



**MINUTES**  
**KEIZER CITY COUNCIL**  
**Monday, June 1, 2020**  
**Keizer Civic Center, Council Chambers**  
**Keizer, Oregon**

**CALL TO ORDER**

Mayor Pro Tem Kim Freeman called the meeting to order at 7:00 pm.  
Roll call was taken as follows:

**Present:**

Kim Freeman, Councilor  
Daniel Kohler, Councilor  
Marlene Parsons, Councilor  
Elizabeth Smith, Councilor  
Roland Herrera, Councilor  
Laura Reid, Councilor  
Daniel Matthews, Youth Councilor

**Staff:**

Chris Eppley, City Manager  
Shannon Johnson, City Attorney  
Shane Witham, Community  
Development  
Bill Lawyer, Public Works Director  
John Teague, Police Chief  
Tim Wood, Finance Director  
Tracy Davis, City Recorder

**Absent:**

Cathy Clark, Mayor

**FLAG SALUTE**

Mayor Pro Tem Freeman led the pledge of allegiance.

**SPECIAL ORDERS  
OF BUSINESS**

**a. Volunteer  
Recognition**

Mayor Pro Tem Freeman explained that April is Volunteer Appreciation month but because meetings in April and May were held 'virtually' the Volunteer Coordinating Committee could not deliver cookies. However, now that meetings are being held again in person, the cookies are being shared as a token of appreciation.

**COMMITTEE  
REPORTS**

None

**PUBLIC  
TESTIMONY**

*Ramero Navarro*, Keizer, spoke in support of a proclamation for Gun Violence Awareness Day which is the first Friday in June. He shared several shooting incident stories and noted that since State representatives do not feel it is 'their problem' it is up to the citizens of Keizer. He explained that he will be wearing orange for Isaac Salim and urged Council to vote yes on the proclamation. Mayor Pro Tem Freeman explained that the request for this proclamation came in too late to get in the packet but will be addressed when Mayor Clark returns.

*Cindy Sweeny*, Keizer, explained that the Gun Awareness Day is for every Friday in June. Speaking on behalf of students, educators and colleagues, she voiced support for this effort.

*Michele Roland-Schwartz*, Keizer, speaking on behalf of the Oregon Attorney General's Sexual Assault Task Force, provided information about the Task Force and voiced support for the proclamation and gun violence awareness.

*Carol Doerfler*, Keizer, voiced support for the Gun Violence Awareness Proclamation and read the names of children who were killed in the December 2012 New Town, Connecticut shooting noting that as of 2018 7,000 more children have been killed by gun fire since then.

Council paused for a moment of silence.

Mayor Pro Tem Freeman then invited Youth Councilor Daniel Matthews to introduce himself. Mr. Matthews shared that he had attended McNary High School and is now home schooled.

**PUBLIC HEARING**

**a. RESOLUTION –  
Declaring the  
City's Election  
to Receive State  
Revenues**

*Mayor Pro Tem Freeman opened the Public Hearing.*

Finance Director Tim Wood summarized his staff report.

*With no further testimony Mayor Pro Tem Freeman closed the Public Hearing.*

Councilor Herrera moved that the Keizer City Council adopt a Resolution Declaring the City's Election to Receive State Revenues. Councilor Reid seconded. Motion passed as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Clark (1)

**RESOLUTION –  
Certifying the  
City of Keizer  
Provides Four  
or More  
Municipal  
Services**

*Mayor Pro Tem Freeman opened the Public Hearing.*

Mr. Wood noted that he had nothing further to add.

*With no further testimony Mayor Pro Tem Freeman closed the Public Hearing.*

Councilor Herrera moved that the Keizer City Council adopt a Resolution Certifying the City of Keizer Provides Four or More Municipal Services. Councilor Reid seconded. Motion passed as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Clark (1)

**b. RESOLUTION –  
Certification of  
Lighting District  
Assessments**

*Mayor Pro Tem Freeman opened the Public Hearing.*

Finance Director Tim Wood summarized his staff report.

*With no further testimony Mayor Pro Tem Freeman closed the Public Hearing.*

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

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Clark (1)

**c. RESOLUTION –** *Mayor Pro Tem Freeman opened the Public Hearing.*

**Adopting the FY 2020-21 Budget, Making Appropriations and Imposing and Categorizing Taxes**

Finance Director Tim Wood summarized his staff report.

Councilor Herrera noted that due to technical difficulties during the Budget meetings he was unable to voice his opinion regarding funds set aside for the Chamber. He expressed the opinion that \$12,000 was too much money to give to the Chamber noting that other entities might be more deserving and that the Chamber falls short in their outreach to the Latino community.

Councilor Parsons, Chamber liaison, explained how the additional funding would be used and that they now have a partnership with Latino Business Alliance so their outreach efforts have increased.

Mayor Pro Tem Freeman added that the Chamber is very responsive to questions on expenses and outreach when asked.

Mr. Wood verified that the Parks and Police fees will remain at \$4 per month and there would be no increase in stormwater or water rates.

*With no further testimony Mayor Pro Tem Freeman closed the Public Hearing.*

Councilor Herrera moved that the Keizer City Council adopt a Resolution Adopting the FY 2020-21 Budget, Making Appropriations and Imposing and Categorizing Taxes. Councilor Reid seconded. Motion passed as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Clark (1)

**ADMINISTRATIVE ACTION**

**a. RESOLUTION – Authorizing City Manager to Send Letter to Marion County Electing to be**

Mr. Johnson summarized his staff report. Mr. Eppley explained that Council might want to consider going with Marion County because the benefits to residents are greater and there is a possibility of getting more funding. Mr. Johnson provided additional information noting that he agreed with Mr. Eppley.

Discussion followed regarding the timeline, the program, funds, administration responsibilities and opportunity for input.

**Excluded from  
Community  
Development  
Block Grant  
Participation**

Councilor Herrera moved that the Keizer City Council direct the City Manager to notify Salem and Marion County that Keizer will allow the opt in to the Marion County program. Councilor Reid seconded. Motion passed as follows:

AYES: Reid, Freeman, Parsons, Herrera, Smith and Kohler (6)  
NAYS: None (0)  
ABSTENTIONS: None (0)  
ABSENT: Clark (1)

**b. RESOLUTION –  
Authorizing the  
City Manager to  
Sign Dedication  
for Reserve  
Strip (Andrew  
Park, Block A)**

Mr. Johnson summarized his staff report.

Public Works Director Bill Lawyer explained that this is primarily for a sewer connection and would not result in a change in traffic flow.

Councilor Herrera moved that the Keizer City Council adopt a Resolution Authorizing the City Manager to Sign Dedication for Reserve Strip (Andrew Park, Block A). Councilor Reid seconded. Motion passed as follows:

AYES: Reid, Freeman, Parsons, Herrera, Smith and Kohler (6)  
NAYS: None (0)  
ABSTENTIONS: None (0)  
ABSENT: Clark (1)

**c. RESOLUTION –  
Ratifying the  
City Manager’s  
Amendment to  
Declaration of a  
Local State of  
Emergency in  
the City of  
Keizer as a  
Result of Covid-  
19 Pandemic**

Mr. Johnson summarized his staff report.

Councilor Herrera moved that the Keizer City Council adopt a Resolution Ratifying the City Manager’s Amendment (Administrative Order #2020-6) to Declaration of a Local State of Emergency in the City of Keizer as a Result of Covid-19 Pandemic. Councilor Reid seconded. Motion passed as follows:

AYES: Reid, Freeman, Parsons, Herrera, Smith and Kohler (6)  
NAYS: None (0)  
ABSTENTIONS: None (0)  
ABSENT: Clark (1)

**CONSENT  
CALENDAR**

- A. RESOLUTION – Approving the Elements and Concept for the Carving of the Second Story Pole
- B. RESOLUTION – Authorizing City Manager to Sign Contract for Custodial Services
- C. RESOLUTION - Authorizing Disposition of Surplus Property (Police Department Vehicles)
- D. RESOLUTION – Authorizing City Attorney to Enter Into Engagement Letter with Beery, Elsner, and Hammond as Special Legal Counsel for Matters as Assigned by City Attorney
- E. RESOLUTION – Authorizing City Manager to Sign Agreement with State of Oregon for Verda Lane: Dearborn Avenue to Salem Parkway Project

- F. RESOLUTION – Establishing Classification of Property and Evidence Specialist I
- G. Approval of May 18, 2020 City Council Regular Session Minutes

Items A and F were pulled for minor revisions.

Councilor Herrera moved that the Keizer City Council approve Items B, C, D, E and G of the Consent Calendar. Councilor Reid seconded. Motion passed as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Clark (1)

Item A: Mr. Johnson explained that item 9 (farmer plowing field) should be removed because it is too detailed for the carver.

Councilor Herrera moved that the Keizer City Council approve Item A of the Consent Calendar: Resolution Approving the Elements and Concept for the Carving of the Second Story Pole as amended (deleting Item 9). Councilor Reid seconded. Motion passed as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Clark (1)

Item F: Mr. Johnson corrected the resolution to take effect on July 1.

Councilor Herrera moved that the Keizer City Council approve Consent Calendar Item F: Resolution Establishing Classification of Property and Evidence Specialist I as amended (effective July 1). Councilor Reid seconded. Motion passed as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Clark (1)

## **COUNCIL LIAISON REPORTS**

Councilor Smith had nothing to report but thanked law enforcement and voiced the hope that everyone can find peace in their heart and not lose the message.

Youth Councilor Matthews congratulated graduates noting that hopefully there will be a graduation ceremony in August and announced McNary construction is ahead of schedule.

Councilor Reid announced various cancelled events, shared information about 'virtual' events/meetings she had attended, and announced upcoming ones. In conclusion she urged everyone to be kind and do

whatever possible to maintain peace.

Councilor Kohler reported on the Community drive-thru dinner, announced the Traffic Safety/Bikeways/Pedestrian Committee meeting and encouraged everyone to pray for peace in the nation and get along with one another.

Councilor Herrera congratulated scholarship recipients Luis Lopez and Rachel Villareal, his son who is graduating from OSU, and newly elected Salem City Councilors. He reviewed the virtual meetings he had attended and announced upcoming ones, thanked the Keizer Police Department and urged everyone to be kind.

Councilor Parsons announced that she would get more information on what the Chamber will be doing with the money they are getting from the City at the Chamber meeting next week.

Councilor Freeman reported on the Personnel Policy Committee meeting she had attended, urged everyone to be kind and patient with each other, announced upcoming meetings/events/cancellations and thanked the hosts of the community dinner, city staff, the police department and first responders.

**OTHER BUSINESS** City Recorder Tracy Davis announced that filings for Council positions will begin June 3 and end at the end of August.

Tim Wood shared information about the upgraded accounting system which includes the new HR system. He will provide a staff report at the next meeting.

Chief Teague shared information about the importance of police holding themselves accountable. He explained that this country has a history of riots; they are not frequent but they happen; but we will get back to leading a good life. It is up to the governments to remove impediments to the good life for everyone and not add to them.

Chris Eppley introduced Shane Witham, the Interim Community Development Director.

Shane Witham announced that the Area D Master Plan amendment will be coming to Council for approval in July or August. He urged Council to stop by and ask him any questions they might have.

Mr. Johnson reminded Council of the upcoming Work Session on Charter Amendments.

Bill Lawyer reported that the contractor will be trimming vegetation in area swales soon.

**WRITTEN COMMUNICATIONS** None

**AGENDA INPUT**

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  
July 6, 2020 - 7:00 p.m. - City Council Regular Session

**ADJOURNMENT**

Mayor Pro Tem Freeman adjourned the meeting at 9:06 p.m.

MAYOR:

APPROVED:

~ Absent ~

Cathy Clark

Debbie Lockhart, Deputy City Recorder

COUNCIL MEMBERS

Councilor #1 – Laura Reid

Councilor #4 – Roland Herrera

Councilor #2 – Kim Freeman

Councilor #5 – Elizabeth Smith

Councilor #3 – Marlene Parsons

Councilor #6 – Daniel R. Kohler

Minutes approved: 07-06-20