



MINUTES
KEIZER CITY COUNCIL
Monday, June 17, 2019
Keizer Civic Center, Council Chambers
Keizer, Oregon

CALL TO ORDER

Mayor Clark called the meeting to order at 7:00 pm. Roll call was taken as follows:

Present:

Cathy Clark, Mayor
Kim Freeman, Councilor
Marlene Parsons, Councilor
Laura Reid, Councilor
Roland Herrera, Councilor
Daniel Kohler, Councilor
Elizabeth Smith, Councilor

Staff:

Chris Eppley, City Manager
Shannon Johnson, City Attorney
Nate Brown, Community Development
Bill Lawyer, Public Works Director
John Teague, Police Chief
Tim Wood, Finance Director
Tracy Davis, City Recorder

FLAG SALUTE

Mayor Clark led the pledge of allegiance.

**SPECIAL ORDERS
OF BUSINESS**

None

**COMMITTEE
REPORTS**

Clint Holland, Keizer, reported on the recent Parks Advisory Board meeting noting that the Board had received an update from Jeff Davis on the exercise equipment being installed in Country Glenn and Claggett Creek and heard testimony regarding a proposed Eagle Scout project. He also summarized the staff report given at the meeting.

Mr. Holland then urged everyone to check out www.KRAorg.com to find out about concerts and entertainment planned for the amphitheater at Keizer Rapids Park, noted that he is actively recruiting sponsors for the events, and asked permission to add movies to the schedule. Mayor Clark noted that the request is on the agenda for the meeting and would be addressed at that time.

**PUBLIC
TESTIMONY**

Dawn Bostwick, Huggins Insurance, referred to the letter handout that was left on the dais for each Councilor noting that the City has a great reputation and is a model because of its great loss control and loss history. She commended city staff for having listened to loss control suggestions of City County Insurance Services and enrolling in all possible programs to get credits off the premium. She added that the City of Keizer has saved almost a million dollars over the past 10 years and

much of that is because staff working with insurance communicates well with other departments.

JoAnn Leadingham, Keizer, distributed a memo on an idea called "JoAnn's Plan" which would take .1% of the sales price on any home being sold for a fund which would be administered by Council and would be used to fund transitional programs for the homeless. Mayor Clark indicated that she would bring this idea to the Mid-Willamette Homeless Initiative.

PUBLIC HEARING None

**ADMINISTRATIVE
ACTION**

**a. 2019-2020
Annual Action
Plan – City of
Salem Program
Manager Shelly
Ehenger**

Shelley Ehenger, Salem, Federal Programs Manager for the Urban Development Department, shared information regarding the Annual Action Plan via a slide presentation.

Ms. Ehenger then fielded questions regarding public housing units and area median income requirements. Mayor Clark shared the names of other organizations that are also sources of income for these programs.

**b. Waiver of
Community
Center Rental
Fee – Keizer
Chamber
Foundation
Volunteer Board
Training**

City Manager Chris Eppley summarized his staff report. Councilor Parsons pointed out that the Keizer Chamber Foundation is not affiliated with the Keizer Chamber of Commerce. Discussion followed regarding the benefit of the training to City committee members and non-profits and the fact that this is the only Foundation request made annually.

Mayor Clark directed Councilor Herrera to check with the Chair of Keizer United to see if funding this event could be through a partnership of the two entities. *Decision on this item was postponed to the next meeting.*

**c. RESOLUTION –
Establishing the
Amount of the
Sewer System
Development
Charge for
Wastewater
Treatment
Facilities;
Repealing
R2018-2873**

City Attorney Shannon Johnson summarized his staff report noting that since this item involved fees, an opportunity for public comment was required before it could be approved.

Mayor Clark opened the floor for comment. There were none.

Councilor Freeman moved that the Keizer City Council adopt a Resolution Establishing the Amount of the Sewer System Development Charge for Wastewater Treatment Facilities; Repealing R2018-2873. Councilor Herrera seconded. Motion passed unanimously as follows:

AYES: Clark, Reid, Freeman, Parsons, Herrera, Smith and Kohler (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

d. Request for Allowance of Additional Dates at Keizer Rotary Amphitheatre

Mr. Johnson summarized his staff report. Discussion took place regarding the impact on possible other rentals and neighbors, sponsorship, funding, and rental rates.

Councilor Freeman moved that the Keizer City Council direct staff to allow the four additional concerts and two movie nights at Keizer Rapids Park. Councilor Herrera seconded. Discussion followed. Motion was restated as follows:

Councilor Freeman moved that the Keizer City Council direct staff to allow four additional concerts and two movie nights or any combination as deemed appropriate and require only the application fee and deposit for the events. Councilor Herrera seconded. Motion passed unanimously as follows:

AYES: Clark, Reid, Freeman, Parsons, Herrera, Smith and Kohler (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

CONSENT CALENDAR

- a. RESOLUTION – Authorizing the Finance Director to Sign Springbrook Order Form for Software Yearly Maintenance
- b. RESOLUTION – Authorizing the City Manager and Chief of Police to Sign Peer Court Intergovernmental Agreement
- c. RESOLUTION – Authorizing City Manager to Enter Into Intergovernmental Agreement with Salem-Keizer School District 24J (School Resource Officers)
- d. RESOLUTION – Certification of Delinquent Sewer Accounts
- e. Approval of June 3, 2019 City Council Regular Session Minutes

Councilor Freeman moved that the Keizer City Council adopt the Consent Calendar. Councilor Herrera seconded. Motion passed unanimously as follows:

AYES: Clark, Reid, Freeman, Parsons, Herrera, Smith and Kohler (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

COUNCIL LIAISON REPORTS

Councilor Kohler reviewed events in which he had participated and announced the upcoming service for former Mayor Koho and the Keizer Community Dinner. Mayor Clark added that the family has asked that any donations in memory of Mr. Koho be given to the Cascade Pacific Council of Scouts.

Councilor Reid reported on past events and meetings and announced the Revitalization Open House and the first KRA concert.

Councilor Freeman announced the upcoming Marion County Fair and commended the Parks staff for emptying trash receptacles promptly.

Councilor Smith listed meetings and events she had attended and announced that a representative from Senator Wyden's office had informed her that Detroit Lake would not need to be drained this year and that there is no problem with Salem water.

Councilor Parsons reported on meetings she had attended and announced upcoming ones.

Councilor Herrera expressed appreciation to Councilor Kohler for his assistance with the Koho funeral, offered condolences to Lori Koho, shared information from the collaborative school district meeting, congratulated Julie Huckestein on her retirement as Chemeketa Community College President and welcomed the incoming president Jessica Howard, and announced past and upcoming meetings/events he had attended.

Mayor Clark shared thoughts about Dennis Koho and Volcanoes Baseball, reviewed meetings and events she had attended, announced upcoming ones, and extended sympathy to Salem City Councilor Sally Cook who lost her husband recently.

OTHER BUSINESS Chief Teague announced the upcoming '5K Foot Pursuit' for Marion County Special Olympics.

Public Works Director Bill Lawyer announced that River Road paving will begin sometime after July 1 and before September 15.

Community Development Director Nate Brown noted that the city did not receive the Rail Grant for which it applied and announced the upcoming Revitalization stakeholder meeting.

City Attorney Shannon Johnson provided background information regarding rehiring of a retiree and various delays noting that a signed resolution will be needed but since the agreement is not finalized the resolution is not ready. However, the agreement will need to be signed before the next Council meeting, so he requested that Council give informal approval. Formal ratification will be placed on the next meeting agenda. Chief Teague provided additional information noting that the sunset is November 24, 2019. *Council agreed by consensus to move forward with this plan.*

WRITTEN COMMUNICATIONS Mayor Clark read a letter addressed to Marion County, with Keizer copied, from the Keizer Equestrian Center requesting discontinuance of fireworks at Volcano stadium. She noted that the Center is outside of Keizer city limits but that perhaps contact could be made to inform the Sheriff's Department of the parking problem.

AGENDA INPUT **July 1, 2019 - 7:00 p.m.** – City Council Meeting
July 8, 2019 - 6:00 p.m. – City Council Work Session
July 15, 2019 - 7:00 p.m. - City Council Regular Session

ADJOURNMENT

Mayor Clark adjourned the meeting at 8:57 p.m.

MAYOR:

APPROVED:

Cathy Clark

Debbie Lockhart

Debbie Lockhart, Deputy City Recorder

COUNCIL MEMBERS

Councilor #1 – Laura Reid

Roland Herrera
Councilor #4 – Roland Herrera

Kim Freeman
Councilor #2 – Kim Freeman

Elizabeth Smith
Councilor #5 – Elizabeth Smith

Marlene Parsons
Councilor #3 – Marlene Parsons

Daniel R. Kohler
Councilor #6 – Daniel R. Kohler

Minutes approved: July 1, 2019