



MINUTES
KEIZER CITY COUNCIL
Monday, October 20, 2003
Keizer City Hall
Robert L. Simon Council Chambers
Keizer, Oregon

CALL TO ORDER Mayor Christopher called the regular meeting to order at 7:18 pm.
Roll Call was taken as follows:

Present:

Lore Christopher, Mayor
Jacque Moir, Council President
Judy K. Smith, Councilor
James Taylor, Councilor
Richard Walsh, Councilor
Michel Gaynor, Councilor
Chuck Lee, Councilor
Crisel Perez, Youth Councilor

Staff:

Shannon Johnson, City Attorney
Marc Adams, Police Chief
Chris Eppley, City Manager
Rob Kissler, Public Works
Dianne Hunt, Human Resources
Tracy Davis, City Recorder

FLAG SALUTE Taylor Hermes who served Leadership Youth through the Salem Chamber of Commerce and is now serving on the Board of Directors of Today's Choices, Tomorrow's Communities, a Senior at McNary, and a linebacker for the McNary Celtics, led the Council in the Flag Salute.

PUBLIC TESTIMONY Kim Beesley, Chair of the Volunteer Coordinating Committee presented certificates to the Council and thanked them for their volunteer service to the community.

PUBLIC HEARINGS None

COMMITTEE REPORTS

- a. **Recognition of Citizens from September 25, 2003 arrest (Steve Walen, Zach Shuler, Danny Rung, Patrick Daily, Taylor Hermes, and William Dane)** - Chief Adams reviewed the event which resulted in these Citizens being recognized noting that on September 25 a burglar being chased by the victim ran by these young men who took up the chase, apprehended the criminal and held him for arrest. Chief Adams commended the citizens and Mayor Christopher thanked them for becoming involved.
- b. **Swearing In of Keizer Police Officer Darsy Olafson** - Chief Mark Adams introduced Officer Olafson, a graduate of Western Oregon University, a two-year veteran of the Newport Police Department. City Attorney performed the swearing in.
- c. **Appointments to Keizer Points of Interest Committee** - City Manager referred to Resolution R2003-1426 establishing a Keizer Points of Interest Committee. The committee is comprised of a Chamber of Commerce representative, a Visitor's Association representative, a Heritage Museum representative, a Parks Advisory Board Representative and three citizens-at-large. Councilor Jim Taylor was appointed by Mayor Christopher to serve as Council Liaison to this committee. The Volunteer Committee unanimously recommended the appointments of June Abbott, Terry Hoag, and Jerry McGee to fill the Citizen at large positions. In addition the Volunteer Committee unanimously approved the following appointees: Matt Williams, Chamber of Commerce; Robin Barney, Visitor's Association; Barbara Clement, Heritage Museum; and Vickie Hilgemann, Parks Advisory Board.

Councilor Moir moved to accept the recommendation of the Volunteer Coordinating Committee and appoint the following members to the Keizer Points of Interest Committee: Jerry McGee, June Abbott, Terry Hoag, Matt Williams, Robin Barney, Barbara Clement and Vickie Hilgemann. Councilor Smith seconded.

The motion passed unanimously as follows:

AYES: Christopher, Moir, Smith, Taylor, Walsh, Gaynor and Lee (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

Mayor Christopher presented Proclamations to members in attendance and read the Proclamation. Councilor Taylor thanked Mayor Christopher for appointing him as Council Liaison to the Committee noting that he was anxious to get to work.

OTHER BUSINESS

- **Riverr Task Force** - Councilor Walsh reported that Commissioner Carlson has been assigned to the Task Force and continued that the inventory of the 85-acre parcel of land near the Willamette River has been completed. The report was very favorable and now the planning will begin.
- **Volunteer Announcement** – Councilor Gaynor addressed the viewers and audience about how to get involved as a volunteer. He suggested interested parties come in to City Hall and fill out an application to be submitted to the Volunteer Coordinating Committee.
- **Quality of Life Awards** - Mayor Christopher reported that Councilors Lee, Moir, Smith and herself were at the celebration by “Today’s Choices, Tomorrow’s Communities” on October 16. This organization recognized a number of projects that had served to build in the livability of collective communities. She pointed out that Keizer had seven separate projects that were recognized as outstanding projects. They were: The Exchange Club of Keizer and North Salem, Keizer Community Band, Keizer Corner, Keizer Village, Stomp Shoppers, Turnaround Achievement Awards, and Volcanoes. She noted that there were 27 projects recognized and 7 of them were from Keizer. Councilor Lee reported Keizer Corner reflects the pride, spirit and volunteerism of the community. Nate Brown had nominated the Keizer Enterprises for the Keizer Village Shopping Center because of the cooperation that occurred between the project, the City, and the Urban Renewal District. He submitted the details about the history of the project and the project received an award.
- **Keizer Times Article** – Councilor Moir reported that on October 17 the Keizer Times published an article about Student Councilor Crisel Perez who has been shadowing her for the last two months.
- **Claggett Creek Park Wetland Mitigation Project** – Councilor Moir read a letter from Gary Miller, President of the Claggett Creek Watershed Council thanking all participants for their help. Councilor Lee reported that Samantha Walsh, an 8th grader at Blanchet organized a group of students to participate in the effort. He noted that about 20% of the students enrolled at Blanchet are from Keizer and the school also received an award at the Quality of Life function as a new institution providing a college prep Catholic education in the Salem Keizer community.
- **EVAK Quarterly Report** – Councilor Moir offered the report for members to review and noted that the Newsletter was attached to the report. She continued that the Emergency Management Committee had decided to go back to monthly meetings.
- **Letters From Home** – Councilor Smith reported that she had been getting lots of requests for addresses of troops to send boxes to. She noted that she only has individual addresses but

interested parties could contact Congresswoman Darlene Hooley's office for information. Councilor Walsh added that some of the troops are coming home saying that Mr. Kieper came home and he had gone to see the flag and was very appreciative.

- **Youth Compact Committee** – Councilor Lee reported that he and Councilor Moir attended the Youth Compact meeting last week and made a plea for Peer Court. Youth Compact has spent a great deal of time and resources looking at after school programs, particularly middle school youth. Now different issues are being focused on, such as drug and alcohol issues and abuse. There are guest speakers slated to address Youth Compact educating and guiding the organization towards becoming a supporting agency.
- **Police Department** - Chief Adams reported that KOIN TV will be running a program on replica toy guns that was produced in Keizer. These guns are knockoffs of real guns and are extremely difficult to identify and dangerous to own.
- **Human Resources Department** – Dianne Hunt reported that open recruitment for a Public Works Permit Specialist closes October 31 and information is available in the front lobby. Interviews for Police Captain are scheduled for next week. She distributed before and after pictures showing the latest project being worked on by the Information Tech: condensing wires and hubs. Work is continuing on the computer network and the plan is to clean up the telephone wires as well.
- **Community Development Department** – Nate Brown reported that he had met with Marion County Building Department on the subject of opening up the Keizer department open full time. The details have not been finalized, but there is agreement that customer service is the goal and is something both departments need to focus on.
- **Legal Department** City Attorney Shannon Johnson reported that last Thursday the brief on behalf of the City was filed in the Keizer Station Place Court of Appeals Case. In addition to the City's brief, the developer, Northwest National LLC, filed a brief, as did the Confederated Tribes of the Grande Ronde and Siletz.
- **Youth Councilor Perez** thanked Mary, the reporter for Keizer Times, for the favorable article. She also stated that, having attended the Today's Choices, Tomorrow's Communities event, she was pleased to see everyone getting involved.

ADMINISTRATIVE ACTION

**a. RESOLUTION –
Authorizing the City
Manager to Direct
Removal of No
Parking Signs on
Northern Heights
Loop**

City Manager, Chris Eppley reported that on August 20, 2003, Chuck Shirley, a Country Glen resident, contacted the City requesting the posted No Parking signage on Northern Heights NE be removed. He presented a signed petition from his neighbors. Staff recommends the Council approve the Resolution and Authorize City Manager to Direct the Public Works Department to remove the No Parking signage on Northern Heights Loop NE

Councilor Moir moved to adopt Resolution R2003 Authorizing the City Manager to Direct the Public Works Department to remove the No Parking signage on Northern Heights Loop NE, Keizer, Oregon.
Councilor Lee seconded.

The motion passed unanimously as follows:

AYES: Christopher, Moir, Smith, Taylor, Walsh, Gaynor and Lee (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

**b. ORDINANCE –
Amending the
Reimbursement
District Ordinance
No. 2003-485**

City Attorney Shannon Johnson reported that the original Reimbursement District Ordinance did not allow for all City costs to be in the Application fee. Although the Public Works Directors Report and the Notification costs were included in the application fee, the legal expenses, engineering fees and finance department time are not. Staff recommends Council adopt a bill for an Ordinance Amending the Reimbursement District Ordinance, declaring an emergency amending Ordinance No. 2003-485.

Councilor Moir moved to adopt a bill for an Ordinance Amending the Reimbursement District Ordinance, declaring an emergency amending Ordinance No. 2003-485. Councilor Smith seconded.

The motion passed unanimously as follows:

AYES: Christopher, Moir, Smith, Taylor, Walsh, Gaynor and Lee (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

**c. RESOLUTION –
Establishing
Application Fee for
Public Improvement
Reimbursement
District Agreements**

Rob Kissler addressed Council regarding the Application Fee for Public Improvement Reimbursement District Agreements. On preliminary review of an application, staff has developed an average cost for the application fee of \$1,265. The fee recovers the cost the city incurs from legal staff, engineering staff and finance department maintenance. Staff recommends Council adopt a Resolution Establishing a Reimbursement District for Public Improvements Application Fee of \$1,265.

Councilor Moir moved to adopt a Resolution Establishing a Reimbursement District for Public Improvements Application Fee of \$1,265.

In response to questions, City Attorney Johnson explained that the application fee is paid in advance by the developer for city costs to move forward, even if it is not approved. The administrative costs are not collected until the adjoining property is developed and finance department auditing time is incurred.

Councilor Moir moved to adopt Resolution R-2003 Establishing a Application Fee for Public Improvements Reimbursement Districts of \$1,265 as Amended to be Reviewed Every Two Years with the Review of Engineering and Legal Contracts. Councilor Smith. *seconded.*

*corrected
11-3-0*

The motion as amended passed unanimously as follows:

AYES: Christopher, Moir, Smith, Taylor, Walsh, Gaynor and Lee (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

CONSENT CALENDAR

- a. Resolution – Authorization of Expenditure of Specific Purpose Funds
- b. Resolution – Authorization for disposition of Surplus Property (Niko)
- c. Resolution – Authorization for Supplemental Budget
- d. Approval of June 2, 2003, Regular Session Minutes
- e. Approval of June 16, 2003, Regular Session Minutes
- f. Approval of June 23, 2003, Regular Session Minutes
- g. Approval of July 21, 2003, Regular Session Minutes
- h. Approval of August 4, 2003, Regular Session Minutes
- i. Approval of August 11, 2003, Work Session Minutes
- j. Approval of August 18, 2003, Regular Session Minutes
- k. Approval of August 25, 2003, Special Session Minutes

Items d, f and j pulled.

Councilor Moir moved to approve remaining items on the Consent Calendar (a, b, c, g, e, h, i and k). Councilor Taylor seconded.

Councilor Smith noted corrections to Minutes of June 16, 2003.

The motion passed unanimously as follows:

AYES: Christopher, Moir, Smith, Taylor, Walsh, Gaynor and Lee (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

Noted corrections to minutes of June 2, 2003, June 23, 2003 and August 18, 2003.

Councilor Moir moved for approval of the June 2, 2003 Regular Session Minutes as corrected. Councilor Lee seconded.

The motion passed unanimously as follows:

AYES: Christopher, Moir, Taylor, Walsh, Gaynor and Lee (6)

NAYS: None (0)

ABSTENTIONS: Smith (1)

ABSENT: None (0)

Councilor Moir moved for approval of the June 23, 2003 Regular Session Minutes as corrected. Councilor Lee seconded.

The motion passed unanimously as follows:

AYES: Christopher, Smith, Taylor, Walsh, Gaynor and Lee (6)

NAYS: None (0)

ABSTENTIONS: Moir (1)

ABSENT: None (0)

Councilor Moir moved for approval of the August 18, 2003 Regular Session Minutes as corrected. Councilor Smith seconded.

The motion passed unanimously as follows:

AYES: Christopher, Moir, Smith, Taylor, Walsh, Gaynor and Lee (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

WRITTEN COMMUNICATIONS

None

AGENDA INPUT

Special Urban Renewal Agency Meeting - Monday October 27, 2003

12:30 p.m.

- Resolution – Authorizing Mayor to Sign DDA with NW National LLC – Keizer Station Project

November 3, 2003

7:00 p.m. City Council Meeting

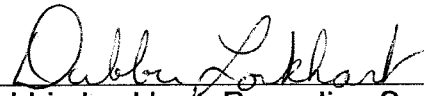
November 10, 2003

12:00 p.m. (Noon) Work Session

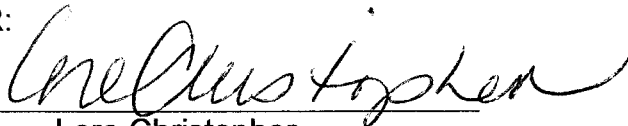
ADJOURNMENT

Mayor Christopher adjourned the meeting at 8:25 p.m.

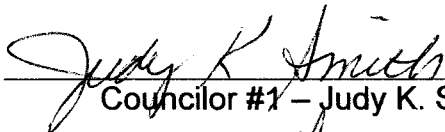
APPROVED:


Debbie Lockhart, Recording Secretary

MAYOR:

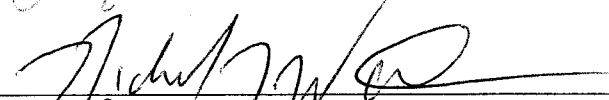

Lore Christopher

COUNCIL MEMBERS


Councilor #1 – Judy K. Smith


Councilor #4 – Jacques Moir


Councilor #2 – Michel Gaynor


Councilor #5 – Richard Walsh


Councilor #3 – Charles E. Lee


Councilor #6 – James Taylor

Minutes approved:


November 3, 2003