



MINUTES
KEIZER CITY COUNCIL
Monday, May 18, 2020
Keizer Civic Center, Council Chambers
Keizer, Oregon

CALL TO ORDER

Mayor Clark called the 'virtual' meeting to order at 7:00 pm. Councilors participated through the Zoom app. Roll call was taken as follows:

Present:

Cathy Clark, Mayor
Kim Freeman, Councilor
Daniel Kohler, Councilor
Marlene Parsons, Councilor
Elizabeth Smith, Councilor
Roland Herrera, Councilor
Laura Reid, 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 None

PUBLIC TESTIMONY None

PUBLIC HEARING None

ADMINISTRATIVE ACTION

a. Scheduling In-Person City Council Meetings

City Attorney Shannon Johnson summarized his staff report and asked Council to decide when and how they would like to have the next in-person meeting. All Councilors individually expressed the desire to begin the in-person Council meetings, practicing social distancing, starting June 1. Mayor Clark verified that by consensus the Council had agreed to do a physically distanced in-house meeting on June 1.

b. Charter Review Timeline

Mr. Johnson reviewed his staff report and provided details on the workplan for the proposed timeline dates. Discussion followed regarding the importance of outreach and making information available to everyone.

Council approved the timeline by consensus designating the June 15 and July 6 meetings as Public Hearings to allow for adequate public input and directed that both the Work Session and the Public Hearings be televised, simultaneously translated into Spanish, and shared on English and Spanish social media platforms.

- c. RESOLUTION – Ratifying the Community Development Director’s Submittal of a Proposal to Receive Funds for Small Business Assistance from Business Oregon**
- Community Development Director Nate Brown summarized his staff report and provided additional information. He added that this program targets disadvantaged or underserved businesses such as women-owned or minority-owned businesses.
- Councilor Freeman moved that the Keizer City Council adopt a Resolution Ratifying the Community Development Director’s Submittal of a Proposal to Receive Funds for Small Business Assistance from Business Oregon. Councilor Reid 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. Municipal Judge Report**
- Mr. Johnson summarized his staff report.
- Councilor Freeman moved that the Keizer City Council extend the Municipal Judge evaluation process to October 19, 2020 when reports shall be given and when the Mayor shall announce the Councilors for the upcoming year. 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 City Manager to Sign Public Body Work Order Contract with Galt Foundation, Inc. For Temporary Staffing Services
- b. Approval of May 4, 2020 City Council Regular Session Minutes

Councilor Freeman moved that the Keizer City Council approve 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 Freeman reviewed meetings she had attended and praised the Zoom Mayor’s Prayer Breakfast and its participants.

Councilor Smith praised the chairing skills of Councilor Parsons who chaired the Budget Committee meetings and announced the upcoming Public Arts Commission Zoom meeting.

Councilor Reid announced that she had given blood and urged everyone

able to do so. She reviewed challenges being encountered with on-line learning and announced the upcoming Personnel Policies Committee meeting.

Councilor Parsons agreed that the Budget Committee Zoom meetings turned out good, announced that the Chamber Board was grateful for the funds allocated from the City, and noted that since large public gatherings were prohibited through September, there would likely not be a Keizerfest this year.

Councilor Kohler thanked Finance Director Tim Wood for his work on the Budget. He announced that he had participated in several conference calls, praised the prayer breakfast and noted that St. Edward Catholic Church will host a drive-through community dinner from 4 to 6 p.m. on May 27.

Councilor Herrera announced (via chat on Zoom) that McNary High School senior Isabel Lopez received a scholarship from Oregon State Credit Union, McNary graduation is tentatively scheduled for August 7 at the fairgrounds, and Mano a Mano continues to provide for the needs of families. He also listed various zoom meetings in which he had participated.

Mayor Clark announced upcoming meetings and provided detailed information regarding multiple meetings and events she had attended noting that the focus is to serve the community during this difficult time.

OTHER BUSINESS Mr. Brown announced that the Impacts of Growth on the Transportation System Study is calendared out through the end of September. Consultants will meet with staff in June to review initial concepts, prioritize projects, prepare planning level cost estimates and identify alternative funding options. He concluded noting that tonight would be his last Council meeting with the City of Keizer since he is retiring at the end of May.

Mayor Clark asked Council to ratify a letter of support to the Governors office asking that Marion County be allowed to enter Phase 1 of the re-opening of the county.

Councilor Freeman moved to suspend the rules. Councilor Reid 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)

Councilor Freeman moved that the Keizer City Council authorize the Mayor to sign a letter supporting Marion County for the Phase 1 reopening plan and to present it to Marion County at the May 20 regular session meeting. Councilor Reid seconded. Motion passed unanimously

as follows:

AYES: Clark, Reid, Freeman, Parsons, Smith and Kohler (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Herrera (1)

**WRITTEN
COMMUNICATIONS**

Mayor Clark referred to an email she had gotten regarding using Volcano Stadium in partnership with United Way for drive in movies. She asked the City Manager to review and bring back to Council for consideration at a later date.

AGENDA INPUT

June 1, 2020 - 7:00 p.m. - City Council Regular Session

June 8, 2020 - 6:00 p.m. - Executive Session

7:30 p.m. - City Council Work Session

- City of Keizer Charter Amendments

June 15, 2020 - 7:00 p.m. - City Council Regular Session

ADJOURNMENT

Mayor Clark adjourned the meeting at 8:22 p.m.

MAYOR:

APPROVED:

Cathy Clark

Debbie Lockhart

Debbie Lockhart, Deputy City Recorder

COUNCIL MEMBERS

Laura Reid
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: June 1, 2020