



MINUTES
KEIZER CITY COUNCIL
Monday, October 17, 2011
Keizer Civic Center, Council Chambers
Keizer, Oregon

CALL TO ORDER

Council President Clark called the meeting to order at 7:01 pm. Roll Call was taken as follows:

Present:

Cathy Clark, Council President
Jim Taylor, Councilor
Brandon Smith, Councilor
Joe Egli, Councilor
David McKane, Councilor

Staff:

Chris Eppley, City Manager
Shannon Johnson, City Attorney
Nate Brown, Community Development
Marc Adams, Police Chief
Rob Kissler, Public Works Director
Tim Wood, Assistant Controller
Tracy Davis, City Recorder

Absent:

Lore Christopher, Mayor
Mark Caillier, Councilor

FLAG SALUTE

Boy Scout Troop 121, working on their Communications Merit Badge, led the pledge of allegiance.

**PUBLIC
TESTIMONY**

Jared Chock, Keizer Planning Commission, provided a summary of the October 12 meeting noting that the Commission had concluded the hearing on text amendments relating to home occupations and unanimously accepted the staff recommendations after minor adjustments. Additionally, new member Matt Chappell and returning member John Rizzo were sworn in, and Jim Jacks and Jonathan Thompson were elected Chair and Vice Chair respectively.

Richard Walsh, Parks Board, first commended Troop 121 noting that they had been involved in many projects in and around the city. He then reported on recent actions of the Parks Board including the Parks Tour, the "Play Me Piano" project sponsored by Salem Chamber Orchestra, the Wild Wild Rec program, Water Trail Memorandum of Understanding, and discussion with KYSA regarding concerns with the Little League facility.

PUBLIC HEARING
a. Liquor License
Application –
Mommy &

City Manager Chris Eppley reported that an application was submitted for a Full On Premises Sales Liquor License for Mommy & Maddie's located at 4765 River Road North, Keizer, Oregon. A public hearing was scheduled, notice published, necessary notification given, a background check was done, and Keizer Planning Department finds the location of

**Maddie's (4765
River Road N)**

the establishment to be properly zoned and has no comment on the application. Staff recommends that following a public hearing, Council recommend approval of the application.

Councilor Clark opened the Public Hearing.

Councilor Taylor asked the owner, Richard Clark, if he was familiar with the Responsible Vendor Program to which Mr. Clark replied that he was enrolled in it. He noted that customers had requested that he provide this option but he would be doing so in a responsible manner because this is a family oriented restaurant.

Councilor Taylor moved that the Keizer City Council recommend approval of the application for a Full On-Premises Sales liquor license for Mommy & Maddie's under the guidelines as established by ORS 471.178 and the Ordinances of the City of Keizer and to forward this recommendation to the Oregon Liquor Control Commission for final approval. Councilor Smith seconded. Motion passed as follows:

AYES: Egli, Smith, McKane, Taylor and Clark (5)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Christopher and Caillier (2)

**ADMINISTRATIVE
ACTION**

**a. RESOLUTION ~
Authorizing the
City Manager to
Enter Into
Springbrook
Software
Version Seven
Migration
Agreement**

Assistant Controller, Tim Wood, explained that Springbrook provides the accounting package that runs the background of the City: accounting, utility billing, financial reporting, cash receiving, etc. He explained that the current software is several versions behind; the new version will allow the accounting department to do more with less and give a platform for the City to move into the e-government type applications. He explained that comparable packages would be in the range of \$200,000 but this program is \$32,000 which can be paid over a three-year period. Mr. Wood then fielded questions regarding on-line bill pay and the cost related to that feature.

Councilor Taylor moved that Keizer City Council adopt a Resolution Authorizing the City Manager to Enter into Springbrook Software Version Seven Migration Agreement. Councilor Smith seconded. Motion passed as follows:

AYES: Egli, Smith, McKane, Taylor and Clark (5)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Christopher and Caillier (2)

**b. RESOLUTION ~
Authorization of
Interfund Loan
to the General
Fund from the**

Mr. Wood explained that this resolution is a request to get a data storage system for the Police Department video/audio data. Appropriations are available to lease one but staff recommends buying the system up front rather than paying it out over three years with interest. He explained that the capacity of the system will allow storage for the next ten years and

Transportation Improvement Fund and Transfer of Appropriation for Purchase of Media Storage System

built into the system is the option to expand if needed. Chief Adams provided additional information regarding records retention requirements. Mr. Wood and Mr. Kissler then fielded questions regarding repayment of the loan and projects that will be funded from the Transportation Improvement Fund.

Councilor Taylor moved that Keizer City Council adopt a Resolution - Authorization of Interfund Loan to the General Fund from the Transportation Improvement Fund and Transfer of Appropriation for Purchase of Media Storage System. Councilor Smith seconded. Motion passed as follows:

AYES: Egli, Smith, McKane, Taylor and Clark (5)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Christopher and Caillier (2)

c. RESOLUTION ~ Authorization for Resolution Transfer of Unanticipated Working Capital Carry Forward for Labor Attorney Expenses

Human Resources Director Machell DePina reviewed funds budgeted for labor attorney expenses and issues covered by these funds. She explained that labor attorney expenses are separate from City Attorney expenses and that several personnel matters have required legal assistance costing the City the majority of its Labor Attorney appropriation. She then provided details regarding the fiscal impact of the adoption of this resolution noting that unused appropriation from FY10-11 has increased FY11-12 working capital carry forward over the amount projected for all impacted funds and is available for transfer to the Labor Attorney line item in each fund. Mr. Johnson explained that this is simply a budget matter and not a vote in favor of any management decision. Responding to questioning, Ms. DePina explained that labor negotiations are done once every four years and with today's economy it is reasonable to expect the negotiations to be more difficult than in the past. Mr. Eppley pointed out that personnel matters are unpredictable.

Councilor Taylor moved that the Keizer City Council adopt a Resolution - Authorization for Resolution Transfer of Unanticipated Working Capital Carry Forward for Labor Attorney Expenses. Councilor Smith seconded. Motion passed as follows:

AYES: Egli, Smith, McKane, Taylor and Clark (5)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Christopher and Caillier (2)

CONSENT CALENDAR

- A. Liquor License Application – Additional Privilege/Change of Ownership for Plaza Morelia (3391 River Road N)
- B. RESOLUTION – Authorization for Appropriation of Law Enforcement Grant Funds for Routine Capital Outlay Grants
- C. RESOLUTION – Authorization for Appropriation of Grant Funds Received for Keizer Rapids Boat Ramp

- D. Approval of September 6, 2011 Regular Session Minutes
- E. Approval of September 19, 2011 Regular Session Minutes

Councilor McKane pulled item E.

Councilor Taylor moved to approve Items A, B, C and D of the Consent Calendar. Councilor Smith seconded. Motion passed as follows:

AYES: Egli, Smith, McKane, Taylor and Clark (5)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Christopher and Caillier (2)

Councilor Taylor moved to approve Item E of the Consent Calendar. Councilor Smith seconded. Motion passed as follows:

AYES: Egli, Smith, Taylor and Clark (4)

NAYS: None (0)

ABSTENTIONS: McKane (1)

ABSENT: Christopher and Caillier (2)

COMMITTEE REPORTS

a. Volunteer Proclamations

Taken out of order

- **Keizer Planning Commission:** Matthew Chappell and John Rizzo: Council President Clark read the proclamations and welcomed Commissioners Chappell and Rizzo. Mr. Chappell expressed gratitude for being selected to serve. Mr. Rizzo noted that he wanted to continue to serve primarily because he felt City staff was thorough and professional and they made the process reliable.
- **Keizer Budget Committee:** Joseph Gillis, Ronald Hart, and Jeff Lewis were not at the meeting to accept their proclamations.

Councilor McKane announced the date and time for the next Traffic Safety Commission meeting.

Councilor Egli announced the date and time for the next Economic Development & Government Affairs Committee meeting adding that October Keizer Urban Renewal Board had been postponed until November 9 and the River Road Renaissance Advisory Committee meeting cancelled.

Councilor Smith reported that he had attended the town hall meeting with the West Keizer Neighborhood Association and thanked everyone for coming. He also announced the upcoming Stormwater Advisory Committee meeting.

Councilor Clark reported that she had been appointed the Transportation Representative to the Mid-Willamette Valley Transportation Board; announced the time and place for the Gubser Neighborhood Association town hall, Re-Entry Initiative Breakfast, and Keizer 23 TV Advisory Committee meeting; and offered congratulations to the Dugout Sports Bar & Grill for their opening.

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AYES: Egli, Smith, McKane, Taylor and Clark (5)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Christopher and Caillier (2)

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Councilor Smith seconded. Motion passed as follows:

AYES: Egli, Smith, Taylor and Clark (4)

NAYS: None (0)

ABSTENTIONS: McKane (1)

ABSENT: Christopher and Caillier (2)

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COMMITTEE REPORTS

a. Volunteer Proclamations

Minutes reconsidered at November 21 Council Meeting so that the organization name could be corrected to reflect that Councilor Clark was appointed to the Mid Willamette Valley Community Development Partnership Board as the Transportation sector representative

OTHER BUSINESS Chief Adams reported that 130 to 150 people attended the recent Police Department Open House.

Public Works Director Rob Kissler announced that the Sieburg Local Improvement project has been completed; Hornet Court Sidewalk/Curb Local Improvement District is nearly complete.

Community Development Director Nate Brown announced that the Department of Land Conservation and Development has awarded the City of Keizer a \$70,000 grant for the periodic review process and hiring a consultant to assist with developing the local Economic Opportunities Analysis and Housing Needs Analysis.

WRITTEN COMMUNICATIONS None

AGENDA INPUT **November 7, 2011**

7:00 p.m. – City Council Meeting

November 14, 2011

5:45 p.m. – City Council Work Session

November 21, 2011

7:00 p.m. – City Council Meeting

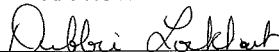
ADJOURNMENT Council President Clark adjourned the meeting at 7:59 p.m.

MAYOR:

~ Absent ~

Lore Christopher

APPROVED:



Debbie Lockhart, Deputy City Recorder

COUNCIL MEMBERS



Councilor #1 – David McKane

Councilor #2 – Brandon Smith

~ Absent ~

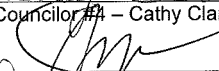
Councilor #3 – Mark Caillier

Minutes approved:

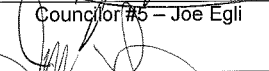
November 7, 2011



Councilor #4 – Cathy Clark



Councilor #5 – Joe Egli



Councilor #6 – James Taylor