



MINUTES
KEIZER CITY COUNCIL
Monday, August 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
Laura Reid, Councilor
Roland Herrera, Councilor
Daniel Kohler, Councilor
Kyle Juran, Councilor
Ross Day, Councilor

Staff:

Wes Hare, Interim City Manager
Shannon Johnson, City Attorney
Tim Wood, Finance Director
Bill Lawyer, Public Works Director
John Teague, Police Chief
Shane Witham, Planning Director
Machell DePina, Human Resources
Debbie Lockhart, Deputy City Recorder

Absent:

Elizabeth Smith, Councilor

FLAG SALUTE

Mayor Clark led the pledge of allegiance.

**SPECIAL ORDERS
OF BUSINESS**

None

**COMMITTEE
REPORTS**

Kim Steen, Keizer Public Arts Commission, reviewed recent installations including Insta-Art at the Big Toy, Sasquatch at the Keizer Rotary Amphitheater and 'Entwined' at Copper Creek Mercantile. She reported that plans are underway to seek grants and fundraise for installation of mosaic art at the Splash Fountain and that the Story Poles will be dedicated on September 18.

Matt Lawyer reported that the Parks Board approved the location for the mosaic and two new bands for the City sponsored concert series, appointed him and David Loudon to assist in scoring the RFP for the concert series, and planned the September 13 Parks Tour.

He also reported that the Claggett Creek Watershed Council worked with Miranda Coleman and the McNary Leadership Group to clean out ivy at Palma Ciega Park and is still recruiting for new members.

PUBLIC COMMENT

Colleen Busch, Keizer, praised Keizer Fire and Keizer Police for their team efforts, thanked them for their participation in the Southeast Keizer Neighborhood Association National Night Out gathering and thanked Officer Jefferson specifically.

Omar Alvarado shared information regarding the September 5th music and art event, noting that he hoped to make Keizer a place that exemplifies music and art.

Sandra Kellogg, Keizer, shared information regarding multiple accidents that occur at her residence on Chemawa Road and requested more boulders be placed between the roadway and her yard for safety. Mayor Clark directed staff to work with Ms. Kellogg on this.

Mayor Clark then noted written testimony received from Jane Herb in Keizer regarding a resolution request against unconstitutional mandates.

PUBLIC HEARING

Mayor Clark opened the Public Hearing.

**a. RESOLUTION –
Forming
Aubrey Glenn
Street Lighting
Improvement
District**

City Attorney Shannon Johnson summarized his staff report.

With no further testimony Mayor Clark closed the Public Hearing.

Councilor Reid moved that the Keizer City Council approve a resolution forming Aubrey Glen Street Lighting Improvement District. Councilor Kohler seconded. Motion passed as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Smith (1)

**ORDINANCE –
Spreading
Assessments
to Aubrey Glen
Street Lighting
Local
Improvement
District**

Councilor Reid moved that the Keizer City Council adopt a Bill for an Ordinance Spreading Assessments to Aubrey Glen Street Lighting Local Improvement District. Councilor Kohler seconded. Motion passed as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Smith (1)

**ADMINISTRATIVE
ACTION**

**a. RESOLUTION –
Authorizing the
City Manager to
Enter Into
Agreement with
Prothman
Company**

City Attorney Shannon Johnson explained that changes to the contract had been made and handed out a new contract and resolution. He noted that Prothman Company was not registered in the State of Oregon and the contract would not be signed until they confirmed that they are registered or have a valid exemption.

Discussion followed regarding the City Manager recruitment process, minority and disadvantaged businesses, exclusion of Council in the process, the lack of authority for Prothman to do business in Oregon, references, background checks, attention to detail, protest periods for non-selected proposers, adjustment of time if the selection is delayed, trusting the legal department, and the limited number of qualified firms.

Councilors indicated that they would like to know if being registered in the State of Oregon was a requirement, expressed the opinion that

continued interference with the process would delay the outcome, and pointed out that this process was to hire a firm to recruit City Manager candidates, not to hire a City Manager.

Council agreed by consensus to bring this item back on September 7.

CONSENT CALENDAR

- A. Resolution – Authorizing Public Works Director to Sign Amendment #2 to Department of Corrections Inmate Work Program Agreement
- B. Approval of August 2, 2021 Regular Session Minutes

Councilor Reid pulled item B.

Councilor Reid moved for approval of Item A of the Consent Calendar. Councilor Kohler seconded. Motion passed as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Smith (1)

Councilor Reid moved for approval of Item B of the Consent Calendar. Councilor Kohler seconded. Motion passed as follows:

AYES: Clark, Day, Juran, Herrera and Kohler (5)

NAYS: None (0)

ABSTENTIONS: Reid (1)

ABSENT: Smith (1)

OTHER BUSINESS

Interim City Manager Wes Hare summarized his staff report, which was handed out at the meeting asking for use of the Community Center rooms for a memorial service for former city employee Laurie Phillips and waiving fees.

Councilor Reid moved to suspend rules. Councilor Kohler seconded. Motion passed as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Smith (1)

Councilor Reid moved that the Keizer City Council waive the community center fees for the memorial service for Laurie Phillips. Councilor Kohler seconded. Motion passed as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Smith (1)

STAFF UPDATES

Finance Director Tim Wood reported that the City is waiting patiently for the ARPA money. Mr. Hare added that there would be a Council Work Session to discuss those funds on August 23.

Human Resources Director Machell DePina reported that there are two recruitments underway for positions in the Environmental Department.

COUNCIL MEMBER REPORTS

Councilor Juran shared his experiences from National Night Out and KeizerFest.

Councilor Reid reported on an Emergency Preparedness training she had attended and Equity Certification training in which she is participating.

Councilor Herrera reported on his National Night Out event and Capaces Leadership panel elected official training, congratulated former McNary soccer player, Rueben Salazar, and urged everyone to wear masks.

Councilor Kohler shared his experiences from National Night Out and the KeizerFest Sponsors luncheon, and reported on Parks Board meeting, the Volunteer Coordinating Committee meeting and the Marion County Commissioner breakfast.

Councilor Day echoed comments about National Night Out and KeizerFest, voiced appreciation for Keizer Police and Fire, and announced the Monster Cookie bike ride and the Traffic Safety/Bikeways /Pedestrian Committee meeting.

Mayor Clark praised National Night Out, KeizerFest and the concert series, reported on the Strategic Economic Development Corporation Annual meeting and Legislative Committee meeting for the Council of Governments, shared information about alleviating homelessness and announced Trashy Tuesday and the availability of grants for people in need of housing assistance.

AGENDA INPUT

August 23, 2021, 6:00 p.m. - City Council Work Session – ARPA (American Rescue Plan Act) Projects

September 7, 2021, **Tuesday**, 7:00 p.m. – City Council Regular Session

September 13, 2021, 6:00 p.m. – City Council /Parks Board Work Session – Parks Tour

September 20, 2021, 7:00 p.m. – City Council Regular Session

ADJOURNMENT

Mayor Clark adjourned the meeting at 9:03 p.m.

MAYOR:

APPROVED:

Cathy Clark

Debbie Lockhart, Deputy City Recorder

COUNCIL MEMBERS

Councilor #1 – Laura Reid

Councilor #4 – Roland Herrera

~ Absent ~

Councilor #2 – Ross Day

Councilor #5 – Elizabeth Smith

Councilor #3 – Kyle Juran

Councilor #6 – Daniel R. Kohler

Minutes approved: 09-07-21