



**MINUTES**  
**KEIZER CITY COUNCIL**  
**Tuesday, January 19, 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  
Ross Day, Councilor  
Kyle Juran, 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

**FLAG SALUTE**

Mayor Clark led the pledge of allegiance.

**SPECIAL ORDERS OF BUSINESS**

**COMMITTEE  
REPORTS**

*Hersch Sangster*, Keizer, reported on the Traffic Safety/Bikeways/ Pedestrian Committee meeting in which new member Rick Kuehn was welcomed and a citizen survey and sidewalk repair were discussed. Additionally, the committee asked permission from Council to re-apply for a Bicycle Friendly City designation in order to receive a higher designation now that two schools are actively participating through the Safe Routes to School program. *Permission will depend on staff availability*. Mr. Sangster also shared detailed information regarding the helmet program that the committee manages and asked that the committee be allowed to solicit donations in order to continue the program. Mayor Clark and Councilor Herrera voiced their support. Mr. Sangster then shared information about the upcoming Monster Cookie Ride.

*Matt Lawyer*, Keizer, reported on the recent Planning Commission meeting held virtually in which a text amendment to the Development Code allowing a composting facility as a conditional use was discussed and unanimously approved for recommendation to Council. February and March meetings will be held virtually via the Zoom platform.

*Tanya Hamilton*, Keizer, thanked the parks team for their efforts in making the city parks look so good and reported on the recent Parks Advisory Board meeting in which area parks were reviewed and results

of the Parks Master Plan update survey were shared. Councilor Kohler interjected that new member Mathew Poteet was welcomed to the Board, the current Chair and Vice Chair were re-elected and the Board agreed that the February meeting would be held in person.

**PUBLIC  
TESTIMONY**

Mayor Clark announced letters received from the following people: Jaymee Workman, Janvier Slick, Dana Petre-Miller, Elizabeth Allen Swan, Chanda Mija, and Salem Mennonite Church, noting that they would be included in the printed packet for the record.

**PUBLIC HEARING**

**a. Amendment of Rates for Franchise Solid Waste Collection Within the City of Keizer**

*Mayor Clark opened the Public Hearing.*

City Attorney Shannon Johnson summarized his staff report.

*Estle Harlan*, Keizer, Solid Waste Management Consultant for the franchisee in Keizer, explained that the proposed increase was delayed due to the pandemic, noted that the last rate increase was in 2019, and shared information regarding processing, labor costs and comparative rates noting that services provided in Marion County are not provided in other counties.

Ms. Harlan then fielded questions and provided clarification regarding possible new technology, recyclables, rate increases, outreach, operating margin or profit, and other jurisdictions that have raised rates.

*John Sullivan*, Loren's Sanitation, explained that when the pandemic started back in March, area haulers agreed that if customers informed them that they were unable to pay their bill, service would not be discontinued.

*Matt Lawyer*, Keizer, voiced support for the rate increase citing the company's ongoing service and responsiveness to the community.

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

Councilor Smith moved that the Keizer City Council direct staff to bring back an Order at the February 1, 2021, Keizer City Council meeting for the amendment of rates for franchise solid waste collection within the City of Keizer in the amounts presented. Councilor Reid seconded.

Discussion followed regarding the appropriateness of raising rates during the current pandemic crisis.

*Mayor Clark reopened the Public Hearing.*

Discussion continued regarding the solid waste hauler margin of profit and the industry target with Dr. Harlan and Mr. Sullivan fielding additional questions.

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

Motion passed as follows:

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

**b. Hops and Drops Liquor License – Additional Privilege**

City Manager Chris Eppley read his staff report.

*Mayor Clark opened the Public Hearing.*

Discussion took place regarding clarification of ‘to-go’ and ‘on-premises’ and ‘off-premises’.

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

Councilor Smith moved that the Keizer City Council recommend approval of the additional privilege of an off-premises sales license for Hops and Drops under the guidelines established by ORS 471.178 and the Ordinances of the City of Keizer and to forward this recommendation to the Oregon Liquor Control Commission for final approval. Councilor Reid seconded. Motion passed unanimously as follows:

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

**c. Keizer Development Code Text Amendments Section 2.313 (Accessory Structures and Uses) Relating to Design Standards for Accessory Structures**

*Mayor Clark opened the Public Hearing.*

Interim Community Development Director Shane Witham summarized his staff report, fielded questions and provided clarification.

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

Councilor Smith moved that the Keizer City Council direct staff to prepare an ordinance with findings to adopt the proposed revisions to the Keizer Development Code Section 2.313 (Accessory Structures and Uses). Councilor Reid 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)

**ADMINISTRATIVE ACTION**

**a. Use of Baseball Fields at Claggett Creek Park**

Public Works Director Bill Lawyer read his staff report, provided clarification and fielded questions regarding other sports groups that use the park, parking, scheduling, and reservations vs. walk-on use.

*Michael Bays*, Vice President of McNary Youth Baseball, explained the baseball program and shared information about the organization, scheduling and the children who benefit from the program.

*Rob Tavares*, McNary Youth Baseball, explained the benefits of the program, the need for providing this opportunity for the children of the community since other options are not available, and the importance of

playing safe and healthy during these trying times. He then fielded questions regarding parking, benches, and equipment used for maintenance.

Mr. Johnson noted that since this issue involved a fee, statute required that the audience be allowed to comment. There were no comments.

Councilor Smith moved that the Keizer City Council waive the fees for the use of Claggett Creek Park in return for the maintenance and facility improvements for the times and days requested. Councilor Reid seconded.

Mr. Johnson suggested that instead the motion be to direct staff to come back with the appropriate Order.

Discussion followed relating to establishing a fee and parameters for renting the area, if this should be a test to make sure it is doable, making the area a reserve-able area, and the effect of waiting until the February meeting to get this finalized.

Councilor Smith withdrew her motion. Councilor Reid withdrew her second.

Councilor Smith moved that the Keizer City Council direct staff to bring back an Order at the February 1, 2021 Keizer City Council meeting to determine reserving baseball fields at Claggett Creek Park and fee waivers associated with that request. Councilor Reid 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)

## **CONSENT CALENDAR**

- A. RESOLUTION – Authorizing Finance Director to Enter into Agreement with PowerDMS for Oregon Accreditation Alliance Software Services
- B. RESOLUTION – Authorizing City Manager to Sign Public Body Work Order Contract with Galt Foundation, Inc. for Temporary Staffing Services
- C. RESOLUTION – Authorizing Finance Director to Sign Agreement for Interactive Alarm Services with Absco Solutions
- D. Approval of December 14, 2020 City Council Work Session Minutes

Items A and D were pulled.

Councilor Smith moved that the Keizer City Council approve Items B and C of the Consent Calendar. Councilor Reid 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)

Item A: A scrivener's error was corrected. Councilor Smith moved that the Keizer City Council approve Item A of the Consent Calendar. Councilor Reid 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)

Item D: Councilor Smith moved that the Keizer City Council approve Item D of the Consent Calendar. Councilor Reid seconded. Motion passed as follows:

AYES: Clark, Reid, Herrera, Smith and Kohler (5)  
NAYS: None (0)  
ABSTENTIONS: Juran and Day (2)  
ABSENT: None (0)

## **COUNCIL LIAISON REPORTS**

Councilor Juran reported on the recent Keizer Chamber Board meeting, Planning Commission meeting and the Marion County Commissioner Breakfast. Mayor Clark asked that the new Chamber Interim Director be invited to a Council meeting.

Councilor Reid shared information about the Commissioners Breakfast including information about Corona virus vaccinations and housing, and reviewed efforts to alleviate homelessness, volunteer opportunities and Arts Commission efforts.

Councilor Smith shared information about recovery efforts in Detroit.

Councilor Herrera reported on League of Oregon Cities conference calls, shared information about victims of the pandemic, praised various newly elected officials and shared information regarding efforts to help communities in need.

Councilor Kohler reviewed meetings he had attended and projects in which he had participated and shared information regarding the next Community Dinner.

Councilor Day expressed dismay at the recent ransacking in Washington, DC, shared information regarding a recurring gathering he initiated in the gazebo and announced that the February Traffic Safety/Bikeways /Pedestrian Committee meeting would be in person.

Mayor Clark shared information about homelessness efforts, announced upcoming meetings, shared information regarding vaccinations, and urged everyone to help local businesses by keeping the numbers down

and adhering to health regulations.

**OTHER BUSINESS** City Manager Chris Eppley announced that the Arts Commission will be meeting in person at their next meeting.

Chief Teague announced that there would not be a Citizen Academy this year.

Finance Director Tim Wood urged everyone to conserve water now to keep their sewer charges down for the rest of the year.

Public Works Director Bill Lawyer reported that he had a rough estimate for doing reflectorized pavement markings. The initial cost would be about \$7,000 to do River and Wheatland. He is pursuing formal quotes for this.

**WRITTEN COMMUNICATIONS** See Public Testimony

**AGENDA INPUT** January 25, 2021, 6:00 p.m. – City Council Work Session  
IN PERSON  
February 1, 2021, 7:00 p.m. - City Council Regular Session  
IN PERSON  
February 8, 2021, 6:00 p.m. – City Council Work Session  
o Housing Needs Analysis/Buildable Lands Inventory Update  
VIRTUAL  
February 16, 2021 (Tuesday), 7:00 p.m. - City Council Regular Session  
IN PERSON

**ADJOURNMENT** Mayor Clark adjourned the meeting at 9:40 p.m.

MAYOR:

APPROVED:

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Cathy Clark

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Debbie Lockhart, Deputy City Recorder  
COUNCIL MEMBERS

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Councilor #1 – Laura Reid

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Councilor #4 – Roland Herrera

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Councilor #2 – Ross Day

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Councilor #5 – Elizabeth Smith

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Councilor #3 – Kyle Juran

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Councilor #6 – Daniel R. Kohler

Minutes approved: 02-01-21