



# CITY OF SWEET HOME CITY COUNCIL MINUTES

September 10, 2024, 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  
Councilor Lisa Gourley  
Councilor Dylan Richards  
Councilor Angelita Sanchez  
Councilor Josh Thorstad  
Councilor Dave Trask

### ABSENT

President Pro Tem Greg Mahler

### STAFF

Jason Ogden, City Manager Pro Tem / Police Chief  
Megan Dazey, Library Services Director  
Blair Larsen, Community & Economic Development Director  
Adam Leisinger, Special Projects Manager  
Cecily Hope Pretty, Assistant City Manager Pro Tem  
Robert Snyder, City Attorney

### MEDIA

Sarah Brown, The New Era  
Shayla Escudero, Albany Democrat-Herald

### GUESTS

Ross Duncan, 1199 47th Avenue, Sweet Home, OR 97386  
Hannah Enns 1232 46th Court, Sweet Home, OR 97386  
Elaine Evans, 4623 Long Street, Sweet Home, OR 97386  
Dave Holley, 607 7th Avenue, Sweet Home, OR 97386  
Rob Lambert, 4615 Long Street, Sweet Home, OR 97386  
Chad McDonald, 1224 46th Avenue, Sweet Home, OR 97386  
Robert White, 210 8th Avenue, Sweet Home, OR 97386  
Brandy Wysong-Frick, 4680 Long Street, Sweet Home, OR 97386

Mayor Coleman stated that President Pro Tem Mahler was away on business.

## **Consent Agenda**

Approval of Minutes:

- a) 2024-08-27 City Council Meeting Minutes

Councilor Richards moved to approve the Consent Agenda. Councilor Trask seconded the motion. The motion carried unanimously by those present.

## **Recognition of Visitors & Hearing of Petitions**

Mayor Coleman invited those registered to speak.

Ross Duncan expressed concern with additional noise and traffic safety due to the installation of new stop signs.

Rob Lambert expressed concern with additional noise and traffic safety due to the installation of new stop signs.

Brandy Wysong-Frick requested that the new stop signs at 47th and Long Street be removed. She asked that the City Council not grant perpetual hiring authority to City Manager Pro Tems.

Elaine Evans expressed concern with additional noise and traffic safety due to the installation of new stop signs and asked that they be removed.

Hannah Enns stated that she was a Community Market vendor and requested assistance identifying locations where the market and classes could continue year-round.

Robert White requested a space to sell artisan goods year-round.

Dave Holley expressed support for Councilors engaging in their community. He expressed concern with adding utility fees to support streets funding.

Chad McDonald stated that he represented Thriftway and requested additional time to discuss the proposed shopping cart ordinance with staff before Council consideration.

## **New Business**

- a) Information Only – Food Truck Regulations

Director Larsen stated that staff researched current food truck regulations at City Council's request. He noted that City Code already allowed the City Manager to establish and maintain parking regulations in certain areas of the City. He reviewed incidents that occurred during the most recent Oregon Jamboree related to food trucks. He stated that the issues identified could be remedied administratively through revisions to the existing permitting process. He reviewed recommended exclusion zones and other proposed requirements, including required distances from other establishments and self-containment requirements.

Councilor Gourley suggested an exclusion zone for the entirety of Highway 20.

No action was required for this item.

- b) Request for Council Action – Resolution No. 22 for 2024 – Stop Signs at Long Street & 47th Avenue

City Manager Pro Tem Ogden reviewed the history of the placement of new stop signs at 47th Avenue and Long Street. He noted that staff had received numerous complaints regarding their placement and there were also multiple incidents of vandalism and damage. He recommended removal of the stop signs based on a reassessment of the site.

Councilor Sanchez requested that a new process be established for consideration of future traffic safety issues.

Councilor Gourley expressed concern with removal of the stop signs before additional investigation could be performed.

Mayor Coleman stated that the stop signs had been recommended by the Public & Traffic Safety Committee for approval by the City Council.

Councilor Richards moved to approve Resolution No. 22 for 2024. The motion died for lack of second.

Councilor Gourley moved that staff monitor the intersection and return to City Council with a recommendation after four months. The motion died for lack of second.

Councilor Sanchez moved to approve Resolution No. 22 for 2024 with the condition that staff revise future processes to include professional engineering reviews. Councilor Richards seconded the motion. The motion carried by the following vote:

AYE: Coleman, Richards, Sanchez, Trask

NAY: Gourley, Thorstad

ABSENT: Mahler

c) Request for Council Action – Granting the City Manager Pro Tem Hiring Authority

City Manager Pro Tem Ogden stated that the City Charter required a City Manager Pro Tem to seek authority from the City Council to fill vacancies. He reviewed seven vacant positions that he sought to fill. He noted that all the positions were approved in the current budget.

Mayor Coleman noted that the City Charter required the approval of five members of Council in order to move forward.

Councilor Sanchez expressed concern with filling vacant positions prior to the selection of a new City Manager.

Councilor Gourley expressed concern that a process had not been established to select a new City Manager.

Discussion ensued regarding City Manager recruitment and the current staff vacancies. There was consensus to hold a work session to discuss the City Manager recruitment.

Councilor Gourley moved to approve the hiring of the Administrative Services Manager, Plant Operator, Public Works Director, and Police Officer and to authorize the recruitment process of the remaining positions pending review of the proposed hires by the City Council. Councilor Richards seconded the motion. The motion carried unanimously by those present.

### **Ordinance Bills**

Request for Council Action & First Reading of Ordinance Bills

a) Shopping Cart Ordinance

City Manager Pro Tem Ogden stated that the item would be postponed for staff to gather additional stakeholder feedback. There was consensus to reconsider the item in a month.

### **Reports of Committees**

Mayor Coleman encouraged citizens to engage with City Committees.

Ad Hoc Committee on Arts & Culture – Councilor Gourley

Councilor Gourley stated that she was working with Sweet Home High School regarding their plans to fabricate and install metal fish in the medians on Highway 20.

Administration, Finance & Property Committee – President Pro Tem Mahler

Community Health Committee – Mayor Coleman & Councilor Gourley

Library Advisory Board – President Pro Tem Mahler

Park & Tree Committee – Councilor Trask

Public & Traffic Safety Committee – Councilors Richards & Thorstad

Youth Advisory Council – Councilor Sanchez

## Reports of City Officials

### City Manager's Report

City Manager Pro Tem Ogden stated that staff had reviewed costs to distribute mailers citywide and would continue to investigate options. He recommended that improved communication be included as a City Council goal for the following year to ensure appropriate allocation of resources. He noted that ODOT issued a speed zone order lowering speeds on various stretches of Long Street.

### Mayor's Report

There was no report to be heard.

### Department Director Reports

Director Larsen stated that a joint work session with the Planning Commission was needed to consider the Housing Production Strategy and that he would try to schedule it for October 8, 2024.

### Police Chief

- a) Police Chief Report - August 2024

### Council Business for Good of the Order

There was consensus to hold a work session regarding the City Manager Recruitment on September 24, 2024 at 5:30 PM.

### Adjournment

There being no further discussion, the meeting was adjourned at 8:09 PM.

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Mayor

ATTEST:

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City Manager Pro Tem – Ex Officio City Recorder