



MINUTES
KEIZER CITY COUNCIL
Tuesday, January 4, 2021
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
Roland Herrera, Councilor
Daniel Kohler, Councilor
Kyle Juran, Councilor
Ross Day, 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
Machell DePina, Human Resources
Tracy Davis, City Recorder

FLAG SALUTE

Mayor Clark led the pledge of allegiance.

SPECIAL ORDERS OF BUSINESS

a. Welcome and Introductions

Mayor Clark praised Councilor Marlene Parsons and read a proclamation in her honor. Councilor Parsons shared her parting thoughts and expressed her gratitude to staff, Councilors, and Keizer in general.

b. Recognition of Outgoing Council Members

Mayor Clark praised Councilor Kim Freeman and read a proclamation in her honor. Councilor Freeman shared her parting thoughts, expressed her gratitude to her family, Keizer citizens, City staff, neighborhood associations, city committees, Mayor Clark and current Councilors and wished the incoming Councilors success.

c. Comments from Outgoing City Council Members

d. Introduction of New City Council Members

Mayor Clark thanked Councilor Reid for running for a second term and welcomed Councilors elect, Kyle Juran and Ross Day.

e. Oaths of Office

City Attorney Shannon Johnson administered the Oath of Office to Laura Reid, Council Position Number 1; Ross Day, Council Position Number 2; Kyle Juran, Council Position Number 3; and Cathy Clark, Mayor.

**f. Election of
2021-2022 City
Council
President**

Councilor Kohler nominated Councilor Herrera as Council President for the 2021-2022 term. Councilor Herrera respectfully declined to serve.

Councilor Reid nominated Elizabeth Smith as Council President for the 2021-2022 term. Councilor Smith accepted the nomination.

With no other nominations, nominations were closed without objection.

Councilor Smith was elected by unanimous consent as Council President for the 2021-2022 term.

**COMMITTEE
REPORTS**

**a. 2019-2020
Committee
Review**

**2021-2022 City
of Keizer
Committee,
Boards and
Commission
Appointments**

Mayor Clark read the committee liaison assignments into the record:

City Committees, Boards and Commissions	
Keizer Public Arts Commission	Councilor Smith
Keizer Audit Committee	Councilors Kohler, Smith and Day
Keizer Budget Committee	All Council members
Keizer Parks and Recreation Advisory Board	Councilor Smith
Keizer Personnel Policy Committee	Mayor Clark/Councilors Reid & Smith
Keizer Planning Commission	Councilor Juran
Keizer Points of Interest Committee	Councilor Herrera
Long Range Planning Task Force	All Council members
Storm Water Advisory Committee	Councilors Reid, Kohler & Juran
Traffic Safety/Bikeways/Pedestrian Committee	Councilor Day
Volunteer Coordinating Committee	Councilor Kohler
Outside Committees	
Claggett Creek Watershed Council	Councilor Kohler
Career Technical Education Center Advisory Committee	Mayor Clark & Councilor Herrera
Keizer Chamber of Commerce Board of Directors	Councilor Kohler
Keizer Heritage Association Board of Directors	Mayor Clark
Keizer United	Councilor Herrera
Marion County Public Safety Coordinating Council	Councilor Herrera
Marion County Commissioner Breakfast	Council President plus three Councilors (alternating)
Mid-Willamette Homelessness Alliance Board & ORS 190 Entity Board	Mayor Clark; alt Councilor Reid
Mid-Willamette Valley COG Board of Directors	Mayor Clark
Mid-Willamette Valley Commission on Transportation (MWACT)	Mayor Clark; alt Councilor Day
Neighborhood Association Liaisons	WKNA: Councilors Smith & Day GGNA: Councilors Herrera & Reid SEKNA: Councilors Kohler & Juran
Outside Committees – Acknowledgments (appointment by host organization)	
Latino Action Committee	Councilor Herrera
League of Oregon Cities Board of Directors	Councilor Herrera
League of Oregon Cities Foundation Board	Mayor Clark

*Marion County Public Safety Coordinating Council	Councilor Herrera (through 2021)
*Community & Business Leaders Education Task Force	Councilor Herrera, Chief Teague & Mayor Clark
Salem Waste Water Task Force	Councilor Kohler
SEDCOR Board of Directors	Mayor Clark
Salem Keizer Area Transportation Studies (SKATS)	Mayor Clark; alt Councilor Day

b. Volunteer Coordinating Committee Appointments – 2019-2020

Mayor Clark explained that this committee recommends to Council the appointments for all the committees. The following Councilors announced their appointments:

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|--|------------------|
| Position #1, Councilor Reid appointed | Guermo Rodriguez |
| Position #2, Councilor Day appointed | Jessica Davidson |
| Position #3, Councilor Juran appointed | Jane Herb |
| Position #4, Councilor Herrera reappointed | Robin Wilson |
| Position #5, Councilor Smith reappointed | Laura Anson |
| Position #6, Councilor Kohler reappointed | Larry Jackson |
| Mayor’s Position, Mayor Clark reappointed | Daisy Hickman |

PUBLIC TESTIMONY

Councilor Herrera thanked people who had submitted letters of support and encouraged everyone to be respectful.

Alexis Smith, Keizer, noted that division is everywhere and voiced the hope that now that the election is over everyone will move together to help businesses.

Betty Hart, Keizer, referred to her letter in the packet congratulating Council on adopting the statement of inclusivity and urged that Councilors and staff develop active listening skills, assess their biases, understand how to communicate and reach out to the community.

Rich Rodriguez, Keizer, spoke regarding Covid-19 and efforts being made to keep the population safe. He specifically criticized Mr. Post for his stand on this and urged everyone stand united in protecting the health of all.

Mayor Clark read the list of correspondence that will be included the record listing all the names and subjects. Elizabeth Swan, Happy New Year; Sandra and Barbara McCullough-Jones, no subject; Bob and Colleen Busch, Endorsement of Elizabeth Smith for Council President; Cyndi Swaney, Letter to City Councilors; M. Schwartz, Thank you and written testimony; Paul Malone and Caridad Brown, Roland Herrera; Andrew Hickey, Public Comment; Carol Doerfler, Thomas and Carolyn Homan and Anna McKenzie, Councilor Roland Herrera for Council President; Butch Dunn, RJ and Lucy Navarro, Jonathan Thompson, Claire Juran, Pat Fisher, Martin Doerfler, Council President; John Morgan, Comments for City Council.

- PUBLIC HEARING** None
- ADMINISTRATIVE ACTION** City Attorney Shannon Johnson summarized his staff report.
- a. RESOLUTION – In the matter of the Adoption of the Municipal Judge Evaluation Process** Councilor Smith moved that the Keizer City Council adopt a Resolution - In the matter of the Adoption of the Municipal Judge Evaluation Process; Repealing Resolution No. R2015-2572. Councilor Day seconded. Motion passed unanimously as follows:
- AYES: Clark, Reid, Juran, Day, Herrera, Smith and Kohler (7)
 NAYS: None (0)
 ABSTENTIONS: None (0)
 ABSENT: None (0)
- Mayor Clark appointed Councilors Herrera and Day for 2021 and Councilors Reid and Juran for 2022.
- b. ORDINANCE – Declaring a Fourth Local State of Emergency in the City of Keizer as a Result of COVID-19 Pandemic; Declaring an Emergency** Mr. Johnson summarized his staff report. Finance Director Tim Wood added clarification regarding section 6.
- Councilor Smith moved that the Keizer City Council adopt a Bill for an Ordinance Declaring a Fourth Local State of Emergency in the City of Keizer as a Result of COVID-19 Pandemic; Declaring an Emergency. Councilor Day seconded. Motion passed unanimously as follows:
- AYES: Clark, Reid, Juran, Day, Herrera, Smith and Kohler (7)
 NAYS: None (0)
 ABSTENTIONS: None (0)
 ABSENT: None (0)
- Following discussion regarding deciding whether to meet in person or virtually on a month-by-month basis, consensus was to meet in person for the rest of January. Mr. Johnson pointed out that the Ordinance allows the committee chairs to decide how to meet and that decision would be ratified at the committee meeting.
- CONSENT CALENDAR** None
- COUNCIL LIAISON REPORTS** Councilor Herrera congratulated his recently elected friends and welcomed new councilors.
- Councilor Juran reported that he had helped take down the holiday lights.
- Councilor Smith announced the Council Rules & Procedures Work Group meeting and announced that she would be out January 11-17.
- Councilor Day had nothing to report.
- Councilor Reid shared McNary High School related information noting that it is anticipated that students will start in-person school in February.

Councilor Kohler thanked volunteers who provided cookies for the Keizer Community dinner, urged the public to come to the community center to view the quilts on display and thanked outgoing councilors.

Mayor Clark announced upcoming meetings and read a letter from Marty McGee donating funds to the Keizer Rotary Scholarship Fund.

OTHER BUSINESS City Manager Chris Eppley noted that Jerry McGee used to say that right here, just now, we had a peaceful transference of power, without violence, at the most important level of government and this is something that we take for granted but it is not taken for granted in most parts of the world.

City Recorder Tracy Davis welcomed the new Councilors and thanked the outgoing ones for their kind words.

Interim Community Development Director Shane Witham thanked outgoing Councilors and welcomed the new ones.

Finance Director Tim Wood, thanked outgoing Councilors for their service to the City, welcomed the new Councilors, and announced that for the 7th year in a row the City received the Government Finance Officers Association Distinguished Budget Presentation Award for the 20-21 Budget. He thanked Council, Budget Committee, Department Heads, fellow co-workers, and Keizer residents for making this happen.

Chief Teague noted that he had great memories of volunteer efforts shared with Councilor Freeman and added that he looked forward to working with the new Council.

Public Works Director Bill Lawyer and Human Resources Director Machell DePina thanked outgoing Councilors and welcomed the new ones.

Mr. Johnson explained that the hearing on the Keizer Station Area D Master Plan amendment is tentatively scheduled for February 1 but the decision to meet in person or virtually needs to be made tonight for notice purposes.

Council agreed by consensus to hold the February 1 meeting in person barring regulation prohibiting same.

**WRITTEN
COMMUNICATIONS**

See Public Testimony

AGENDA INPUT

January 11, 2021, 6:00 p.m. – City Council Work Session
January 19, 2021 (Tuesday) 7:00 p.m. – City Council Regular Session
January 25, 2021, 6:00 p.m. – City Council Work Session
February 1, 2021, 7:00 p.m. - City Council Regular Session

ADJOURNMENT

Mayor Clark adjourned the meeting at 8:53 p.m.

MAYOR:

APPROVED:

Cathy Clark

Debbie Lockhart, Deputy City Recorder

COUNCIL MEMBERS

Councilor #1 – Laura Reid

Councilor #4 – Roland Herrera

Councilor #2 – Ross Day

Councilor #5 – Elizabeth Smith

Councilor #3 – Kyle Juran

Councilor #6 – Dan Kohler

Minutes approved: 02-01-21