



CITY OF SWEET HOME CITY COUNCIL MINUTES

May 13, 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.

Call to Order & Pledge of Allegiance

The meeting was called to order at

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
Tylier Mendenhall, Police Officer
Greg Springman, Public Works Director

MEDIA

Scott Swanson, The New Era

GUESTS

Trevor Lee, 400 Market Street, Lebanon, OR 97355
Frank Gallagher, 1420 First Avenue, Sweet Home, OR 97386
Robert Shamek, 1040 First Avenue, Sweet Home, OR 97386

Consent Agenda

Approval of Minutes:

- a) 2025-04-22 City Council Executive Session Meeting Minutes
- b) 2025-04-22 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) Police Officer Swearing In Ceremony – Tylier Mendenhall

Chief Ogden conducted the swearing in ceremony for new Police Officer Tylier Mendenhall.

b) Mental Health Awareness Month

Mayor Coleman read the proclamation recognizing May 2025 as Mental Health Awareness Month.

Mayor Coleman recognized those registered to speak.

Tyler Lee expressed concern that one of the towing companies in the Police Department's rotation was not located close enough to Sweet Home. He noted potential issues with the company's conduct and business practices.

Old Business

a) Information Only – First Avenue Traffic Control

City Manager Ogden reviewed the history of traffic-related challenges on First Avenue including crash data. He stated that City Council directed staff to assess temporary traffic calming measures in 2024. He noted that the City worked with one of their Engineers of Record, the Dyer Partnership, who provided the options of speed humps, offset speed humps, and speed cushions. He stated that Dyer Partnership recommended speed humps more highly over the other options. He reviewed asphalt and rubber options for each and noted that asphalt would be more cost-effective than the rubber installations. He stated that a contractor would be needed to install the asphalt and that the provided costs did not include labor or final engineering.

Mayor Coleman recognized those registered to speak.

Frank Gallagher asked City Council to consider a permanent installation rather than a temporary installation to save on future costs.

President Pro Tem Thorstad asked Mr. Gallagher of the survey he conducted among First Avenue residents. Mr. Gallagher replied that 100% of the residents were in favor of a full street closure.

Councilor Bronson asked Mr. Gallagher for his recommendation. Mr. Gallagher reiterated that he was supportive of a permanent asphalt speed hump solution.

Mayor Coleman asked how long Mr. Gallagher had been requesting a solution for traffic concerns on First Avenue. Mr. Gallagher replied that he had been working on it for at least 15 years.

Councilor Sanchez noted that she thought the asphalt costs may have been slightly overestimated but she was supportive of a permanent asphalt solution.

Councilor Hegge, Councilor Richards, and Councilor Bronson expressed support for the permanent asphalt solution.

Mayor Coleman asked that the item be brought back to City Council at the following meeting for a vote. No action was required for this item.

New Business

a) Request for Council Action – Resolution No. 10 for 2025 – Oregon Jamboree Special Event Application & Permits

Planning & Building Manager Clegg summarized the Oregon Jamboree's permit request for 2025. She noted that the City would be modifying its cost-capture methodology to ensure a better return on costs incurred as a result of the festival. She highlighted that the Jamboree would no longer be utilizing the City Hall location for campers effective Summer 2025.

Mayor Coleman invited Robert Shamek to speak on behalf of the Jamboree.

Mr. Shamek thanked staff for their work to identify issues that the Jamboree could rectify proactively ahead of the event. He added that Jamboree would be seeking an application to host their Thursday night kickoff and music series in Sankey Park.

Councilor Richards expressed support for the Jamboree.

Councilor Richards moved to approve Resolution No. 10 for 2025. Councilor Bronson seconded the motion. The motion carried by the following vote:

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

NAY: None

Ordinance Bills

Second Reading of Ordinance Bills

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

A second reading of Ordinance No. 2 for 2025 by title only was conducted.

President Pro Tem Thorstad moved to forward Ordinance No. 2 for 2025 to a third reading by title only. Councilor Richards seconded the motion. The motion carried by the following vote:

AYE: Coleman, Thorstad, Augsburger, Bronson, Hegge

NAY: Richards, Sanchez

Third Reading of Ordinance Bills (Roll Call Vote Required)

- a) Request for Council Action – Ordinance Bill No. 3 for 2025, Ordinance No. 1331 – Transportation System Plan (TSP)

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

Councilors Richards moved to approve Ordinance No. 3 for 2025. President Pro Tem seconded the motion. The motion carried by the following vote:

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

NAY: None

- b) Request for Council Action – Ordinance Bill No. 4 for 2025, Ordinance No. 1332 – North Sweet Home Area (NSHA) Plan

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

Councilor Bronson moved to approve Ordinance No. 4 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

Reports of Committees

Administration, Finance & Property Committee – President Pro Tem Thorstad

Charter Review Committee – President Pro Tem Thorstad

Community Health Committee – Councilor Bronson

- a) 2025-04-23 Community Health Committee Meeting Minutes

Library Advisory Board – Councilor Augsburger

Park & Tree Committee – Councilor Hegge

- a) 2025-04-16 Park & Tree Committee Meeting Minutes

Planning Commission

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 Augsburg thanked Library Services Director Dazey for her improvements to community communication and her efforts to enhance library-related communication.

Councilor Hegge highlighted the work of the Beautification Committee and the Public Works Department to enhance the medians.

Department Reports

Library Services Director

- a) Library Director Report – April 2025
- b) SHPL Newsletter – May 2025

Planning & Building Manager

- a) Planning & Building Manager Report – April 2025

Public Works Director

- a) Public Works Department Monthly Report

Finance Director

- a) Finance Manager Report – April 2025

Director Springman reviewed the locations where staff recently flushed hydrants as a result of discolored drinking water. He noted that staff believed the issue was related to high velocities of water scouring rust out of older pipes. He stated that the discoloration appeared to be resolved, and that staff would continue to monitor water quality and quantity, and he noted planned operational changes to reduce future issues.

Mayor Coleman asked how many miles of pipe were potentially affected by the issue. Director Springman replied that it was likely around 4.5 miles and highlighted projects in the Water Master Plan that could help the issue. Mayor Coleman thanked the Public Works Department for their work on the issue.

Reports of City Officials

City Manager's Report

City Manager Ogden thanked the Public Works Department for their responsiveness. He highlighted recent positive feedback for the library related to their community engagement. He thanked City Attorney Larsen for his work in his new role and providing support to staff. He highlighted that it was National Police Week and expressed his gratitude for public safety staff. He noted that the Nandina overlay project was delayed to May 20th due to inclement weather. He reminded those in attendance that ballots could be dropped off at City Hall and the Police Department. He highlighted the upcoming Jim Bean Safety Fair on June 21st, the June 13th kickoff of Movies in the Park, and his recent attendance with Mayor Coleman to testify at the Ways and Means Committee in support of a funding request for generator installation at the Water Treatment Plant.

Mayor's Report

Mayor Coleman thanked Planning & Building Manager Clegg and the Park & Tree Committee for their work on the annual Arbor Day celebration. She highlighted two recent ribbon cuttings for the Rail Bikes Adventure and the new Linn County RV dump station and noted that they provided economic development opportunities for Sweet Home. She noted the upcoming Sip and Stroll event at the mill site on May 17th. She stated that the newest art exhibit at City Hall featured artwork from students at Hawthorne Elementary School.

Council Business for Good of the Order

- a) Proposed Meeting Cancellation – July 22, 2025

There was consensus to cancel the City Council meeting previously planned for July 22nd.

President Pro Tem Thorstad expressed his gratitude for the new RV dump site.

Councilor Sanchez reminded everyone that the final day to turn in a ballot was May 20th. She expressed concern with the speed of traffic on Long Street around Hawthorne Elementary.

Adjournment

There being no further discussion, the meeting was adjourned at 7:21 PM.

ATTEST:

Mayor

City Manager – Ex Officio City Recorder