



**MINUTES**  
**KEIZER CITY COUNCIL**  
**Monday, November 7, 2016**  
**Keizer Civic Center, Council Chambers**  
**Keizer, Oregon**

**CALL TO ORDER**

Mayor Clark called the meeting to order at 7:00 pm. Roll Call was taken as follows:

**Present:**

Cathy Clark, Mayor  
Marlene Parsons, Councilor  
Kim Freeman, Councilor  
Roland Herrera, Councilor  
Bruce Anderson, Councilor  
Mark Caillier, Councilor  
Amy Ryan, Councilor

**Staff:**

Chris Eppley, City Manager  
Shannon Johnson, City Attorney  
Nate Brown, Community Development  
Bill Lawyer, Public Works Director  
Tim Wood, Finance Director  
John Teague, Police Chief  
Tracy Davis, City Recorder

**FLAG SALUTE**

Mayor Clark led the pledge of allegiance.

**SPECIAL  
ORDERS OF  
BUSINESS**

**a. RESOLUTION –  
Recognition of  
the Southeast  
Keizer  
Neighborhood  
Association**

City Attorney Shannon Johnson explained that this matter is before Council as a result of a request from Southeast Keizer Neighborhood Association. He noted that the association was active many years ago and is re-activating. Councilor Caillier provided additional information about the organization. Board members then introduced themselves and described planned activities.

Councilor Parsons moved that the Keizer City Council adopt a Resolution – Recognition of the Southeast Keizer Neighborhood Association.  
Councilor Freeman seconded. Motion passed unanimously as follows:

AYES: Clark, Caillier, Parsons, Ryan, Freeman, Herrera and Anderson (7)  
NAYS: None (0)  
ABSTENTIONS: None (0)  
ABSENT: None (0)

**COMMITTEE  
REPORTS**

**a. Volunteer  
Coordinating  
Committee  
Recommendation  
for**

City Manager, Chris Eppley, reported that following publication of notice of a vacancy on the Planning Commission and acceptance of testimony from the applicant, the Volunteer Coordinating Committee unanimously recommended Kyle Juran to fill the vacancy.

Councilor Parsons moved that the Keizer City Council accept the recommendation of the Volunteer Coordinating Committee to appoint Kyle Juran to position number 3 on the Planning Commission, term expiring September 30, 2019. Councilor Freeman seconded. Motion passed

**Appointment –** unanimously as follows:

**Keizer Planning Commission** AYES: Clark, Caillier, Parsons, Ryan, Freeman, Herrera and Anderson (7)  
NAYS: None (0)  
ABSTENTIONS: None (0)  
ABSENT: None (0)

**b. RESOLUTION  
– Amending the  
Resolution  
Establishing  
the Stormwater  
Advisory  
Committee  
(SWAC)**

Mr. Johnson explained that a request had been submitted to change the membership of the Stormwater Advisory Committee from 9 voting members to 7.

Councilor Parsons moved that the Keizer City Council adopt a Resolution Amending the Resolution Establishing the Stormwater Advisory Committee (SWAC); (Amending Resolution No. R2008-1865); Repeal of Resolution R2013-2321. Councilor Freeman seconded. Motion passed unanimously as follows:

AYES: Clark, Caillier, Parsons, Ryan, Freeman, Herrera and Anderson (7)  
NAYS: None (0)  
ABSTENTIONS: None (0)  
ABSENT: None (0)

**PUBLIC  
TESTIMONY**

*Danielle Bethel*, Executive Director of the Keizer Chamber of Commerce, *Carlos Soto* and *Dave Wallery*, Chamber Board members, provided an update on the Holiday Lights Parade. Ms. Bethel asked that the ordinance banning street vendors remain in effect. Local businesses will remain open to accommodate the increase in clientele and mobile food vendors will be positioned along River Road as well. Ms. Bethel requested that four mobile food vendors be allowed under the Chamber permit. Mr. Johnson provided clarification regarding food truck requirements. Mr. Brown indicated that staff would need to get input from the Fire District and come back to Council with a report. Ms. Bethel continued her report announcing holiday events planned beginning the first week of December.

**PUBLIC  
HEARINGS**

None

**ADMINISTRATIVE  
ACTION**

**a. RESOLUTION –  
Relating to  
Wastewater  
Service  
Charges (2017-  
2018); Repeal  
of Resolution  
R2014-2515**

Finance Director Tim Wood explained that the City of Keizer is part of a regional sewer system managed by the City of Salem. Salem determines the rates. A 2.5% increase has been recommended effective January 1, 2017 and a 3% increase effective January 1, 2018. That equates to \$9.36 annually for 2017 and \$11.76 annually for 2018. The increases are primarily to pay for capital infrastructure costs to maintain and increase the capacity of the sewer system. He urged citizens to conserve water from October through January to keep their sewer bill at a minimum.

*Mayor Clark opened the floor for public testimony. There was none.*

Councilor Parsons moved that the Keizer City Council adopt a Resolution Relating to Wastewater Service Charges (2017-2018); Repeal of Resolution R2014-2515. Councilor Freeman seconded.

Councilor Ryan noted that although there is no fiscal impact to the City as an institution, there is a fiscal impact to the citizens of Keizer so she would be voting in opposition. Councilor Anderson explained that this was a nominal increase and was reviewed by the City of Salem in a thoughtful manner and that maintenance of infrastructure is an ongoing need and concern and preparing for the high cost of replacement is part of this effort. Councilor Caillier echoed Councilor Anderson's input and provided additional information regarding allocation of the funds. Chris Eppley added that sewer plants are one of the most complex and expensive things that any municipal corporation in the country operates. They are essential for providing clean water and maintaining the environment, they are very expensive to build and maintain and they have a life span. The Salem plant is run well and maintained well.

Motion passed as follows:

AYES: Clark, Caillier, Parsons, Freeman, Herrera and Anderson (6)

NAYS: Ryan (1)

ABSTENTIONS: None (0)

ABSENT: None (0)

**b. RESOLUTION –  
Authorizing  
City Manager to  
Purchase Tract  
1, Country Glen  
Estates from  
Tran Co. for  
Future Right-of-  
Way Purposes**

Mr. Johnson explained that when Country Glen was built the City required the developer to have a future right-of-way stub tract on the north side of the subdivision. The original developer, Larry Epping, passed away last year and his assets are being liquidated. The City would like to purchase the tract for future connection for \$2,000 plus approximately \$400 for title insurance and recording costs.

Councilor Parsons moved that the Keizer City Council adopt a Resolution Authorizing City Manager to Purchase Tract 1, Country Glen Estates from Tran Co. for Future Right-of-Way Purposes. Councilor Freeman seconded. Motion passed unanimously as follows:

AYES: Clark, Caillier, Parsons, Ryan, Freeman, Herrera and Anderson (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

**CONSENT  
CALENDAR**

- A. Approval of October 3, 2016 Regular Session Minutes
- B. Approval of October 12, 2016 Joint Session Minutes
- C. Approval of October 17, 2016 Regular Session Minutes

Councilor Parsons moved for approval of the Consent Calendar. Councilor Freeman seconded. Motion passed unanimously as follows:

## **COUNCIL LIAISON REPORTS**

AYES: Clark, Caillier, Parsons, Ryan, Freeman, Herrera and Anderson (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

Councilor Freeman reported on the Marion County Re-Entry Breakfast and the Mid-Willamette Initiative Task Force meeting. She reviewed needs of the Keizer Community Food Bank, and announced West Keizer Neighborhood Association and Traffic/Bikeways/Pedestrian Committee meetings and volunteer opportunities. She also commended Eric Howald and Lyndon Zaitz of Keizertimes for their great stories on the homeless population.

Councilor Anderson reported on the Keizer Chamber Board, Marion-Polk Food Share, and the Keizer Festivals Advisory Board meetings. He noted the ongoing need for volunteers for the Solar Eclipse event, and various concerts planned in the area. He urged everyone to attend the annual Civil War Dinner/Auction hosted by the Boys & Girls Club and announced that the McNary Football Club made it into the gold bracket.

Councilor Ryan reported on the Marion County Re-Entry Breakfast and Keizer Public Art Commission meeting, and announced that the Keizer Together meeting was cancelled but will be rescheduled. She added that 80 donated Library memberships have been committed and 30 have been collected.

Councilor Parsons provided additional information regarding the Keizer Festivals Advisory Board meeting, reported on the Marion County Re-Entry Breakfast, announced the Marion County Commissioners' breakfast, and Planning Commission and Holiday Event Planning meetings.

Councilor Herrera reported on the Career Technical Education Center Board, Mano y Mano, Latino Mixer, and Kennedy Elementary Leadership meetings. He also praised the McNary football team and their parents and announced that the Department of Public Safety Standards and Training will be participating in an event to communicate with Latinos and share career opportunities.

Councilor Caillier reported that Claggett Creek Watershed Council, Keizer Stormwater employees and 10 Chemeketa students recently planted 16 trees at Country Glen Park. He announced that he would be attending the Marion County Public Safety Coordinating Council, Greater Gubser Neighborhood Association, and Southeast Keizer Neighborhood Association meetings and added that Snow Cops would be put up soon in anticipation of the Miracle of Lights event in the Gubser neighborhood.

Mayor Clark reported on the following meetings and events: Council of Governments Board, Salem-Keizer Area Transportation Study, Oregon Department of Transportation Commission, Keizer Points of Interest

Committee, Heritage Halloween, and the Keizer Art Association Black White and Gray Exhibit. She also announced the upcoming Heritage Christmas event, Chamber/Heritage Veterans lunch, Strategic Economic Development Corporation luncheon, West Keizer Neighborhood Association meeting, and the Keizer Heritage All-School Reunion.

## **OTHER BUSINESS**

City Manager Chris Eppley reported that he is a past Board member and Chief Teague is a current member of the Board of Public Safety Standards and Training so Keizer is well represented in helping that organization determine its future. He and Chief Teague attended a 2-day training last week specifically for Police Chiefs and City Managers to develop teamwork and discuss the future of police. He added that policing has evolved in Oregon to be cutting edge for the United States and the trainers were amazed at the level of discussion that took place because it was so far advanced over discussions in other states.

Chief Teague noted that the affirmation received that Oregon police are on the right track made the training worthwhile. He also provided information regarding a grant request which is being considered to support a region-wide effort to provide support for runaway and homeless youth. Currently this area of law enforcement has little support to assist in housing runaways or homeless youth. The county has asked Keizer Police to provide a letter of support for this grant which would be one of only 10 offered in the United States.

Mayor Clark provided additional information related to the Mid-Willamette Homeless Initiative and requested that this be put on the next agenda so that Council can direct staff to prepare a letter of support from the City.

Public Works Director Bill Lawyer reported regarding

- (1) Skate park repair: One consultant has indicated that a 'pour-over treatment (repair) would cost \$550,000 to \$650,000. Another consultant (Dreamland) will be providing an estimate soon.
- (2) Keizer Little League Project: The group has a grant application to be considered by the Parks Board at their next meeting. They hope to renovate every field by 2021. He outlined more immediate plans.
- (3) Eclipse Event: Mr. Barker and Ms. Gottfried are working with the City Engineer's office to create a sketch of the site plan for camping at Keizer Rapids Ppark. The Special Permit application is on hold until that is received.

Community Development Director Nate Brown reminded Council that the upcoming Planning Commission meeting will review the Salem River Crossing project and make a recommendation to Council. It will come to Council on November 21.

City Attorney Shannon Johnson explained the statute relating to receipt of 'public input' when there is a fee involved.

Mr. Eppley reminded everyone to vote, noting that it is a right that has been bought and paid for in blood.

**WRITTEN  
COMMUNICATIONS**

None

**AGENDA INPUT**

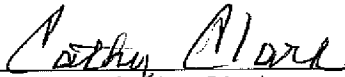
**November 14, 2016** - 5:45 p.m. – City Council Work Session  
• Joint Work Session with Keizer Parks Advisory Board - Funding  
**November 21, 2016** - 7:00 p.m. – City Council Regular Session  
**December 5, 2016** - 7:00 p.m. – City Council Regular Session

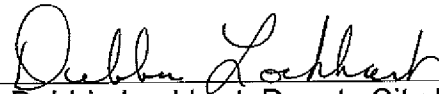
**ADJOURNMENT**

Mayor Clark adjourned the meeting at 8:21 pm.

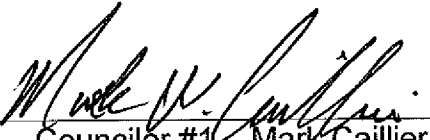
MAYOR:

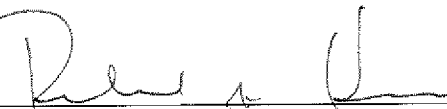
APPROVED:

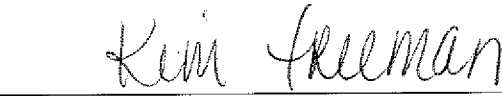
  
Cathy Clark

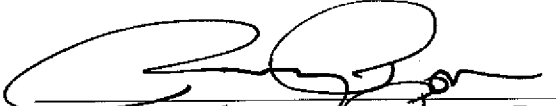
  
Debbie Lockhart, Deputy City Recorder

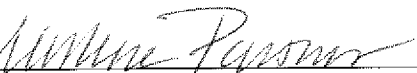
**COUNCIL MEMBERS**

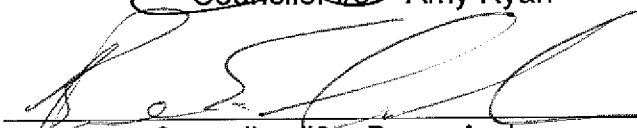
  
Councilor #1 – Mark Caillier

  
Councilor #4 – Roland Herrera

  
Councilor #2 – Kim Freeman

  
Councilor #5 – Amy Ryan

  
Councilor #3 – Marlene Parsons

  
Councilor #6 – Bruce Anderson

Minutes approved: December 5, 2016