



MINUTES
KEIZER CITY COUNCIL
Monday, December 2, 2024
Robert L. Simon Council Chambers
Keizer, Oregon

CALL TO ORDER

Mayor Clark called the meeting to order at 7:00 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
Lore Christopher, Councilor
Ma'Layah Latty-Farrar, Youth
Councilor

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
Garrett Klever, Human Resources
Director
Melissa Bisset, City Recorder

FLAG SALUTE

Mayor Clark led the pledge of allegiance.

SPECIAL ORDERS OF BUSINESS

a. Oath of Office - City Councilor Position #5

City Attorney Joseph Lindsay administered the Oath of Office to the newly appointed Council member, Lore Christopher.

Lore Christopher took her seat at the dais.

b. PROCLAMATION - Human Rights Day

Council President Starr shared about Human Rights Day. Mayor Clark read the Proclamation recognizing December 10, 2024, as Human Rights Day. She presented the proclamation to Council President Starr from the Community Diversity Engagement Committee.

Council President Starr shared about the most transformative park award from Travel Salem for

Keizer Rapids Park.

COMMITTEE REPORTS

a. Volunteer Coordinating Committee Recommendations for Appointments - Parks and Recreation Advisory Board and Traffic Safety, Bikeways, and Pedestrian Committee

City Recorder Melissa Bisset summarized the staff report.

Council President Starr moved the City Council to accept the recommendations of the Volunteer Coordinating Committee and appoint Jill Gust to Position #7, Matt Lawyer to Position #8, and Lisa Cejka to Position #9 of the Parks and Recreation Advisory Board for terms expiring December 31, 2027, and appoint David Dempster to Position #6 of the Traffic Safety, Bikeways, and Pedestrian Committee for the term expiring December 31, 2027. Councilor Reid seconded. Motion passed unanimously as follows:

AYES: Clark, Reid, Cross, Kohler, Starr, Juran, and Christopher (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

PUBLIC COMMENTS

Ramiro (RJ) Navarro, Keizer, spoke about inequities and representation. He felt that this was not the country he fought to protect and the community and City Council wished to lead. He urged the City Council to reconsider their appointment and appoint the first black woman to the City Council for a more inclusive future. He felt that things needed to change.

PUBLIC HEARINGS

a. OLCC Application - Change of Ownership - Full On-Premises Liquor License - Best Western Premier Keizer/ Salem Hotel

City Recorder Melissa Bisset summarized the staff report. There was a question about the name of the Hotel.

Council President Starr moved the City Council recommend approval of the application for a change of ownership for a Full On-Premises Liquor License for Best Western Premier Keizer/ Salem Hotel under the guidelines established by ORS 471.175 and the Ordinances of the City of Keizer. Councilor Reid seconded. Motion passed unanimously as follows:

AYES: Clark, Reid, Cross, Kohler, Starr, Juran, and Christopher (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

ADMINISTRATIVE ACTION

a. Discussion on Fluoride Removal

Councilor Juran shared that he had asked for the topic to be added to the agenda based on recent information he had heard and a request.

Jane Herb, Keizer, spoke about fluoridization of water. She shared information that she had

learned about healthcare issues related to fluoridization of water. She felt that it was a government overreach to place fluoride in the water and explained her reasoning, and she felt that the City was potentially causing harm. She noted the alternative methods for people to get fluoride.

There was a suggestion for a work session on the topic.

There were questions about dosage, how much is going in the water, and the reasoning. There was a request to have representatives from the Oregon Pediatric Society, Dental Associations, and the Dental Hygienist Association included in the conversation. There was a suggestion to have a Town Hall meeting on the topic in various locations around the community.

There was a question about how many cities use fluoride, how many don't, and how many have gone away from it.

There was consensus that staff would begin gathering information on the topic, and there would be a work session and Town Hall meetings in the future.

b. Follow Up From Solid Waste Haulers

City Manager Adam Brown shared that the County increased the tipping fees and noted that the incinerator was closing. This item would be revisited at the December 16th meeting. It was requested to receive outreach information.

c. RESOLUTION - Relating to Wastewater Service Charges (2025-2026); Repeal of Resolution R2022-3318

Assistant City Manager Tim Wood summarized the staff report. Councilor Kohler had attended many meetings representing Keizer on the matter. There was a question about how the City would be communicating the increase. The City would be sending out information in the utility bills, so residents would see the information. There was a suggestion to communicate thoroughly about the bills and provide information on the website about tools for estimating fees.

There was also a suggestion to post on social media and provide a press release whenever fees would be discussed.

Council President Starr moved the City Council adopt Resolution R2024- Relating to Wastewater Service Charges (2025-2026); Repeal of Resolution R2022-3318. Councilor Reid seconded.

Motion passed unanimously as follows:

AYES: Clark, Reid, Cross, Kohler, Starr, Juran, and Christopher (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

d. RESOLUTION - Establishing Keizer Park Reservation and Use Fees; Repealing Resolution R2023-3411

Assistant City Manager Tim Wood summarized the staff report. It was requested to provide more notice through a press release to the public on upcoming fee increases. It was clarified that this resolution corrects the Consumer Price Index dates, which was a scrivener's error. Mr. Wood

shared that the overall impact of not doing the indexing would be a couple hundred dollars so the Resolution would be an administrative action to ensure that everything would be on schedule.

Council President Starr moved the City Council table agenda item 8.d., Resolution R2024- Establishing Keizer Park Use Fees; Repealing Resolution R2023-3411 until December 16, 2024 to give the community an opportunity to comment. Councilor Kohler seconded. Motion passed as follows:

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

NAYS: Reid (1)

ABSTENTIONS: None (0)

ABSENT: None (0)

e. Event Center Use Fee Waiver - Keizer Chamber of Commerce - First Citizen and Awards Banquet

Assistant City Manager Tim Wood summarized the staff report. Discussion followed regarding why the Keizer Chamber of Commerce would need the room for an extra day. There was a suggestion to let them use the room for the extra day if the room did not get booked. There was consensus that staff would work with the Chamber for the extra day if it did not get booked.

Council President Starr moved the City Council approve a waiver of the Event Center use fee of \$3,981.25 for the Keizer Chamber of Commerce First Citizen and Awards Banquet on January 18, 2025, but charge \$400.00 for third party security personnel and this waiver is only for Saturday, January 18th. Councilor Reid seconded. Motion passed unanimously as follows:

AYES: Clark, Reid, Cross, Kohler, Starr, Juran, and Christopher (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

f. Event Center Use Fee Waiver - Valor Mentoring Fundraiser

Assistant City Manager Tim Wood summarized the staff report.

It was noted that there was a request for a fee waiver in May, but it didn't make it to the Agenda in time, and it was requested that the Council consider the fee waiver.

Tim Davis, Keizer, shared that the event was for approximately 400 people. It was a successful fundraising event that helps Youth in the community.

There was a suggestion to request both events at one time annually.

Council President Starr moved the City Council approve a waiver of the Event Center use fee of \$925.00 for the Valor Mentoring Fundraiser event on October 29, 2024. Councilor Reid seconded. Motion passed unanimously as follows:

AYES: Clark, Reid, Cross, Kohler, Starr, Juran, and Christopher (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

g. Update on FEMA Floodplain issue: Pre-Implementation Compliance Measures (PICM)

Planning Director Shane Witham presented an update on the Federal Emergency Management Agency (FEMA) Floodplain issue and Pre-Implementation Compliance Measures (PICM). Discussion ensued regarding when the metric would be required to be met.

h. Discussion regarding directing staff to bring revisions to the City Keizer City Council Rules and Procedures

Council President Starr proposed the following changes to the Council Rules of Procedure for clarity purposes:

#1. 3.5 (Emergency Meeting) - It was proposed to add "and the Council President" if the presiding officer is not available.

#2. 5.2(e) - Changing the section to read "unless specifically authorized by the Council."

#3. 6.1(d) - Changing it to the City Council as a whole.

#4. 6.1(f) - Requesting clarity from the City Attorney on Public Comments by defining and making consistent language throughout.

#5. 6.1(m) - (Agenda input) - Requesting to include a process for scheduling work sessions and other related requests.

#6. 6.1 - (Order of Business) - Requesting to include "with concurrence of the City Council."

#7. 7.1 - (Written Communications) - Discussion ensued regarding written testimony and whether or not it is read into the record. It was suggested to add that a Councilor could read written comments into the record and to include "anonymous and/or unsigned."

#8. 9.3(2) - (Complaints) - Requesting clarity because of conflicting statements with the presiding officer and City Council language. It was requested to just list the City Council rather than one person doing the directing.

#9. 14.1 (Proclamations) - It was requested that proclamations should come before the City Council for approval of the ones that would be read. There could be an annual review of the proclamations and which ones would be approved.

#10. 18.1 - (Citizens Committees, Boards and Commissions) - This item would be on the December 9th Work Session, and discussion ensued as to a January meeting.

#11. 18.2 - (Membership Appointments) - It was proposed that the City Recorder prepare a list by the second meeting in December with Councilors sending their top three committees to the Mayor and Council President by December 31 of even-numbered years. The City Recorder would prepare a chart with everyone's Committee choices so the City Council could discuss the list at the first meeting in January on the odd-numbered year and make the appointments. The Mayor and Councilors could serve on any outside task forces, committees, or regional committees with concurrence of the City Council.

#12. 18.3 (Review residency requirements for serving on committees) - It was requested to have a conversation about how many committees they can serve on and the number that could be chaired.

#13. 18.5 (Council Task Forces) - Changing from appointed by the Mayor to the City Council.

#14. 18.11 (Outside Committees) - It was requested to have City Council approval to include any of the subcommittees connected to them.

#15 3.1(a) (Timing of the meetings) - It was suggested to have a three-hour maximum on the meetings and move non-urgent meeting items to the next meeting. If it looked like a meeting would go behind the three-hour maximum, it would require a majority vote of the Council.

Discussion followed regarding the process to make changes.

Council President Starr moved to direct staff to bring back a red-lined version of the changes to the Council Rules at the December 16th meeting. Councilor Christopher seconded.

There was a suggestion to bring back the Council Rules of Procedure to a work session.

Discussion ensued regarding public meetings law and serial meetings.

Motion passed as follows:

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

NAYS: Clark and Reid (2)

ABSTENTIONS: None (0)

ABSENT: None (0)

CONSENT CALENDAR

Council President Starr read the Consent Calendar.

Councilor Juran requested to pull item 9b on the Municipal Judge Evaluation Process.

Councilor President Starr moved that the Keizer City Council approve the Consent Calendar, items a, c, d, and e as read. Councilor Reid seconded. Motion passed as follows:

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

NAYS: None (0)

ABSTENTIONS: Christopher (1)

ABSENT: None (0)

- a. **RESOLUTION - Ratifying City Manager's Decision to Replace the Paid Leave Plan Currently with The Standard Insurance Company and Replacing it with the State Plan**
- b. **RESOLUTION - In the Matter of Adoption of the Municipal Judge Evaluation Process; Repealing Resolution No. R2021-3142**

Councilor Juran requested a change to the Municipal Judge Evaluation Process. It was suggested to have two Councilors volunteer to make at least two observations each year and to report to the

City Recorder.

Mr. Lindsay suggested that the City Council could pass this item as amended with line 19 where it says the Mayor will announce and add two Councilors who will volunteer to attend, on line 24, change October to September and add that the City Attorney will remind the City Council in September if no evaluations have been completed, and remove lines 7 thru 10.

It was requested that Mr. Lindsay bring back changes so the revised language could be seen in its entirety. Mr. Lindsay would bring back the changes and include the previously adopted evaluation as an attachment to the Resolution.

- c. **RESOLUTION - Authorizing City Manager to Sign Intergovernmental Agreement for Walkable Design Standards Code Amendments**
- d. **RESOLUTION - Authorizing the City Manager to Award and Enter Into a Contract With Westerberg Drilling Inc. for Delta Well Rehabilitation**
- e. **Approval of November 18, 2024 Regular Session Minutes**

OTHER BUSINESS

Councilor Christopher announced that her appointee to the Volunteer Coordinating Committee was Kim Freeman.

STAFF UPDATES

Assistant City Manager Wood encouraged everyone to conserve water to possibly help their utility bills.

Chief Copeland reported on the current recruitments and encouraged those interested to apply to join the Police Department. He shared recent and upcoming events and gave an update on the parks' cameras.

Public Works Director Lawyer provided an update on the Ziply, locates, and that there were fewer issues with the fiber conduits.

Human Resources Director Klever reported that the new human resources system would be going online in two weeks.

City Attorney Joseph Lindsay commented that the second negotiation with the Collective Bargaining Association for the Sergeants was coming up and for everyone to continue remaining neutral on union activity and collective bargaining.

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

December 5, 2024 - 6:00 p.m.

City Council Joint Work Session with the Volunteer Coordinating Committee & Community

Diversity Engagement Committee

***December 9, 2024 - 6:00 p.m.
City Council Work Session***

***December 16, 2024 - 7:00 p.m.
City Council Regular Session***

***January 6, 2025 - 7:00 p.m.
City Council Regular Session***

***January 13, 2025 (the time would be determined because the incoming Salem Mayor would be sworn in at 6:00 p.m. so there was a chance that there wouldn't be a quorum)
City Council Work Session***

ADJOURNMENT

Mayor Clark adjourned the meeting at 10:34 p.m.

MAYOR:

APPROVED:

Cathy Clark

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.”