

SWEET HOME CITY COUNCIL
MEETING MINUTES

September 13, 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, Finance Director Pat Gray, Library Services Director Rose Peda, Police Chief Jeff Lynn, Public Works Director Mike Adams, and Recording Secretary Julie Fisher

Registered Visitors: Sharon Kanareff, Bill Matthews, Robert Shamock, Dick Knowles, Lisa Gourley

Media: Alex Paul, Albany Democrat Herald

Roll Call:	Councilor Gerson	P	Councilor Mahler	P
	Councilor Goble	P	Councilor Trask	P
	Councilor Goodwin	P (7:38pm)	Councilor Underwood	P
	Mayor Gourley	P		

Approval of City Council Meeting Minutes: **Councilor Mahler made a motion to approve the August 22, 2016 City Council Special Meeting Minutes, August 23, 2016 City Council Meeting Minutes, August 24, City Council Executive Session Meeting Minutes, August 30, 2016 City Council Special Meeting Minutes and August 30, 2016 City Council Executive Session Meeting Minutes as submitted with Councilor Gerson seconding. Question was called and the motion passed with 6 Ayes, 0 Opposed, and 1 Absent (Goodwin).**

Old Business: None

Recognition of Visitors & Hearing
of Petitions

Robert Shamock
1040 1st Avenue
Sweet Home, OR 97386

Robert Shamock introduced himself as the Director of the Oregon Jamboree. Mr. Shamock requested from the Council that they consider letting the Jamboree use part of the property at 3900 Main Street (the future City Hall site) for camping for the 2017 Jamboree event. The Council directed City Manager Pro Tem to calculate out employee parking needs and what space would be needed to ensure access to the building for the community. Mayor Gourley suggested the possibility of closing City Hall on Friday. The Council authorized the City Manager Pro Tem to negotiate with the Oregon Jamboree during their meeting on September 27, 2016.

New Business:

South Santiam All Lands Collaborative (SSALC) Request.

Sharon Kanareff
408 7th Avenue
Sweet Home, OR 97386

Sharon Kanareff presented a request on behalf of the South Santiam All Lands Collaborative (SSALC) who is seeking funds to assist with their 501(c) (3) status. She requested \$1,000 stating the remaining costs have been collected from partner organizations. Mayor Gourley stated the Council would like to review the request and respond to SSALC after they review the Budget adding the City used to have a Community Grant Program which is no longer in place. Ms. Kanareff thanked the Council for their time and consideration.

Request for Council Action – Collective Bargaining Agreement Approval – AFSCME General Unit Employees.

Pierre Robert of Local Government Personnel Institute (LGPI) introduced himself as the Chief Negotiator between the City of Sweet Home and the General Unit AFSCME Union. Mr. Robert stated bargaining began on March 4, 2016 and concluded in August 8, 2016. The represented employees met on August 22, 2016 and ratified the tentative agreement.

Councilor Goodwin made a motion to approve the recently negotiated labor agreement between the City of Sweet Home and the American Federation of State, County and Municipal Employees (AFSCME) General Unit Employees with Councilor Gerson seconding.

Roll Call Vote:

Councilor Goble	Aye
Councilor Goodwin	Aye
Mayor Gourley	Aye
Councilor Gerson	Aye
Councilor Mahler	Aye
Councilor Trask	Aye
Councilor Underwood	Aye

The motion passed with 7 Ayes, 0 Opposed and 0 Absent.

Request for Council Action – Municipal Maintenance Worker transfer to Collections Crew Leader

Public Works Director Mike Adams introduced the Request for Council Action stating due to a recent retirement in PW Maintenance, staff is requesting the ability to offer a “promotional” and/or “transfer” opportunity to an existing PW employee once identified through appropriate selection process and criteria.

Councilor Goodwin made a motion to authorize Public Works Director Mike Adams to offer a promotional and/or transfer opportunity to an existing PW employee once identified through appropriate selection process and criteria with Councilor Trask seconding. The question was called and the motion passed with 7 Ayes, 0 Opposed and 0 Absent.

Request for Council Action –
Revision of Financial Policies

Finance Director Pat Gray stated that this item has been pulled from the Agenda and will be in Resolution form on the Agenda on September 27, 2016. FD Gray stated Financial Advisor Sean Gergon has reported that his firm, Umpqua Investors in not registered as a municipal advisor.

Request for Council Action –
Relocation of Municipal Court

Police Chief Jeff Lynn reported he has collected a number of quotes and bids. He requested Council issue a formal “Intent to Award” notice for the proposed amounts to the following companies: AK Carpet & More (\$4,114.76), Empower Digital (\$10,182.00), Day Wireless (\$5,770.00), Cascade Computer (\$620.00), Benton Electric (\$4,998.00), and McCubbins Quality Homes (\$12,120.00) for a total proposed amount \$45,002.83 that includes a 10% contingency amount.

Mayor Gourley asked if video conferencing would be available for the Council at the Police Station. Chief Lynn stated he would look into that option. Councilor Gerson asked for clarification if the debris removal would be included. Chief Lynn affirmed the debris removal is included.

Councilor Goodwin made a motion to issue an “Intent to Award” notice for the proposed amounts to the following companies: AK Carpet and More (\$4114.76), Empower Digital (\$10,182.00), Day Wireless (\$5770.00), Cascade Computer (\$620.00), Benton Electric (\$4998.00), and McCubbins Quality Homes (\$12,120.00) for a total proposed amount of \$45,002.83 that includes a 10% contingency amount with Councilor Gerson seconding.

Roll Call Vote:

Councilor Goodwin	Aye
Mayor Gourley	Aye
Councilor Gerson	Aye
Councilor Mahler	Aye
Councilor Trask	Aye
Councilor Underwood	Aye
Councilor Goble	Aye

The motion passed with 7 Ayes, 0 Opposed and 0 Absent.

Request for Council Action –
City Council Meeting Time

City Attorney Snyder introduced the Request for Council Action setting the commencing time for regular meetings of the City Council. The proposed ordinance changes the time for regular meetings of the City Council from 7:30pm to 6:30pm.

Councilor Mahler made a motion to move the item to legislation with Councilor Goodwin seconding. With no opposition from Council the item was moved to legislation where it would be handled as Ordinance Bill No. 4 for 2016.

Legislation

Ordinance Bill No. 4 for 2016 –
Ordinance No. _____ Sweet
Home Ordinance Pertaining to
City Council Meeting Time

City Attorney Robert Snyder read in its entirety Ordinance Bill No. 4 for 2016 – Ordinance No. _____ Sweet Home Ordinance Pertaining to the City Council Meeting Time.

With no objections from Council the item was moved to second reading on September 27, 2016.

Council Reports

Councilor Mahler requested a revisit of the Livability Ordinance. City Attorney Snyder stated the Councilors should return the portions of the various codes that they liked to Administrative Assistant Julie Fisher for City Attorney Snyder to compile together.

Committee Reports:

Administration & Finance

Mayor Gourley announced a meeting on September 27, 2016 at 6pm to discuss combining committees.

Property Committee

Finance Director Pat Gray updated the Council on the progress at the new City Hall site. She stated the City has received the keys for the building and a “New Future Location of City Hall” sign has been ordered. FD Gray stated the security system is being repaired. City Manager Pro Tem reported staff is currently measuring the building to verify the plans on hand are the “as-built” set.

Public Safety

A Public Safety Committee Meeting was scheduled for October 4, 2016 at 6:30 pm to discuss the Livability Ordinance.

Public Works

None

City Boards/Committees:

Chamber of Commerce	Bill Matthews announced several new businesses have become Chamber members.
Fire District	None
Park Board	Councilor Trask stated the next meeting is scheduled for September 19, 2016 at 8:30am. There has been a request for upgrades at the Skate Park. The Skate Park contract between the City and the School District expired 5 years ago and needs to be updated.
Traffic Safety	Councilor Trask announced a Traffic Safety Committee Meeting on September 21, 2016
Tree Commission	Councilor Goodwin announced a combined Tree Commission and Park Board meeting on Monday, September 19, 2016 at 8:30am.
Y.A.C.	None

Regional Boards/Committees:

Area Commission on Transportation (ACT)	None
COG	Councilor Goodwin stated there is a meeting on Thursday.
Solid Waste Advisory Council (SWAC)	None
Ad Hoc Committee/Community Health Care	Mayor Gourley scheduled a meeting for the Community Health Care Committee and Subcommittee for September 28, 2016 at 6:00pm.

Mayor's Report
Mayor Gourley stated he has had several interested citizens show their interest in the new City Hall project. Mayor Gourley wanted to set up a time for touring the new building.

City Manager's Report
City Manager Pro Tem Wurster announced the Administrative and Finance meeting scheduled for September 27, 2016.

City Manager Pro Tem Wurster stated she had a request from Linda Iljin for the Council to consider a noise ordinance. Ms. Iljin lives next to Camco and has complained about the noise and dust from the operation. Staff has visited the site

and found the site is operating within their permitted use and in addition Camco is evaluated by the DEQ every three years. The property is zoned Industrial and the Comprehensive Plan zoning is Heavy Industrial. Ms. Ijlin is interested in creating a resolve with Camco and surrounding neighbors by creating a barrier for the noise and dust. The Council did not show interest in creating a noise ordinance with Councilor Mahler stating he did not want to force additional restrictions or expense to business.

City Manager Pro Tem requested the Council approve 3.5 hours for August 22, 2016 and 4.75 hours for August 29, 2016 that exceeded the contract of 20 hours per week.

Councilor Trask made a motion to approve the hours over the contracted 20 hours for the City Manager Pro Tem with Councilor Mahler seconding.

Roll Call Vote:

Councilor Underwood	Aye
Councilor Goble	Aye
Councilor Goodwin	Aye
Mayor Gourley	Aye
Councilor Gerson	Aye
Councilor Mahler	Aye
Councilor Trask	Aye

Motion passed with 7 Ayes, 0 Opposed and 0 Absent.

The Council discussed their willingness to approve additional hours for Christy Wurster, City Manager Pro Tem, until a new City Manager is hired.

Councilor Trask made a motion to extend the hours of the City Manager Pro Tem up to 28 hours per week with Councilor Goodwin seconding. The question was called and the motion passed with 7 Ayes, 0 Opposed and 0 Absent.

City Manager Pro Tem Wurster announced the 10th Annual Harvest Festival is October 1st and encouraged all to attend.

Interviews for the three finalists for the City Manager position will be held on September 19, 2016.

Department Directors Reports:

Finance Director Finance Director Gray stated the City is waiting on the appraisal for 1730 9th Avenue to continue in the surplus process. FD Gray announced the Zombie Zoup, a fundraising run for Sunshine Industries.

Library Director Library Services Director announced an Open Mic Event on September 19, 2016 at 6pm.

Planning Services Manager None

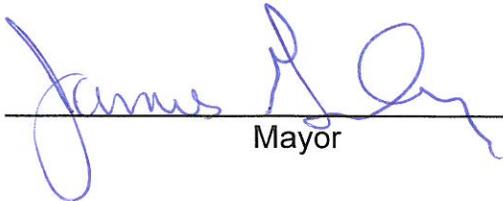
Police Chief Police Chief Jeff Lynn stated he was looking into the options of partnering with Linn County and Benton County Agencies for a records management system. This system would give the department the ability to share contacts of offenders. Chief Lynn announced a meeting on Thursday with the Boy Scouts of America (BSA) to explore the Cadet Program.

Public Works Public Works Director Adams stated in September the maintenance crew will be operating at full staff. PWD Adams is meeting with staff to plan on how to improve the parking lot at Strawberry Park. Mayor Gourley asked if there was a plan for a permanent restroom at Ashbrook Park. PWD Adams stated that it has not been identified in the budget but certainly could be a project to consider for the next budget cycle. PWD announced he received an email from ODOT announcing Hwy 20 at Sheep Creek is now reopened.

City Attorney City Attorney Snyder announced a Public Safety Committee Meeting on October 4, 2016 at 6:30pm to review the Livability Code.

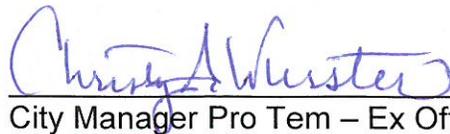
Adjournment: With no further business the meeting adjourned at 8:30 p.m.

The foregoing is a true copy of the proceedings of the City Council at the September 13, 2016 regular City Council Meeting.



Mayor

ATTEST:



City Manager Pro Tem – Ex Officio City Recorder