



MINUTES
KEIZER CITY COUNCIL
Monday, June 4, 2018
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
Marlene Parsons, Councilor
Kim Freeman, Councilor
Amy Ryan, Councilor
Laura Reid, Councilor
Roland Herrera, Councilor

Staff:

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

Absent:

Bruce Anderson, Councilor

FLAG SALUTE Jared Kohler from Whiteaker Middle School led the pledge of allegiance.

SPECIAL ORDERS OF BUSINESS None

COMMITTEE REPORTS None

PUBLIC TESTIMONY None

PUBLIC HEARINGS City Manager Chris Eppley read his staff report.

a. Gyro Stop *Mayor Clark opened the Public Hearing. Hearing no testimony Mayor*
Liquor License *Clark closed the Public Hearing.*

Application Councilor Parsons moved that the Keizer City Council recommend approval of the application for a liquor license for Gyro Stop under the guidelines as established by ORS 471.178 and the Ordinances of the City of Keizer and to forward this recommendation to the Oregon Liquor Control Commission for final approval. Councilor Freeman seconded. Motion passed as follows:

AYES: Clark, Reid, Freeman, Parsons, Herrera and Ryan (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Anderson (1)

- b. RESOLUTION – Declaring the City’s Election to Receive State Revenues** Finance Director Tim Wood summarized his staff report and clarified that this does not include taxes from marijuana sales. He added that Keizer population is below 100,000 so the City is not required to provide the services but since it does provide them, that piece is included
Mayor Clark opened the Public Hearing. Hearing no testimony Mayor Clark closed the Public Hearing.
Councilor Parsons moved that the Keizer City Council adopt a Resolution Declaring the City’s Election to Receive State Revenues. Councilor Freeman seconded. Motion passed as follows:
AYES: Clark, Reid, Freeman, Parsons, Herrera and Ryan (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Anderson (1)
- RESOLUTION – Certifying the City of Keizer Provides Four or More Municipal Services** Councilor Parsons moved that the Keizer City Council adopt a Resolution Certifying the City of Keizer Provides Four or More Municipal Services. Councilor Freeman seconded. Motion passed as follows:
AYES: Clark, Reid, Freeman, Parsons, Herrera and Ryan (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Anderson (1)
- c. RESOLUTION – Amending the Stormwater Utility Fee; Amending Resolution R2014-2504; Repealing R2017-2768** *Mayor Clark opened the Public Hearing.*
Finance Director Tim Wood summarized his staff report noting that the increase is to cover the capital expenditures expected in the future.
With no further testimony Mayor Clark closed the Public Hearing.
Councilor Parsons moved that the Keizer City Council adopt a Resolution Amending the Stormwater Utility Fee; Amending Resolution R2014-2504; Repealing R2017-2768. Councilor Freeman seconded. Motion passed as follows:
AYES: Clark, Reid, Freeman, Parsons, Herrera and Ryan (6)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: Anderson (1)
- d. ORDINANCE – Setting Water Rates (2019); Repealing Ordinance No. 2017-770** *Mayor Clark opened the Public Hearing.*
Finance Director Tim Wood summarized his staff report.
With no further testimony Mayor Clark closed the Public Hearing.
Councilor Parsons moved that the Keizer City Council adopt a Bill for an Ordinance Setting Water Rates (2019); Repealing Ordinance No. 2017-770. Councilor Freeman seconded. Motion passed as follows:

AYES: Clark, Reid, Freeman, Parsons, Herrera and Ryan (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Anderson (1)

e. RESOLUTION – *Mayor Clark opened the Public Hearing.*

**Certification of
Lighting District
Assessments**

Finance Director Tim Wood summarized his staff report.

Hearing no further testimony Mayor Clark closed the Public Hearing.

Councilor Parsons moved that the Keizer City Council adopt a Resolution - Certification of Lighting District Assessments. Councilor Freeman seconded. Motion passed as follows:

AYES: Clark, Reid, Freeman, Parsons, Herrera and Ryan (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Anderson (1)

f. RESOLUTION – *Mayor Clark opened the Public Hearing.*

**Adopting the FY
18-19 Budget,
Making
Appropriations,
and Imposing
and
Categorizing
Taxes**

Finance Director Tim Wood summarized his staff report. Mayor Clark and Councilors Herrera and Ryan expressed gratitude to the Budget Committee, staff, the Chair and Vice Chair, and the citizens of Keizer.

With no further testimony Mayor Clark closed the Public Hearing.

Councilor Parsons moved that the Keizer City Council adopt a Resolution – Adopting the FY 18-19 Budget, Making Appropriations, and Imposing and Categorizing Taxes. Councilor Freeman seconded. Motion passed as follows:

AYES: Clark, Reid, Freeman, Parsons, Herrera and Ryan (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Anderson (1)

**ADMINISTRATIVE
ACTION**

**a. Municipal
Judge Report –
Councilor
Check In**

City Attorney Shannon Johnson summarized his staff report noting that Councilors Freeman and Reid were assigned the Municipal Judge evaluation this year. Councilors Freeman and Reid shared their evaluations of Judge Myers with both concluding that he was professional and an excellent municipal judge.

Mayor Clark appointed Councilors Ryan and Herrera to observe and evaluate the Municipal Judge sometime between now and the next year.

**b. Request for
Council
Direction on
Updates to City
Marijuana**

Community Development Director Nate Brown summarized his staff report noting that with the changing laws over the past few years there have been multiple amendments to the marijuana related ordinances. Staff feels it would be prudent for Council to establish a uniform ordinance consolidating the amendments, combining the medical and recreational ordinances, and deleting duplicate processes. Lengthy discussion

Ordinances

followed regarding background checks, selling marijuana to minors, marijuana in high schools, and the importance of educating the public on the dangers of usage.

Mayor Clark summarized that Council would like to move forward with combining the medical and recreational marijuana ordinances to be more streamlined and to remove the City background checks and instead rely on the background checks done by the OLCC.

Further discussion took place regarding the city regulation related to signage restrictions, persons convicted of a felony or a drug related crime being allowed to work in the establishment, and monitoring the accounting system of the establishment.

Council agreed by consensus to eliminate the accounting system and record retention requirements because they are handled through the State.

Lengthy discussion followed regarding complying with Supreme Court sign regulations and requiring warning signs on the premises. Staff indicated that they would come up with options for Council.

CONSENT CALENDAR

- a. RESOLUTION – Authorizing the City Manager to Purchase a 2018 BMW R1200RTW-P Motorcycle for Police Department
- b. RESOLUTION – Authorizing the City Manager to Purchase Three Ford K8A AWS Police Interceptor Utility Vehicles for Police Department
- c. RESOLUTION – Authorizing the City Manager to Purchase 2019 Ford F-550 for Public Works Department and Authorizing Disposition of Surplus Property
- d. Approval of May 21, 2018 City Council Regular Session Minutes

Councilor Parsons moved for approval of the Consent Calendar.

Councilor Freeman seconded. Motion passed as follows:

AYES: Clark, Reid, Freeman, Parsons, Herrera and Ryan (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Anderson (1)

COUNCIL LIAISON REPORTS

Councilor Ryan announced that she is a Board member of Court Appointed Special Advocates (CASA) and 15 new volunteers were sworn in recently. She urged others to volunteer.

Councilor Freeman reported that she had attended the McNary Booster auction and announced dates for upcoming Planning Commission and Personnel Policy Committee meetings and the Marion County Commissioner Breakfast. She reviewed volunteer openings and reminded everyone that the West Keizer Neighborhood Association does not meet during the summer.

Councilor Reid noted that she had attended Senior Awards night and announced the orchestra and choir concerts, graduation, and Southeast Keizer Neighborhood Association and Stormwater Advisory Committee meetings.

Councilor Parsons announced that she had attended the Greater Gubser Neighborhood Association meeting and that they would not meet again until September. Upcoming meetings are Personnel Policy and Traffic Safety/Bikeways/ Pedestrian committees and the Marion County Commissioners Breakfast.

Councilor Herrera thanked Councilors Parsons and Reid for their help and reported on Kennedy Academy of Leadership events and the McNary Booster fundraiser. He will be speaking at the Central High School graduation in Independence. He announced that June 14 is Flag Day.

Mayor Clark appointed Councilor Herrera to serve as the City liaison to Keizer United. She reviewed meetings she had attended: Salem-Keizer Area Transportation Study, Keizer Points of Interest, and Strategic Economic Development Corporation. Upcoming meetings/events include: Council of Governments, Mid-Willamette Area Commission on Transportation, Personnel Policy Committee, a meeting at the convention center regarding air service in Salem, League of Oregon Cities/ Association of Oregon Counties Affordable Housing Workshop, Volcanoes game, Commissioners Breakfast and LOC Board.

OTHER BUSINESS

Taken out of order. Public Works Director Bill Lawyer reported that Keizer sold water to Salem from May 26 to June 1 to alleviate lower water production being experienced in Salem. He explained efforts that were made to provide citizens throughout the district with drinking water. Mayor Clark thanked staff, citizens, businesses and the Chamber for their efforts during this event. She shared a thank-you email from the Salem's Mayor Powers and a Salem resident. Mr. Lawyer also thanked the Keizer CERT group for their assistance. Councilor Herrera thanked Nigel Guisinger at Willamette Valley Appliance for his efforts.

Chief Teague announced that there were some people target practicing across the river who inadvertently fired a number of rounds into Keizer. One round went into a home. Polk County was called and they made four arrests. Mayor Clark indicated that she had been in contact with Polk County Commissioner Pope regarding remedying this issue.

Mr. Lawyer reported that the debris at the Keizer Rapids Park orchard was burned without a problem. He thanked some of the volunteers who assisted with the project: Mark Caillier, Garry Whalen, John Blake, Gary Dietz, Matt Lawyer and Tom Tomczack.

Continued at end of meeting: Chief Teague announced that Blast Camp registration is full.

Bill Lawyer provided an update on the Dearborn Bridge and Meadows play structure projects and noted that the screen wall and open space improvements for Area B of Keizer Station are currently out for bid.

Community Development Director Nate Brown announced the upcoming Planning Commission/Council Workshop to be held on June 13.

**WRITTEN
COMMUNICATIONS**

Mayor Clark read a thank you note from Sean and Anna Zorn, owners of Café Yumm, thanking Council for the warm welcome to Keizer.

AGENDA INPUT

June 11, 2018: 5:45 p.m. – City Council Work Session - Cancelled

June 18, 2018: 7:00 p.m. City Council Regular Session

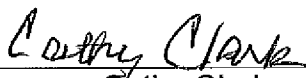
July 2, 2018: 7:00 p.m. City Council Regular Session

ADJOURNMENT

Mayor Clark adjourned the meeting at 8:50 p.m.

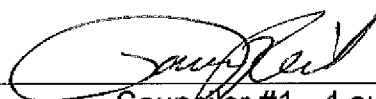
MAYOR:

APPROVED:

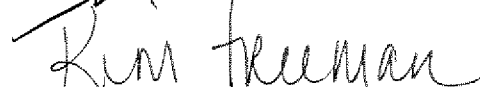

Cathy Clark

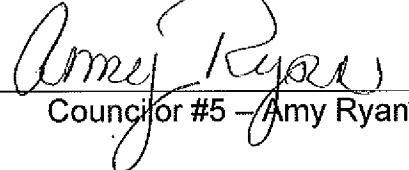

Debbie Lockhart, Deputy City Recorder

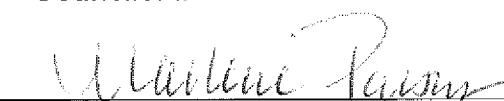
COUNCIL MEMBERS


Councilor #1 – Laura Reid

Councilor #4 – Roland Herrera


Councilor #2 – Kim Freeman


Councilor #5 – Amy Ryan


Councilor #3 – Marlene Parsons

~ Absent ~
Councilor #6 – Bruce Anderson

Minutes approved: June 18, 2018