 was conducted.

Councilor Bronson moved to conduct a second reading of Ordinance No. 2 for 2025 by title only at the following City Council meeting. President Pro Tem Thorstad seconded the motion. The motion carried by the following vote:

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

NAY: Sanchez

b) Public Hearing for Legislative Amendment LA25-01 & Request for Council Action – Ordinance No. 3 for 2025 – Transportation System Plan (TSP)

Mayor Coleman opened the Public Hearing at 7:09 PM. She asked the Councilors to declare any personal bias, conflict of interest, or ex parte information. None were declared.

Planning & Building Manager Clegg provided a review of the development of the proposed Transportation System Plan (TSP). She noted that the TSP was proposed to be adopted as a part of the City's Comprehensive Plan.

Garth Appanaitis provided an overview of the TSP. He highlighted the inclusion of a project list to guide development and ensure future grant activities. He noted that a TSP was required by Oregon law. He stated that the key components of the plan identified transportation goals and policies, identified current and 20-year travel needs, identified projects to address needs, and established system standards.

Councilor Sanchez thanked Mr. Appanaitis for his work on the TSP.

There was no testimony to be heard.

Mayor Coleman closed the Public Hearing at 7:22 PM.

Councilor Sanchez asked if the project to upgrade the intersection at Pleasant Valley Road and Highway 20 was considered the top priority. Mr. Appanaitis replied that the level of local interest in the project led to its inclusion in the financially constrained project list but its inclusion did not mandate the City to complete the project. He noted the complexity involved with a project on a State highway.

Councilor Sanchez moved to approve Legislative Amendment LA25-01 relating to the TSP and to conduct a first reading of Ordinance No. 3 for 2025. President Pro Tem Thorstad seconded the motion. The motion carried by the following vote:

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

NAY: None

A first reading of Ordinance No. 3 for 2025 was conducted.

Councilor Sanchez moved to conduct a second reading of Ordinance No. 3 by title only. President Pro Tem Thorstad seconded the motion. The motion carried by the following vote:

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

NAY: None

A second reading of Ordinance No. 3 for 2025 by title only was conducted.

Councilor Bronson moved to conduct a third reading of Ordinance No. 3 for 2025 by title only at the following City Council meeting. Councilor Richards seconded the motion. The motion carried by the following vote:

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

NAY: None

c) Public Hearing for Legislative Amendment LA25-01 & Request for Council Action – Ordinance No. 4 for 2025 – North Sweet Home Area (NSHA) Plan

Mayor Coleman opened the Public Hearing at 7:30 PM. She asked the Councilors to declare any personal bias, conflict of interest, or ex parte information. None were declared.

Planning & Building Manager Clegg stated the NSHA Plan was a sub-element of and an amendment to the TSP. She reviewed the development of the proposed North Sweet Home Area (NSHA) Plan.

Mr. Appanaitis stated that the NSHA Plan included desired road developments. He highlighted the inclusion of various land use types in the plan that would still provide flexibility for future development. He noted that the northern river boundary and southern railroad boundary posed challenges for connectivity and noted the inclusion of railroad crossings as well as proposed east-west connections.

There was no testimony to be heard.

Mayor Coleman closed the Public Hearing at 7:41 PM.

Councilor Sanchez thanked ODOT for their participation in the development of the TSP and NSHA Plan.

Councilor Sanchez moved to approve Legislative Amendment LA25-01 relating to the NSHA Plan and to conduct a first reading of Ordinance No. 4 for 2025. Councilor Richards seconded the motion. The motion carried by the following vote:

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

NAY: None

A first reading of Ordinance No. 4 for 2025 was conducted.

Councilor Richards moved to conduct a second reading of Ordinance No. 4 by title only. Councilor Bronson seconded the motion. The motion carried by the following vote:

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

NAY: None

A second reading of Ordinance No. 4 for 2025 by title only was conducted.

Councilor Richards moved to conduct a third reading of Ordinance No. 4 for 2025 by title only at the following City Council meeting. Councilor Sanchez 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

- a) 2025-03-24 Administration, Finance & Property Committee Meeting Minutes

Charter Review Committee – President Pro Tem Thorstad

- a) 2025-04-01 Charter Review Committee Meeting Minutes

Community Health Committee – Councilor Bronson

- a) 2025-03-19 Community Health Committee Meeting Minutes

Library Advisory Board – Councilor Augsburger

- a) 2025-04-10 Library Board Meeting Minutes

Park & Tree Committee – Councilor Hegge

Planning Commission

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

- a) 2025-04-09 Public & Traffic Safety Committee Meeting Summary

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

- a) CWACT 2025 Meeting Calendar

Chamber of Commerce – Councilor Hegge

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

Solid Waste Advisory Council – Councilor Richards

Mayor Coleman thanked the Councilors for serving in their Committee Liaison roles.

Councilor Augsburger invited the public to a Library Open House on May 7, 2025 to see what the library offers the community.

Councilor Hegge invited the public to the City's Arbor Day celebration on April 26, 2025 at Sankey Park. He stated that the Beautification Committee was seeking additional volunteers to perform the annual median planting on May 13<sup>th</sup>.

### **Department Reports**

#### Library Services Director

- a) Library Director Report – March 2025
- b) SHPL Newsletter – April 2025
- c) Library Open House – May 7<sup>th</sup>

#### Planning & Building Manager

- a) Planning & Building Manager Report – March 2025

#### Public Works Director

- a) Public Works Director Report – March 2025

#### Finance Department

- a) Finance Manager Report – March 2025

#### Police Chief

- a) Police Chief Report – March 2025

City Manager Ogden highlighted various increases and decreases across different crime types. He thanked those who attended the Child Abuse Awareness March at the Police Department on April 12<sup>th</sup>. Mayor Coleman recognized Detective Potter for his speech at the event.

Planning & Building Manager Clegg stated that the Park & Tree Committee would perform an ivy pull in Sankey Park prior to the Arbor Day and Kid to Park event. She thanked City Council for their support of the TSP and NSHA Plan.

Director Springman stated that the SCADA system upgrades at the Water Treatment Plant were complete.

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

##### City Manager's Report

City Manager Ogden stated that he presented at a conference in Ohio to highlight Sweet Home's use of AI in law enforcement and teach other jurisdictions how to utilize AI tools. He noted that he wrote a guest column for Representative Jami Cate's newsletter describing Sweet Home's challenges during the Green Peter Drawdown.

##### Mayor's Report

Mayor Coleman congratulated Dale Jenkins, a local Veteran, who would be participating in an Honor Flight to Washington, D.C. She thanked the Rotary Club for hosting the annual Easter Egg Hunt and thanked Public Works for their upkeep of Sankey Park. She invited the public to the U.S. Army Corps of Engineers annual reservoir forecasts. She highlighted a ribbon-cutting for local rail bikes on April 25<sup>th</sup>. She noted that the National Oceanic and Atmospheric Administration (NOAA) was proposing a rule-making to modify definitions related to the Endangered Species Act.

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

Councilor Sanchez thanked Linn County Commissioner Will Tucker and regional partners to restore funding to the Sweet Home Fire District for wildfire mitigation. She stated that April 29<sup>th</sup> was the last day to register to vote for the May elections.

Councilor Bronson stated that the grand opening of the Linn County Parks RV dumpsite would take place on May 8<sup>th</sup>.

#### **Adjournment**

There being no further discussion, the meeting was adjourned at 8:02 PM.

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Mayor

ATTEST:

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City Manager – Ex Officio City Recorder

DRAFT