



CITY OF SWEET HOME CITY COUNCIL MINUTES

June 27, 2023, 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 971-203-2871, 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

Mayor Susan Coleman
Councilor Dave Trask
Councilor Lisa Gourley
Councilor Angelita Sanchez
Councilor Dylan Richards
Councilor Josh Thorstad

ABSENT

President Pro Tem Greg Mahler

STAFF

Kelcey Young, City Manager
Blair Larsen, Community and Economic Development Director
Matt Brown, Finance Director
Robert Snyder, City Attorney
Megan Dazey, Library Services Director
Greg Springman, Public Works Director
Ryan Cummings, Police Captain
Adan Leisinger, Communications Manager

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.

MEDIA

Benny Westcott, The New Era

Motion made to excuse Pro Tem Mahler's absence by Councilor Trask, Seconded by Councilor Gourley. Voting Yea: Mayor Coleman, Councilor Trask, Councilor Gourley, Councilor Sanchez, Councilor Thorstad

Voting Naye: Councilor Richards

Consent Agenda:

Motion made to approve the consent agenda by Councilor Richards, Seconded by Councilor Gourley. Voting Yea: Mayor Coleman, Councilor Trask, Councilor Gourley, Councilor Sanchez, Councilor Richards, Councilor Thorstad

- a) Request for Council Action – Collective Bargaining Agreement Approval – AFSCME
- b) Request for Council Action – Collective Bargaining Agreement Approval – Public Safety Employees
- c) Request for Council Action – Downtown Lounge Public Address System Application
- d) Request for Council Action – Appointment to Boards and Committees
- e) Request for Council Action – Resolution No. 07 for 2023 – Fee Schedule
- f) Request for Council Action - Resolution No. 11 for 2023 - A Resolution Certifying the City Complies with Sections of ORS 475C Related to Marijuana Sales Inside City Limits.
- g) Request for Council Action – Non- Represented Salary Schedules
- h) Request for Council Action - Resolution No. 16 for 2023- FY 22/23 Budget
- i) Request for Council Action - Resolution No. 17 for 2023 - A Resolution to Extend RV Permit Time for Family in State of Emergency
- j) Request for Council Action - Intergovernmental Agreement with the Oregon Cascades West Council of Governments for Planning Services

Approval of Minutes:

- a) 2023-05-23 City Council Minutes
- b) 2023-06-13 City Council WS Minutes
- c) 2023-06-13 City Council Minutes

Recognition of Visitors and Hearing of Petitions:

Chris Kjar and Josh Stanley, Sweet Home Sanitation spoke regarding rate adjustment for garbage and recycling rates.

Lisa Sheets approached the City Council regarding tall grass and weeds on a neighboring property and fire concern. She was also concerned about the number of transients using the property.

Staff responded that they are currently working to strengthen codes regarding fire hazards.

Youth Advisory Council

Mayor Coleman added the Youth Advisory Council report as the first item on the Agenda. Councilor Sanchez stated she met with the YAC and their concerns have been heard. Those concerns and comments included a request for education on how local government works and requested educators invited the Council to the school to present.

They were also concerned about mental health issues which they believe to be the stem of issues among youth. The YAC would like to share resources available regarding mental health issues with their fellow youth. The YAC is willing to match any funds the City can provide the YAC to obtain

literature regarding resources and create a website to support those with mental health issues find help. The YAC will return to provide statistics to the Council regarding their efforts.

Councilor Sanchez stated the YAC would like to attend the Health Fair and Harvest Fair. Councilor Sanchez also stated she would like to see the website updated with the new YAC members.

Old Business:

- a) Request for Council Action – Rural Development Initiative Leadership Program
Christine Gilmore, Kayla Catino, and Jennifer Growth, with Rural Development Initiative requested \$20,000 investment from the City of Sweet Home to support leadership development. The program builds leaders in rural communities. The skills learned include civic engagement, action planning and collaboration while completion of a project. Four youth participants spoke to their experiences in the program cleaning parks and setting a memorial for a past teacher. All participants spoke to the fellowship during the program.
Motion to support RDI in the amount of \$20,000 made by Councilor Gourley, Seconded by Councilor Richards.
Voting Yea: Mayor Coleman, Councilor Trask, Councilor Gourley, Councilor Sanchez, Councilor Richards, Councilor Thorstad

- b) Application for Naming Publicly Owned Facilities: Graybill Plaza
The Public Hearing was opened at 7:00 PM.
The Staff Report was presented by Community and Economic Development Director Blair Larsen. In a way to thank former employee Joe Graybill for his years of services, staff felt naming a portion of Sankey Park, specifically the plaza designed by Joe Graybill, was appropriate. The Public Hearing for the proposal was advertised and noticed.
There was an opportunity for the public to speak on the matter. There was no testimony in favor or opposition.
The Public Hearing was closed at 7:02 PM.
Motion made to approve Resolution No. 18 for 2023 by Councilor Sanchez, Seconded by Councilor Richards.
Voting Yea: Mayor Coleman, Councilor Trask, Councilor Gourley, Councilor Sanchez, Councilor Richards, Councilor Thorstad

New Business:

- a) Request for Council Action - Oregon Jamboree
Robert Shamek with the Oregon Jamboree presented the request to the Council for the Oregon Jamboree event. Staff reported there was concern about the weigh restrictions on Weddle Bridge which the Oregon Jamboree has stated they will limit bridge access to accommodate the limit. Director Shamek added the last 31 years the Oregon Jamboree has pre sold campsite. He stated most of the camping is on City property which they don't have permission to use until the application process the year of. He requested a general statement be added that allows the Jamboree to continue the practice of pre selling camping sites for the following year with permission from the City. City Manager Young responded the City is currently working with DEQ to determine potential areas for camping on some of the properties. She suggested the Jamboree complete the Special Events Application now for the 2024-2025 events and those request could be considered.
Motion made to approve the application for the Oregon Jamboree by Councilor Richards, Seconded by Councilor Gourley.
Voting Yea: Mayor Coleman, Councilor Trask, Councilor Gourley, Councilor Sanchez,

Ordinance Bills

Request for Council Action and First Reading of Ordinance Bills

- a) Public Hearing: Legislative Amendment LA23-02 - Ordinance Bill No. 14 for 2024.

The Public Hearing was opened at 7:12 PM. Mayor Coleman explained the Public Hearing process. The question was called if there was any Declarations from the Council: exparte, conflict of interest, or personal bias; there was none.

The staff report was given by Director Blair Larsen. He explained there are text amendments were suggested by staff to clarify and strengthen the Sweet Home Municipal Code. In addition, there were regulations added regarding "adult oriented businesses". The Planning Commission moved to recommend the approval to the City Council.

There was no testimony in favor, opposition, or neutral testimony.

The Public Hearing was closed at 7:15 PM.

Motion to approve the application and conduct the first reading of Ordinance Bill No. 14 for 2023 made by Councilor Gourley, Seconded by Councilor Richards.

Voting Yea: Mayor Coleman, Councilor Trask, Councilor Gourley, Councilor Sanchez, Councilor Richards, Councilor Thorstad

Ordinance Bill No. 14 for 2023 was read in its entirety.

Motion to move Ordinance Bill No. 14 to second reading by title only made by Councilor Sanchez, Seconded by Councilor Richards.

Voting Yea: Mayor Coleman, Councilor Trask, Councilor Gourley, Councilor Sanchez, Councilor Richards, Councilor Thorstad

Ordinance Bill No. 14 for 2023 was read by title only.

The Ordinance was moved for third and final reading for July 25th.

Second Reading of Ordinance Bills

Reports of Committees:

Ad Hoc Committee on Health

Councilor Gourley reported August 19th is the Health Fair and vendors are being sought. The next meeting will discuss Emergency Response and communication methods to vulnerable populations.

Ad Hoc Committee on Arts and Culture

Councilor Gourley stated the Ad Hoc on Art and Culture is focusing on the Paint the Town project.

Administrative and Finance/Property

- a) 2023-05-17 Admin Finance Minutes

Traffic Safety Committee

Area Commission on Transportation

Chamber of Commerce

Charter Review Committee

Council of Governments

Library Advisory Board

Park and Tree Committee

Solid Waste Advisory Council

Reports of City Officials:

City Manager's Report

City Manager Kelcey Young requested to cancel the first meeting in July in order for the Council and staff to focus on all of the projects happening as well as the Sportsman Holiday events. The Council agreed by Consensus.

City Manager Kelcey Young stated she will be out of town and recommended appointment of Blair Larsen as City Manager Pro Tem in her absence.

Motion made to appoint Director Larsen as City Manager Pro Tem from July 6 to July 13, 2023 by Councilor Richards, Seconded by Councilor Sanchez.

Voting Yea: Mayor Coleman, Councilor Trask, Councilor Gourley, Councilor Sanchez, Councilor Richards, Councilor Thorstad

City Manager Kelcey Young stated July 14th will be the kick-off for the Paint the Town event. The City is still looking for volunteers in all areas. Fitzpatrick Painting has also stepped forward to partner with the City for the project.

City Manager Young met several representatives in Salem with funding requests. Currently there is no funding at the State level, but there is some Federal grants the City will be pursuing.

City Hall will be a check point for the Cut the Gut event. The Chamber is doing an excellent job organizing events throughout the summer. The Icebox Cook off is happening this weekend and the City is a sponsor.

City Manager Young thanked Councilor Trask for the donation of a kayak for Quarry Park. Camping is open at Quarry Park.

- a) Notice of Meeting Cancellation

Mayor's Report

Mayor Susan Coleman read portions of the Oregon Constitution that specifies why residents outside the City limits cannot vote on City issues or hold elected offices. Oregon Revised Statutes and City Charter also states the same. Mayor Coleman said she has been asked why someone could not hold a Councilor position if they reside outside the City limits and she wanted to present the information she found.

Mayor Coleman wished everyone a safe and enjoyable Sportsman Holiday.

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

Library Services Director

- a) Library Director's Report May 2023

Community and Economic Development Director

- a)

Public Works Director

Public Works Director Springman gave an update from DEQ who has completed the 90% review and are working on a draft approval letter. West Yost will submit the completed set which will then be submitted to DEQ for the 100% review. The USDA and DEQ permits will be submitted for additional discharge for the upgraded plant. Public Works Director stated the second submittal for Biz Oregon for just over 6 million in reimbursements have been completed.

- a) Public Works Monthly Report
- b) Mahler WRF Improvement Project monthly report

Finance Director

Finance Director Matt Brown stated bank reconciliation thru June 2022 have been completed.

Police Chief

a) Police Department Monthly Report - May

City Attorney

No Report.

Council Business for Good of the Order

Councilor Trask ask about the striping for crossing on 13th avenue has not been completed.

A motion was made to have staff research funding for the YAC and updating the website for the YAC by Councilor Sanchez, Seconded by Councilor Richards.

Voting Yea: Mayor Coleman, Councilor Trask, Councilor Gourley, Councilor Sanchez, Councilor Richards, Councilor Thorstad

Adjournment

The meeting adjourned at 7:59 PM.

Mayor

ATTEST:

City Manager – Ex Officio City Recorder