



MINUTES
KEIZER CITY COUNCIL
Monday, March 18, 2024
Robert L. Simon Council Chambers
Keizer, Oregon

CALL TO ORDER Mayor Clark called the meeting to order at 7:01 p.m.

ROLL CALL Roll call was taken as follows:

Present:

Cathy Clark, Mayor
Shaney Starr, Council President
Soraida Cross, Councilor
Robert Husseman, Councilor
Kyle Juran, Councilor
Daniel Kohler, Councilor
Laura Reid, Councilor
Youth Councilor Grayton
Woodard

Staff:

Adam Brown, City Manager
Tim Wood, Assistant City Manager
Shane Witham, Planning Director
Joseph Lindsay, City Attorney
Bill Lawyer, Public Works Director
Andrew Copeland, Police Chief
Melissa Bisset, City Recorder
Machell DePina, Human Resources
Director

FLAG SALUTE Mayor Clark led the pledge of allegiance.

**SPECIAL ORDERS
OF BUSINESS**

- a. **Women's History Month Presentation by Community Diversity Engagement Committee Member Stephanie Cross** Stephanie Cross, Community Diversity Engagement Committee Member, spoke about Women's History Month and provided a history of women leaders from Keizer, such as Mary Keizur who was a founding member of the community.
- b. **Recognition of Sergeant Promotion - Paul Quintero** Police Chief Andrew Copeland recognized Officer Paul Quintero's promotion to Sergeant and spoke about his excellent work performance.

- c. **Comments from Marion County Commissioner Colm Willis.** Colm Willis, Marion County Commissioner, expressed his appreciation for all of the work on the artificial turf fields at Keizer Rapids Park. As public funds were used in the project costs, he hoped the sports use would be affordable.

City Manager Adam Brown shared that the groundbreaking would be on Thursday and everyone was invited. Expected completion would be the end of August. He stated that there were a couple of operational scenarios and fees to make the facility affordable.

Presentation from Marion County Health and Human Services regarding Tobacco and Substance Use. Conor Foley, Chronic Disease Prevention Program Coordinator, and Diana Dickey, Substance Abuse Prevention Coordinator, Marion County Health and Human Services, presented on Tobacco and Substance Use. They reviewed the response from a Jurisdictional Survey that had recently been conducted. Mr. Foley provided the statistics for Adult and Youth Tobacco Use. He reviewed the prevention strategies and noted the smoke-free environmental policies that the City could consider.

Ms. Dickey displayed a map of alcohol use and opioid overdose by zip code in Marion County. She provided statistics regarding marijuana, alcohol, and medication use in youth. A chart of Fentanyl overdoses in Marion County and Oregon was displayed. Ms. Dickey provided facts about fentanyl and discussed prevention strategies for alcohol, tobacco, and drug prevention strategies. Ms. Dickey shared ways that they could partner with the City.

Police Chief Andrew Copeland spoke about drivers being impaired in Keizer due to prescription medications and alcohol. He commented that drinking in parking lots and driving under the influence (DUI) of alcohol does happen in Keizer. The Police Department tried to have DUI enforcement control available.

Certificate of Award from the Daughters of the American Revolution. Mayor Clark spoke on the Certificate of Award from the Daughters of the American Revolution (DAR) acknowledging proper display of United States flag.

COMMITTEE REPORTS

Matt Lawyer, former Chair of the Claggett Creek Watershed Council (CCWC) and the Planning Commission Chair, reported that the CCWC had started planning the Soggy Day in the Park. He talked about the habitat work at Wallace House Park project and expressed appreciation for the West Keizer Neighborhood Association for their annual work in the park. He appreciated the Council, staff, and all of the volunteers who participated in the annual Civic Center clean-up.

Mr. Lawyer reported on the Planning Commission. He shared that they were looking at how to more thoroughly engage in the planning process in light of the Strategic Plan discussions and the theme of public participation. They

asked Planning Director Shane Witham to bring back all minor variances that would be appealable to the Planning Commission. The Planning Commission would hear all major variances, conditional use permits, and any Master Plan amendments or new Master Plan. The Planning Commission would be looking at text amendments.

Lisa Cejka, Parks Advisory Board, provided images of recent graffiti at Willamette Manor Park, the bathrooms at Keizer Rapids Park, and tire tracks at Bob Newton Park. She commented on how quickly the Parks' staff had cleaned up the graffiti. Public Works Director Lawyer commented that the entire team of Public Works, including Streets, Water, and Environmental staff all helped to attack graffiti as soon as possible. Picket slats at Keizer Rapids Park were for sale and available on the City's website. Volunteer training would be taking place on May 4th for tree plotting. The Parks Advisory Board approved a grant for Connor Graham to remove invasive species and add plants in Bair Park as a Youth Eagle Scout project.

Ken Gierloff, Southeast Keizer Neighborhood Association (SEKNA), provided an Annual Report and shared how happy the SEKNA was about the new speed signs. He reviewed their activities for the year which included: working on a nuisance abatement, graffiti clean-up, attending the Resource Fair at Weddle Elementary School, conducting outreach about SEKNA and the Keizer Birthday celebration, placing SEKNA brochures at several locations, purchasing 10 new and colorful signs, increasing their meeting attendance, they partnering with Weddle to find a solution to the Beaver dam in their neighborhood, working on a helmet program, and they were proud of the SEKNA Community Center that would be celebrating 24 years and was still running.

PUBLIC COMMENTS There were no public comments.

PUBLIC HEARING

a. **ORDINANCE** - To *Mayor Clark opened the Public Hearing.*

**Vacate a Portion
of 15th Avenue
North, Keizer,
Oregon**

Public Works Director Bill Lawyer summarized the Staff Report.

Rhonda Rich, Keizer resident, thanked Mr. Bill Lawyer, City Attorney Emeritus Shannon Johnson, and City Attorney Joseph Lindsay for their work on the matter. She explained the location and history of the property.

With no further testimony, Mayor Clark closed the Public Hearing.

Council President Starr moved to adopt an Ordinance To Vacate a Portion of 15th Avenue North, Keizer, Oregon. Councilor Reid seconded. Motion passed unanimously as follows upon first reading:

AYES: Clark, Reid, Husseman, Cross, Kohler, Starr and Juran (7)

NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)

ADMINISTRATIVE ACTION

- a. Telecommunications Franchise Between the City of Keizer and Ziplly Fiber Pacific, LLC** City Attorney Joseph Lindsay reviewed his Staff Report.
- Ms. Jessica Eply, Vice President of Regulatory and External Affairs, Ziplly Fiber Pacific, LCC, (Ziplly) spoke on the history of Ziplly. They used a copper-based fiber that was anticipated to last for the next 50 to 100 years. They would be installing through aerial and underground techniques and would like to start construction in June. The construction would be 100% Ziplly's investment.
- Council President Starr moved to direct staff to prepare an ordinance authorizing the City Manager to enter into a non-exclusive telecommunications franchise agreement with Ziplly Fiber Pacific, LLC to come before City Council at the next general meeting. Councilor Reid seconded. Motion passed unanimously as follows:
- AYES: Clark, Reid, Husseman, Cross, Kohler, Starr and Juran (7)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)
- b. RESOLUTION - Authorizing the City Manager to Apply for Oregon Parks and Recreation Department Local Government Grant for Improvements at Keizer Rapids Park Turf Fields** City Manager Adam Brown summarized the Staff Report.
- Council President Starr moved to adopt Resolution R2024- Authorizing the City Manager to Apply for Oregon Parks and Recreation Department Local Government Grant for Improvements at Keizer Rapids Park Turf Fields. Councilor Reid seconded. Motion passed unanimously as follows:
- AYES: Clark, Reid, Husseman, Cross, Kohler, Starr and Juran (7)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)
- c. Discussion Regarding City Council Social Media Policies** City Attorney Joseph Lindsay summarized the Staff Report and noted the draft policy was a risk-adverse policy based on the League of Oregon Cities' Model Social Media Policy.
- It was noted that the section referencing email in the proposed policy was similar to what the current practice was. Discussion ensued regarding posting and removal of content.
- The level of strictness and risk tolerance would be up to the Council to decide.

Discussion ensued regarding the Council's goal of creating a social media policy.

Councilor Cross felt that it was a government overreach because she worked for the people and not the League of Oregon Cities. She expressed concern and did not agree with the staff hours and money being spent to work on the policy and would not like to see it occur in an election year.

Discussion ensued regarding creating and retaining public records and content management on social media platforms.

Human Resources Director Machell DePina recalled that the social media policy was an across-the-board goal. She hoped that the Council would continue to address the subject for their own protection and continue as a City to be as transparent as possible and to share information with the public in a way that follows the rules and guidelines and would not place the City in legal jeopardy.

Council President Starr suggested moving the social media policy discussion to a Work Session or work on the policy in smaller pieces.

Mayor Clark received a consensus to schedule a Work Session to further discuss a social media policy.

**d. Discussion
Regarding the
Retire/Rehire
Policy**

Human Resources Director Machell DePina summarized the Staff Report.

Finance Director Wood shared the Financial impact of PERS on the existing retire/rehire policy and the financial impact of the proposed policy.

Discussion ensued regarding employee performance management in relation to the retire/rehire policy.

Council President Starr moved that the Keizer City Council direct staff to bring back a Resolution to the next Regular City Council meeting to adopt a retire/rehire policy, as provided for by House Bill 2296 with a policy period of five years, a maximum rehire period of two years per retiree, and a limit on accrual caps and paid time off benefits to limit large lump sum payments at the end of the two-year rehire period, and amend the policy as discussed to address special duty assignments and promotional opportunities. Councilor Reid seconded. Motion passed unanimously as follows.

AYES: Clark, Reid, Starr, Cross, Juran, Husseman and Kohler (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

Councilor Reid thanked staff for the survey and detailed Staff Report.

CONSENT

Council President Starr moved for approval of the Consent Calendar.

CALENDAR

Councilor Reid seconded. Motion passed unanimously as follows:

AYES: Clark, Reid, Starr, Cross, Juran, Husseman and Kohler (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

- a. **RESOLUTION - Authorizing the City Manager to Purchase 2024 Ford F150 Pickup Truck for Public Works Department**
- b. **RESOLUTION - Authorizing City Manager to Sign 2023-2025 CFEC Scenario Planning Grant- Salem-Keizer Region Agreement**
- c. **Approval of February 20, 2024 Regular Session Minutes**
- d. **Approval of March 4, 2024 Regular Session Minutes**

OTHER BUSINESS

There was no additional business.

STAFF UPDATES

City Manager Brown expressed appreciation for working with everyone at Saturday's clean-up.

Assistant City Manager Wood reported that the citizens of Keizer could now use all the water they wanted.

Police Chief Copeland reported on an annual drug takeback, graffiti in the parks, and recruitment. He would be attending a meeting with the East Salem Police District on a gun violence reduction study. He would also be meeting with the District Attorney's Office to discuss Ballot Measure 110 changes. They would also be discussing Ballot Measure 402 as to how they would be interpreting this, prosecuting, and holding people accountable. The Keizer Police Department was still giving Slurpee coupons when people were wearing helmets while riding bicycles.

Public Works Director Lawyer reported that flashing speed signs had been installed in the vicinity of Brooks and Alder. He stated that having a flashing beacon built on McClure and Lockhaven during the next budget year when school was not in session, would be a challenge.

City Attorney Joseph Lindsay reported that he would be negotiating two utility and gas franchises. He would be sitting in on an upcoming mediation in the forfeiture case.

COUNCIL MEMBER REPORTS

Councilor Cross shared the events and meetings that she had recently attended.

Councilor Juran shared the events and meetings that he had recently attended.

Council President Starr shared the events and meetings that she had

recently attended. She complimented Parks staff and Code Enforcement for going above and beyond on their work removing graffiti.

Councilor Kohler shared the events and meetings that he had recently attended. He thanked everyone who helped with the annual Civic Center clean-up.

Councilor Husseman shared the upcoming Traffic Safety, Bikeways, and Pedestrian Committee meeting and asked folks to thank the Salem-Keizer School Teachers for their service.

Councilor Reid shared the events and meetings that she had recently attended. She noted the updates for the Library that were made by the Keizer Heritage Foundation.

Youth Councilor Woodard reported that McNary had its Mock Trial Team make it to State and that Future Freshman Day and Prom would be coming up.

Mayor Clark shared the events and meetings that she had recently attended. Coming up would be the State of the City this week, the State of the County, and the Strategic Economic Development Corporation (SEDCOR) meeting. The League of Oregon Cities would be working on policies for transportation and community economic development.

AGENDA INPUT

Monday, April 1, 2024 - 7:00 p.m.
City Council Regular Session

Monday, April 8, 2024 - 6:00 p.m.
City Council Work Session - Neighborhood Associations

Monday, April 15, 2024 - 7:00 p.m.
City Council Regular Session

Monday, April 29, 2024 - 6:00 p.m.
City Council Work Session - Draft Procurement Policy

ADJOURNMENT

Mayor Clark adjourned the meeting at 9:54 p.m.

MAYOR:

APPROVED:

Cathy Clark

Dawn Wilson, Deputy City Recorder

Minutes approved: _____

“Agenda Management Services are being supported, in whole or in part, by federal award number 21.019 awarded to City of Keizer by the U.S. Department of the Treasury.”