



MINUTES
KEIZER CITY COUNCIL
Monday, February 7, 2022
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
Elizabeth Smith, Councilor
Laura Reid, Councilor
Daniel Kohler, Councilor
Roland Herrera, Councilor
Kyle Juran, Councilor
Shaney Starr, Councilor
Miranda Coleman, Youth Councilor

Staff:

Wes Hare, Interim City Manager
Shannon Johnson, City Attorney
Tim Wood, Finance Director
Bill Lawyer, Public Works Director
John Teague, Police Chief
Shane Witham, Planning Director
Tracy Davis, City Recorder

FLAG SALUTE

Mayor Clark led the pledge of allegiance.

**SPECIAL ORDERS
OF BUSINESS**

a. PROCLAMATION

**Black History
Month**

Mayor Clark read and signed the proclamation to be displayed in the City Hall lobby and urged everyone to take advantage of the resources displayed on the City's website related to this proclamation.

Mayor Clark then recognized the three finalists for the Dennis Koho Future First Citizen Award: Award recipient Logan Ready and finalists Miranda Coleman and Quinn Bach who each shared information about themselves.

COMMITTEE REPORTS

Volunteer Coordinating Committee Appointment – Councilor Starr

Councilor Starr announced that Soraida Cross would be her appointment to the Volunteer Coordinating Committee.

Keizer Heritage Foundation Appointment

Mayor Clark appointed Councilor Laura Reid to serve as the City Liaison to the Keizer Heritage Foundation Board of Directors.

Planning Commission Report

Commissioner Jeremy Grenz reported that the Commission continued its efforts at understanding House Bill 2001 and Senate Bill 458 and the impact those will have on the City Code and recommended Council approval of the updated Parks Master Plan.

PUBLIC COMMENT *Robert Becker*, Keizer Cultural Center, thanked Council for their continued support and Lieutenant Copeland for his assistance in resolving the issue with campers on the Center property. He then provided extensive details regarding the center’s social media, grants received, art, theater and library and the need for volunteers. Mayor Clark and Councilor Reid shared additional information.

Mayor Clark noted additional public comments received from Caridad Brown regarding the Community Diversity Engagement Committee and from Elizabeth Swan regarding community safety.

PUBLIC HEARING *Mayor Clark opened the Public Hearing.*

a. Cherry’s Nagani Liquor License Application Interim City Manager Wes Hare summarized his staff report.

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

Councilor Smith moved that the Keizer City Council recommend approval of the application for Cherry’s Nagani Keizer under the guidelines established by ORS 471.178 and the Ordinances of the City of Keizer and forward this recommendation to the Oregon Liquor Control Commission for final approval. Councilor Reid seconded. Motion passed unanimously as follows:

AYES: Clark, Reid, Starr, Juran, Herrera, Smith and Kohler (7)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)

b. Keizer Parks and Recreation Master Plan (Continued from December 20, 2021) *Mayor Clark continued the Public Hearing.*

Rhonda Rich, Keizer, West Keizer Neighborhood Association, voiced support for the new master plan and reviewed involvement of the Association related to parks, specifically Palma Ciega Park.

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

Councilor Smith moved that the Keizer City Council direct City staff to prepare an appropriate ordinance for the Parks Master Plan. Councilor Reid seconded. Motion passed unanimously as follows:

AYES: Clark, Reid, Starr, Juran, Herrera, Smith and Kohler (7)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)

c. RESOLUTION – Exemption of the Brand Name Specifications Purchase of Goods from Competitive *Mayor Clark opened the Public Hearing.*

City Attorney Shannon Johnson summarized his staff report.

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

Councilor Smith moved that the Keizer City Council adopt a Resolution Exemption of the Brand Name Specifications Purchase of Goods from

Bidding and Purchasing Shaw Contract Think Tile Colors Achieve 86760 Brand Name Carpet Tile for Civic Center Lobby

Competitive Bidding and Purchasing Shaw Contract Think Tile Colors Achieve 86760 Brand Name Carpet Tile for Civic Center Lobby. Councilor Reid seconded. Motion passed unanimously as follows:

AYES: Clark, Reid, Starr, Juran, Herrera, Smith and Kohler (7)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)

ADMINISTRATIVE ACTION

a. ORDINANCE – Adopting Procedures for Reviewing Alleged Interference with Administration as Set Forth in City Charter Section 8.1(h)

City Attorney Shannon Johnson summarized his staff report noting that this was a ‘housekeeping’ measure and there was no substantive change.

Councilor Smith moved that the Keizer City Council adopt a Bill for an Ordinance Adopting Procedures for Reviewing Alleged Interference with Administration as Set Forth in City Charter Section 8.1(h); Repeal of Ordinance No. 2013-682. Councilor Reid seconded. Motion passed unanimously as follows:

AYES: Clark, Reid, Herrera, Smith, Kohler, Starr and Juran (7)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)

b. RESOLUTION – Authorizing Finance Director to Sign Contract for Water Assistance Provisions with Mid-Willamette Valley Community Action Agency

Finance Director Tim Wood summarized his staff report and noted that if this is approved, an extensive effort will be made to inform those in need of the opportunity it provides.

Councilor Smith moved that the Keizer City Council adopt a Resolution Authorizing Finance Director to Sign Contract for Water Assistance Provisions with Mid-Willamette Valley Community Action Agency. Councilor Reid seconded. Motion passed unanimously as follows:

AYES: Clark, Reid, Herrera, Smith, Kohler, Starr and Juran (7)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)

c. 2022 City Council Goals/Work Plan Update

Interim City Manager Wes Hare noted that Council is entering into a critical period with the upcoming Budget process and the additional unanticipated funds available to the City. He noted that this is an important time to determine how the funds fit in and what new priorities may need to be established as part of the budgeting process.

Mayor Clark noted that she had updated the Work Plan. She highlighted achievements and made note of accomplishments including those that had not been included in the plan.

d. Mayor Request for Electronic

City Attorney Shannon Johnson explained that Mayor Clark will be out of town and Council President Smith will be unavailable for the next

Meeting Participation

meeting so Mayor Clark has requested to be allowed to participate in the meeting via electronic means.

Councilor Smith moved that the Keizer City Council grant Mayor Clark’s request to appear electronically if necessary at the February 22, 2022 Council meeting. Councilor Reid seconded. Motion passed unanimously as follows:

AYES: Clark, Reid, Herrera, Smith, Kohler, Starr and Juran (7)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)

CONSENT CALENDAR

- a. RESOLUTION – Authorizing the City Manager to Award and Enter Into an Agreement with Abiqua Landscape Maintenance LLC for Open Play Area Irrigation and Seeding Project at Keizer Rapids Park Project
- b. RESOLUTION – Authorizing the City Manager to Award and Enter Into an Agreement with Trench Line Excavation Inc. For Waterline Replacement Project 2022
- c. RESOLUTION – Authorizing the City Manager to Award and Enter Into an Agreement with Gelco Construction Company for Upgrades to ADA Curb Ramps
- d. RESOLUTION – Ratifying the Public Works Director Application for 2021-23 Capital Funding for the Wheatland Road North From River Road to Jays Drive Project
- e. Approval of January 10, 2022 Work Session Minutes
- f. Approval of January 18, 2022 Regular Session Minutes

Councilor Smith moved for approval of the Consent Calendar. Councilor Reid seconded. Motion passed unanimously as follows:

AYES: Clark, Reid, Herrera, Smith, Kohler, Starr and Juran (7)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)

OTHER BUSINESS

Finance Director Tim Wood noted that the well at Bair Park is malfunctioning and asked to add to the next meeting agenda a request for appropriation of some of the ARPA funds to drill a new well nearby (\$375,000-\$400,000). Council approved by consensus.

Coleen Busch, Keizer Fire District, shared information regarding memorial service details for fire fighter Austin Smith.

STAFF UPDATES

Interim City Manager Wes Hare announced that yesterday marked the completion of his seventh month with Keizer and warned Council that he might start getting ‘crabby’ now that the seventh month had passed. He then requested, in compliance with his contract, to be allowed to be

absent February 24 through March 2. Permission was granted.

City Recorder Tracy Davis provided an update on the status of the event center.

Planning Director Shane Witham updated Council on the status of HB 2001 and SB 458 noting that Council Public Hearings would likely begin in May.

Public Works Director Bill Lawyer reviewed upcoming projects and shared information about repairs being done on one of the City's water mains.

Chief Teague reported that three years ago the Police Department received their first accreditation from the Oregon Accreditation Alliance and they just received notice of their second accreditation.

COUNCIL MEMBER REPORTS

Councilor Juran noted that HB2001 relates to alternatives for housing and Keizer has a lot of room for this to work but he asked everyone to get involved and try to understand what is being proposed and come to Planning Commission meetings to gain understanding and provide input.

Councilor Starr commended members of the Community Diversity Engagement Committee and invited all community members to participate and be part of the conversations.

Councilor Kohler announced the Civic Center cleanup event and Soggy Day at the Park, shared information about the most recent community dinner, Southeast Keizer Neighborhood Association meeting and committee chair training and invited Councilors to Keizer Chamber greeters events.

Councilor Reid announced upcoming meetings and shared details about the 'If I were Mayor' contest and upcoming theater performances.

Councilor Herrera praised the First Citizen Award banquet, shared information about meetings he had attended and announced upcoming ones and added that the LAC scholarships will be done outdoors in May.

Youth Councilor Coleman announced upcoming events including a blood drive, the community center cleanup, and details about McNary winter and spring sports. She thanked everyone responsible for nominating her for the Dennis Koho Future First Citizen award, especially Matt Lawyer who introduced her to the world of community service in Keizer.

Mayor Clark reported on various committees and events she had attended, announced upcoming ones and invited Councilors to attend a tour to view manufacture of micro-shelters.

AGENDA INPUT

February 14, 2022, 6:00 p.m. – City Council Work Session ~ Cancelled
February 22, 2022 (Tuesday), 7:00 p.m. - City Council Regular Session
March 7, 2022, 6:00 p.m. – City Council Regular Session

ADJOURNMENT Mayor Clark adjourned the meeting at 8:23 p.m.

MAYOR:

APPROVED:

Cathy Clark

Debbie Lockhart, Deputy City Recorder

COUNCIL MEMBERS

Councilor #1 – Laura Reid

Councilor #4 – Roland Herrera

Councilor #2 – Shaney Starr

Councilor #5 – Elizabeth Smith

Councilor #3 – Kyle Juran

Councilor #6 – Daniel R. Kohler

Minutes approved: 02-22-22