

**MINUTES**  
**KEIZER CITY COUNCIL**  
**Monday, August 7, 2023**  
**Keizer Civic Center, Council Chambers**  
**Keizer, Oregon**

**CALL TO ORDER**

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

**Present:**

Cathy Clark, Mayor  
Shaney Starr, Councilor  
Kyle Juran, Councilor  
Soraida Cross, Councilor  
Robert Husseman, Councilor  
Daniel Kohler, Councilor

**Staff:**

Adam Brown, City Manager  
Shannon Johnson, City Attorney  
John Teague, Police Chief  
Melissa Bisset, City Recorder  
Machell DePina, Human Resources Director

**Absent:** Laura Reid, Councilor

**FLAG SALUTE**

Mayor Clark led the pledge of allegiance.

**SPECIAL ORDERS  
OF BUSINESS**

None

**COMMITTEE  
REPORTS**

*Katie Brady*, Parks Advisory Board Member, reported on an issue with a water fountain and plaque at the Little League park in which *Susan Ramsdell* expressed concern. The Parks Committee suggested the legal graffiti issue be reviewed by the Arts Commission.

*Hersch Sangster*, Traffic Safety/Bikeways/Pedestrian Committee Member, shared concerns of speeding on Verda Lane. The Committee had also heard concerns about speeding on Claggett and using the road get around River Road. The Committee approved a revised mission statement. The Committee would be updating the Traffic Management Program and would be reviewed by the Neighborhood Associations and the Community Diversity Engagement Committee before it goes to Council. The Committee would be doing a Helmet Fitting on August 27<sup>th</sup> at ServeFest, and they were considering a Safety Fair in September at Weddle Elementary School.

Public Works Director Lawyer shared that staff had initiated a speed study for Claggett.

*Tammy Kunz*, Community Diversity Engagement Committee Member, asked if the Council and other Committees would be reading the DEI Deconstructed book that the Community Diversity Engagement Committee was reading.

Mayor Clark asked that the CDE Committee bring back highlights, key

findings, and a recommendation on the book. There would be a book available at the City.

*Kim Steen*, Chair of the Arts Commission, reported on Rosalie's Silly Cows and shared they were looking at adding signage and insta-art in the Claggett Creek Park. The Commission discussed the legal graffiti and are looking into the wrapping of the utility boxes with art. The Commission is looking into asphalt art (street mural) on roadways and considering applying for a grant while getting children and the schools involved.

## **PUBLIC COMMENTS**

Written public comments were received from *Gabriel Englert*, Keizer Resident regarding the Keizer Flag and from *John Goodyear* and *Barbara Minder*, Keizer Community Library for the financial update as of June 30, 2023.

*Tammy Kunz*, Keizer Resident, stated that there was a petition for Claggett Creek damage. She stated there was an issue with safety on Claggett Creek Road Street where a young person was nearly hit. She would forward the call to the police for follow-up.

*Devon Kraxberger*, Keizer Resident, shared that there was still a problem with the flooding on Claggett Creek that was damaging their property.

City Manager Brown shared that the environmental team from the City would be walking the property with Oregon Department of Fish and Wildlife. He explained that there are restrictions on what the City could do.

## **ADMINISTRATIVE ACTION**

### **a. Fee Waiver Request – Lakepoint Community Church Center for Annual ServeFest event.**

Mayor Clark explained that there was a resolution regarding the Community Center that defines the requirements for a fee waiver request.

City Manager Brown summarized the fee waiver requests for Lakepoint Community Church Center for Annual ServeFest event.

*Amy Smith*, Lakepoint Community Church, shared that they have been doing ServeFest for many years and it is a free event for the community where they provide services, such as free clothing, haircuts, school supplies, and helmets. The event would be from 10 a.m. – 1 p.m. on August 26-27<sup>th</sup>.

Councilor Starr moved that the Keizer City Council waive the fee for Lakepoint Community Church Center for Annual ServeFest event. Councilor Kohler seconded. Motion passed unanimously as follows:

AYES: Clark, Husseman, Cross, Kohler, Starr and Juran (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Reid (1)

### **b. Fee Waiver**

City Manager Brown summarized the fee waiver requests for Town Hall with

**Request –** Congresswoman Salinas.

**Town Hall  
with**

**Congresswo  
man Salinas**

*Brandon Jordan*, Field Representative for the Congresswoman Andrea Salinas, showed appreciation to the Council for considering the fee waiver request for August 24<sup>th</sup> at 5:30 p.m. - 6:30 p.m.

Councilor Starr moved that the Keizer City Council to waive the fee for Town Hall with Congresswoman Salinas. Councilor Kohler seconded. Motion passed unanimously as follows:

AYES: Clark, Husseman, Cross, Kohler, Starr and Juran (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Reid (1)

**c. Fee Waiver  
Request –  
IYO Middle  
school  
exchange  
program**

City Manager Brown summarized the fee requests for IYO Middle school exchange program. They would be using the community center two days.

Councilor Starr moved that the Keizer City Council to approve the waiver of the Community Center Facility Use Fee of \$200 and refundable deposit amount of \$200 for the IYO Middle School exchange program. Councilor Kohler seconded. Motion passed unanimously as follows:

AYES: Clark, Husseman, Cross, Kohler, Starr and Juran (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Reid (1)

**d. Fee Waiver  
Request –  
Keizer  
Chamber of  
Commerce  
Concert in  
the Park**

City Manager Brown summarized the fee requests for Keizer Chamber of Commerce Concert in the Park.

Councilor Starr moved that the Keizer City Council approve the waiver of the Keizer Rotary Amphitheater use fee (application and refundable deposit) totaling \$1,451 for the August 26, 2023, Concert in the Park. Councilor Kohler seconded. Motion passed unanimously as follows:

AYES: Clark, Husseman, Cross, Kohler, Starr and Juran (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Reid (1)

**e. RESOLUTION  
– Adopting  
regular hiring  
procedures  
for the City**

Human Resources Director DePina recommended that interviews for the City Attorney position be held in executive session noting it would be allowable if the Council adopted regular hiring procedures. She referred to the recruitment brochure and schedule. Discussion ensued regarding the benefit of conducting interviews in Executive Session.

**Attorney.** Council President Starr moved that the Keizer City Council adopt Resolution adopting regular hiring procedures for the City Attorney. Councilor Kohler seconded. Motion passed unanimously as follows:

AYES: Clark, Husseman, Cross, Kohler, Starr and Juran (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Reid (1)

- f. **RESOLUTION** Public Works Director Lawyer shared that the Stormwater Advisory Committee (SWAC) was established in 2008 to provide recommendations to the Council related to stormwater requirements. Staff will be evaluating the need for a new committee with a broader environmental focus.

**– Dissolving the Stormwater Advisory Committee (SWAC); Repeal of Resolutions R2008-1865 and R2016-2728.**

Council President Starr moved that the Keizer City Council adopt Resolution dissolving the Stormwater Advisory Committee (SWAC); Repeal of Resolutions R2008-1865 and R2016-2728. Councilor Kohler seconded. Motion passed unanimously as follows:

AYES: Clark, Husseman, Cross, Kohler, Starr and Juran (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Reid (1)

- g. **RESOLUTION** City Attorney Johnson explained that the Traffic Safety, Bikeways, Pedestrian Committee requested to update the purpose section in Appendix A.

**– Amending the Traffic Safety/ Bikeways/ Pedestrian Committee; amending Resolution No. R2012-2256.**

Council President Starr moved that the Keizer City Council adopt Resolution authorizing the Traffic Safety/Bikeways/Pedestrian Committee; amending Resolution No. R2012-2256. Councilor Kohler seconded. Motion passed unanimously as follows:

AYES: Clark, Husseman, Cross, Kohler, Starr and Juran (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Reid (1)

## **CONSENT CALENDAR**

- a. 2022-23 Surplus Property Report
- b. **RESOLUTION** – Authorizing the City Manager to purchase a 2023 Caterpillar 305 Compact Excavator and a Felling FT-16-IT-I Trailer through Sourcewell and declaring the 2004 John Deere 50ZTS excavator surplus property.
- c. **RESOLUTION** – Authorizing the City Manager to Enter Into a Contract With Gelco Construction Inc for the Construction of a Speed Table on Cummings Lane N.
- d. Approval of July 17, 2023 Regular Session Minutes.

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

AYES: Clark, Husseman, Cross, Kohler, Starr and Juran (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Reid (1)

## **OTHER BUSINESS**

None

## **STAFF UPDATES**

Mr. Brown reminded everyone of KeizerFest.

Chief Teague shared that the Blast Camp would be next week, was full and there was a need for volunteers no later than August 8<sup>th</sup>. He recognized *Tammy Kunz* and *Jaqueline Green* regarding the Fostering Hope Initiative, which was exceptionally attended because of their fantastic efforts for the community.

Mayor Clark recognized *Officer Eli Kuzmenko* for his bravery and quick thinking to take action to attempt to save the drowning victim at Keizer Rapid's Park.

Public Works Director Lawyer shared that there were some new signs and flashing beacon at the crosswalk on Chemawa Road by the Keizer Heritage building and the beacon would be activated after they complete the shrub trimming.

Planning Director Witham briefly explained the code for Middle Housing projects and noted the costs are paid by the developers for single-family homes, duplexes, tri-plex, and four-plex homes.

## **COUNCIL MEMBER REPORTS**

Councilor Cross attended the Salem Dream Center event, YMCA Executive Committee meeting, a luncheon, governance committee meeting, National Night Out, and golf tournaments.

Councilor Juran attended National Night Out. He had been preparing for KeizerFest and encouraged the community to come to the event.

Councilor Starr covered the Arts Commission meeting for Councilor Reid, attended the Community Diversity Engagement Committee, National Night Out, Personnel Policy Committee meeting, Community Dinner, and is serving on the new Salem-Keizer School District Superintendent's Transition Team. She would attend the Marion County Safety Coordinating Council. She reminded everyone of the KeizerFest, parade on Saturday and events at Keizer Rapids Park, and encouraged community to look at the volunteer opportunities for committees.

Councilor Kohler served at the Keizer Community Dinner, attended National Night Out, and the Parks Board Meeting the following night. He encouraged the community to attend KeizerFest.

Councilor Husseman reported on Traffic Safety, Bikeways, Pedestrian Committee and encouraged citizen participation. He attended the Mid-Willamette Valley Area Transportation Committee meeting in place of Mayor Clark and reported on the agenda. He noted there may be a bill for a task force for the crossing at Wheatland.

state Mayor Clark attended the Mid-Willamette Valley Homeless Alliance and received a report that the Marion and Polk County continuum of care was the first to use the executive order for federal funds to open and use new shelter beds and to rehouse a family. All of the renovations and facility projects undertaken were underway. She shared that the Salem Housing Authority closed on the Orchard Heights Apartments for 224 units that would remain affordable for the next 60 years.

Mayor Clark attended the Mayors coalition in Woodburn. She congratulated the Oregon Titans who represented the area nationally in softball. She would attend the dedication of the YMCA Veterans Home to provide permanent housing for veterans in the community, the Oregon Mayors Association Conference, and returning for the Parade.

## AGENDA INPUT

August 14, 2023 – 6:00 p.m. - City Council Work Session – Neighborhood Associations

August 21, 2023 – 7:00 p.m. - City Council Regular Session

September 5, 2023 – 7:00 p.m. - City Council Regular Session

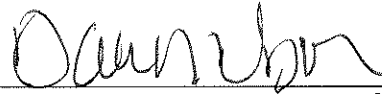
## ADJOURNMENT

Mayor Clark adjourned the meeting at 8:29 p.m.

MAYOR:

APPROVED:

  
Cathy Clark




Dawn Wilson, Deputy City Recorder

## COUNCIL MEMBERS

~ Absent ~

Councilor #1 – Laura Reid




Councilor #4 – Soraida Cross

  
Councilor #2 – Shaney Starr



Councilor #5 – Robert Husseman

  
Councilor #3 – Kyle Juran

absent at approving meeting

Councilor #6 – Daniel R. Kohler

Minutes approved: August 21, 2023