

SWEET HOME CITY COUNCIL
MEETING MINUTES

March 22, 2016

Mayor Gourley called the meeting to order at 7:30 p.m. in the City Hall Annex. The Pledge of Allegiance was given.

Staff Present: City Manager Craig Martin, Finance Director Pat Gray, Library Services Director Rose Peda, Police Chief Jeff Lynn, Planning Services Manager Laura LaRoque and Recording Secretary Julie Fisher

Registered Visitors: Dick Knowles, Katrina Crabtree, Scott LaRoque, Lisa Gourley, James Goble, Amy Wingo, Mary Boyd,

Media: Sean Morgan, The New Era
Alex Paul, Albany Democrat Herald

Roll Call:	VACANT		Councilor Mahler	P
	Councilor Goodwin	P (7:35PM)	Councilor Trask	P
	Mayor Gourley	P	Councilor Underwood	P
	Councilor Hobbs	P		

Approval of March 8, 2016 City Council Meeting Minutes and March 8, 2016 City Council Executive Meeting Minutes: **Councilor Mahler made a motion to approve the March 8, 2016 City Council Meeting Minutes and the March 8, 2016 Executive Meeting Minutes with Councilor Underwood seconding. Question was called and the motion passed with 5 ayes, 0 opposed, 1 absent (Goodwin) and 1 Vacant.**

Old Business: None

New Business:

Recognition of Visitors & Hearing of Petitions None

Request for Council Action – City Manager Martin introduced the Request for Council Economic Opportunity Analysis Consultation Selection. CM Martin explained the City applied and has been awarded a grant from the Department of Land Conservation and Development (DLCD) to update a portion of the Comprehensive Plan that deals with buildable lands and developable property inventory. This element of the Comprehensive Plan was last updated 15 years ago. The City has received two proposals that were graded and rated as per the RFP requirements, the recommendation is for ECONorthwest who had the highest scoring proposal of the two received.

Mayor Gourley stated during the Council Goal Setting Session the Council talked about buildable lands and asked if this will deal with any of that.

Planning Services Manager LaRoque stated this will only deal with employment lands – those that are commercial or industrial.

Councilor Goodwin arrives at
7:35 PM

Councilor Underwood asked if the grant award amount was \$30,000, if the financial impact would be staff time and incidental cost and if those had been budgeted.

Planning Services Manager LaRoque replied the cost for the incidentals included in the grant is in the budget for this fiscal year.

Councilor Mahler made a motion to authorize the Planning Services Manager to negotiate and execute a contract with ECONorthwest in the amount of \$30,000 for the development of an Economic Opportunity Analysis as recently awarded by the Department of Land Conservation and Development with Councilor Goodwin seconding.

Roll Call Vote:

Councilor Goodwin Aye, Mayor Gourley Aye, Councilor Hobbs Aye, Councilor Mahler Aye, Councilor Trask Aye, Councilor Underwood Aye.

Motion passed with 6 Ayes, 0 Nays, 0 absent, and 1 Vacant.

Request for Council Action –
Street Closure – SAFE Super
Hero Challenge

City Manager Martin introduced the Request for Council Action from the Senior Alcohol Free Entertainment (SAFE) group for Council to consider a temporary road closure so they can conduct their Super Hero Challenge for Safe.

Amy Wingo
Senior Alcohol Free
Entertainment (SAFE)

Amy Wingo introduced herself and stated the request was for a temporary street closure of 14th Avenue between Kalmia and Elm on April 30th from 8am until 2pm for the Super Hero for SAFE Challenge. They are expecting over 200 participants for the obstacle run event.

Councilor Mahler made a motion to establish a temporary street closure of 14th Avenue west of Sankey Park, Elm Street to Kalmia, between the hours of 8am to

2pm, Saturday April 30th with Councilor Goodwin seconding. The item was moved to Legislation as Resolution No. 2 for 2016.

Council Appointment – Vacant
Position

Mayor Gourley officially declared the Council position Vacant. Mayor Gourley stated in the past the Council has advertised two weeks in the newspaper.

City Manager Martin stated there is no specified procedure once the position becomes vacant with an unexpired term in either the Charter or in Ordinance. In the past, what Council has done when these circumstances presented themselves, is advertise an opening through local media that there is an opportunity. The candidates must still meet the qualifications of having resided in the City for one year and be a qualified elector per provisions of the Charter. The advertisement usually has been for a two week period to solicit applications, followed by review of applications and some level of interview or vetting process, and then the full body has the authority to make that appointment once you have gone through whatever process you would like.

Councilor Goodwin asked if there were any particular legal requirements the Council would have to do or can Council decide how to fill the position?

CM Martin replied that it is pretty much how Council decides; it has to be an appointment and can only be for the balance of the unexpired term. The Charter says the person that is in that term could continue through the regular process. That would mean that the person would file and run competitively for that position.

Councilor Hobbs stated that recently we had an election that was lost only by a coin toss. He stated he did not know if the Council wanted to go through that process or see if that person would be interested.

Councilor Goodwin stated that person is present here tonight and suggested that Council may want to make a direct appointment.

Mayor Gourley stated he has no issue with that and felt the Council needed to discuss it and make that decision because there is nothing in the Charter. Mayor Gourley added that in the past they have gone through a vetting process, but a year ago exactly there was a coin toss (due to a tied election).

Councilor Trask asked City Manager Martin if the Council could see if Mr. Goble was interested and direct appoint.

CM Martin replied absent any requirement in either Charter or Ordinance it is the Council's collective authority to determine how to fill that vacancy or not to fill the vacancy. In at least one occasion, a person left the Council with a very short term remaining before the election and Council decided to let it go through the standard filing and election process.

Mayor Gourley asked what the term was.
CM Martin replied through December 31, 2016.

Mayor Gourley asked Council if they were interested in doing a direct appointment or if they wanted to go through a process.

Councilor Mahler stated he is not sure that anyone has even asked the gentleman if he is interested. He realizes it was a coin toss decision, but the person hasn't even spoke yet.

Mayor Gourley asked James Goble if he is interested in the position and Mr. Goble replied that he was.

Councilor Goodwin made a motion to appoint James Goble to the Sweet Home City Council with a term to expire December 31, 2016.

Councilor Trask asked when this would take effect. Mayor Gourley stated there would be a swearing –in at the next meeting of City Council.

City Manager Martin added that Mr. Goble is currently serving on the City Planning Commission and he cannot serve on both the Planning Commission and the Council.

Mayor Gourley asked CM Martin to read the Charter where he believed there may be a 30 day stipulation.

Councilor Trask asked Mr. Goble if he wanted to be on City Council or the City Planning Commission.

James Goble stated it was an honor to be recommended to the City Council.

CM Martin stated there is a section in the Charter about a position being declared vacant by a person's absence for

30 days but nothing in regards to a waiting period for this circumstance.

Councilor Goodwin made a motion to appoint James Goble to the Sweet Home City Council with a term to expire December 31, 2016 with Councilor Trask seconding. Question was called and the motion passed with 6 Ayes, 0 Nays, 0 absent, and 1 Vacant.

CM Martin stated there will be a swearing-in at the next Council meeting for James Goble and Mayor Gourley asked that it be added to the agenda.

Legislation

Resolution No. 2 for 2016 – A Resolution Concerning Street Closures and Restrictions. CM Martin read by title only Resolution No. 2 for 2016 a Resolution Concerning Street Closures and Restrictions.

Mayor Gourley stated there was already a motion on the floor and a second. Question was called

Motion passed with 6 Ayes, 0 Nays, 0 absent, and 1 Vacant.

Council Reports

Councilor Goodwin announced that he would be absent for the next three City Council meetings and asked to be excused as he is taking the Emergency Medical Responders Course for Fire Department Volunteering and training to be a medical responder. He added he did not want to be absent from Council for that period of time but felt it is important to the community.

Committee Reports:

Administration & Finance

Mayor Gourley announced there was a meeting and the Committee is in the process of moving forward with a potential long term issue and he hopes to have some information out to the Council soon.

Property Committee

CM Martin requested a Property Committee meeting before or after the next Council meeting adding there has been an organization that has contacted the City and would like to see if the City is interested in acquiring some of their property. CM Martin explained to the organization the process of going through the Property Committee to see if there is an interest before bringing it before the full Council. CM Martin added that the property is not free, but would possibly be at a discounted price. A Property Committee meeting was scheduled immediately after City Council on April 12, 2016.

Public Safety Councilor Trask announced the upcoming Public Safety Committee meeting scheduled for April 8th to discuss the Habitability Code.

Public Works None

City Boards/Committees:

Chamber of Commerce

Katrina Crabtree Katrina Crabtree introduced herself and stated the Annual Executive Director Chamber Awards Banquet was a huge success.
1575 Main Street

Sweet Home, OR 973865 Ms. Crabtree also announced a Breakfast Forum at the Sweet Home Police Department Conference Room on March 23rd at 7:30 am. LBCC will be presenting “LBI Learn” the new adult online education program.

Ms. Crabtree announced the Sweet Home Chamber has been recognized as the first Bike Friendly Business in Sweet Home.

Fire District Councilor Trask announced the Fire District Award Banquet March 25, 2016 at the Sweet Home Elks Lodge.

Park Board Councilor Underwood stated he was not able to attend. PSM LaRoque added there was low attendance at the Park Board meeting so items will be discussed next month.

Traffic Safety Councilor Trask stated there has been a request to change the speed limit on Main Street from 19th Avenue to 24th Avenue to make that 25MPH instead of 35MPH. Police Chief Jeff Lynn added that City Engineer Joe Graybill was going to contact ODOT to request a Traffic Study to be done in that specific area to see traffic flow patterns.

Councilor Goodwin stated that he would love to see the crosswalks better marked if nothing else can be done safety wise. If ODOT won’t allow more lights, at least see what can be done to make crosswalks more visible to increase the safety of pedestrians without interfering with traffic.

Mayor Gourley asked if Police Chief Jeff Lynn would write a letter about the concerns for pedestrians in that area and Staff Engineer Joe Graybill could submit that letter to ODOT.

Councilor Mahler thought that the jump from 25MPH to

45MPH might be too much and suggested a 35MPH transition.

Councilor Trask stated that was suggested and will be taken to ODOT as well.

Councilor Trask stated the Traffic Safety Committee also discussed a request brought to them by a paramedic at the Fire Station that the curb in front of Twin Oaks be painted yellow. The reason would be to help for the loading and unloading of the Shopper Bus that picks up residents and also for loading the medic units. That request has been tabled.

Mary Boyd
Sweet Home

Mary Boyd stated she liked Councilor Goodwin's idea. She said she walks a lot in Sweet Home and stated she has almost been hit several times. She said anything that can be done to make it safer for pedestrians should be.

Mayor Gourley stated ODOT is in charge of Main Street and the Council has and will continue to make those requests.

Tree Commission

Councilor Goodwin stated the Tree Commission met and are working on finding a good replacement for trees that were removed from Shea Point and to make sure that they have the support of everyone involved including business owners in that area. The goal is to make an improvement in the community that will be good for everyone.

Y.A.C.

City Manager Martin announced the YAC met on Tuesday, March 15 and had discussion about helping to promote the "If I were Mayor" Contest to the Jr. High students and also seek applicants from the Jr. High to fill two vacancies in the Youth Advisory Council.

Regional Boards/Committees:

Area Commission on
Transportation (ACT)

Councilor Hobbs stated as things are starting back up, the Council needs to start thinking about what request they would like to see on the verizon.

Mayor Gourley stated that the Council keeps identifying sidewalk projects, especially with pedestrian safety issues and there are a lot more that can be looked at.

COG

Councilor Goodwin stated there was general concern at the Council of Governments including Linn County about the possibility of a monument in our forest and expressed how dire that would be to us.

There was suggestion of the COG having a grant writing

expert that would be available to all members and jurisdictions. Councilor Goodwin added that he did not know if that was something that the City would be interested in or benefit from but it would be somebody available to Sweet Home to help write and find grants. The cost would be divided among all organizations that are part of the COG.

Solid Waste Advisory Council (SWAC) None

Ad Hoc Committee/Community Health Care Mayor Gourley announced there has not been a meeting since the last report.

Mayor's Report

Mayor Gourley summarized the Meals on Wheels Program and stated the number of meals that have been delivered and those that are eaten at the site. Mayor Gourley announced the total cost of those meals to be \$247,000 and stated the City contributes \$1,100 towards that program.;

Mayor Gourley announced the "If I were Mayor" Contest and reported information would be at the schools soon.

Mayor Gourley read a proclamation for Child Abuse Prevention and Awareness Month.

City Manager's Report

CM Martin reminded Council that April 15th is the deadline to file the Statement of Economic Interest through the Oregon Government Ethics Commissions new online filing system. A link to the website should have been sent to each City email and by following that link, Councilors and Planning Commissioners will be able to set up an account and password and electronically file their SEI.

Department Directors Reports:

Finance Director None

Library Director Library Services Director Rose Peda stated the Library has been notified on a \$400 donation from the Friends and the Pilcrow Foundation will match that donation with \$800 to allow \$1200 in children's books to be purchased.

Planning Services Manager Planning Services Manager LaRoque announced that the Steering Committee for the Environmental Site Assessment of the former Weyerhaeuser/Willamette Mill Site met and completed a Hazardous Building Survey for the remaining structures that are on the site and found out that the removal of those buildings will be costly. They will be seeking grants for removal of those buildings.

Councilor Trask added that he understood there to be asbestos. PSM LaRoque confirmed and added there is also lead based paint.

Police Chief

Police Chief Lynn announced Pinwheels for Prevention on April 8th at noon for Child Abuse Prevention and Awareness Month as well as a Walk a Block for a child which is new this year. All of the funds raised go towards gas vouchers to help families go to the ABC house for child abuse interview appointments.

Public Works

None

City Attorney

None

Adjournment:

With no further business the meeting adjourned at 8:15 pm.

The foregoing is a true copy of the proceedings of the City Council at the March 22, 2016 regular City Council Meeting.