

SWEET HOME CITY COUNCIL
MEETING MINUTES

November 08, 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, Police Chief Jeff Lynn, Public Works Director Mike Adams, and Recording Secretary Julie Fisher

Registered Visitors: Gary Jarvis, Dick Knowles, Lisa Gourley, Katrina Crabtree, Sharon Kanareff,

Media: None

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 25, 2016 City Council Meeting and October 25, 2016 Executive Session: **Councilor Goodwin made a motion to approve the October 25, 2016 City Council Meeting and October 25, 2016 Executive Session Minutes as corrected with Councilor Trask 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 None

Request for Council Action – Youth Advisory Council Appointments Mayor Gourley stated there have been three students interested in 2 positions for the Youth Advisory Council. Mayor Gourley stated there are 2 Jr High YAC positions that are open.

Councilor Goodwin made a motion to resolve to change the Bylaws of the Youth Advisory Council on the second page, paragraph 2A to reflect that the designations as to which positions are to which grade levels be preferential to the candidate for that age at the Council's discretion with Councilor Mahler seconding. The question was called and the motion passed with 7 Ayes, 0 Opposed and 0 Absent.

City Attorney Snyder stated the Resolution to amend the YAC Bylaws will be prepared for the next meeting.

Mayor Gourley invited Madelyn Newschwander forward to interview for one of the newly amended positions for the YAC. The Council conducted the interview asking the candidate seven questions which were prepared for the earlier Youth Advisory Council interviews.

Councilor Goodwin made a motion to appoint Chase Boyd to a 2 year term on the Youth Advisory Council with a term to expire June 30, 2018 with Councilor Gerson seconding. The question was called and the motion passed with 7 Ayes, 0 Opposed and 0 Absent.

Councilor Goodwin made a motion to appoint Sarah Hewitt to a 1 year term on the Youth Advisory Council with a term to expire June 30, 2017 with Councilor Mahler seconding. The question was called and the motion passed with 7 Ayes, 0 Opposed and 0 Absent.

Councilor Goodwin made a motion to appoint Madelyn Newschwander to a 1 year term on the Youth Advisory Council with a term to expire June 30, 2017 with Councilor Mahler seconding. The question was called and the motion passed with 7 Ayes, 0 Opposed and 0 Absent.

Request for Council Action – Sankey Park Design Conceptual Redesign Adoption.

Public Works Director Mike Adams introduced the Request for Council Action for the Sankey Park Design Conceptual Redesign Adoption with a recommendation the City Council make a motion accepting the attached "Sankey Park Conceptual Redesign" dated October 2016 and consider adopting through appropriate Resolution.

Councilor Goodwin made a motion to accept the Sankey Park Conceptual Redesign dated October 2016 and move Resolution No. 29 for 2016 to legislation with Councilor Mahler seconding. With no opposition from Council, Resolution No. 29 for 2016 was moved to Legislation.

Request for Council Action – FY 2016 Cedar and Elm Street Waterline Construction

Public Works Director Adams presented the Request for Council Action for the FY2016 Cedar and Elm Street Waterline Construction. PWD Adams stated the recommendation was to negotiate and execute a contract with BRX, Inc. of Albany Oregon in the sealed bid amount of \$98,425.00 plus 5% contingency for the FY2016 Cedar and Elm Street Waterline Construction. PWD Adams

explained there will be a 1 inch line replaced on Elm Street to Mountain View and a 2 inch line will be upgraded to a 6 inch line on Cedar Street between 16th and 17th Avenues. PWD Adams stated the project could eliminate 360,000 gallons per month water loss. PWD Adams stated the project is part of the Capital Improvement Plan and will be budgeted from the Water Depreciation Fund.

Councilor Mahler was concerned that he was unfamiliar with BRX, Inc. of Albany Oregon and wanted to verify a reference prior to executing the contract. PWD Adams stated he was not sure a bad reference could disqualify BRX, Inc. from the bid process as all of the other bid process qualifications and procurement laws criteria have been met.

Councilor Goodwin made a motion to authorize the Public Works Director to negotiate and execute a contract with BRX, Inc. of Albany Oregon in the sealed bid amount of \$98,425.00 plus up to a 5% contingency for the FY2016 Cedar and Elm Street Waterline project as originally advertised with Councilor Goble seconding.

Roll Call Vote:

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

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

Request for Council Action –
Architect Services for the New
City Hall

City Attorney Snyder prefaced the conversation by explaining people often use words interchangeable that are in the RCA and attached documents. He explained the packet contains three quotes and are not bids or proposals. Historically with competitive quotes the lowest responsible offer is accepted.

Finance Director Pat Gray introduced the Request for Council Action and explained the difference in the three quotes and noting the highest quote is due to the architects using a third party to estimate cost which is done in house with the other two architects.

Councilor Goble asked if there isn't anyone on staff who could design the interior of the building. Pat Gray explained staff does not have the expertise, experience or stamp required to complete this type of project.

Councilor Goodwin made a motion to authorize City Staff to hire S/EA Architects to fulfill the quote dated October 31, 2016 with Councilor Goble seconding.

Roll Call Vote:

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

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

HEAL Cities Report

Finance Director Gray gave an update on the HEAL grant announcing the City of Sweet Home has been awarded \$2,000 for the City Map and Urban Trails Kiosks. FD Gray noted that only seven cities were awarded with a grant and it was a honor to be one of the seven cities who were to share \$35,000 of the grant money available.

Legislation

Resolution No. 29 for 2016 – A Resolution Adopting the Sankey Park Conceptual Redesign.

City Manager Pro Tem Wurster read by title only Resolution No. 29 for 2016.

Councilor Mahler made a motion to approve Resolution No. 29 for 2016 – A Resolution Adopting the Sankey Park Conceptual Redesign with Councilor Trask seconding. The question was called and the motion passed with 6 Ayes, 1 Opposed (Goble) and 0 Absent.

Council Reports

Councilor Goodwin asked for the Public Works Committee to explore a Maintenance Fee that would be added to utility bills for the purpose of street maintenance. Mayor Gourley referred it to the Public Works Committee Agenda for December 13, 2016.

Committee Reports:

Administration & Finance	Mayor Gourley announced the next meeting is scheduled for November 22, 2016.
Public Safety	None
Public Works	None

City Boards/Committees:

Chamber of Commerce	Katrina Crabtree, Executive Director of the Chamber of Commerce announced the Chamber Annual Membership Meeting at the Jim Riggs Community Center on Thursday, November 10, 2016 at 6:30pm.
Fire District	Councilor Trask announced Sweet Home will have a fire truck in the Veterans Day Parade in Albany. The truck will be displayed with flags representing each branch of service. Councilor Trask reminded everyone of the Sharing Trees at the Police Department and the Fire Department.
Park Board	Councilor Trask stated there will be a meeting on November 21, 2016. Councilor Goble asked that the drinking fountain repair at Northside Park be added to the agenda. Mr. Jarvis asked if there has been any planning to bring people to Sweet Home during the total eclipse event on August 21, 2017. Sweet Home is in the direct path of the eclipse.
Traffic Safety	None
Tree Commission	None
Y.A.C.	None
Ad Hoc Committee – Community Healthcare	None

Regional Boards/Committees:

Area Commission on Transportation (ACT)	None
COG	None
Solid Waste Advisory Council (SWAC)	None

Mayor's Report

Mayor Gourley asked Finance Director Pat Gray to give an update on the Zombie Zoup. FD Gray reported a total of 89 runners. The event raised \$1,220 for Sunshine Industries.

City Manager's Report

City Manager Pro Tem Christy Wurster announced City Manager Ray Towry is to start on Monday, November 14, 2016. City Manager Pro Tem Wurster noted a list of upcoming Council meetings for November.

City Manager Pro Tem announced a training opportunity sponsored by the League of Oregon Cities scheduled for January 25, 2017 at the Boulder Falls Event Center in Lebanon, Oregon and encouraged everyone who is interested to register or contact the City Manager's office for assistance registering.

City Manager Pro Tem Wurster announced a welcome reception for new City Manager Ray Towry on November 17, 2016 from 4-6pm in the City Hall Annex.

Councilor Goble thanked City Manager Pro Tem for her time as interim. The Council agreed.

Councilor Goodwin announced an update from the Election Results stating the measures prohibiting marijuana have failed in the City of Sweet Home and in Linn County.

Department Directors Reports:

Finance Director

None

Library Director

Library Services Director (LSD) Rose Peda announced the Library has been notified they will be awarded with the Ready to Read Grant in the amount of \$1,358. The Library has also received another Memorial Gift, from the Connie Hall Fund in the amount of \$1,000.

Planning Services
Manager

None

Police Chief

Chief Lynn stated the municipal court remodel is complete and court will start moving on November 14, 2016. Court will be closed during the move, but will be monitoring and returning phone calls.

Chief Lynn reminded the Council of the Executive Session scheduled for November 9, 2016 on Police Negotiations.

Chief Lynn Reported he attended the Homeless Summit and his take away is "engage – don't enable".

Public Works

None

