MINUTES
KEIZER CITY COUNCIL
Monday, July 2, 2001
Keizer City Hall
Robert L. Simon Council Chambers
Keizer, Oregon

CALL TO ORDER

Mayor Christopher called the regular meeting to order at 7:00 p.m. Roll Call was taken as follows:

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

Absent:
Ray Kelly, Councilor

Staff:
Chris Eppley, City Manager
Rob Kissler, Public Works Director
Maria Meier, Senior Planner
Marc Adams, Chief of Police
Dianne Hunt, Human Resources Director
Tracy L. Davis, City Recorder

PUBLIC TESTIMONY

There was no public testimony brought before the City Council.

COMMITTEE REPORTS

a. Planning Commission Appointments
City Recorder, Tracy Davis reported on September 30, 2001, the terms of Bill Wolf, Richard Inman and June Abbott would expire. Each member had served two terms and was not eligible for reappointment. Ms. Davis reported on June 26th the Volunteer Coordinating Committee voted to recommend the appointments of John Preston, Ross Day and Christopher Anderson to fill these vacancies as three-year terms.

Council President Moir moved to accept the nominations of John Preston, Ross Day and Christopher Anderson to fill the three-year term on the Planning Commission. Councilor Lee seconded the motion.

The motion passed as follows:

AYES: Christopher, Lee, McGee, Moir, Smith and Walsh

FMAGIC

(6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Kelly (1)

b. Budget Committee Appointments
City Manager Eppley reported that on August 31, 2001 the terms of Doug Pilant and Gene Clemens expired. On June 26, 2001 the Volunteer Coordinating Committee voted to recommend the appointment of Carl Beach and Robert Gebhardt to fill the upcoming vacancies to serve a three-year term.

Council President Moir moved to accept the recommendation of the Volunteer Coordinating Committee and appoint Carl Beach and Robert Gebhardt to serve the three-year term on the Budget Committee. Councilor Lee seconded the Motion.

The motion passed unanimously as follows:

AYES: Christopher, Lee, McGee, Moir, Smith and Walsh (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Kelly (1)

c. Traffic Safety Commission Appointment
City Manager Eppley reported in May 2001 Tina Sloan resigned from her position on the Traffic Safety Commission. At the June 26, 2001 Volunteer Coordinating Committee recommended Steve Prothero to fill this position which expires on December 30, 2002.

Council President Moir Moved to accept the recommendation of the Volunteer Coordinating and appoint Steve Prothero to fill the vacancy on the Traffic Safety Commission. Councilor Lee seconded the motion.

The motion passed as follows:

AYES: Christopher, Lee, McGee, Moir, Smith and Walsh (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Kelly (1)

d. Parks Advisory Board Appointment
City Manager Eppley reported in May 2001 Larry Monogan resigned from the Parks Advisory Board in the middle of his three-year term scheduled to expire on December 30, 2002. On June 26, 2001 the Volunteer Coordinating Committee unanimously recommended the appointment of Carole Dicksa to fill this vacancy.

Council President Moir moved to accept the recommendation of the Volunteer Coordinating Committee and appoint Carole Dicksa to fill the vacancy on the Parks Advisory Board. Councilor Lee Seconded the motion.

The motion passed as follows:

AYES: Christopher, Lee, McGee, Moir, Smith and Walsh (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Kelly (1)

Councilor McGee expressed his pleasure with the number of qualified volunteers wishing to lend their time and skills to the City.

e. Council Liaison Reports

- **Library Services Task Force**

Councilor Walsh reported that the Task Force had formed subcommittees and each subcommittee had had the opportunity to meet. He noted the work that had taken place with the Reading Connection and the Salem Library over the past month.

- **Traffic Safety Commission**

Councilor Smith noted that the meeting for June had been cancelled.

- **Bikeways Committee**

Councilor Smith reported that bike rack standards were discussed and that the Chair of the Committee would be in touch with the Planning Director regarding these standards. She shared that a Police Safety Program would be taking place at the Volcano's Stadium on July 7th and that the Bikeways Committee would be handing out helmets. Councilor Smith indicated that the number of helmets available to them had dwindled and that the Committee would be sending out a plea to the community for donations to purchase additional helmets.

Councilor McGee suggested that the Committee might review requesting that the kids or families donate a token amount of money to assist with keeping funding available to purchase additional helmets.

➢ **SKATS**
Councilor Smith reported that Bill 2142 had passed supplying ODOT with 400 million dollars worth of funding. She indicated that SKATS would be reviewing recommendations that they would make for the use of these funds.

➢ **Claggett Creek Watershed Council**
Council President Moir reported that this group did not have a quorum at it's last meeting. It was decided that letters would be sent out informing members that their attendance was needed at the meetings or they would be requested to resign from their position.

➢ **Emergency Management Committee**
Council President Moir reported that Sgt. John Teague was the new Emergency Manager and that the Committee would be forming what direction they would like to take during the next year.

➢ **Planning Commission**
Council President Moir reported that the public hearing took place regarding the Infill Master Plan Draft. The hearing was continued until July 11, 2001. She encouraged everyone to attend this meeting.

➢ **Keizer Urban Renewal Board**
Councilor Walsh reported that the Board discussed the City Hall Master Plan and the use of Urban Renewal Funds. The Planning Director at the next meeting would present information regarding the UNOCAL site to educate the Board on its history.

Councilor Walsh shared that the Board reviewed two applications for Landscape Grants at 7-Eleven and Budget Rent-A-Space. Additional information would be provided to allow the Board to make a decision on these grants.

➢ **Salem Futures Committee**
Councilor Walsh reported that the Committee would be working on a long-term plan for the Cherriots Bus System, which would include the City of Keizer.

OTHER BUSINESS

a. New Business

Solicitation Ordinance

Councilor Smith provided a copy of St. Paul's solicitation ordinance and asked the Council to review for future discussion.

Mistwood Incident

Council President Moir thanked the Keizer Police Department and Fire Department for their work on this incident.

Chief Adams thanked the Salem Police Department and everyone that cooperated in the effort.

National Night Out

Chief Adams shared that this event would be taking place in August and that more information would be provided, as it became available.

City Manager Market Analysis

Human Resource Director, Dianne Hunt reported that this analysis was underway and should be completed within the next month.

Reserve Officer Recruitment

Ms. Hunt reported that this recruitment closed last Friday and that 36 applications were received. The exam would take place on July 14th to fill eight to ten openings.

Alder Grant

Public Works Director, Rob Kissler shared that the City Manager had signed the grant through ODOT.

School Zone Flashers

Mr. Kissler reported that they would be working with the School District to improve the School Zone Flashers prior to the upcoming school year.

Trail/Manzanita/Harmony & 14th Avenue Traffic Analysis

Mr. Kissler shared that the first phase of this project was complete with the second phase taking place during the first few weeks of school. He offered to provide information, as it became available.

Web Page Planning Information

Planning Director, Maria Meier indicated that the Development Code and Planning Applications were

available on the City's web site.

Credit Card Merchants
City Manager Eppley reported that discussions with the merchants to offer this service to citizens were progressing.

Covered Structure
City Manager Eppley shared that the structure would be complete soon. A concert under the structure would take place on Friday, July 6th at 7:00 p.m.

PUBLIC HEARINGS

None

ADMINISTRATIVE ACTION

a. ORDINANCES- Regulating False Alarms in the City of Keizer

Chief Adams reported that the original draft was passed by the City Council with a 5-2 vote, which required a second reading. During the second reading modifications were suggested to the ordinance and Chief Adams suggested that the Council pass Option Number One of the Ordinance that would include the requirement for an Alarm Permit.

Chief Adams answered questions regarding the intent of the ordinance and a citation offense versus an invoice fee.

The Council discussed the information provided and Councilor Walsh suggested that in the ordinance where it states "Security Alarm System" to delete out the word "Security". It was also suggested that on Page 12, line 8 that the wording "principal user or permit holder", but added.

Councilor Walsh argued against item (d) on page 12 and Mayor Christopher indicated that replacing Section 13 with Councilor Walsh's Section 6 would be a good alternative.

Councilor Smith strongly urged the Council to move forward with the passage of the ordinance as Chief Adams submitted it.

Councilor Smith Moved a Motion to Accept the False Alarm Ordinance as Presented by Chief Adams with the Corrections Submitted by the City Attorney. Council President Moir Seconded the Motion.

Council President Moir Offered a Friendly Amendment to Change Any Reference to "Security Alarm Systems" to read "Alarm Systems". Councilor Smith accepted the friendly amendment.

Councilor McGee spoke against the permitting system as it was addressed in the ordinance. He stressed that the administration of the permitting system would add to staff time. He requested a compromise with the ordinance to not require a blanket permit, but after a second false that alarm information would be obtained.

Councilor Smith spoke in favor of the permit system and the safeguards it would provide to police and the residents.

Responding to questions Chief Adams indicated that the permit system would allow the process to be safer and more effective for police, as well as the residents.

Councilor Walsh felt that it was important to instill an ordinance that would be the least cost effective and intrusive to the citizens of the City.

Mayor Christopher offered a friendly amendment to the motion to replace Section 13 with Section 6 of Councilor Walsh's proposal. Councilor Smith did not accept the amendment.

Mayor Christopher moved an Amendment to the Motion to replace Section 13 with Section 6 of Councilor Walsh's proposal. Councilor McGee seconded the amendment.

Responding to questions Chief Adams indicated that his opinion regarding the ordinance were based on the information received from the Alarms Association and the International Chief of Police Best Practices Study. He stressed that the permit process was designed and proven to work for other cities.

Councilor Smith emphasized that the cost for the permitting system was minimal for what it provided.

After further debate Mayor Christopher withdrew her amendment and called for a vote on the motion.

Councilor McGee moved an amendment to the Motion to Invoke the Permitting System on the Second Violation of the Ordinance. Councilor Walsh seconded the Motion.

The amendment to the motion failed as follows:

AYES: McGee and Walsh (2)
NAYS: Christopher, Lee, Moir and Smith (4)
ABSTENTIONS: None (0)
ABSENT: Kelly (1)

Councilor Smith requested clarification on the friendly amendment.

Council President Moir noted to be consistent the statement "under the control of principal or permit holder" to be added to Section 13(e). Councilor Smith agreed with this amendment and the earlier friendly amendment regarding removing the word "security" as suggested by Councilor Walsh.

The motion passed as follows:

AYES: Christopher, Lee, Moir and Smith (4)
NAYS: McGee and Walsh (2)
ABSTENTIONS: None (0)
ABSENT: Kelly (1)

City Manager Eppley indicated that the Ordinance would be brought back for a second reading.

Mayor Christopher urged the Council to rely on the expertise of the Chief regarding this issue.

b. ORDINANCE- Increasing Privilege or License Tax for Qwest, Inc. (second reading)

City Manager Eppley reported that at the last Council meeting the Council voted 5-2 to adopt an ordinance increasing the telephone license fee from four percent to seven percent. Staff recommended adoption of the Ordinance.

Council President Moir Moved to Adopt a Bill for an Ordinance Increasing Compensation to the City by Qwest Corporation; Declaring an Emergency; Amending Ordinance No. 94-287, Second Reading. Councilor Smith seconded the Motion.

Council President Moir noted the changes in the ordinance.

The motion passed as follows:

AYES: Christopher, Lee, McGee, Moir and Smith (5)
NAYS: Walsh (1)
ABSTENTIONS: None (0)
ABSENT: Kelly (1)

c. ORDINANCE- Establishing Keizer Park Regulations

City Manager Eppley reported on June 4, 2001 Council adopted an Ordinance amending a portion of the Keizer Parks Regulations to add the regulations to the Carlson Skate Park. Following adoption Councilor Smith pointed out an error in the Ordinance, which should have indicated the amended Ordinance as 93-266 rather than 90-188.

Council President Moir Moved a Bill for an Ordinance Establishing Keizer Parks Regulations; Repealing Ordinances No. 93-266 and No. 2001-455. Councilor Smith seconded the Motion.

Councilor Lee suggested that major groups using the Skate Park provides the City with a Certificate of Insurance.

City Manager Eppley recommended that the Policy Committee meets and reviews the reservation process.

Responding to questions Mr. Kissler indicated that placing the insurance requirement in the ordinance would be a legal question that should be addressed with the city attorney.

The reservation aspect of the Ordinance was addressed and Council President Moir suggested that *Page 3 Section 2 the first sentence should read: Organized events using a covered structure or soccer field require a park reservation and must be registered through Keizer City Hall.*

Councilor Walsh noted he would vote against the ordinance because he did not feel many of the requirements were regulatory in nature.

The motion passed as follows:

AYES: Christopher, Lee, McGee, Moir and Smith (5)
NAYS: Walsh (1)
ABSTENTIONS: None (0)
ABSENT: Kelly (1)

City Manager Eppley indicated that the Ordinance would be brought back for a second reading at the next City Council meeting.

d. RESOLUTION- Authorizing City Manager to Enter Agreement with Keizer Police Association

Human Resources Director, Dianne Hunt summarized the changes from the last contract that included the addition of a classification of a Property and Evidence Specialist. She noted that the wages for the Police Association had been transitioned from a five to ten step matrix and the changes in incentive pay.

Ms. Hunt indicated that the fiscal impact for the new contract would be $20,000 in FY 2001-2002. Staff recommended that the resolution be adopted

Council President Moir Moved a Motion to Adopt the Resolution Ratifying Collective Bargaining Agreement and Authorizing the City Manager to Enter into a Collective Bargaining Agreement with the Keizer Police Association. Councilor Smith seconded the motion.

The motion passed as follows:

AYES: Christopher, Lee, McGee, Moir, Smith and Walsh (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Kelly (1)

Mayor Christopher requested that an additional signature line be added to the position description for the employee to sign off that they have read the description.

City Manager Eppley thanked Ms. Hunt and Chief Adams for the work that they did on the contract, in addition to Dave LeDay the KPA President.

e. RESOLUTION- Establishing a No Parking Zone for Shoreline/Wayne Drive

Public Works Director, Rob Kissler reported that a letter received from a citizen regarding a dangerous curve at the intersection of Wayne Drive and Shoreline Drive prompted a review of this area. It was found that the intersection could be improved by establishing a no parking zone, center lane markings and additional signage.

The fiscal impact of the project would be approximately $450.00 plus annual maintenance. Staff recommended that the resolution be adopted.

Council President Moir Moved a Motion to Adopt a Resolution Designating a "No Parking" Zone at the Northeast Corner of Shoreline Drive and Wayne Drive North. Councilor McGee seconded the Motion.

The motion passed as follows:

AYES: Christopher, Lee, McGee, Moir, Smith and Walsh (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Kelly (1)

CONSENT CALENDAR

a. RESOLUTION- Authorizing the City Manager to Enter Agreement for Waterline Improvements at Alder Drive
b. RESOLUTION-Initiating Pine Meadows Estates Street Lighting District
c. RESOLUTION-Authorization of Expenditure for Specific Purpose Funds-Local Law Enforcement Grant
d. Approval of June 11, 2001 Work Session Minutes

Mayor Christopher pulled item "a" from the Consent Calendar.

Council President Moir moved for approval of items "b", "c" and "d" on the Consent Calendar. Councilor Smith seconded the motion.

The motion passed as follows:

AYES: Christopher, Lee, McGee, Moir, Smith and Walsh (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Kelly (1)

City Manager Eppley noted on item "c" that the City's match would be taken out of the existing materials and supplies line item with no additional impact from this fiscal years budget.

The motion passed as follows:

AYES: Christopher, Lee, McGee, Moir, Smith and Walsh (6)
NAYS: None (0)
ABSTENTIONS: None (0)

ABSENT: Kelly (1)

Public Works Director, Rob Kissler announced that the low bidder did not qualify to complete the work in item "a". He indicated a new resolution was presented for the Council's consideration to authorize the City Manager to enter into an agreement with Scharff Bros. With a bid totaling $154,380.00.

Council President Moir moved a motion to Authorize the City Manager to Enter an Agreement with Scharff Brothers Excavating for Alder Street Waterline Replacement. Councilor Smith seconded the motion.

The motion passed as follows:

AYES: Christopher, Lee, McGee, Moir, Smith and Walsh (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Kelly (1)

WRITTEN COMMUNICATIONS

Mayor Christopher noted that the Marion County Fair would be holding a Mayor's competition and asked for suggestions regarding an idea for an item which would be representative of the City that would be auctioned off for a good cause.

Councilor Smith shared that the Council would be receiving notice from the Salem-Keizer Transportation regarding a work session about inter-graded land use and transportation.

AGENDA INPUT

July 9, 2001
5:30 p.m. City Council Work Session
City Boards and Commission Appointment Process

July 16, 2001
7:00 p.m. City Council Regular Session
Chalmers Jones Park
Resolution Establishing Policy for City Hall Facility Use

August 6, 2001
7:00 p.m. City Council Regular Session

Mayor Christopher noted the agenda items.

Councilor Lee indicated he would be out of town July 9, 2001.

ADJOURNMENT Mayor Christopher adjourned the meeting at 8:52 p.m.

Cindy Perry
Cindy Perry
Recording Secretary

APPROVED:
MAYOR:

Lore Christopher

COUNCIL MEMBERS:

Judy K Smith
Councilor #1 - Judy K. Smith

Jacque Moir
Councilor #4 - Jacque Moir

ABSENT
Councilor #2 - Ray Kelly

Richard Walsh
Councilor #5 - Richard Walsh

Charles E. Lee
Councilor #3 - Charles E. Lee

Jerry McGee
Councilor #6 - Jerry McGee

Minutes approved:
July 16, 2001