



MINUTES
KEIZER CITY COUNCIL
Tuesday, February 16, 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
Roland Herrera, Councilor
Daniel Kohler, Councilor
Ross Day, Councilor
Kyle Juran, Councilor

Staff:

Chris Eppley, City Manager
Shannon Johnson, City Attorney
Shane Witham, Planning Director
Bill Lawyer, Public Works Director
Andrew Copeland, Police
Tim Wood, Finance Director
Tracy Davis, City Recorder

Absent:

Laura Reid, Councilor

FLAG SALUTE

Mayor Clark led the pledge of allegiance.

**SPECIAL ORDERS
OF BUSINESS**

**Ice Storm
Update**

Public Works Director Bill Lawyer explained what steps the City has taken so far to help recovery and the current status and future plans. He provided details of road closures, safety measures taken, coordination with police department, and efforts made to keep traffic signal lights operational and roadways cleared of debris. He noted that a collection site for storm debris has been established and many parks are closed because they had so much damage. Trees will need to be cut down and wood will be left for the public to take for free. The water system performed well during the storm. Mr. Lawyer commended his staff for their responsible response to this disaster. His commendation was echoed by all. Discussion followed regarding removal of debris, communication and assisting medically fragile residents without power.

**a. Keizer Chamber
of Commerce
Update**

Mark Caillier, Interim Director of the Keizer Chamber of Commerce, shared information about the community service that is provided by the Chamber, planned events, the Executive Director recruitment, Chamber growth and financial stability, and on-going partnerships.

**COMMITTEE
REPORTS**

Mark Caillier reported that the Planning Commission met with Council in a joint session to review the Housing Needs Inventory and Buildable Lands Inventory which indicated that the City needs more land.

Mr. Caillier urged volunteers to help with the Community Center cleanup event on March 13 at 9 a.m., announced that Keizer Rotary Foundation

is accepting donations to help build storage sheds for people who were impacted by the wildfires to store their belongings, and reported that the Claggett Creek Watershed Council has openings for a Salem resident, a Marion County resident and someone who lives on the creek. More information is available on their website.

Corri Falardeau, Keizer Chamber, thanked everyone who has stepped up during recent events and noted that the Chamber is looking forward to meeting some new candidates for the Executive Director position.

PUBLIC TESTIMONY None

PUBLIC HEARING *Mayor Clark opened the Public Hearing.*

a. Keizer Development Code Text Amendment Section 2.114 (General Industrial) – Composting Facilities Planning Director Shane Witham summarized his staff report, fielded questions regarding the composting containers and regulations and directed attention to an explanatory email from Phil Martin.

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

Councilor Smith moved that the Keizer City Council direct staff to come back with an ordinance and findings regarding text amendment Section 2.114.04 General Industrial with the correction to Section 2.114.04c. Councilor Kohler seconded. Motion passed as follows:

AYES: Clark, Juran, Day, Herrera, Smith and Kohler (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Reid (1)

b. ORDINANCE – *Mayor Clark opened the Public Hearing.*

Declaring a Lien Against Property Located at 701 Claggett Street NE, Keizer Oregon and Directing the City Recorder to Enter Such Lien in the Minor Lien Docket Pursuant to Ordinance No. 2019-808 City Attorney Shannon Johnson summarized his staff report and fielded questions regarding the lien docket and municipal liens.

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

Councilor Smith moved that the Keizer City Council adopt a Bill for an Ordinance Declaring a Lien Against Property Located at 701 Claggett Street NE, Keizer Oregon and Directing the City Recorder to Enter Such Lien in the Minor Lien Docket Pursuant to Ordinance No. 2019-808 (Regulating the Maintenance, Reconstruction, Alteration and Repair of Sidewalks; Declaring an Emergency. Councilor Kohler seconded. Motion passed as follows:

AYES: Clark, Juran, Day, Herrera, Smith and Kohler (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Reid (1)

ADMINISTRATIVE ACTION

a. ORDINANCE – Amending Keizer Development Code Regarding Section 2.313 Amending Ordinance No. 98-389

Mr. Johnson summarized his staff report and provided clarification on the format.

Councilor Smith moved that the Keizer City Council adopt a Bill for an Ordinance Amending Keizer Development Code Regarding Section 2.313 (Accessory Structures and Uses) Amending Ordinance No. 98-389. Councilor Kohler seconded. Motion passed as follows:

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

b. ORDER – In the Matter of the Application of Chick-Fil-A for Approval of the Keizer Station Master Plan Amendment

Mr. Johnson summarized his staff report. Mayor Clark thanked the tribal partners for their work on development of the area.

Councilor Smith moved that the Keizer City Council adopt an Order in the Matter of the Application of Chick-Fil-A for Approval of the Keizer Station Master Plan Amendment (Area D – Keizer Station); Amendment of Order in the Application of Chemawa Station LLC Adopted September 8, 2020. Councilor Kohler seconded. Motion passed as follows:

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

c. ORDER – Designating “No Parking” Zones in Certain Areas of Hidden Creek Drive Northeast, Keizer Oregon

Public Works Director Bill Lawyer summarized his staff report and fielded questions regarding contact with residents of the area, the impact of this regulation on those living in the apartment complex nearby and parking regulations mandated by the State.

Councilor Smith moved that the Keizer City Council adopt an Order Designating “No Parking” Zones in Certain Areas of Hidden Creek Drive Northeast, Keizer Oregon. Councilor Kohler seconded. Motion passed as follows:

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

CONSENT CALENDAR

- a. RESOLUTION – Approving Extension of the Cable Television Franchise Agreement with Comcast of Oregon, Inc. (Formerly Known as Far-West Communications, Inc. DBA AT&T Cable Services)
- b. RESOLUTION – Authorizing City Manager to Enter into Intergovernmental Agreement with Salem-Keizer School District 24J (Safety and Support Response Team)
- c. RESOLUTION – Authorizing the City Manager to Award and Enter into an Agreement with Pacific Excavation, Inc. For Waterline

- Replacement Project 2021
- d. RESOLUTION – Authorizing City Manager to Sign Oregon Military Department Office of Emergency Management State Preparedness and Incident Response Grant (Grant No. 19-101) for Water Purification System
 - e. RESOLUTION – Authorizing the City Manager to Enter into Keizer Station Area C Reimbursement District Reimbursement Agreement with KS Reimbursement LLC
 - f. Approval of February 1, 2021 City Council Regular Session Minutes
 - g. Approval of February 8, 2021 City Council/Planning Commission Joint Work Session Minutes

Councilor Smith moved that the Keizer City Council approve the Consent Calendar. Councilor Kohler seconded. Motion passed as follows:

AYES: Clark, Juran, Day, Herrera, Smith and Kohler (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Reid (1)

COUNCIL LIAISON REPORTS

Councilors Juran and Day had nothing to report.

Councilor Kohler announced upcoming meetings, noted that this week would be Oregon's 162nd birthday and thanked everyone who had helped others during the ice storm.

Councilor Smith shared details of the recent Commissioner breakfast and Parks Board meeting and congratulated her husband who has been appointed as one of the new Detroit City Councilors.

Councilor Herrera reported on past meetings and announced cancelled and upcoming meetings. He also announced the availability of free food boxes at St. Edward, congratulated Amber Butler who retired from the Fire District and commended athlete Aaron Zavalla.

Mayor Clark praised the Mid-Willamette Homeless Alliance for their efforts during the recent crisis and shared information regarding homeless programs, the Cultural Center and Library and upcoming meetings.

OTHER BUSINESS

City Manager Chris Eppley noted that although Amber Butler has retired as a volunteer fire fighter, she is a life flight nurse so is still saving lives.

Lieutenant Copeland reported that new practices and policies have been developed to comply with Measure 110, 130 calls for service were responded to during the ice storm with the Police Department working closely with Public Works, and Sergeant Barber will be retiring March 1 after 28 years in Keizer Police Department. Recruitment will open soon for full-time police officers and reserves.

Finance Director Tim Wood announced that utility shutoffs have been delayed for a week. Anyone needing assistance should contact the City.

City Attorney Shannon Johnson commended the Public Works Department for their prompt attention to ice storm hazards.

WRITTEN COMMUNICATIONS

Mayor Clark shared emails she had received from *Christopher McKinney* and *Jonathan Thompson* noting that they would be included as part of the record.

AGENDA INPUT

February 22, 2021, 6:00 p.m. – City Council Work Session
 o Council Rules & Procedures Work Group Review and Mayor’s Training IN PERSON
March 1, 2021, 7:00 p.m. - City Council Regular Session IN PERSON
March 8, 2021, 6:00 p.m. – Long Range Planning Task Force VIRTUAL

ADJOURNMENT

Mayor Clark adjourned the meeting at 8:52 p.m.

MAYOR:

APPROVED:

Cathy Clark

Debbie Lockhart, Deputy City Recorder
COUNCIL MEMBERS

~ Absent ~

Councilor #1 – Laura Reid

Councilor #4 – Roland Herrera

Councilor #2 – Ross Day

Councilor #5 – Elizabeth Smith

Councilor #3 – Kyle Juran

Councilor #6 – Daniel R. Kohler

Minutes approved: 03-15-21