



**MINUTES**  
**KEIZER CITY COUNCIL**  
**Tuesday, September 7, 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  
Miranda Coleman, Youth  
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  
Tracy Davis, City Recorder

**FLAG SALUTE**

Mayor Clark led the pledge of allegiance.

**SPECIAL ORDERS OF BUSINESS**

**a. PROCLAMATION  
– Constitution  
Week**

Mayor Clark read the Proclamation and presented it to Ruby Pantalone representing the Daughters of the American Revolution. Ms. Pantalone urged everyone to read the Constitution and to practice their right as a citizen by voting.

**b. PROCLAMATION  
– Hispanic  
Heritage Month**

Mayor Clark read the Proclamation and announced that it would be put on display in the lobby. Councilor Herrera explained that this encompasses nine Latin American countries celebrating their independence.

**c. Keizer Rotary  
Service Activity  
Report 2020-  
2021**

*Brian Lea*, Keizer Rotary President, reported on effects of the pandemic and shared information about events being planned and projects done in the past year. Mayor Clark and Councilor Herrera expressed appreciation for various projects that had been funded by Keizer Rotary.

Mayor Clark announced that Phil Bay Day would be on Friday and urged everyone to re-read his contributions to the community.

**COMMITTEE  
REPORTS**

**a. Volunteer**

Interim City Manager Wes Hare referred to the staff report noting that it was self-explanatory.

Councilor Smith moved that the Keizer City Council accept the Volunteer

**Coordinating Committee**

Coordinating Committee recommended appointments. Councilor Reid seconded. Motion passed unanimously as follows:

**Recommendations for Appointments**

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

Mayor Clark clarified that Budget Committee appointments were: Susan London and Jonathan Thompson; Planning Commission: Sarah Hutches, Mo Avishan and Ronald Bersin; and Mid-Willamette Valley Community Development Partnership: Michael DeBlasi.

**Planning Commission Report**

*Jane Herb*, Keizer, reported that the Planning Commission had reviewed and recommended approval of text amendments to various sections of the Code and would be working with a consultant to address HB2001 related Code changes in the future.

**Traffic Safety/ Bikeways/ Pedestrian Committee Report**

*Hersch Sangster*, Keizer, reported that the Traffic Safety/Bikeways/ Pedestrian Committee had heard testimony from citizens concerned about sidewalks on Kennedy and the safety of school children. The committee also discussed red light cameras and, after hearing information from Sergeant LeDay, decided to explore other safety options.

Mayor Clark encouraged all citizens to participate in the Salem Keizer Area Transportation Study Public Participation Plan survey update and the Mid-Willamette Area Commission on Transportation update on Strategic Bike Pedestrian Project Prioritization open house.

Mr. Sangster, on behalf of the Salem Bike Club, thanked the City for making the recent Monster Cookie Ride a success and shared information about the event.

**PUBLIC COMMENT**

*Paula Guiles*, Keizer, shared information about the Keizer Community Library book sale which raised \$2,449.27, remodeling work done on the library, Grand Opening plans, new books, and children’s library cards.

Mayor Clark read the names and subjects of public comments submitted in writing: Blu, Susan Court Gang; Skyler Cruz Wolsey, Keizer Traffic Signals; Michael Robertson, Speeding on Dearborn; Art Bobrowitz, in memory of September 11, 2001.

**PUBLIC HEARING**  
**a. 7-Eleven Store (Ulali Drive) Liquor License Application**

*Mayor Clark opened the Public Hearing.*

Interim City Manager Wes Hare summarized his staff report.

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

Councilor Smith moved that the Keizer City Council recommend approval of the application for 7-Eleven Store 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)

**b. ORDINANCE –  
Amending the  
Process for the  
Formation of  
Public  
Improvement  
Reimbursement  
Districts;  
Declaring an  
Emergency;  
Amending  
Ordinance No.  
2015-716**

*Mayor Clark opened the Public Hearing.*

City Attorney Shannon Johnson summarized his staff report.

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

Councilor Smith moved that the Keizer City Council adopt a Bill for an Ordinance Amending the Process for the Formation of Public Improvement Reimbursement Districts; Declaring an Emergency; Amending Ordinance No. 2015-716. Councilor Reid seconded. Motion passed unanimously as follows:

AYES: Clark, Reid, Herrera, Smith, Kohler, Day and Juran (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

**ADMINISTRATIVE  
ACTION**

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

Interim City Manager Wes Hare explained that his role in the process was to contact Prothman references and they were all positive.

City Attorney Shannon Johnson summarized his staff report.

Councilor Smith moved that the Keizer City Council adopt a Resolution Authorizing the City Manager to Enter Into Agreement and First Amendment to Agreement with Prothman Company. Councilor Reid seconded. Motion passed unanimously as follows:

AYES: Clark, Reid, Herrera, Smith, Kohler, Day and Juran (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

**b. Municipal Court  
Judge  
Evaluation  
Report**

Councilors Herrera and Day reported that Judge Myers was informed, polite, patient, respectful and professional. They praised his communication skills and his comments of correction and concluded that they were impressed with his fairness.

**c. RESOLUTION –  
Accepting and  
Approving  
Plans for  
Placement of  
Mosaic Art at**

Interim City Manager Wes Hare explained that funding is not in place for this project but approval of this resolution would allow the Arts Commission to move forward with fund raising. City Attorney Johnson summarized his staff report.

Councilor Smith moved that the Keizer City Council adopt a Resolution Accepting and Approving Plans for Placement of Mosaic Art at Splash

**Splash Fountain** Fountain. Councilor Smith seconded. Motion passed unanimously as follows:

AYES: Clark, Reid, Herrera, Smith, Kohler, Day and Juran (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

**d. RESOLUTION – Recognizing National Observances and Commemorative /Heritage Months** Interim City Manager Wes Hare commended the work of the Community Diversity Engagement Work Group. Finance Director Tim Wood summarized his staff report.

Councilor Smith moved that the Keizer City Council adopt a Resolution Recognizing National Observances and Commemorative/Heritage Months. Councilor Reid seconded. Motion passed unanimously as follows:

AYES: Clark, Reid, Herrera, Smith, Kohler, Day and Juran (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

## **CONSENT CALENDAR**

- a. RESOLUTION – Authorizing Disposition of Surplus Property (Code Enforcement Vehicle)
- b. RESOLUTION – Authorizing Disposition of Surplus Property (Seized Vehicles)
- c. Surplus Property Report 2020-2021
- d. Approval of August 16, 2021 Regular Session Minutes
- e. Approval of August 23, 2021 Work Session Minutes
- f. Approval of August 23, 2021 Special Session Minutes

Item d was pulled.

Councilor Smith moved for approval of Items a, b, c, e and f of the Consent Calendar. Councilor Reid seconded. Motion passed unanimously as follows:

AYES: Clark, Reid, Herrera, Smith, Kohler, Day and Juran (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

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

AYES: Clark, Reid, Herrera, Kohler, Day and Juran (7)

NAYS: None (0)

ABSTENTIONS: Smith (1)

ABSENT: None (0)

**OTHER BUSINESS** Interim City Manager Wes Hare referred to a handout on the City Manager recruitment noting that the consultant who had agreed to help with the City Manager recruitment is available to meet with Council on September 15. Discussion took place regarding meeting in person or virtually, the acceptable date and city manager qualifications and experience. Council agreed that the September 15 date would not work for them.

**STAFF UPDATES** City Recorder Tracy Davis reported that the Community Center is up and running.

Finance Director Tim Wood reported that the City offices were without internet all afternoon.

Chief Teague reported that he had worked the concession stand at the ball game last week and the stands were almost empty. He urged everyone to attend the games.

**COUNCIL MEMBER REPORTS** Councilor Kohler reported on meetings and events he had attended, announced upcoming meetings and events and openings on City committees and voiced support for the Covanta facility.

Councilor Reid shared information about meetings and events she had attended and noted that it was good to be back to a little bit of normal.

Councilor Herrera commended the Celtics, expressed condolences to the family of Chuck Lee, champion of education in the area, who died of Parkinson 's disease, commended Brian Ruby and thanked the City for recognizing Hispanic Heritage month.

Councilor Smith announced upcoming meetings, reported on Detroit Lake events and expressed condolences to the city of Greenville, California.

Councilor Juran expressed appreciation for the ice cream in the park event on Sunday at Detroit Lake.

Youth Councilor Coleman reported that freshmen attended McNary today and everyone else would start tomorrow. She shared information regarding the Palma Ciega Park cleanup event and thanked the Claggett Creek Watershed Council for their help.

Mayor Clark reported on meetings and events she had attended, announced services available to homeless and others in need, and commended the art work displayed at the "Fire Out West" event noting that she had encouraged them to contact the Keizer Public Arts Commission for possible display. She thanked Councilor Herrera for his assistance in getting contact information for minority owned businesses, and read a thankyou letter from the Red Cross regarding the recent blood drive.

**AGENDA INPUT**

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  
October 4, 2021, 7:00 p.m. - City Council Regular Session

**ADJOURNMENT**

Mayor Clark adjourned the meeting at 8:58 p.m.

MAYOR:

APPROVED:

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Cathy Clark

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Debbie Lockhart, Deputy City Recorder

COUNCIL MEMBERS

\_\_\_\_\_  
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: 09-20-21