MINUTES
KEIZER CITY COUNCIL
Monday, July 15, 2013
Keizer Civic Center, Council Chambers
Keizer, Oregon

CALL TO ORDER Mayor Christopher called the meeting to order at 7:00 pm. Roll Call was taken as follows:

Present:
Lore Christopher, Mayor
Joe Egli, Council President
Jim Taylor, Councilor
Dennis Koho, Councilor
Marlene Quinn, Councilor
Kim Freeman, Councilor

Absent:
Cathy Clark, Councilor

Staff:
Chris Eppley, City Manager
Shannon Johnson, City Attorney
Jeff Kuhns, Police
Nate Brown, Community Development
Bill Lawyer, Public Works Director
Susah Gahlsdorf, Finance Director
Elizabeth Sagmiller, Storm Water
Tracy Davis, City Recorder

FLAG SALUTE Mayor Christopher led the pledge of allegiance.

PUBLIC TESTIMONY *Jonathan Thompson, Keizer,* Chair of the Planning Commission, reported that the Commission had approved a Conditional Use Permit for the memory care facility behind St. Edwards Church with the addition of clarification of text regarding Sandy Road access and provision for an additional bike rack.

Rick Day, Marion County, reported that the Parks Advisory Board had discussed and supported irrigating Sunset Park, had continued discussion on developing a mechanism to generate additional funding for parks and had approved and recommended to Council a plan to convert the Charge house at Keizer Rapids Park into an education center. Mr. Lawyer added that a meeting is scheduled to address questions and make this a reality. Discussion then took place regarding alternative uses for the building, utilities, bathrooms and kitchens, placing an educational facility closer to the water, city obligations, and floodway issues.

Clint Holland, Keizer, requested that signage at the focal point be allowed for more than two days prior to an event. Mr. Brown explained that signage is only allowed at that location for a total of 120 days and the intent is that the signage be for the community and community events as well as KRA. Discussion followed regarding other groups that would want to use the signs, shifting the days, and reserving the sign

facility for 60 days for the exclusive use of the KRA concert series. Mr. Johnson indicated this could be handled under Other Business.

PUBLIC HEARINGS

a. RESOLUTION – Recognizing Amended Boundaries of the Gubser Neighborhood Association, Acknowledging Name Change and Accepting Revised By-Laws – Amending 94-725

City Attorney Shannon Johnson provided information regarding the existing and proposed boundaries and noted that the expanded boundary conforms to the Gubser Elementary School boundary. He noted that there are also changes in the by-laws and the name and reviewed the criteria set forth by City Ordinance. Discussion then took place regarding the boundary.

Mayor Christopher opened the Public Hearing.

Adam Miles, Keizer, explained that the school boundary was chosen in order to create unity. Lengthy discussion followed regarding the boundary and the map.

Mayor Christopher closed the Public Hearing.

Councilor Egli moved that the Keizer City Council adopt a Resolution Recognizing Amended Boundaries of the Gubser Neighborhood Association, Acknowledging Name Change and Accepting Revised By-Laws – Amending 94-725. Councilor Taylor seconded.

Councilor Taylor offered a friendly amendment to incorporate the rest of Area C at Keizer Station to include the Keizer Little League fields. Councilor Egli did not accept the amendment.

Councilor Taylor moved to amend the boundary to expand the proposed area to the Little League fields and Area C. Councilor Koho seconded.

Councilor Egli noted that he preferred the initial wording in the Gubser By-laws because when the apartments in question get built, the children may be in the Keizer Elementary School boundary. He suggested addressing this when the area gets built out. Further discussion ensued.

Motion failed as follows:

AYES: Koho and Taylor (2)
NAYS: Christopher, Egli, Quinn and Freeman (4)
ABSTENTIONS: None (0)
ABSENT: Clark (1)

Vote on main motion: Motion passed as follows:

AYES: Christopher, Egli, Koho, Quinn, Freeman and Taylor (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Clark (1)

b. RESOLUTION – Amending Fees for Certain Administrative Services; Amending R2012-2271

Finance Director Susan Gahlsdorf explained that staff is recommending a reduction in the charge for video tape/DVD reproduction: $15 each for DVD/CD and elimination of the video tape reproduction.

Mayor Christopher opened the Public Hearing. Hearing no testimony, Mayor Christopher closed the Public Hearing.

Councilor Egli moved that the Keizer City Council adopt a Resolution Amending Fees for Certain Administrative Services; Amending R2012-2271. Councilor Taylor seconded. Motion passed as follows:

AYES: Christopher, Egli, Koho, Quinn, Freeman and Taylor (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Clark (1)

c. RESOLUTION – Amending Land Use and Sign Permit Fees; Amending R2011-2123

Mr. Johnson explained that this is a minor change. The State is now asking the Planning Department for zoning review on childcare licenses to confirm proper zoning. This is similar to dealer licenses and would be the same cost ($35). Other agency review fees are also included in this resolution.

Mayor Christopher opened the Public Hearing. Hearing no testimony, Mayor Christopher closed the Public Hearing.

Councilor Egli moved that the Keizer City Council adopt a Resolution Amending Land Use and Sign Permit Fees; Amending R2011-2123. Councilor Taylor seconded. Motion passed as follows:

AYES: Christopher, Egli, Koho, Quinn, Freeman and Taylor (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Clark (1)

ADMINISTRATIVE ACTION

a. Imminent Water Pollution Control Facilities Permit – Informational Report

Environmental Program Coordinator, Elizabeth Sagmiller, explained that because Keizer injects stormwater into the ground rather than running it though pipes and into waterways, the City is required to have an Imminent Water Pollution Control Facilities (WPCF) Permit. She provided clarification of the stormwater rules and the history of the permitting process that has been taking place since 2008 and explained how the Underwater Injection Control (UIC) devices work. She noted that the permit has a ten-year term and DEQ requires renewal at the end of the term with a Comprehensive Management Plan, annual reporting and stormwater sampling. She reviewed the Keizer stormwater infrastructure and noted that the permits are mandated by State and Federal law and non-compliance is grounds for civil penalties ($25,000 per day). She reviewed the timeline for completion and explained that stormwater staff is currently working on the Management Plan, Monitoring Plan and the System-Wide Assessment which will be part of the WPCF Permit and will be reviewed by the Storm Water Advisory Committee.

CONSENT CALENDAR

A. RESOLUTION - Authorizing City Manager to Enter Into Engagement Letter with Grove, Mueller & Swank PC for Audit Services
B. Surplus Property Report for Fiscal Year 2012-2013
C. Approval of June 17, 2013 Regular Session Minutes
D. Approval of July 1, 2013 Special Session Minutes

Item D was pulled from the Consent Calendar.

Councilor Egli moved for approval of Items A, B and C of the Consent Calendar. Councilor Taylor seconded. Motion passed as follows:

AYES: Christopher, Egli, Koho, Quinn, Freeman and Taylor (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Clark (1)

Councilor Egli moved to approve the July 1, 2013 Regular Session Minutes. Councilor Koho seconded. Motion passed as follows:

AYES: Christopher, Egli, Koho, Quinn, and Freeman (5)
NAYS: None (0)
ABSTENTIONS: Taylor (1)
ABSENT: Clark (1)

COMMITTEE REPORTS

Councilor Taylor reported that he would be interviewing the Blakes at their home for the Keizer Points of Interest Oral History program. At the last Traffic/Bikeways/Pedestrian Committee meeting a citizen had voiced concern regarding the danger involved when making a left turn out of the 7-11 store at Lockhaven and River Road. It was suggested that the owner of Dairy Queen and 7-11 work together to develop a safer exit. Councilor Taylor will invite them to the next meeting for discussion.

Councilor Quinn thanked Rick Day for the Parks Board report and added that the soccer field project at Claggett Creek Park is not possible because part of the field would be in the floodplain. Jim Parent is working on alternatives. Mr. Lawyer added that the field would fit but bleachers would be right next to adjacent neighbor fences. Ms. Quinn continued her report noting that the historical Charge signage is being sent to printers for bids and Jake Martin has resigned from the Parks Board. She concluded her report listing upcoming meetings.

Councilor Egli announced the next Planning Commission meeting and commended Chair Jonathan Thompson.

Mayor Christopher reviewed ribbon cuttings for Silverton Health and Outback Steakhouse, noting that Silverton Health means 100 new jobs and Outback employs 80.

Councilor Freeman announced that she and Councilor Clark will meet with Cathy Moore from the Salem Chamber to recruit a Youth Councilor.

Councilor Koho announced that he had been on the radio discussing baseball and what it has led to in terms of jobs and economic activity.

OTHER BUSINESS

Councilor Taylor moved to reconsider the motion passed at the last Council meeting: *Keizer City Council allow the dates requested by KRA.org plus an additional three for potential movies (total 15) for signage at the focal point and further direct staff to prepare a resolution to formally adopt a sign policy for ongoing use of the sign structure at the focal point.* Councilor Egli seconded. Motion passed as follows:

AYES: Christopher, Egli, Quinn, Freeman, and Taylor (5)
NAYS: Koho (1)
ABSTENTIONS: None (0)
ABSENT: Clark (1)

City Attorney Shannon Johnson explained that the issue was not how many days, it was how many days before and after an event the sign would be allowed. Mr. Holland has requested that the dates be shifted to prior to the event with the sign removed immediately following the event.

Councilor Egli moved that the Keizer City Council amend the motion passed at the last meeting: adding that KRA.org receive up to 60 days as needed for programs. Councilor Taylor seconded.

Mayor Christopher offered a friendly amendment to dedicate 60 days for "city partnered programming" with KRA.org. Councilors Egli and Taylor accepted the amendment.

Mayor Christopher explained that the City is invested in this family entertainment so this partnership would get 60 days leaving 60 days for everyone else. Entities wishing to use the sign facilities would have to come to Council every time and Council would set the general guidelines of "not to exceed one week".

Mayor Christopher restated the motion: That the Keizer City Council amend the motion passed at the last meeting relating to use of the sign facilities at the focal point: adding that City-partnered programming with KRA.org receive up to 60 days as needed for those programs and directing staff to prepare a resolution to formally adopt a sign policy for ongoing use of the sign structure at the focal point including general guidelines that would limit the period of usage not to exceed one week. Motion passed unanimously as follows:

AYES: Christopher, Egli, Koho, Quinn, Freeman, and Taylor (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Clark (1)

City Recorder Tracy Davis announced volunteer openings on the Budget Committee, Planning Commission, Parks Board, K-23, and K-FEST.

Captain Kuhns reminded everyone of the upcoming National Night Out.

Public Works Director Bill Lawyer reminded everyone of the upcoming Public Services Fair and reported that the request for proposals for the community build consultant are due August 6; the task force will be scoring those on August 8.

Community Development Director Nate Brown reminded Council that he had applied for a Transportation Growth Management Grant; The State was not excited about the application but offered that if the City amended the Periodic Review to include some additional items such as how identified deficits will be addressed, then funds are most likely available. If this provides access to additional funds to assist in securing the consultants needed, then staff is requesting Council to amend the scope to include the transportation study and the study for the other infrastructure. The request must be filed by the end of July and staff needs authorization from Council to apply for the grant.

Council agreed by consensus to change the July 29 Work Session to a Special Session so that this could be on the agenda and addressed.

Mr. Eppley reported that 35 applications were received for the Police Chief recruitment. The interview process is planned for the end of July.

WRITTEN COMMUNICATIONS None

AGENDA INPUT

July 29, 2013
5:45 p.m. – City Council Special Session
- Grant Application
- Presentation – Salem River Crossing – 3rd Bridge

August 5, 2013
7:00 p.m. – City Council Regular Session

August 12, 2013
5:45 p.m. – City Council Work Session
CANCELLED

August 19, 2013
7:00 p.m. – City Council Regular Session

ADJOURNMENT Mayor Christopher adjourned the meeting at 9:02 p.m.

MAYOR: APPROVED:

Lore Christopher

Debbie Lockhart, Deputy City Recorder

COUNCIL MEMBERS

Dan Kohlhoff

Councilor #1 – Dennis Koho

~ Absent ~

Councilor #4 – Cathy Clark

Kim Freeman

Councilor #2 – Kim Freeman

Councilor #5 – Joe Egli

Councilor #3 – Marlene Quinn

Councilor #6 – James Taylor

Minutes approved: August 5, 2013