

SWEET HOME CITY COUNCIL
MEETING MINUTES

November 22, 2016

Mayor Gourley called the meeting to order at 6:30 p.m. in the City Hall Annex. The Pledge of Allegiance was given.

Staff Present: City Manager Ray Towry, City Attorney Robert Snyder, Finance Director Pat Gray, Library Services Director Rose Peda, Public Works Director Mike Adams, and Recording Secretary Julie Fisher

Registered Visitors: Theresa Howard, Theresa Brown, Lisa Gourley, Sharon Kanareff, Rachel Kittson-MaQatish, Bill Matthews, Gary and Louis Jarvis, Dick Knowles, Katherine Wiens, Donna, Amanda

Media:

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

Approval of November 08, 2016 City Council Special Meeting, November 08, 2016 City Council Meeting, November 09, 2016 City Council Executive Session, and November 15, 2016 City Council/Planning Commission Joint Work Session: **Councilor Mahler made a motion to approve the November 08, 2016 City Council Special Meeting, November 08, 2016 City Council Meeting, November 09, 2016 City Council Executive Session, and November 15, 2016 City Council/Planning Commission Joint Work Session Minutes as submitted with Councilor Goble seconding. Question was called and the motion passed with 6 ayes, 0 opposed and 1 absent (Underwood).**

Old Business

New Business:

Recognition of Visitors & Hearing
of Petitions

Katherine Wiens, Director
Amanda
Donna
Love Thy Neighbor Services
133 Main Street
Foster, OR 97345

Katherine Wiens introduced herself as Director of Love Thy Neighbor Services. Katherine stated Love Thy Neighbor Services is a 501C (3) and have had that status since October 2015. Currently they meet in the Sweet Home Café. They are seeking grant funding to secure the property next to the new City Hall building. The vision of Love Thy Neighbor Services is for transitional housing for men, women and families through several levels of grant

funding. The current Sweet Home Café would become a teen center. In addition, they plan on adding drug rehabilitation programs to their services.

Love Thy Neighbor Services has a grant application deadline of December 1, 2016 and they are seeking a letter of support from the City Council. The Council set a Special City Council Meeting following the Work Session scheduled for November 29, 2016 to consider the request from Love Thy Neighbor Services.

Request for Council Action –
Amendment of Youth Advisory
Council Bylaws on Member
Structure

City Attorney Robert Snyder explained at the previous City Council meeting the Council made a motion to allow positions on the Youth Advisory Council to be filled at the City Council's discretion. Resolution No. 31 for 2016 Amends the Bylaws of the City of Sweet Home Youth Advisory Council.

Councilor Mahler made a motion to move the item to Legislation with Councilor Trask seconding. The item was moved to Legislation where it would be handled as Resolution No. 31 for 2016.

Request for Council Action –
Alternative Collection Process for
the Local Three Percent
Marijuana Tax

City Attorney Snyder presented an alternative to the City collecting tax from marijuana sales from procedures previously passed under Ordinances No. 2 for 2016. The State (League of Oregon Cities and the Department of Revenue) have provided a sample agreement that can be used between the City of Sweet Home and the Department of Revenue for the State to collect the tax. City Attorney Snyder stated he has drafted an Ordinance stating in addition to the procedures stated in Ordinance No. 2 for 2016, the City may also use the new proposed collection process. City Attorney Snyder asked for two readings tonight and a third reading in December.

City Manager Towry stated the alternative process aids with confidentiality of the taxes and financially makes sense. He added the vast majority of cities in Oregon will be utilizing the State for collection of taxes.

Councilor Gerson stated she estimates the cost per year to be \$475 based on the formula given in the sample.

City Attorney Snyder added that there is a 90 day notice that allows us to terminate the agreement and to collect our own taxes if so desired.

Councilor Trask made a motion to move the item to Legislation with Councilor Gerson seconding. The item was moved to Legislation where it would be handled as Ordinance No. 5 for 2016.

Real Estate Appraisal Report –
1730 9th Avenue (Former Water
Treatment Plant)

Finance Director Gray presented the Council with the Appraisal Report for 1730 9th Avenue. She stated the appraisal came in at \$250,000 and the City could ask 10%-15% above the appraised value. Finance Director Gray reviewed the steps to begin the sale of the property which includes a Public Notice for Public Hearing to declare the value and state why the City no longer needs the property. FD Gray noted an easement will remain on the property for the trails system and to allow access to Northside Park. Councilor Trask asked what the process was for the surplus items that are currently stored 1730 9th Avenue. FD Gray explained the process for surplus. A Public Hearing was scheduled for December 13, 2016.

Legislation

Ordinance Bill No. 5 for 2016 –
Ordinance No. _____. Sweet
Home Ordinance Providing for
an Alternative Collection Process
for the Local Three Percent
Marijuana Tax on the Sale of
Marijuana Items by a Marijuana
Retailer with Expediency Clause
and Declaring an Emergency
(1st and 2nd Reading)

City Attorney Snyder read in its entirety Ordinance Bill No. 5 for 2016 - Ordinance No. _____. Sweet Home Ordinance Providing for an Alternative Collection Process for the Local Three Percent Marijuana Tax on the Sale of Marijuana Items by a Marijuana Retailer with Expediency Clause and Declaring an Emergency.

City Attorney Snyder read by title only Ordinance Bill No. 5 for 2016 - Ordinance No. _____. Sweet Home Ordinance Providing for an Alternative Collection Process for the Local Three Percent Marijuana Tax on the Sale of Marijuana Items by a Marijuana Retailer with Expediency Clause and Declaring an Emergency.

Councilor Mahler made a motion to approve Ordinance Bill No. 5 for 2016 with Councilor Goodwin Seconding. The question was called and the motion passed with 6 Ayes, 0 Opposed and 1 Absent.

The third and final reading of Ordinance Bill No. 5 for 2016 will be December 13, 2016 during the regular City Council meeting.

Resolution No. 31 for 2016 –
Resolution Amending the Bylaws
of the City of Sweet Home Youth
Advisory Council on Membership
Structure

City Manager Towry read by title only Resolution No. 31 for 2016 - Resolution Amending the Bylaws of the City of Sweet Home Youth Advisory Council on Membership Structure.

Councilor Mahler made a motion to approve Resolution No 31. for 2016 with Councilor Trask Seconding. The question was called and the motion passed with 6 Ayes, 0 Opposed and 1 Absent.

Council Reports

Councilor Goodwin questioned the \$2400 per month expense to CenturyLink on the bank reconciliation. Finance Director Gray explained the fee is for internet for all departments.

Councilor Gerson suggested an Ad Hoc Committee for the Special Event of the Total Solar Eclipse on August 21, 2017 stating the local hotels and campgrounds are already full. Mayor Gourley referred it to the Public Safety/Traffic Safety Committee to discuss boat and traffic safety.

Committee Reports:

Administration & Finance/ Property Committee

Mayor Gourley reported that there was an Administrative and Finance/Property Committee meeting before Council where the committee made a “Do Pass” recommendation on the SHEDG/Linn County agreement to have the property in City ownership and enter in a public/private partnership agreement.

Councilor Mahler made a motion to move forward with the Sweet Home Economic Development Group process with Councilor Trask seconding. The question was called and the motion passed with 5 Ayes, 1 Absent (Underwood), and 1 Abstaining (Councilor Gerson who is on the SHEDG Board).

Councilor Goodwin made a motion to authorize City Staff to work with Sweet Home Economic Development Group on an agreement and to move forward with the acquisition of the property with Councilor Mahler seconding. The question was called and the motion passed with 5 Ayes, 1 Absent (Underwood), and 1 Abstaining (Councilor Gerson who is on the SHEDG Board).

Public Safety

Councilor Trask announced a Public Safety Committee Meeting on December 13, 2016.

Public Works

None

City Boards/Committees:

Chamber of Commerce

Councilor Goodwin stated he would be willing to serve as Council representative for the Chamber of Commerce. Mayor Gourley appointed Councilor Goodwin to the Chamber of Commerce committee.

Fire District

Councilor Trask announced the Sharing Tree is up at the Fire Department and at the Police Department.

Park Board

Councilor Trask reported the Key Club will be doing some work at Sankey Park. PWD Adams has requested the Dahlenburg Bridge at Sankey Park be moved due to vandalism and suggested it be used for parades and fundraisers.

Councilor Trask reported the Park Board meeting has been moved to the 12th and the board is working on the budget process.

Solar lights with battery backups are being looked at for Sankey Park and can cost between \$50 each to \$3,000 each.

Clover Park will be having a Light a Tree event. If anyone would like to sponsor a tree or bush contact the Chamber.

Councilor Trask stated the drinking fountain and the handrail at Northside Park both need replaced.

Traffic Safety

None

Tree Commission

Councilor Trask announced he attended a Tree Commission meeting and they are not excited about combining with the Park Board.

Y.A.C.

Councilor Goble reported he attended the YAC meeting and the kids are a great group. He added the YAC students are working on a plan of activities they would like to accomplish. They will elect officers at their meeting in December.

Ad Hoc Committee –
Community Healthcare

Mayor Gourley stated the Committee will meet soon.

Regional Boards/Committees:

Area Commission on
Transportation (ACT)

None

COG

None

Solid Waste Advisory
Council (SWAC)

None

Mayor's Report

Mayor Gourley suspended the December 27, 2016 City Council meeting due to lack of a quorum. Mayor Gourley stated he may schedule a special meeting to address Time, Manner and Place for marijuana regulations.

Mayor Gourley stated he attended a meeting for the Rural Linn Economic Development (RLED) proposal. He asked for consensus from the Council on a financial commitment for a Regional Economic Development Director.

Councilor Gerson made a motion to committee up to \$15,000 towards a Regional Economic Development Director with Councilor Mahler seconding. The question was called and the motion passed with 6 Ayes, 0 Opposed and 1 Absent.

Mayor Gourley announced the Christmas Parade is scheduled for December 3, 2016 and invited any member of Council who would like to be in the parade to pick up an application and let the Parade Committee know.

City Manager's Report

City Manager Ray Towry announced the Library will be closed on Christmas Eve and all City Departments will be closed on December 15, 2016 from 11:30am until 1:30pm for an All Staff Meeting.

Department Directors Reports:

Finance Director

Finance Director Gray announced Court will reopen on Monday, November 28, 2016. Mayor Gourley requested an Open House for Court. The Open House was scheduled for December 15, 2016 at 4pm.

FD Gray announced on December 15, 2016 from 8am until noon the architect will be at City Hall to work on concepts for the new building and discuss staff needs.

The draft Audit has been submitted and the final Audit will be ready in January to present to the Council.

FD Gray announced on July 15 the Albany Fit Walkers will be in Sweet Home at Sankey Park from 8am until 4pm. The Albany Fit Walkers conduct Volkswalks which will bring many people to the area.

Library Director

Library Services Director Rose Peda invited everyone to a dramatic reading of the Christmas Carol on December 1, 2017 at 6:30pm.

Planning Services Manager

Councilor Trask asked when the position for the Planner would be filled. City Manager Towry stated he has already started discussion and will be starting the process asap.

Police Chief

None

Public Works

Public Works Director Adams stated on Wednesday, November 30, 2016 the Project Advisory Committee (PAC) will meet again at the Jim Riggs Community Center at 6pm

to discuss the Economic Opportunity Analysis.

PWD Adams stated that the City will meet with ODOT and Linn County to discuss a combined effort for Hwy 20 to Shay Point improvements including bike lanes and pedestrian walkways.

City Attorney

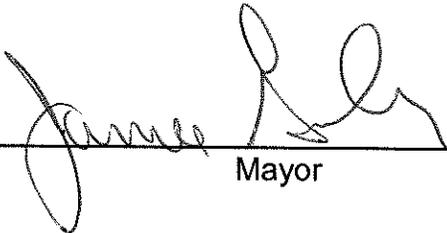
Mayor Gourley requested a motion to allow the new Councilor Elect Lisa Gourley to be able to attend Executive Sessions prior to being sworn-in.

Councilor Trask made a motion to allow Council Elect to attend the Executive Session Meetings with Councilor Mahler seconding. The question was called and the motion passed with 6 Ayes, 0 Opposed and 1 Absent (Underwood).

Adjournment:

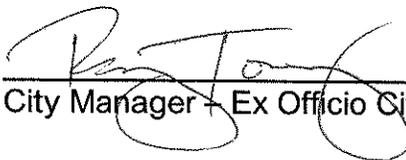
With no further business the meeting adjourned at 7:44 p.m.

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



Mayor

ATTEST:



City Manager – Ex Officio City Recorder

