



MINUTES
KEIZER CITY COUNCIL
Monday, July 17, 2023
Keizer Civic Center, Council Chambers
Keizer, Oregon

CALL TO ORDER

Mayor Clark called the meeting to order at 7:02 p.m. Roll call was taken as follows:

Present:

Cathy Clark, Mayor
Shaney Starr, Councilor
Kyle Juran, Councilor
Soraida Cross, Councilor
Robert Husseman,
Councilor
Daniel Kohler, Councilor

Absent:

Laura Reid, Councilor

Staff:

Adam Brown, City Manager
Tim Wood, Assistant City Manager
Shannon Johnson, City Attorney
John Teague, Police Chief
Melissa Bisset, City Recorder

FLAG SALUTE

Mayor Clark led the pledge of allegiance.

**SPECIAL ORDERS
OF BUSINESS**

None

**COMMITTEE
REPORTS**

Rick Kuehn, Traffic Safety/Bikeways/Pedestrian Committee, provided an update with most of the current issues have been on Verda Lane. Discussion ensued regarding future grant opportunities.

**PUBLIC
COMMENTS**

Mayor Clark acknowledged for the record written comments received from *Corrie Falardeau*, Keizer Chamber of Commerce, regarding the new City of Salem – Employee Paid Payroll Tax.

Jose Filemon Ceja, Keizer Resident, explained that Claggett Creek is flooding and the algae and mosquitos are a problem.

Devon Kraxberger, Keizer, spoke about concerns related to Claggett Creek flooding damage. She explained that it is making the yard recede. She shared all of the various points of contact that she has had with the City, County, and State agencies.

City Manager Brown explained the work that the City had done and that the City would continue to have conversations toward a solution.

Ed Davis, Salem Resident and *Katsamier "Chuck" Itoh*, Keizer

Resident, shared that in 2010, a program began to host middle school students from Iyo, Japan, as part of the Salem-Iyo International Exchange. Mr. Davis discussed the various activities that the students would be participating in when this program comes to Keizer.

**PUBLIC HEARING
RESOLUTION –
Exemption of
Subscription for
Specialized Software
Services for Legal
Department from
Competitive Bidding
and Awarding Contract
to Caret.**

Mayor Clark opened the Public Hearing.

Mayor Clark called the Public Hearing to order at 7:27 p.m. City Attorney Johnson shared that the software has been in place since 2009. It is proprietary software, and it would be extremely difficult move to another vendor. Discussion ensued regarding the length of the contract and other options.

Councilor Starr moved that the Keizer City Council adopt Exemption of Subscription for Specialized Software Services for Legal Department from Competitive Bidding and Awarding Contract to Caret. Motion was seconded by Councilor Kohler.

Mayor Clark shared that continuity would be critical for the legal staff with the City Attorney's upcoming departure.

Mayor Clark closed the Public Hearing at 7:35 p.m.

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (1) Reid

**ADMINISTRATIVE
ACTION**

**a. Keizer
Community
Foundation
– Keizer
Klosets
American
Rescue
Plan Act
(ARPA)
Grant
Request.**

Assistant City Manager Wood explained the request from Keizer Klosets for ARPA funds to partner with schools in Keizer to provide food, hygiene products and clothing for students in need.

Ms. Audrey Butler, Keizer Community Foundation and *Ms. Lori Kristopher*, Keizer resident thanked the Mayor and Council for their support noting that over 8,000 were impacted over the last year. Ms. Butler shared the history of the program and the impact on local children.

Mayor Clark noted that during the shutdown the Keizer Klosets made sure to continue to reach children in the community.

Discussion ensued regarding funding and sustainability of the program.

Ms. Butler said there were donors, and they had requested grants. Council President Starr moved that the City Council designate \$14,700 of the Strategic Planning Initiatives line item in the ARPA Fund's Fiscal

Year 2023-24 Adopted Budget as support for the Keizer Community Foundation's Keizer Klosets program. Councilor Kohler seconded. Motion passed unanimously as follows.

Mayor Clark asked that Keizer Klosets reports back to the Council as to how the ARPA Fund's were leveraged for an additional match or additional funds used. It would be nice to know the number of students served to track the overall level of need and outreach plan of additional resources for sustainability.

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (1) Reid

- b. **RESOLUTION** Mr. Johnson reviewed the staff report and request from the Keizer Chamber of Commerce for KeizerFEST.
– **Authorizing**
Temporary
Use and
Signs
Subject to
Conditions
for
KeizerFEST
(2023). Council President Starr moved that the Keizer City Council adopt Resolution authorizing Temporary Use and Signs subject to conditions for KeizerFEST (2023). Councilor Kohler seconded. Motion passed unanimously as follows:

AYES: Clark, Husseman, Cross, Kohler, Starr and Juran (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (1) Reid
- c. **RESOLUTION** Mr. Johnson summarized the staff report.
– **Authorizing**
a Temporary
Suspension
of the
Ordinance
Prohibiting
Street
Vendors. Council President Starr moved that the Keizer City Council adopt a Resolution Authorizing a Temporary Suspension of the Ordinance Prohibiting Street Vendors. Councilor Kohler seconded. Motion passed unanimously as follows.

AYES: Clark, Husseman, Cross, Kohler, Starr and Juran (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (1) Reid
- d. **Verda and**
Chemawa
Public Art Mr. Johnson summarized the staff report with concern of last week as to whether or not a resolution was adopted. A Motion was passed, so the Council is free to rename the public art and has a proposed Motion for "Rosalie's Silly Cows."

Lori Kristopher, Keizer resident spoke on the history of the proposed

name change for the cows. The name change will be on the storyboard.

Council President Starr moved that the Keizer City Council rename the public art of Rosalie's Cows to Rosalie's Silly Cows. Councilor Kohler seconded. Motion passed unanimously as follows.

AYES: Clark, Husseman, Cross, Kohler, Starr and Juran (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (1) Reid

- e. **RESOLUTION** – Amending the City of Keizer Budget Committee; Amending Resolution R2013-2311. Mr. Johnson advised that State law requires that a Planning Commissioner could not also serve on the Budget Committee. It would be appropriate to amend the Planning Commission ordinance and Budget Committee resolution.
- Council President Starr moved to adopt a Resolution Amending the City of Keizer Budget Committee; Amending Resolution R2013-2311. Councilor Kohler seconded. Motion passed unanimously as follows.
- AYES: Clark, Husseman, Cross, Kohler, Starr and Juran (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (1) Reid
- ORDINANCE** – Amending the Ordinance Creating a Planning Commission; amending Ordinance No. 2020-824; Declaring an Emergency. Council President Starr moved to adopt an Ordinance Amending the Ordinance Creating a Planning Commission; amending Ordinance No. 2020-824; Declaring an Emergency. Councilor Kohler seconded. Motion passed unanimously as follows upon first reading. Councilor Kohler seconded.
- AYES: Clark, Husseman, Cross, Kohler, Starr and Juran (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (1) Reid
- f. **RESOLUTION** –Establishing the amount of the Sewer System Development Charge for Wastewater Mr. Wood shared that there was an increase. The biggest driver was the Capital Outlay, such as concrete and steel. Sewer System Development Charge is for new development only. The charges collected go to the City of Salem for this pass-through program.
- Council President Starr moved to adopt a Resolution Establishing the amount of the Sewer System Development Charge for Wastewater Treatment Facilities; Repealing Resolution R2022-3311. Councilor

**Treatment
Facilities;
Repealing
Resolution
R2022-3311.**

Kohler seconded. Motion passed unanimously as follows.

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (1) Reid

**g. League of
Oregon Cities
(LOC)
Foundation –
Donation**

Mr. Wood reviewed the staff report in which the funds support city councilors and mayors for trainings, meetings, and conferences. Mayor Clark added that the City of Keizer no longer needs the scholarship money but can invest in smaller cities to support the governing bodies of member cities. Mr. Wood clarified that the budget line item does allow for all Keizer councilors to attend the conference at the same time and for the mayor to attend the Mayor's Association conference.

Councilor Starr moved that the Keizer City Council designate \$500 of the Keizer City Council expenditure line item in the administrative services fund 2023-24 adopted budget as a donation to the League of Oregon Cities Foundation. Councilor Kohler seconded. Motion passed unanimously as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (1) Reid

**CONSENT
CALENDAR**

Councilor Husseman requested to pull item 9c.

- a. **RESOLUTION** –
Authorizing the
Finance Director
to enter into an
agreement with
Centurylink
Communications,
LLC D/B/A Lumen
Technologies
Group for Fiber
Internet Service.
- b. **RESOLUTION** –
Authorizing the
City Manager to
sign Pipe
Cleaning and
Television
Inspection
Contract with
Pacific Int-R-Tek.
- d. Approval of July
3, 2023 Regular
Session Minutes.

Councilor Starr moved for approval of the Consent Calendar items A, B, D and E. Councilor Kohler seconded. Motion passed unanimously as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (1) Reid

e. Approval of July 10, 2023 Work Session Minutes.

c. **RESOLUTION** – Authorizing the City Manager to purchase four Dodge Durango Patrol Vehicles and one Dodge Utility Truck for Police Department.

Item 9.c. was then discussed. There was dialogue related to the life of City vehicles. Police Chief Teague explained that it is a judicious and thoughtful approach to cycling and purchasing the police vehicles.

Councilor Starr moved that the Council adopt a Resolution Authorizing the City Manager to purchase four Dodge Durango Patrol Vehicles and one Dodge Utility Truck for Police Department. Councilor Kohler seconded. Motion passed as follows:

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

NAYS: None (1) Husseman

ABSTENTIONS: None (0)

ABSENT: None (1) Reid

OTHER BUSINESS

At the next meeting, there would be a fee request waiver for Congresswoman Salinas' Office.

STAFF UPDATES

There were reminders about the upcoming events of National Night Out, Blast Camp, and Trashy Tuesday.

COUNCIL MEMBER REPORTS

Councilor Cross reported on several meetings that she attended including YMCA board, Keizer Chamber board luncheon, met on the new City of Salem – Employee Paid Payroll Tax and the Boys and Girls Club, and attended the Press Conference for the Salem Airport.

Councilor Juran attended the Keizer Chamber board installation. He shared that he had assistants in mowing Keizer Rapids Park to prepare it for KeizerFEST.

Councilor Starr attended the Library Board meeting and the Concert in the Park. She reminded the community to watch the Library's social media page for programs.

Councilor Kohler attended the Education Business Leaders meeting, Chamber Greeters and Installation, Parks Board, Keizer Heritage Foundation Dinner, Latino Business Alliance meeting, retirement party for Tracy and Debbie, and Foodbank. He will be attending the Keizer Community Dinner, a Marion County Meeting, and the Traffic Safety/Bikeways/Pedestrian meeting.

Councilor Husseman spoke on a meeting he had with a Salem councilor, the Salem public works director, and ODOT to discuss the parkway path for new pavement and signage. They'll review the situation.

Mayor Clark shared that the ribbon cutting for the Turner Road Young Adult Village Community will house up to 38 persons for ages 18-24 to

leave homelessness safely. She expressed her appreciation to Church at the Park and others who partnered to make this happen. She attended a meeting with the Mid-Willamette Valley Alliance on the annual notice of funding from Housing and Urban Development (HUD) that was released. She hosted the July edition of Coffee with Cathy, which is an informative program with jurisdictional representatives. Coming up is the Mayor's Coalition, Mayor's Breakfast, Keizer Area Transportation Study, and Keizer Summer Night Out on July 29th.

AGENDA INPUT

August 7, 2023 – 7:00 p.m. - City Council Regular Session
August 14, 2023 – 6:00 p.m. - City Council Work Session
August 21, 2023 – 7:00 p.m. - City Council Regular Session

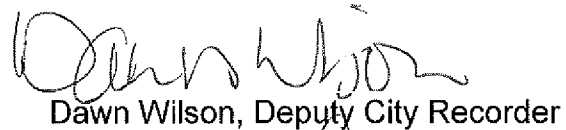
ADJOURNMENT

Mayor Clark adjourned the meeting at 8:46 p.m.

MAYOR:

APPROVED:

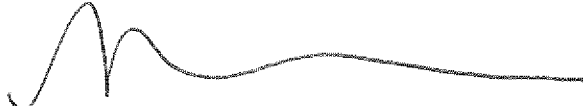

Cathy Clark


Dawn Wilson, Deputy City Recorder

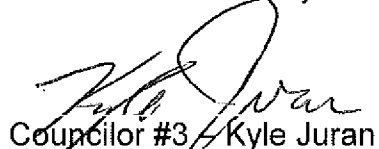
COUNCIL MEMBERS

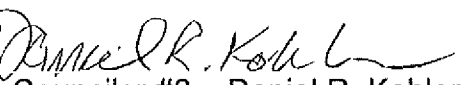

Councilor #1 – Laura Reid


Councilor #4 – Soraida Cross


Councilor #2 – Shaney Starr


Councilor #5 – Robert Husseman


Councilor #3 – Kyle Juran


Councilor #6 – Daniel R. Kohler

Minutes approved: August 7, 2023