



MINUTES
KEIZER CITY COUNCIL
Monday, May 17, 2021
Keizer Civic Center, Council Chambers
Keizer, Oregon

CALL TO ORDER

Council President Smith called the meeting to order at 7:00 pm. Roll call was taken as follows:

Present:

Elizabeth Smith, Councilor
Roland Herrera, Councilor
Daniel Kohler, Councilor
Ross Day, Councilor
Kyle Juran, Councilor
Laura Reid, Councilor

Staff:

Tim Wood, City Manager Pro Tem
/Finance Director
Shannon Johnson, City Attorney
Bill Lawyer, Public Works Director
John Teague, Police Chief
Shane Witham, Planning Director
Tracy Davis, City Recorder

Absent:

Cathy Clark, Mayor

FLAG SALUTE

Councilor Smith led the pledge of allegiance.

**SPECIAL ORDERS
OF BUSINESS**

None

**COMMITTEE
REPORTS**

**a. Volunteer of the
Quarter Award**

Councilor Kohler introduced the nominees Tyler and Jessica Davidson and the First Ward of the Church of Jesus Christ of Latter-day Saints and described their service. Ms. Davidson and Bishop expressed their appreciation for the recognition and shared details of the service they had performed. Councilor Kohler presented the clocks and certificates.

**COMMITTEE
REPORTS**

Clay Rushton, Keizer, reported that the Parks Advisory Board had approved a proposal by the McNary Junior ROTC for an obstacle course at Keizer Rapids Park and approved historical park information to be included in the updated Parks Master Plan. He also shared information about Pickle Ball.

PUBLIC COMMENT

Cyndi Swaney, Keizer, read a letter to Mayor Clark requesting that June 4th be declared National Gun Violence Awareness Day. She shared photographs of an event where her cousin was killed and asked everyone to wear orange on June 4 to show their support. Councilor Smith noted that she would forward this information to Mayor Clark and would wear orange on that day.

PUBLIC HEARING

**a. 7-11 Store
Liquor License
– Change of
Ownership**

Councilor Smith opened the Public Hearing.

City Manager Pro Tem Tim Wood summarized the staff report.

With no further testimony Councilor Smith closed the public hearing.

Councilor Reid moved that the Keizer City Council recommend approval of the application for 7-11 Store Liquor License Change of Ownership under the guidelines established by ORS 471.178 and the Ordinances of the City of Keizer and forward this recommendation to the Oregon Liquor Control Commission for final approval. Councilor Kohler seconded.

Motion passed as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Clark (1)

**b. RESOLUTION -
Exemption of
Jack Street
Phase 2 Storm
Drain Repair
Contract from
Competitive
Bidding and
Awarding
Contract to
Michels
Corporation**

Councilor Smith opened the Public Hearing.

Public Works Director Bill Lawyer summarized his staff report.

With no further testimony Councilor Smith closed the public hearing.

Councilor Reid moved that the Keizer City Council approve a Resolution - Exemption of Jack Street Phase 2 Storm Drain Repair Contract from Competitive Bidding and Awarding Contract to Michels Corporation. Councilor Kohler seconded. Motion passed as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Clark (1)

**c. Proposed Text
Amendments to
the Keizer
Development
Code to Clarify
RCOD Parking
Requirements/
Density
Provisions for
ADU
Development/
Eliminating
Infill
Development
Standards**

Councilor Smith opened the Public Hearing.

Planning Director Shane Witham summarized his staff report.

With no further testimony Councilor Smith closed the public hearing.

Councilor Reid moved that the Keizer City Council direct staff to prepare an ordinance with findings to adopt the proposed revisions. Councilor Kohler seconded. Motion passed as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Clark (1)

- d. RESOLUTION –** *Councilor Smith opened the Public Hearing.*
- Authorization for Supplemental Budget – Sewer Fund** City Manager Pro Tem/Finance Director Tim Wood summarized his staff report.
- With no further testimony Councilor Smith closed the public hearing.*
- Councilor Reid moved that the Keizer City Council approve a Resolution - Authorization for Supplemental Budget – Sewer Fund. Councilor Kohler seconded. Motion passed as follows:
- AYES: Reid, Herrera, Smith, Kohler, Day and Juran (6)
 NAYS: None (0)
 ABSTENTIONS: None (0)
 ABSENT: Clark (1)
- RESOLUTION –** Councilor Reid moved that the Keizer City Council approve a Resolution - Authorization for Supplemental Budget – Administrative Services. Councilor Kohler seconded. Motion passed as follows:
- Authorization for Supplemental Budget – Administrative Services** AYES: Reid, Herrera, Smith, Kohler, Day and Juran (6)
 NAYS: None (0)
 ABSTENTIONS: None (0)
 ABSENT: Clark (1)
- RESOLUTION –** Councilor Reid moved that the Keizer City Council approve a Resolution - Authorization for Supplemental Budget – Park Services. Councilor Kohler seconded. Motion passed as follows:
- Authorization for Supplemental Budget – Park Services** AYES: Reid, Herrera, Smith, Kohler, Day and Juran (6)
 NAYS: None (0)
 ABSTENTIONS: None (0)
 ABSENT: Clark (1)
- ADMINISTRATIVE ACTION** City Attorney Shannon Johnson summarized his staff report.
- a. Possible Councilor Investigation** Councilor Reid moved that Keizer City Council accept the corrective action memorandum form in regards to Councilor Herrera. Councilor Kohler seconded. Motion passed as follows:
- AYES: Reid, Smith, Kohler, Day and Juran (5)
 NAYS: None (0)
 ABSTENTIONS: Herrera (1)
 ABSENT: Clark (1)
- b. Southeast Keizer Neighborhood Association Annual Report** *Sherrie Gottfried, Keizer, gave the annual report for the Southeast Keizer Neighborhood Association in the absence of Chair Ken Gierloff. She distributed the newly developed brochure for the association and shared information regarding neighborhood cleanup, the association Facebook page, and area schools.*

Councilor Reid moved that the Keizer City Council accept the Southeast Keizer Neighborhood Association Annual Report and extend recognition for an additional year. Councilor Kohler seconded. Motion passed as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Clark (1)

CONSENT CALENDAR

A. Approval of April 26, 2021 Work Session Minutes

B. Approval of May 3, 2021 Regular Session Minutes

A spelling correction was made on the April 26 Minutes.

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

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Clark (1)

OTHER BUSINESS

Public Works Director Bill Lawyer explained that he would be giving a report on the Pedestrian Safety Flag program after the Traffic Safety-Bikeways-Pedestrian Committee meets and makes a motion for a formal recommendation.

City Manager Pro Tem Tim Wood announced that the recruitment for an Interim City Manager closed today and several applications were received.

COUNCIL MEMBER REPORTS

Councilor Reid reported on the Commissioner Breakfast, the Mid-Valley Homeless Alliance Board and the Latino Scholarship event.

Councilor Herrera shared details about the Latino Scholarship event, reported on the Keizer United and the Oregon Latinex Leadership Round Table, announced upcoming meetings and urged everyone to vote.

Councilor Kohler reported on the Parks Board and Chamber meetings and the League of Oregon Cities training and announced upcoming meetings and events.

Councilor Day urged everyone to vote and encouraged everyone to attend the next Coffee with Cathy.

Councilor Smith expressed appreciation for Council teamwork and support.

WRITTEN COMMUNICATIONS

Councilor Smith listed written testimony received: Rich Rodriguez - Prudent Steward of City and County Policies; Carol Doerfler - Gun Violence Awareness Day; Cara Fisher, Lynnette Graves and Tim Emmerich - Say No to the Salem Casino; and Cyndi Sweeny - June 4 Wear Orange Proclamation Request.

AGENDA INPUT

May 19, 2021, 6:00 p.m. - City Council/Planning Commission Work Session (Virtual)
May 24, 2021, 6:00 p.m. - City Council Work Session (Virtual)
June 7, 2021, 7:00 p.m. - City Council Regular Session
June 14, 2021, 7:00 p.m. - City Council Regular Session

ADJOURNMENT

Councilor Smith adjourned the meeting at 8:12 p.m.

MAYOR:

APPROVED:

~ Absent ~
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 – Daniel R. Kohler

Minutes approved: 06-07-21