

SWEET HOME CITY COUNCIL
MEETING MINUTES

May 24, 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 Pro Tem Christy Wurster, City Attorney Robert Snyder, Public Works Director Mike Adams, Chief of Police Jeff Lynn, Library Services Director Rose Peda, Finance Director Pat Gray and Recording Secretary Julie Fisher

Registered Visitors: Howard Ruby, Shawn Anderson, Tim Riley, Lisa Gourley, Linda Ijin, DJ Fox, Vince Adams, Larry Angland, Anay Hausner, Edie Wilcox, Michael Hufford, Jane Hazen, Steven Magnolia, Katrina Crabtree

Media: Scott Swanson, The New Era

Roll Call:	Councilor Goble	P	Councilor Mahler	P
	Councilor Goodwin	P	Councilor Trask	P
	Mayor Gourley	P	Councilor Underwood	P
	Councilor Hobbs	P		

Approval of May 10, 2016 City Council Executive Meeting Minutes, May 10, 2016 City Council Meeting Minutes, May 17, 2016 City Council Special Meeting Minutes and May 18, 2016 City Council Special Meeting Minutes: **Councilor Underwood made a motion to approve the May 10, 2016 City Council Executive Meeting Minutes, May 10, 2016 City Council Meeting Minutes, May 17, 2016 City Council Special Meeting Minutes and May 18, 2016 City Council Special Meeting Minutes with Councilor Hobbs seconding. Question was called and the motion passed with 7 ayes, 0 opposed, 0 absent.**

Old Business:

New Business:

Recognition of Visitors & Hearing of Petitions None

Oath of Office – City Manager Pro Tem Christy Wurster took the Oath Office.

Request for Council Action – Planning Commission Appointment – Anay Hausner **Councilor Hobbs made a motion to appoint Anay Hausner to the Planning Commission with a term to expire December 31, 2020 with Councilor Mahler seconding. Question was called and the motion passed with 7 ayes, 0 opposed, 0 absent.**

Request for Council Action – Library Services Director introduced the Request for Library Board Appointment – Eva Journey
Eva Journey

Councilor Goodwin made a motion to appoint Eva Journey to the Library Board with a term to expire June 30, 2018 with Councilor Goble seconding. Question was called and the motion passed with 7 ayes, 0 opposed, 0 absent.

Request for Council Action – Finance Director Gray introduced the Request for Council Traffic Safety Appointment – Vincent Adams
Action.
Vincent Adams

Councilor Goodwin made a motion to appoint Vincent Adams to the Traffic Safety Committee with a term to expire May 24, 2018 with Councilor Mahler seconding. Question was called and the motion passed with 7 ayes, 0 opposed, 0 absent.

Request for Council Action – PWD Adams introduced the Request for Council Action Municipal Maintenance Worker Solicitation
stating there are currently vacant positions open in Public Works and per Charter requires a vote of at least 5 Councilmembers to hire in the absence of a City Manager. PWD Adams stated he received an additional resignation after preparing the RCA and requested allowing for four (4) positions to be filled. PWD Adams stated all four positions have been budgeted for. PWD Adams added these positions do not include the new additional position created in the 2016-2017 Budget nor does it include the Maintenance Superintendent position which needs further discussion.

Councilor Goodwin asked if we are at 50% vacancy and how many Municipal Workers we have at this point.

PWD Adams replied that he has received two resignations in the last two weeks. One of the positions has been vacant since last October and an employment offer fell through. The fourth position has been vacant for two years and had not been filled due to funding on the wastewater side.

Councilor Goodwin made a motion to authorize city staff to hire up to four (4) Municipal Maintenance Workers, through established employment practices, that are currently open with Councilor Mahler seconding. Question was called and the motion passed with 7 ayes, 0 opposed, 0 absent.

Request for Council Action –
Street Closure – Library
Summer Reading.

Library Services Director Peda introduced the Request for Council Action stating every year the Library does an elementary school aged program on Wednesday mornings at 10am and for the safety of the children the portion of the street immediately in front of the library is closed off. This gives the library an opportunity to provide programming to many children.

Councilor Goodwin made a motion to adopt Resolution no 6 for 2016 with Councilor Trask seconding. With no objection, the item was moved to Legislation where it would be handled as Resolution No. 6 for 2016.

Legislation

Resolution No. 6 for 2016 – A
Resolution Concerning Street
Closures and Restrictions.

City Manager Pro Tem Wurster read by title only Resolution No. 6 for 2016 – A Resolution Concerning Street Closures and Restrictions.

Councilor Goodwin made a motion to adopt Resolution no 6 for 2016 with Councilor Trask seconding. Question was called and the motion passed with 7 ayes, 0 opposed, 0 absent.

Council Reports

Mayor Gourley requested a meeting on June 2, 2016 to review Council Rules at 6pm.

Councilor Hobbs announced his resignation due to a recent property purchase outside of city limits. Councilor Hobbs plans on relocating to that location. Mayor Gourley stated his resignation will be effective at the conclusion of this meeting. Councilor Hobbs stated he will be looking at vacancies on other City Committees.

Councilor Goble read a letter to the Council requesting a meeting to address communication with the community by Council, action and demeanor of Council and Staff in open session, Council's interaction in open session, perceived unethical discussions among Council and attendance of Council. Councilor Goble stated he suggested an Executive Session. Councilor Goodwin added public trust is not high. Mayor Gourley stated the meeting does not fall under Executive Session and will be a Public Meeting. Mayor Gourley stated the Work Session scheduled on June 2, 2016 is for that purpose and directed City Manager Pro Tem Wurster and City Attorney Snyder to set an Agenda for the meeting covering the Council Code of Conduct and Ethics Guide.

Councilor Trask stated he was going to read part of the Code of Conduct but will pass until the June 2nd meeting.

Committee Reports:

Administration & Finance None

Property Committee Finance Director Pat Gray announced a Property Committee meeting scheduled for 05/26/16 at 4:30pm at the old USFS building which the City is considering purchasing. The building will be available for anyone interested to do a walk thru. With the resignation of Councilor Hobbs, Mayor Gourley assigned himself as Council Representative of the Property Committee until the vacancy has been filled.

Larry Angland Larry Angland asked if the public will be able to attend that meeting and the Mayor stated yes, it is an open meeting.

Jane Hazen Jane Hazen stated she will announce the meeting to the Park Board group due to the potential of a park at that location.

Tim Riley Tim Riley asked if the Council intends to restore the entire building or only the portion the City would use as cost is a concern and perhaps it should be completed in phases.

Mayor Gourley stated there is a lot of potential in that building especially by using open spaces.

Councilor Trask stated the high estimates and figures received has been debunked. He stated he received an estimated from Highland Construction who quoted him \$40 per square foot. Councilor Trask stated there is work that can be completed by volunteers.

Councilor Goodwin stated he believes they are in the right ball park for price to remodel.

Public Safety None

Public Works None

City Boards/Committees:

Chamber of Commerce

Katrina Crabtree
Executive Director
1575 Main Street Katrina Crabtree introduced herself and announced the afterhours event at 5:30 on May 25th at Morley Thomas Law Firm.

- Sweet Home, OR 973865 Ms. Crabtree announced the Hero Half Marathon on May 28th and stated registration may still be open on their website.
- ODW free fishing weekend will be June 4th and 5th.
- Sherri Springer will present the first Sweet Home Business Summit on June 2nd at the Sweet Home Community Center from 4pm – 6pm.
- Fire District Councilor Trask stated the Bond for equipment repair passed. Councilor Trask encouraged anyone with questions to call Chief Barringer. Councilor Trask added they are also seeking donations for the Sportsman Holiday Fireworks.
- Park Board None
- Traffic Safety Councilor Trask stated there has been a concern about a semi-truck with a trailer parking on Mt. View which blocks vision and they are continuing discussion on that topic. Councilor Trask stated in response to Councilor Goodwin's concern on crosswalks, the Traffic Safety Committee reviewed some ideas but found the options are very expensive. By adding a concrete island in the middle of Hwy 20 to allow for pedestrian crossing, you end up unintentionally block a driveway or access on either side. The Traffic Safety is continuing to look for an option for a safe crossing.
Councilor Goodwin stated ODOT has potential funding to assist with pedestrian crosswalks.
Councilor Trask stated they have submitted a petition to ODOT to lower the speed limit from 35 to 25 from 22nd Avenue to Clark Mill on Hwy 20.
- Tree Commission Councilor Goodwin stated the Tree Commission is looking to add trees at Strawberry Park and he has been working with businesses that might be willing to donate toward that effort.
- Y.A.C. None
- Council of Governments Councilor Goodwin shared with the COG some of the things that are currently happening in Sweet Home. The COG indicated that they can help where ever they can with resources for the Planning Services position and the City Manager search. Council Goodwin announced another new business going into Lebanon. The Port of Portland is seeking a place for trucks to load onto trains for transport to the port.

Area	Commission	on	Councilor Hobbs stated the meeting for this month has been cancelled.
Transportation			
Solid Waste Committee	Advisory	None	
Ad Hoc Healthcare Committee	Community		Mayor Gourley announced there is a Community Health Care Committee meeting scheduled for June 13, 2016 at 6:30pm to discuss the upcoming Community Health Fair and invited any partners who would like to participate to attend.

Mayor's Report

Mayor Gourley asked Lisa Gourley and Rose Peda for an update on the First Book Event. Lisa Gourley stated a semi-truck full of books arrived at the Sweet Home High School cafeteria on June 21st. Over two hundred volunteers were on hand to sort over 40,000 books. Groups like the Friends of the Library, Sunshine Industries, Boys Scouts and cheerleaders arrived to help. Community members were able to come and pick up free books and the remaining books were distributed to the schools and the Sweet Home Library. Library Services Director Peda stated the Library received one book from each collection and additional books to give to children who attend the Summer Reading Program.

City Manager's Report

City Manager Pro Tem Wurster stated it is her second day on the job. She added the City has very competent staff including the Department Heads and the Administrative Assistant Julie Fisher. CM Pro Tem Wurster added she is moving forward in the selection process of a new City Manager and has contacted COG and LGPI for a quote for services to assist with recruitment. Mayor Gourley asked if she could have the quotes ready to hand to Council by June 2nd for review at the next regular City Council meeting on June 7th. CM Pro Tem Wurster added she is comfortable doing the recruitment as well.

City Manager Pro Tem Wurster stated staff has prepared a Council Handbook and application for the four City Council positions that are expiring December 31, 2016. The filing opens June 1, 2016 and closes August 30, 2016 for the November election. Packets are available at City Hall.

CM Pro Wurster stated she will be working with the City Attorney on a Ballot Title based on prior discussion on marijuana regulations.

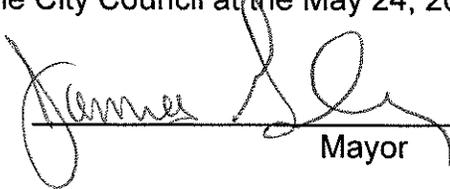
A Public Meeting notice was issued for a tour of the old forestry building scheduled for 05/26/16 at 4:30pm.

Department Directors Reports:

Finance Director	Finance Director Pat Gray stated each member of Council was provided with a copy of the Budget to review prior to the Public Hearing on June 28 th . FD Gray announced contingency transfers will be scheduled for the June 7 th meeting. FD Gray announced the auditors will be here on June 27 th thru June 29 th .
Library Director	Library Services Director Peda stated the Library received a Trust Management Grant in the amount of \$9,971 to bring in Overdrive, which are ebooks.
Planning Services Manager	Public Works Director Adams stated John Morgan will be contracting with the City to provide planning services. Mr. Morgan has partnered with former City Planner Carol Lewis who will be assisting us until a new planner is hired.
Police Chief	Chief Lynn announced he will bring some firm estimates forward in June for the relocation of Court to the Police Services Building. Chief Lynn anticipates construction to begin at the end of summer.
Public Works	PWD Adams announced the NW Steelheaders had an open house at the Pleasant Valley Boat Ramp where they just finished construction of an ADA assessable fishing platform. They were also able to improve the parking. PWD Adams stated they did a very good job and encouraged everyone to go by to see it.
City Attorney	None

Adjournment: With no further business the meeting adjourned at 8:23 pm.

The foregoing is a true copy of the proceedings of the City Council at the May 24, 2016 regular City Council Meeting.



Mayor

ATTEST:



City Manager Pro Tem – Ex Officio City Recorder