MINUTES

KEIZER CITY COUNCIL
Tuesday, September 4, 2001
Keizer City Hall
Robert L. Simon Council Chambers
Keizer, Oregon

CALL TO ORDER

Mayor Christopher called the regular meeting to order at 7:04 p.m. Roll Call was taken as follows:

Present:
Lore Christopher, Mayor
Ray Kelly, Councilor
Charles E. Lee, Councilor
Jerry McGee, Councilor
Jacque Moir, Council President
Judy K. Smith, Councilor
Richard Walsh, Councilor

Staff:
Chris Eppley, City Manager
Susan Gahlsdorf, Finance Director
Rob Kissler, Public Works Director
Maria Meier, Senior Planner
Shannon Johnson, City Attorney
Tracy L. Davis, City Recorder

PUBLIC TESTIMONY

Bill Quinn, 4918 Shoreline Loop, Keizer- expressed concerns regarding obstructed regulatory signs in Keizer. He urged the public works department to identify and take care of these obstructions. Mr. Quinn also felt it was important for construction zone signs to only be up when construction work was actually taking place and he again advised that this was an issue which public works should address.

Mr. Quinn outlined his concern regarding the lack of funds to allow Sergeants to attend Community Policing meetings. He urged the Council to release funds to allow this to take place.

Responding to this Chief Adams indicated that the plan was to have the Community Policing rejuvenated through the neighborhood associations. He stressed that the main committee of Community Policing would be getting back on track in the near future.

Councilor McGee expressed concern with the suggested change. He noted that some of the neighborhood associations only meet on an as needed basis which, he felt would reduce the effectiveness of the plan.

Chief Adams indicated that the plan was to attempt to include more individuals in Community Policing by working through the neighborhood associations.

Other members of Council expressed anxiety with the suggested plan noting that minimal attendance at the neighborhood associations did not constitute this change.

Chief Adams emphasized that a written plan would be submitted to the Council within the next few weeks outlining his proposal.

COMMITTEE REPORTS

a. Volunteer of the Quarter Award-Bill Wolf
Former City Council member Jim Keller nominated Mr. Wolf for this award. Mr. Keller noted Mr. Wolf's accomplishments with the Planning Commission, SEKNA, and community policing and youth activities. Mr. Keller presented the Volunteer of the Quarter award to Mr. Wolf.

With consensus from the Council the Mayor requested that staff display and rotate pictures of the Volunteer's of the Quarter in the Council Chambers.

b. Volunteer Proclamations
New Members of Volunteer Coordinating Committee William Quinn and Rosa Hernandez
Mayor Christopher supplied a history of Ms. Hernandez's background and presented her with a proclamation as a new member of the Volunteer Coordinating Committee.

Councilor Smith introduced Bill Quinn and supplied a brief background of his volunteer work. Mayor Christopher read the proclamation and presented this to Mr. Quinn.

c. Council Liaison Reports

- **Traffic Safety Commission**-Councilor Smith reported that the vision clearance ordinance was discussed and would be reviewed by the Commission.

- **Salem-Keizer Area Transportation Systems**-Councilor Smith did not attend the last meeting, but noted that the criteria for ODOT funds was still being examined.

- **Claggett Creek Watershed Council**-Council President Moir reported that the annual meeting would take place on Tuesday, October 23rd at 7:00 p.m. at City Hall Council Chambers. She invited anyone interested to attend.

OTHER BUSINESS

a. **New Business**

Pay It Forward

Councilor Lee requested that the Mayor declare October as Pay if Forward month. He noted that this was the idea of people doing good deeds to promote citizenship. He offered additional information for those interested.

It was the consensus of the Council to request more information regarding this concept.

League of Oregon Cities

Mayor Christopher read the letter from the League regarding Qwest's refusal to pay franchise fees. The League felt it was important to have legal intervention during this process and requested monetary assistance from Keizer totaling $4,000.

City Manager Eppley noted that the formula was based on the seven- percent franchise fee rather than the four-percent, which the city had been collecting. At the three-percent of the cities gross franchise revenue this formula would calculate out to approximately $2,800, which staff recommended.

City Attorney Johnson answered questions from the Council and it was the consensus of the Council to direct staff to prepare a resolution to pay this fee from the General Fund.

Franchise Fees

Mayor Christopher noted calls from citizens who wished to refuse to pay franchise fees to Qwest. She indicated that she instructed the individuals that they would need to make this decision, but not to forward these fees to the City.

Heritage Foundation

Finance Director Susan Gahlsdorf reported that the required lease audit of the Heritage Foundation needed to take place. She outlined the list of procedures and asked if the Council had additional audit procedures that they wished to add.

Ms. Gahlsdorf answered questions regarding the sinking fund and the audit.

Councilor McGee also addressed the lack of an audit of the stadium and requested that this be addressed also.

After further discussion it was the consensus of the Council to direct staff to move forward with the audit procedures for the Heritage Foundation and the Volcanoes Stadium.

Parks Donations
Ms. Gahlsdorf reported that the City had collected 44 donations totaling $1,017.

Police Department/City Hall Air Quality
Public Works Director Rob Kissler reported that employee concerns regarding air quality brought about consultant recommendations for air quality testing which would cost approximately $1,350.00.

School's In Session
Chief Adams noted no problems with traffic during the first day of school.

Mr. Kissler reported that traffic counts would be taken around the Trail/Harmony area. He indicated that these statistics would be reported to Council in the near future.

b. Old Business
Bike Safety Fair
Councilor Smith reminded the Council that the Bike Safety Fair would take place at Day Spring Church on September 23rd from 3:00 to 6:00 p.m.

Infill Review Schedule
Planning Director Maria Meier provided a schedule of review for the Council to analyze prior to the September 10th meeting. She offered to answer questions from the Council.

ATT Broadcast
City Manager Eppley reported that ATT would have their work complete by mid to late September. He noted he would be also receiving bids for an automated system to allow the Council meetings to be aired.

PUBLIC HEARINGS

None

ADMINISTRATIVE ACTION

a. Adoption of Budget Committee Recommendations

Finance Director Susan Gahlsdorf reported on August 8th the Budget committee discussed the revenue shortfall from Qwest's decision to withhold franchise fee payments.

Staff had identified option to compensate for the shortfall totaling $183,000. The committee voted to recommend that the Council:

- *Step One:* Use excess working capital carryforward
- *Step Two:* Eliminate caps on energy franchise revenues

Ms. Gahlsdorf requested direction from the Council to move forward with these recommendations.

<u>Council President Moir moved a motion to authorize staff to implement steps one and two of the Qwest Contingency Plan Report. Councilor Kelly seconded the motion.</u>

Councilor McGee felt it was important to notify the Chamber and the Fire District regarding the possibility of step three being implemented to allow them to take necessary precautions.

City Manager Eppley indicated that he would do this once the Council passed a motion.

After further discussion Mr. Eppley indicated that staff was optimistic that the shortfall could be met with the implementation of steps one and two.

<u>The motion passed unanimously as follows:</u>

<u>AYES:</u> Christopher, Kelly, Lee, McGee, Moir, Smith and Walsh (7)
<u>NAYS:</u> None (0)
<u>ABSTENTIONS:</u> None (0)
<u>ABSENT:</u> None (0)

b. <u>RESOLUTION-</u> Authorizing City Manager to Award Contract for Alder Drive Improvements

Public Works Director Rob Kissler reported that on August 29, 2001 bids were received for improvements to Alder Drive. He summarized the improvements, which would take place and the costs involved totaling $290,127.25.

Mr. Kissler reported that the successful low bidder for Schedule A was Morse Bros. Construction in the amount of $206,311.50 and for Schedule B Gelco Construction totaling $83,815.75.

Mr. Kissler reported that funds for the project were included in the 2000/2001 Street Fund Budget and the Bicycle and Pedestrian Grant supplied by ODOT.

Staff recommended that the Council adopt the resolution.

With the reduction in costs to the street fund due to the ODOT Grant Mr. Kissler asked to bring back a proposal to complete the underground storm drainage for Alder Drive. Mr. Kissler answered questions from the Council.

Councilor McGee expressed concern regarding the practicality of the extension of Orcutt Way. He encouraged staff to review this to allow the homeowners in the area some relief on what the process might be.

City Manager Eppley indicated that this discussion would be brought before KURB for a recommendation to the Agency.

Council President Moir moved a Resolution Authorizing the City Manager to Enter an Agreement with Morse Bros. Construction and Gelco Construction for Alder Drive Improvements. Councilor McGee seconded the motion.

The motion passed unanimously as follows:

AYES: Christopher, Kelly, Lee, McGee, Moir, Smith and Walsh (7)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)

Responding to additional questions from Council Mr. Kissler noted that a pre-construction meeting would take place to work out the logistics of the project.

CONSENT CALENDAR

a. **RESOLUTION- Certification of Delinquent Sewer Accounts (Amending R2001–1289)**

b. **Approval of August 6, 2001 Regular Session Minutes**

c. **Approval of August 20, 2001 Regular Session Minutes**

Council President Moir moved for approval of the Consent Calendar. Councilor McGee seconded the motion.

The motion passed as follows:

AYES: Christopher, Kelly, Lee, McGee, Moir, Smith and Walsh (7)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)

Councilor Walsh abstained from voting on the August 6th minutes inasmuch as he was not in attendance at the meeting.

WRITTEN COMMUNICATIONS

None

AGENDA INPUT

September 10, 2001
5:30 p.m. City Council Work Session

- Infill Master and Redevelopment Plan

September 17, 2001
7:00 p.m. City Council Regular Session

- Infill Master and Development Plan Public Hearing (cont from 8/20/01)
- Legislative Amendment to Redesignate Chalmers Jones Park and Clarify Boundaries (cont from 8/20/01)
- Comp Plan Map Amendment/Zone Change/conditional Use Case No. 01-35 (Salem-Keizer School District)
- Liquor License Application Public Hearing for Kat's Korner Billiards

Mayor Christopher noted the agenda items.

ADJOURNMENT

Mayor Christopher adjourned the meeting at 8:20 p.m.

Cindy Perry
Cindy Perry
Recording Secretary

APPROVED:
MAYOR:
Christopher
Lore Christopher

COUNCIL MEMBERS:

Judy K. Smith

Councilor #1 - Judy K. Smith

Jacque Moir

Councilor #4 - Jacque Moir

Councilor #2 - Ray Kelly

Councilor #5 - Richard Walsh

Charles E. Lee

Councilor #3 - Charles E. Lee

Councilor #6 - Jerry McGee

Minutes approved:

September 17, 2001