

SWEET HOME CITY COUNCIL
MEETING MINUTES

October 25, 2016

Mayor Gourley called the meeting to order at 7:34 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: Robert Shamek, Sharon Kanareff, Joe Graybill, Lisa Gourley, Dick Knowles, Bob Dalton, Commissioner Roger Nyquist, Rachel Kittson-MaQatish, Bill Matthews, DJ Foxx, Aaron Pye, Lisa Pye, Vince Adams, and Nancy Patton.

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

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

Approval of October 3, 2016 City Council Executive Session Minutes, October 3, 2016 City Council Meeting Minutes and October 11, 2016 City Council Meeting Minutes: **Councilor Mahler made a motion to approve the October 3, 2016 City Council Executive Session Minutes, October 3, 2016 City Council Meeting Minutes and October 11, 2016 City Council Meeting Minutes as submitted with Councilor Goodwin seconding. Question was called and the motion passed with 7 ayes, 0 opposed and 0 absent.**

Old Business

New Business:

Recognition of Visitors & Hearing
of Petitions

Nancy Patton
3041 Foothills Drive
Sweet Home, OR 97386

Nancy Patton introduced herself as a Park Board Member and read a letter she had prepared stating that she was opposed to combining the Park Board and the Tree Commission Committees and thought if the Park Board and the Tree Commission needed to meet they could schedule joint meetings themselves.
Mayor Gourley stated that the committees would only meet quarterly but the Park Board and Tree Commission would remain separate subcommittees that meet monthly.

Vince Adams
809 Mountain View Drive
Sweet Home, OR 97386

Vince Adams introduced himself and stated he had an idea where people who repeatedly committed crimes be trespassed from City limits after a certain amount of crimes. Mayor Gourley stated that you could not trespass someone from public property. Chief Lynn agreed that it wouldn't be legal.

Request for Council Action –
Sankey Park Master Plan
Proposal by University of Oregon
Community Planning Workshop

Mike Adams introduced the Request for Council Action for the Sankey Park Master Plan stating that the official document will come to Council with an updated Resolution at the next meeting on November 8, 2016.

Ellee Stapleton and Bethany
Steiner. University of Oregon
Community Planning Workshop.

Ellee Stapleton presented the Concept Plan for Sankey Park and stated they are very excited in conjunction with the Park Board on moving forward. Ellee Stapleton gave a brief timeline on the project describing many community outreaches where as much input was gathered from the community as possible. With that input, the final design proposals were drafted to include elements that the community stated was important. Ms. Stapleton reviewed the considerations that were measured during the design work that included access to the park, historical structures, Ames Creek, and safety. The following goals were identified: 1.) to improve safety and overall perception to the park, 2.) to improve recreation and programming opportunities on site, 3.) to improve connections among the Sweet Home community and park neighbors, 4.) to improve circulation and create a cohesive relationships between site elements, 5.) to activate the upper Sankey area to become more vibrant, 6.) to foster the parks natural habitat, and 7.) to honor the site history and culture. The final design recommendation included cost estimates and suggested phases; however Ms. Stapleton stated phases are only suggestions and could change as grants come in or are available.

Councilor Gerson questioned why restrooms were not proposed by the BMX park and upper Sankey picnic area? Ms. Stapleton stated it was due to expense.

Councilor Trask asked if the Gazebo was moved and parts of the structure replaced if that would jeopardize the historical structure listing. Ms. Stapleton stated it would not.

Bethany Steiner thanked the Council for the opportunities they have provided the students through the use of the

Communities Planning Workshop at the University of Oregon and helping to invest in the next generation.

Sweet Home Economic
Development Group (SHEDG)
Proposal

Rachel Kittson-MaQatish,
President of the Sweet Home
Economic Development Group.

Rachel Kittson-MaQatish introduced herself and gave a brief history that started when SHEDG, Former City Manager Craig Martin, Former Jamboree Festival Director Erin Regrutto, and Roger Nyquist met with Linn County two years ago to talk about the Knife River Property (about 220 acres) that the County foreclosed on in 2010 due to failure to pay taxes. Ms. Kittson-MaQatish stated that property has been off of the tax rolls since 2010. The County stated they were not interested in owning property inside the City of Sweet Home city limits. The Sweet Home Economic Development Group got involved with the philosophy and thought that SHEDG may not be the right owner for that property, but they want to help further partnerships with the County, the citizens of Sweet Home, and with the City of Sweet Home. Rachel Kittson-MaQatish stated SHEDG has done a lot of work on the property including meetings, hiring an Environmental Attorney, spent money on perspective purchaser agreements, and a lot of time and energy invested making sure this was a risk that SHEDG as a group was willing to take. Ms. Kittson-MaQatish stated there is a provision in the law in regards to how the property would be deeded to SHEDG and on restrictions per statute as to what SHEDG can do with the property which is open space, natural area, or public park. Ms. Kittson-MaQatish read an excerpt from a letter written by the Sweet Home City Council on January 11, 2011 signed by Mayor Fentiman and Former City Manager Craig Martin; "The City of Sweet Home is interested in opening a dialog with Linn County for the purpose of acquiring the approximate 438 acres of former Western States Reliance Land Trust Property located in Sweet Home Oregon. The City of Sweet Home has a long history of interest in this property dating back to 1999 with initial attempts to attain the property from Willamette Industries and their successor Weyerhaeuser Corporation. The City's desire was then, and remains today, to assess facilitating economic development of the property consistent with the City's approved economic development strategies and public will." The \$26,000 per year tax on the property was a concern for SHEDG. They have been working with the County on a tax waiver which they learned the City has the authority to grant. The consideration of the City Council of whether or not they would grant a tax exemption to SHEDG for that property for the purpose of SHEDG moving that property into public use and access is the first proposal request. The second, does the City want to be on the deed and does the

City want to have a partnership with SHEDG. Ms. Kittson-MaQatish stated they need to move forward and have been given a timeline by the County to make a final decision.

Roger Nyquist, County Commissioner, stated the County was a reluctant receiver of the property. Soon after, the County did have conversations with the City and a goal was set to get the property cleaned up. The Knife River portion has a “clean environmental bill of health”. The value and the asset the Jamboree has been to the community and to have a dedicated facility for that event would be an asset to the event and the community.

Commissioner Nyquist stated if the City and SHEDG were to partner on the property, that would simplify everything and allow flexibility for the use of the property.

Commissioner Nyquist stated the fundamentals for the Willamette portion of the property are the same. First, it needs to get cleaned up so it can be a benefit to the community and the County is in that process. Then the County and the City will need to have similar discussions.

Mayor Gourley stated the Council is very interested in that.

Councilor Goodwin stated he loved the concept plan that SHEDG proposed and wanted to know how to proceed.

Mayor Gourley stated he has a concern on the tax exemption which does not only include city taxes, but school taxes as well.

Commissioner Nyquist stated in the grand scheme of things the taxes are not an issue. It is what will be best utilization of that resource to enhance the quality of life to the residents in the community of Sweet Home.

Councilor Goodwin agreed that benefits will ultimately succeed the tax revenue.

Mayor Gourley said his concern was setting a precedent that others will expect a tax exemption also.

Councilor Trask said he was on the fence about the tax exemption but that it might be the best thing to do. He was more concerned about any clean-up cost. Commissioner Nyquist stated the DEQ has given the property a clean bill of health.

The Mayor asked Commissioner Nyquist what he would like from the Council. Commissioner Nyquist stated he would like the Council to make a decision on direction.

Councilor Mahler stated from a business perspective, he would like to see the financials of SHEDG before he would

be willing to agree to a partnership. County Commissioner Nyquist stated from a business perspective, this is a no brainer and that the County is giving property worth over a million and if the City doesn't want it there are plenty that do.

Mayor Gourley asked the Council if they wished to proceed on a joint partnership between the City of Sweet Home and the Sweet Home Economic Development Group. The consensus of the Council was to proceed.

Request for Council Action –
Approve City Manager Contract

City Manager Pro Tem Wurster introduced the Request for Council Action to approve Resolution No. 30 for 2016 which is the employment contract with Raymond Towry. City Manager Pro Tem Wurster stated there would be one amendment as she spoke with Mr. Towry this morning and his start date will be November 14, 2016 verses November 8, 2016.

Councilor Goodwin made a motion to move the item to Legislation with Councilor Goble seconding. With no objection from the Council the item was moved to Legislation as Resolution No. 30 for 2016

Request for Council Action –
Authorizing the reimplementation
of the Community Grants
Program

City Manager Pro Tem Wurster introduced the Request for Council Action to authorize the reimplementation of the Community Grants Program. City Manager Pro Tem Wurster stated the Administrative and Finance Committee met on Tuesday, October 18, 2016 to discuss whether the program should be offered to the community in fiscal year 2016-2017. The Committee directed staff to forward the request to the City Council with a recommendation for reimplementation of the program with a \$5,000 allocation for fiscal year 2016-2017.

Councilor Goodwin made a motion to implement the Community Grants Program with Councilor Mahler seconding.

Roll Call Vote:

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

Request for Council Action –
Municipal Court Amnesty
Program

City Manager Pro Tem Wurster introduced the Request for Council Action to approve the Municipal Court Amnesty Program. City Manager Pro Tem Wurster explained the program, if approved, would begin January 1, 2017 and end April 30, 2017. The program would allow people who are in collections with non-judgement account to have 50% of their account written off as uncollectable if 50% of the account was paid.

Councilor Goodwin made a motion to approve the one time only Municipal Court Amnesty Program with Councilor Gerson seconding.

Roll Call Vote:

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

Request for Council Action –
Authorize Donation to the Sweet
Home Beautification Committee

City Manager Pro Tem Wurster introduced the Request for Council Action to authorize a donation to the Sweet Home Beautification Committee. City Manager Pro Tem reported the Administration and Finance Committee met on Tuesday, October 18, 2016 and directed staff to forward the request to the City Council with a “do pass” recommendation.

Councilor Gerson asked where the money would come from in the Budget. Mayor Gourley stated in the past it has come from Economic Development funds. Councilor Goodwin stated that would be something that could be reevaluated prior to the next budget cycle.

Councilor Goodwin made a motion to authorize a donation to the Beautification Committee in the sum of \$10,000 to support programs that make a meaningful difference to the image and beauty of our city with Councilor Mahler seconding.

Roll Call Vote:

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

Request for Council Action –
Donation to South Santiam All
Lands Collaborative (SSALC)

City Manager Pro Tem Wurster introduced the Request for Council Action to authorize a donation to the South Santiam All Lands Collaborative. City Manager Pro Tem explained the Administrative and Finance Committee met on Tuesday, October 18, 2016 to discuss the matter and directed staff to forward the request to the full Council with a “do pass” recommendation.

Councilor Goodwin made a motion to approve a donation to the South Santiam All Lands Collaborative in the sum of \$1,000 for organizational cost related to seeking its non-profit status with Councilor Mahler seconding.

Roll Call Vote:

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

Quarterly Update on Council
Goals and Action Items

City Manager Pro Tem Wurster gave an update on the Council Goals in a spreadsheet format so the Council could see the progress on the goals and the action items and steps the staff has taken so far this fiscal year. City Manager Pro Tem noted in the spreadsheet the department head who has been working on those items. Councilor Goodwin asked about the goal of stable funding for the Police and Library operations and ask what action can be taken now. Councilor Goodwin stated he understands it would be an amendment to the Constitution. Mayor Gourley stated the City did not get the vote needed from the Legislature to move forward to the people. Councilor Goodwin asked for a copy of what was done. There were no further questions from the Council.

Quarterly Budget Update

City Manager Pro Tem Wurster gave the Quarterly Budget update and stated the City's expenditures are in line with the 25% percent they would be expected during the first quarter. Revenues are slightly higher in most classifications. Areas expended more than 25% in general are attributed to insurance cost and other expenses paid up front for the fiscal year. Finance Director Gray reported no concerns.

Charter Amendment of the Election of Mayor

City Attorney stated to change the Charter does take a Charter Amendment. A Charter Revision Committee made up of citizens, past and current Councilors had been created to review the last Charter Amendment. City Attorney gave a timeline of deadlines for the May election. Mayor Gourley stated the timeline was pretty aggressive to make the May Election. The Council agreed the November Election made more sense. The item was referred to the Administration and Finance Committee to receive public input and review items in the Charter that need updated. Mayor Gourley added it will be a large expense and talked about the process.

Councilor Goble questioned why a motion was not made to move it forward. Mayor Gourley stated he referred it to a committee and no motion was needed. Councilor Goble asked if there would be a report from the Administrative and Finance Committee to the full Council. Mayor Gourley stated there would be. Councilor Goble again questioned whether there should be a motion to move it forward. Mayor Gourley replied that the Mayor could refer an item to a committee without a motion. Councilor Goble stated he would like to have clear Council Rules and Procedures. Councilor Goodwin stated there are Council Rules that are being reviewed currently by the Administration and Finance Committee that will be brought to the Council for review and should make the process clearer. Councilor Goodwin stated Roberts Rules of Order is what the Council needs to follow. Mayor Gourley stated Roberts Rules says the Chair can move an item to a committee and that is what he has done. Mayor Gourley acknowledged that this Council is lacking in Council Rules.

Bill Matthews questioned the Council as to why the Council would take on a Charter Amendment now and how the project aligns with the Council Goals. Mr. Matthews stated this is a significant project and questioned why the Council, while struggling with a lot of other issues, would task themselves with this.

Councilor Goodwin replied the Mayor is a very important

role in the City and the Mayor has a lot of control by being able to refer or not refer items to committees and decides who will sit on those committees. Councilor Goodwin stated the Council is capable of making that decision but he feels it is important and should come from the people.

Mr. Matthews stated he did not feel it was an issue that the community was passionate about and questioned the energy that the Council would put into something because one or two Councilors were passionate about it.

Councilor Goble stated things always get pushed off until later. He said the Council cannot get to the finish line on anything unless they move forward.

Mayor Gourley stated they won't go forward with anything that will deter Council from their goals.

Councilor Trask agreed with Councilor Goble that if they don't start now it may not be looked at for another 5 years.

Councilor Mahler stated that in the past the candidate that received the most votes was elected as Mayor if they wanted.

Councilor Goodwin stated he did not feel the process is a huge use of resources.

Councilor Goodwin made a motion to refer amending the Charter to Elect a Mayor to the Administration and Finance Committee with Councilor Gerson seconding. Question was called and the motion passed with 7 ayes, 0 Opposed and 0 Absent.

Mayor Gourley asked if they are only going to talk about the one issue because if they are opening the Charter there are going to be a lot of people who will want to change a lot of things. Councilor Goodwin stated it was up to the Administration and Finance Committee and he did not amend his motion.

Legislation

Resolution No. 29 for 2016 – A resolution Adopting the Sankey Park Concept Plan

Resolution No. 29 for 2016 was moved until the next agenda on November 8, 2016.

Resolution No. 30 for 2016 – A Resolution Approving the City Manager Employment Contract with Raymond Towry

Councilor Goodwin made a motion to approve the City Manager Employment Contract as amended with Councilor Goble Seconding.

Roll Call Vote:

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

Council Reports

Councilor Goodwin stated that he would like to look into contracting someone for dog catching services. He stated the police are currently spending too much time on dog related calls. The item was referred to the Public Safety Committee for review.

Councilor Gerson asked about the status of the Rural Linn County Economic Development Proposal (RLED). She stated it was a good proposal and she didn't want it to get overlooked. Councilor Mahler said the Project Advisory Committee (PAC) has been reviewing the proposal as part of the Economic Opportunity Grant.

Councilor Goodwin asked who on staff is in charge of seeking grants and perusing funding. PWD Adams stated at this time no one person oversees grants. In the past the Planning Director has sought and applied for many of the grants. That position has remained vacant waiting on a new City Manager.

Councilor Goble asked the status on paperless council meetings. CM Pro Tem Wurster stated it is to be reviewed during the Administrative and Finance Committee meeting in November.

Councilor Goodwin asked if it was time to start planning a Councilor Retreat. He felt it would be a good time and place to discuss Councilor Rules and Procedures. CM Pro Tem Wurster added that a good time would be just before the budget process. Councilor Gerson suggested January.

Councilor Goble suggested the Council Rules be reviewed in a Council work session and not in committee. Councilor Goble stated he would like to have input during the process. City Manager Pro Tem stated the next Administrative and Finance Committee meeting has a large agenda and the Council may want to consider reviewing the items during a work session and using the Administrative and Finance Committee meeting to review the Sweet Home Economic Development Group Partnership Proposal. Mayor Gourley asked each Councilor their preference. By consensus the

Council moved the agenda items scheduled for the Administrative and Finance Committee to a Council work session scheduled for November 29, 2016 at 6:00 PM.

Councilor Goodwin stated now that Ray Towry's contract has been approved and a start date decided upon, what would be the transition plan. City Manager Pro Tem Wurster stated her contract is to end on November 23, 2016. The Council agreed to keep the end date of November 23, 2016 unless Ms. Wurster feels she is no longer needed past November 18, 2016.

Committee Reports:

Administration & Finance/
Property Committee None

Public Safety Councilor Trask reported that he recently visited Corvallis to talk about the pros and cons of their Livability Ordinance. The City of Corvallis stated the program is too new for any report. Councilor Trask will follow up in a few months.

Public Works None

City Boards/Committees:

Chamber of Commerce Bill Matthews reported a successful Sweet Home City Council Candidate Forum on October 13, 2016. Mr. Matthews announced a Sweet Home Chamber Open House event on October 26, 2016 at 5:30pm at the Sweet Home Library.

Fire District Councilor Trask stated the Sweet Home Fire Department and Police Department will soon have the Sharing Tree up. There are hundreds of local children that benefit from the Sharing Tree donations.

Park Board None

Traffic Safety None

Tree Commission None

Y.A.C. Councilor Goble announced the next YAC meeting for November 16, 2016.

Regional Boards/Committees:

Area Commission on Transportation (ACT) Councilor Goodwin stated he attended the meeting on Monday and was a voice for Sweet Home for road repairs.

COG

None

Solid Waste Advisory Council (SWAC)

None

Ad Hoc Committee – Community Health Care

Mayor Gourley announced the Facility Use Permit for the School District has already been accepted and approved for the 2017 Community Health Fair Event.

Mayor's Report

Mayor Gourley had no report.

City Manager's Report

City Manager Pro Tem Wurster stated Mr. Towry does have a draft First 100 Day Transition Plan to present to Council. The Council agreed they would like to review it via email prior to Mr. Towry's first day.

Department Directors Reports:

Finance Director

None

Library Director

None

Planning Services Manager

None

Police Chief

Police Chief Jeff Lynn announced the remodel is about 4 days behind schedule.

Chief Lynn stated this Thursday from 6pm until 8pm at Boulder Falls Event Center will be a Lebanon Homeless Summit that he plans on attending.

Councilor Mahler asked Chief Lynn where the Speed Sign currently was. Chief Lynn replied that a group of volunteers are in charge of the sign. Councilor Mahler requested the sign be placed on Hwy 20 towards Foster.

Public Works

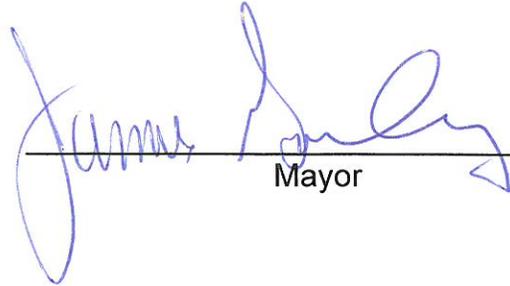
Public Works Director Adams reminded the Council of the Joint Work Session on November 16, 2016 between the Planning Commission and the City Council.

City Attorney

None

Adjournment: With no further business the meeting adjourned at 9:47 p.m.

The foregoing is a true copy of the proceedings of the City Council at the October, 25, 2016 regular City Council Meeting.



Mayor

ATTEST:



City Manager Pro Tem – Ex Officio City Recorder