



# CITY OF SWEET HOME CITY COUNCIL MINUTES

August 09, 2022, 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 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 1-971-203-2871, choose option #1 and enter the meeting ID to be logged in to the call. Meeting ID: 321 716 901#

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 Greg Mahler  
President Pro Tem Diane Gerson  
Councilor Dave Trask  
Councilor Lisa Gourley  
Councilor Susan Coleman  
Councilor Angelita Sanchez  
Councilor Dylan Richards

### STAFF

Christy Wurster, City Manager Pro Tem  
Jeff Lynn, Chief of Police  
Julie Fisher, Administrative Services Manager  
Blair Larsen, Community and Economic Development Director  
Trish Rice, Engineering Technician  
Megan Dazey, Library Services Director  
Lagea Mull, Communications Specialist  
Steven Haney, Plant Operations Manager

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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.*

MEDIA

Benny Westcott

**Consent Agenda:**

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

**Approval of Minutes:**

- a) 2022-07-22 City Council Meeting - ES
- b) 2022-07-26 City Council Minutes

**Recognition of Visitors and Hearing of Petitions:**

- a) New Police Officer Swearing In Ceremony - Cody McPherson  
Police Chief Jeff Lynn introduced new officer Cody McPherson who brings the department to full staff. City Manager Pro Tem Christy Wurster swore in Officer McPherson.
- b) Presentation from Oregon RAIN  
Nate Conroy, Linn Benton Venture Catalyst with Oregon RAIN, presented a Quarter 2 Summary. Stats specific to Sweet Home were presented. Oregon RAIN works to support new entrepreneurs in our community and small business owners in eight cities in Linn and Benton counties.

**Old Business:**

- a) Request for Council Action - Mahler WRF Improvements Project Ph1 Bid Posting  
Engineering Technician Trish Rice introduced the request for the bid posting for Phase 1 for the Mahler Water Reclamation Facility. Staff will return to Council in October for bid award.  
Preston VanMeter with West Yost Engineering was available to answer questions and indicated ground breaking would happen in mid October.  
Councilor Sanchez requested the goal of using local contractors and subcontractors if qualified and available. Preston VanMeter stated that he believes many of the dollars spent for the project will stay in the community and acknowledged the importance of that.  
  
Motion made to approve the contract with language to encourage local contractor selection by Councilor Sanchez, Seconded by Councilor Richards.  
Voting Yea: Mayor Mahler, President Pro Tem Gerson, Councilor Trask, Councilor Gourley, Councilor Coleman, Councilor Sanchez, Councilor Richards
- b) Request for Council Action - 9th Avenue Waterline Replacement Project – Contract Award  
Engineering Technician Trish Rice presented the request for the 9th Avenue Waterline Replacement Project. Bids were solicited in May 2022, with six contractors participating. All six bids were over budget, therefore staff suggests removing Schedule B. The bid for Scheduled A was \$663,825 and a 15% contingency will be in place. There would be over \$200k in ARPA Funds remaining, however those funds could not be able to be used towards paving Grape Street.  
Councilor Sanchez recused herself due to a potential Conflict of Interest.

Motion made to approve the 9th Avenue Waterline Replacement Project Schedule A and setting aside \$45,000 for paving Grape Avenue by Councilor Gourley, Seconded by Councilor Richards.

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

Voting Abstaining: Councilor Sanchez

- c) Request for Council Action – Council of Governments Recruitment Services IGA - Amendment

Christy Wurster, City Manager Pro Tem, presented the request to amend the contract with Oregon Cascades West Council of Governments for recruitment services for an additional \$1,500.

Motion made to approve the contract extension 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

### **New Business:**

- a) Request for Council Action - Mahler WRF Special Inspections and Testing Services RFP

Engineer Technician Trish Rice presented the request for the Request for Proposal for Special Inspections for the Wastewater Treatment Plant. The third party inspections would be specialized inspections required by State Building Code. The RFP will be posted following the meeting if approved.

Motion made to approve the RFP for Special Inspection and Testing Services for the Wastewater Treatment Plant by Councilor Coleman, Seconded by Councilor Richards.

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

- b) Request for Council Action - Northside Park Property Line Adjustments

Community and Economic Development Director Blair Larsen presented the request for a property line adjustment for Northside Park. A private donor has contributed funds to add a Dog Park area. Staff would like to combine all parcels into one to make future improvements to the park easier. The Park and Tree Committee has identified North Side Park and their next park for improvements.

Motion made by Councilor Richards, Seconded by Councilor Coleman.

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

### **Ordinance Bills**

#### **Third Reading of Ordinance Bills (Roll Call Vote Required)**

- a) Ordinance Bill No. 4 for 2022 - Ordinance No. 1304 - Sweet Home Ordinance Declaring a Ban on Psilocybin Service Centers and the Manufacture of Psilocybin Products

Community and Economic Development Director Blair Larsen read Ordinance Bill No. 4 for 2022 by title only.

Motion made to approve Ordinance Bill No. 4 for 2022 by Councilor Coleman, Seconded by Councilor Richards.

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

## **Reports of Committees:**

### Library Advisory Board

Councilor Coleman announced the Oregon Dino-story display going on at the library.

### Youth Advisory Council

Councilor Gerson reported the YAC will be traveling to Newport on August 25th to visit the Newport YAC and Aquarium.

## **Reports of City Officials:**

### Mayor's Report

Mayor Mahler thanked Chief Lynn and the Police Department for their work during the Jamboree. Mayor Mahler reported the Jamboree had another successful year and is a good event.

Mayor Mahler reminded the Council of the 3PM Executive Session and the 6PM Meet and Greet for City Manager candidates on August 10<sup>th</sup>.

### City Manager's Report

City Manager Pro Tem Christy Wurster congratulated the City Manager finalists, Blair Larsen and Kelcey Young. The Public was invited to the City Manager Meet and Greet Event starting at 6 PM on August 10<sup>th</sup>.

The Council authorized the City Manager Pro Tem to execute a contract with Rural Development Initiatives for a leadership program for youth and adults. The contract was included in the packet for Council.

The position of Finance Director has been posted with first review on August 19th.

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

### Library Services Director

A written report was included in the packet.

- a) Monthly Department Report - July 2022 (pg. 1448)

### Community and Economic Development Director

A written report was included in the packet.

Community and Economic Development Director Blair Larsen reported that adding previous election results on Psilocybin to the ballot title was not advised. The ballot title needs to remain neutral and adding the previous vote tally may commit the current public to a position that the past public made.

At the request of the Mayor, a workshop regarding library facility will be on hold until new City Manager is in place.

A Public Hearing for the updated development code is needed. By Charter, the code will need to be read into the record. The Council requested it read in one meeting, which is estimated at 7 hours. CEDD Larsen will gather some dates to propose to the Council.

- a) Monthly Department Report - July 2022

Public Works Director

A written report was included in the packet,

- a) Monthly Department Report - July 2022
- b) DEQ Approval Letter for WWTP Ph1

Councilor Gerson stated the DEQ approval letter had requirements that were all addressed in the project and thanked Engineer Technician Trish Rice and Preston VanMeter with West Yost on their work.

City Attorney

No Report.

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

Councilor Trask stated he called the Secretary of State and reported on the receipt of the audits beginning in 2018 and commented that the audit for 2021 fiscal year was not yet complete. Councilor Richards commented that he had asked the prior City Manager about the status of the audit and was told it was complete.

Councilor Sanchez thanked Christy Wurster for filing in as City Manger Pro Tem. Mayor Mahler also thanked Christy Wurster for all she has accomplished. Christy Wurster thanked staff for all they do.

- a) Oregon Ethics Commission Newsletter

The Oregon Ethics Commission Newsletter was included in the packet.

### **Adjournment**

The meeting adjourned at 7:27 PM.

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Mayor

ATTEST:

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City Manager – Ex Officio City Recorder