

CITY OF SUTHERLIN
City Council Meeting
Civic Auditorium
Monday, January 9, 2023 – 7:00pm

COUNCIL MEMBERS:

Joe Groussman, Debbie Hamilton, Shawn Smalley and Larry Whitaker

MAYOR: Michelle Sumner

CITY STAFF: City Manager, Jerry Gillham
Finance Director, Tami Trowbridge
City Recorder/HR Director, Diane Harris
Deputy City Recorder, Melanie Masterfield
Public Works Director, Aaron Swan
Community Development Supervisor, Kristi Gilbert
Police Chief, Troy Mills
Deputy Fire Chief, Scott McKnight
City Attorney, Chad Jacobs (via Zoom)

Audience: Alan & Thomas Woods, Carleen House, Vanessa Comstock, Jennifer Osborn, Molly & David Hammer, Derek & Tiffany Danforth, Candy & Teloa Dagel, Calvin Calvin, Larry Bahr

Via Zoom: Nancy Rodriguez, Eileen Smalley

Meeting called to order by Mayor Sumner at 7:00 p.m.

Flag Salute:

Roll Call: All present

Introduction of Media: None

****Mayor made an announcement for Zoom attendees.****

PUBLIC COMMENT (agenda items only)

- None

CONSENT AGENDA

- **December 12, 2022 Minutes – Regular Meeting**

MOTION made by Councilor Hamilton to approve Consent Agenda as presented; second by Councilor Whitaker.

Discussion: None

In favor: Councilors Whitaker, Smalley, Groussman, Hamilton and Mayor Sumner.

Opposed: None

Motion carried unanimously.

COUNCIL BUSINESS

- **Oath of Office – Mayor & Council Members**

City Recorder, Diane Harris administered the Oath of Office to re-elected Mayor, Michelle Sumner; re-elected Councilor, Debbie Hamilton; and newly elected Councilor, Lisa Woods.

- **Acceptance of Resignation & Declare a Vacancy**

Staff Report – Harris – Councilor elect Tom Boggs resigned from Council effective December 31, 2022. Per the City Charter, a vacancy that occurs within six months of an election may be filled with a candidate that received the highest votes without being elected. Gary Dagel received the next highest votes during the November 8, 2022 General Election.

MOTION made by Councilor Whitaker to accept Councilor Tom Boggs resignation and declare a Council vacancy as presented; second by Councilor Groussman.

Discussion: None

In Favor: Councilors Whitaker, Smalley, Groussman, Hamilton, Woods and Mayor Sumner.

Opposed: None

Motion carried unanimously.

- **Council Appointment**

Mayor Sumner asked Gary Dagele if he is interested in filling the position. He accepted.

MOTION made by Councilor Groussman to appoint Gary Dagele to City Council as nominated; second by Councilor Hamilton.

Discussion: None

In favor: Councilors Whitaker, Smalley, Groussman, Hamilton, Woods and Mayor Sumner.

Opposed: None

Motion carried unanimously.

Harris administered the Oath of Office to appointed Councilor, Gary Dagele – term ending December 31, 2026.

- **Council President Appointment**

MOTION made by Councilor Groussman to appoint Councilor Hamilton as Council President as nominated; second by Councilor Dagele.

Discussion: None

In Favor: Councilors Whitaker, Smalley, Groussman, Hamilton, Woods, Dagele and Mayor Sumner.

Opposed: None

Motion carried unanimously.

- **Parks Advisory Committee Chair Appointment**

MOTION made by Councilor Dagele to appoint Councilor Whitaker as Parks Advisory Committee Chair as nominated; second by Mayor Sumner.

Discussion: None

In Favor: Councilors Whitaker, Smalley, Groussman, Hamilton, Woods, Dagele and Mayor Sumner.

Opposed: None

Motion carried unanimously.

- **Finance Committee – Council Appointments (2)**

Staff Report – Finance Director, Tami Trowbridge – Finance meets every other month to discuss reports, internal fiscal policies, debt payments, etc.

MOTION made by Councilor Whitaker to appoint Councilors Woods and Groussman to Finance Committee as nominated; second by Councilor Smalley.

Discussion: Councilor Woods asked for further details. *Trowbridge explained.*

In Favor: Councilors Whitaker, Smalley, Groussman, Hamilton, Woods, Dagele and Mayor Sumner.

Opposed: None

Motion carried unanimously.

- **TRT Council Representative Appointment**

MOTION made by Councilor Whitaker to appoint Councilor Dagele as TRT Council Representative as nominated; second by Councilor Groussman.

Discussion: None

In Favor: Councilors Whitaker, Smalley, Groussman, Hamilton, Woods, Dagele and Mayor Sumner.

Opposed: None

Motion carried unanimously.

- **Commission/Committee Appointments & Re-Appointments**

Staff Report – Harris asked Council to consider filling the vacancies on Budget Committee, Planning Commission, Parks Advisory Committee, and Library Advisory board.

- **Budget Committee**

The City received two applications for re-appointment from Tom Maloney and Jeneen Hartley – Terms ending December 31, 2025.

Applicants were invited to introduce themselves. Neither were present.

- **Planning Commission**

The City received two applications for re-appointment from Tom Maloney and Norm Davidson – Terms ending December 31, 2026.

Applicants were invited to introduce themselves. Neither were present.

- **Parks Advisory Committee**

The City received two applications for re-appointment from Adam Sarnoski and Lynda Whitaker – Terms ending December 31, 2024.

Applicants were invited to introduce themselves. Neither were present

- **Library Advisory Board**

The City received one application for re-appointment from Carleen House – Term ending December 31, 2026.

Applicant was invited to introduce herself.

Carleen House introduced herself and expressed appreciation for the library’s success.

MOTION made by Councilor Dagle to appoint Tom Maloney and Jeneen Hartley to Budget Committee – Terms ending December 31, 2025; appoint Tom Maloney and Norm Davidson to Planning Commission – Terms ending December 31, 2026; appoint Adam Sarnoski and Lynda Whitaker to Parks Advisory Committee – Terms ending December 31, 2024; appoint Carleen House to Library Advisory Board – Term ending December 31, 2026 as presented; second by Councilor Hamilton.

Discussion: None

In Favor: Councilors Whitaker, Smalley, Groussman, Hamilton, Woods, Dagle and Mayor Sumner.

Opposed: None

Motion carried unanimously.

STRATEGIC PLAN UPDATE (verbal)

- **Street Management Masterplan w/Funding Options**

Public Works Director, Aaron Swan – Staff broke this Masterplan down into smaller categories due to the abundance of streets in Sutherlin. A list was compiled of the top 10 worst streets and a two-year plan was created. Adjustments can be made to the list as other streets become in need of repair. This process will help manage street maintenance more effectively.

- Councilor Dagle – Is the street to the dog park a City Street? *Swan – Maple Street is a City street but also a private driveway.*

CITY MANAGER REPORT (verbal)

City Manager, Jerry Gillham - An Executive Session is not needed at this time after meeting with Mayor Sumner regarding the City Manager evaluation. A list of work goals will be compiled and presented at the next Council meeting. Council was encouraged to add more goals to his list.

CITY COUNCIL COMMENT

Councilor Whitaker

- Nothing to report.

Councilor Smalley

- Congratulated Councilors and re-appointed Council President.

Councilor Groussman

- Agreed with Councilor Smalley.
- Expressed appreciation for attendees.

Councilor Hamilton

- Officer Appreciation Day – thanked the Police Department.
- Wished everyone a Happy New Year.
- Looking forward to this being another successful, moving forward year.

Councilor Woods

- Looking forward to serving the community and working with everyone.

Councilor Dagele

- There are talented people in the community that could help with SDDI (Sutherlin Downtown Development Inc.).
- Would like to see more progress with SDDI.

Mayor Sumner

- Welcomed Councilors Woods and Dagele.
- Thanked the Police Department for all they do.

PUBLIC COMMENT (Off Agenda Items)

- None

ADJOURNMENT

With no further business, meeting adjourned at 7:33 p.m.

Approved: *Jerry Gillham*

 Jerry Gillham, City Manager

Respectfully submitted by,

Melanie Masterfield

Melanie Masterfield, Deputy City Recorder

Michelle Sumner

Michelle Sumner, Mayor

APPROVED BY MAYOR AND COUNCIL ON FEBRUARY 13, 2023