



**MINUTES**  
**KEIZER CITY COUNCIL**  
**Monday, November 4, 2024**  
**Robert L. Simon Council Chambers**  
**Keizer, Oregon**

**CALL TO ORDER**

Mayor Clark called the meeting to order at 7:01 p.m.

**ROLL CALL**

Roll call was taken as follows:

**Present:**

Cathy Clark, Mayor  
Shaney Starr, Council President  
Soraida Cross, Councilor  
Kyle Juran, Councilor  
Daniel Kohler, Councilor  
Laura Reid, Councilor  
Ma'Layah Latty-Farrar, Youth  
Councilor

**Absent:**

Vacant Position #5

**Staff:**

Adam Brown, City Manager  
Tim Wood, Assistant City Manager  
Shane Witham, Planning Director  
Joseph Lindsay, City Attorney  
Bill Lawyer, Public Works Director  
Andrew Copeland, Police Chief  
Melissa Bisset, City Recorder  
Garrett Klever, Human Resources  
Director  
Chris Nelson, Lieutenant

**FLAG SALUTE**

Mayor Clark led the pledge of allegiance.

**SPECIAL ORDERS OF BUSINESS**

**a. Volunteer of the Quarter Award - Ken Gierloff**

Mayor Clark and the Councilors recognized Ken Gierloff as Volunteer of the Quarter, presented his award, and expressed their appreciation for his tremendous contributions to the community. Colleen Busch, Southeast Keizer Neighborhood Association Member, read a letter from the Greater Northeast Keizer Neighborhood Association acknowledging Ken Gierloff's work and dedication. Don Davis, Southeast Keizer Neighborhood Association Member, shared that Mr. Gierloff's example and passion for serving the community was immeasurable.

Councilor Reid commented on Mr. Gierloff's passion for the Southeast Keizer Neighborhood

Association. She appreciated working with him.

Councilor Kohler shared that Mr. Gierloff cared a lot about the Keizer Community. He thanked him for his years of dedication.

**b. Swearing in of Police Officers Zach Powell and Mason Ross**

Police Chief Andrew Copeland shared the backgrounds of new Officers Zach Powell and Mason Ross, and City Attorney Joseph Lindsay swore them in.

**c. PROCLAMATION - Ruby Bridges Walk to School Day**

Mayor Clark then read the proclamation observing Ruby Bridges Walk to School Day. She presented the proclamation to Beth Schmidt Coordinator for Salem-Keizer Safe Routes to School.

**COMMITTEE REPORTS**

Keizer Fire Chief Hector Blanco reported on the year to date and monthly call volume. He reminded the community of the defensible space grant through Marion County. Chief Blanco noted there was a car seat clinic coming up. He shared that there was now a fourth ambulance, which meant that they were running out of sleeping quarters' space. He commented on partnerships with schools.

Lore Christopher, Keizer Public Arts Commission Member, shared that the Thomas Dove Keizur display was currently up in the Living Room. She shared that the socks were on display. There would be an event from 4-6 p.m. in the Living Room and then a walk to the museum to see the full display including the socks.

**PUBLIC COMMENTS**

Written Comments were acknowledged.

Council President Starr noted that the letter heading was under the Greater Northeast Keizer Neighborhood Association.

Tammy Kunz clarified that one of the letters received was under the letter heading of Greater Northeast Keizer Neighborhood Association. Bev Davis was Chair of the Board and oversees all of the Board communications. The letter contains Ms. Davis' concerns.

City Attorney Lindsay reviewed the Council Rules of Procedures related to written communication.

The written comment from Bev Davis would not be entered into the record until additional clarifying information was provided related to its connection to the Greater Northeast Neighborhood Association.

**PUBLIC HEARINGS**

**a. RESOLUTION - Forming Bohlander Meadows Street Lighting Local Improvement District**

**ORDINANCE - Spreading Assessments to Bohlander Meadows Street Lighting Local**

## **Improvement District**

City Recorder Melissa Bisset summarized the staff report. There were no remonstrances received and no oral objections.

Council President Starr moved to adopt Resolution R2024- Forming the Bohlander Meadows Street Lighting Local Improvement District. Councilor Reid seconded. Motion passed unanimously as follows:

AYES: Clark, Reid, Cross, Kohler, Starr and Juran (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

Council President Starr moved to adopt an Ordinance Spreading Assessments to Bohlander Meadows Street Lighting Local Improvement District. Councilor Reid seconded. Motion passed unanimously as follows upon first reading:

AYES: Clark, Reid, Cross, Kohler, Starr and Juran (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

- b. **ORDINANCE** - Declaring a Lien Against Properly Located at 981 Cater Court North, Keizer, Oregon and Directing the City Recorder to Enter Such Lien in the Minor Lien Docket Pursuant to Ordinance No. 2009-590 (Providing for the Control and Removal of Noxious Vegetation); Declaring an Emergency

Planning Director Shane Witham summarized the staff report.

Council President Starr moved to adopt an Ordinance Declaring a Lien Against Property Located at 981 Cater Court North, Keizer, Oregon and Directing the City Recorder to Enter Such Lien in the Minor Lien Docket Pursuant to Ordinance No. 2009-590 (Providing for the Control and Removal of Noxious Vegetation); Declaring an Emergency. Councilor Reid seconded. Motion passed unanimously as follows upon first reading:

AYES: Clark, Reid, Cross, Kohler, Starr and Juran (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

## **ADMINISTRATIVE ACTION**

### **a. Renewal Consideration of Solid Waste Hauler Contracts**

City Manager Adam Brown summarized the staff report. City Attorney Lindsay clarified that a rolling contract automatically resets the clock annually, so if the City wants to terminate the contract, they must continue the contract for an additional 10-years.

Councilor Cross recused herself from the discussion as her husband works for Loren's Sanitation.

Discussion ensued regarding the length of the contract.

A friendly amendment was moved by Mayor Clark, the mover Council President Starr accepted, and the seconder Councilor Reid accepted.

Council President Starr moved that the Keizer City Council direct staff to schedule a public hearing for the purpose of discussing moving our solid waste haulers to a fixed ten-year contract term. Councilor Reid seconded. Motion passed unanimously as follows:

AYES: Clark, Reid, Cross, Kohler, Starr and Juran (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

**b. Event Center Use Fee Waiver - Greater North East Keizer Neighborhood Association (GNEKNA) - Safety Empowerment Awareness Event**

Assistant City Manager Tim Wood summarized the staff report. It was noted that the event would be using the large ballroom.

Tammy Kunz, Greater Northeast Keizer Neighborhood Association (GNEKNA) President, shared the outreach that they had conducted.

There was a question about the timing of the event and if the fee waiver was not approved.

Council President Starr moved the City Council discuss a waiver of the Event Center use fee of \$2,250 for the GNEKNA Safety Empowerment Awareness Event on December 10, 2024. Motion died for lack of a second.

Councilor Reid moved the City Council to approve a waiver of the Event Center use fee of \$2,250 for the GNEKNA Safety Empowerment Awareness Event on December 10, 2024. Councilor Kohler seconded.

Concern was expressed about promoting the event prior to receiving the fee waiver request knowing they could not afford to pay for the event if they did not receive the fee waiver. The planning of events would be a learning moment.

There was a question about when the event was discussed with the Council. Ms. Kunz shared that they started talking about the event in September.

Discussion ensued regarding the process and timing.

Motion passed unanimously as follows:

AYES: Clark, Reid, Cross, Kohler, Starr and Juran (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

**c. RESOLUTION - Authorizing the Public Works Director to Apply for Funding for the Wheatland Road Multi Modal Corridor Project - Phase I From Salem-Keizer Area**

## **Transportation System (SKATS)**

City Manager Adam Brown summarized the staff report.

Council President Starr moved to adopt Resolution R2024- Authorizing the Public Works Director to Apply for Funding for the Wheatland Road Multi Modal Corridor Project - Phase I from Salem-Keizer Area Transportation System (SKATS) as amended striking lines 14 and 15. Councilor Reid seconded.

Mayor Clark requested a friendly amendment to change the word System to Study. Council President Starr accepted.

There was a question about being able to get the engineer's estimate done in time to meet the deadline.

Motion passed unanimously as follows:

AYES: Clark, Reid, Cross, Kohler, Starr and Juran (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

**d. RESOLUTION - Repealing Resolution R2017-2809 (Affirming Intent of the City Council of the City of Keizer Regarding Replacement Funding for Economic Development)**

City Attorney Joseph Lindsay summarized the staff report.

Council President Starr moved to adopt Resolution R2024- Repealing Resolution R2017-2809 (Affirming Intent of the City Council of the City of Keizer Regarding Replacement Funding for Economic Development). Councilor Reid seconded. Motion passed unanimously as follows:

AYES: Clark, Reid, Cross, Kohler, Starr and Juran (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

**e. RESOLUTION - Affirming Intent of the City Council of the City of Keizer Regarding Replacement Funding for PERS Unfunded Accrued Liability**

Council President Starr moved to adopt Resolution R2024- Affirming Intent of the City Council of the City of Keizer Regarding Replacement Funding for PERS Unfunded Accrued Liability. Councilor Reid seconded.

There was a question about the timing in relation to the sale of the various areas.

There was a question about paying off the unfunded liability versus the new PERS debt.

City Manager Brown shared that the City was expecting the PERS debt to be around \$3/\$3.5 million. Discussion ensued regarding which option would be a better cost savings.

There was a question about the ratings to maximize the benefit of PERS liabilities.

Councilor Reid made a friendly amendment to remove Unfunded Accrued Liability. Council President Starr did not accept.

Councilor Reid moved to amend the motion on the table to delete the words Unfunded Accrued Liability. Mayor Clark seconded. Motion failed as follows:

AYES: Clark, Reid (2)

NAYS: Cross, Juran, Kohler, Starr (4)

ABSTENTIONS: None (0)

ABSENT: None (0)

Original motion failed as follows:

AYES: Clark, Reid, Kohler (3)

NAYS: Cross, Juran, Starr (3)

ABSTENTIONS: None (0)

ABSENT: None (0)

There was consensus by Council for staff to come back to Council regarding how the sales proceeds would be used for PERS. It was noted that March might be a good time to have more financial information for discussion.

## **CONSENT CALENDAR**

### **a. Approval of October 21, 2024 Regular Session Minutes**

Council President Starr moved that the Keizer City Council approve the Consent Calendar. Councilor Reid seconded. Motion passed unanimously as follows:

AYES: Clark, Reid, Starr, Cross, Kohler, and Juran (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

## **OTHER BUSINESS**

Council President Starr noted that she had support of two other Councilors to discuss the fee waiver request for Valor Mentoring. She asked if Council would consider a retroactive fee waiver.

Council President Starr moved to direct staff to come back with a proposal for a fee waiver for Valor Mentoring event that was held on October 29th. Seconded by Councilor Juran. Motion passed as follows:

AYES: Clark, Starr, Cross, Kohler, and Juran (5)

NAYS: Reid (1)

ABSTENTIONS: None (0)

ABSENT: None (0)

## **STAFF UPDATES**

Human Resources Director Klever reported that the City was continuing to hire.

City Manager Brown thanked the Council for the extra meetings and their extra efforts.

Assistant City Manager Wood reported to conserve water as it was the reset time period.

City Recorder Bisset reminded the Council of the upcoming Public Meetings Law training noting that it was available to all board, commission, and committee volunteers. She also reminded the community of the Council Position # 5 vacancy opportunity and deadline for submission.

Lieutenant Nelson reported on hiring at the Police Department and shared that the parks cameras were almost live.

City Attorney Joseph Lindsay invited questions from the Council on what they would like asked for the appointed position. He shared that negotiations have begun with the Keizer Police Association for Sergeants and reminded everyone that staff has to be neutral in conversations.

## COUNCIL MEMBER REPORTS

Mayor Clark and the Councilors each reviewed the events and meetings that they had attended as well as upcoming events.

## AGENDA INPUT

***Tuesday, November 12, 2024 - 6:00 p.m.  
Long Range Planning Task Force Meeting***

***Monday, November 18, 2024 - 7:00 p.m.  
City Council Regular Session***

***December 2, 2024 - 5:30 p.m. & 7:00 p.m.  
City Council Special Session & Regular Session***

***December 5, 2024 - 6:00 p.m.  
City Council Joint Work Session with the Volunteer Coordinating Committee & the Community Diversity Engagement Committee***

## ADJOURNMENT

Mayor Clark adjourned the meeting at 9:38 p.m.

MAYOR:

APPROVED:

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Cathy Clark

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Dawn Wilson, Deputy City Recorder

Minutes approved: \_\_\_\_\_

*“Agenda Management Services are being supported, in whole or in part, by federal award number 21.019 awarded to City of Keizer by the U.S. Department of the Treasury.”*