



MINUTES
KEIZER CITY COUNCIL
Tuesday, January 3, 2017
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
Marlene Parsons, Councilor
Kim Freeman, Councilor
Roland Herrera, Councilor
Bruce Anderson, Councilor
Mark Caillier, Councilor
Amy Ryan, Councilor

Staff:

Chris Eppley, City Manager
Shannon Johnson, City Attorney
Nate Brown, Community Development
Machell DePina, Human Resources
Bill Lawyer, Public Works Director
Tim Wood, Finance Director
John Teague, Police Chief
Tracy Davis, City Recorder

FLAG SALUTE

Mayor Clark led the pledge of allegiance.

SPECIAL ORDERS OF BUSINESS

a. Invocation

Pastor Tom Fox from Lakepoint Community Church led the invocation.

**b. Welcome
Comments and
Introductions**

Mayor Clark welcomed those in attendance and noted that this was a special night for citizens, families and friends to witness the peaceful transition of power from one body to another. She expressed gratitude to outgoing Councilor Mark Caillier thanking him for stepping into the position held by former Council President Dennis Koho. Each Councilor and City Manager Chris Eppley then expressed their gratitude to Councilor Caillier adding their own personal perspective.

**c. Introduction of
New Council
Members**

Councilor Caillier responded that he appreciated the opportunity to serve and found the experience to be rewarding.

d. Oaths of Office

City Attorney Shannon Johnson then administered the oath of office to Laura Reid, Kim Freeman, Marlene Parsons and Cathy Clark.

**e. Comments and
Presentations**

Councilors and Mayor introduced friends and members of their families in attendance. Mayor Clark also acknowledged dignitaries in attendance including Bill Post, Betty Hart, and Colleen Bush.

f. Election of 2017-2019 City Council President

Councilor Freeman nominated Marlene Parsons as Council President for the 2017-2019 term. There were no other nominations.

Councilor Anderson moved to close nominations. Councilor Herrera seconded. Motion passed unanimously as follows:

AYES: Clark, Reid, Parsons, Ryan, Freeman, Herrera and Anderson (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

Councilor Parsons was elected by unanimous consent as Council President for the 2017-2019 term.

COMMITTEE REPORTS

a. City of Keizer Committee, Boards, Commission Task Force Review and Appointments

Mayor Clark read Committee Liaison assignments into the record:

City Committees, Boards and Commissions	
Keizer Arts Commission	Councilor Ryan
Keizer Audit Committee	Councilors Freeman, Parsons and Anderson
Keizer Budget Committee	All Council members
Keizer Economic Development Commission	Councilor Anderson
Keizer Festivals Advisory Board	Councilors Parsons and Anderson
Keizer Parks and Recreation Advisory Board	Councilor Herrera
Keizer Personnel Policy Committee	Mayor Clark, and Councilors Parsons and Freeman
Keizer Planning Commission	Councilor Parsons
Keizer Points of Interest Committee	Councilor Herrera
Municipal Judge Evaluation	Councilors Parsons/Anderson for 2017 and Parsons/Reid for 2018
Long Range Planning Task Force	All Council members
Storm Water Advisory Committee	Councilors Reid, Freeman and Anderson
Traffic Safety/Bikeways/Pedestrian Committee	Councilor Freeman
Volunteer Coordinating Committee	Councilor Freeman

b. Outside Committee, Boards, and Commission Appointments

Mayor Clark read outside committee liaison assignments into the record:

Outside Committees	
Claggett Creek Watershed Council	Councilor Anderson
Fire District Quarterly Meetings	<i>discontinued</i>
Keizer Chamber of Commerce Board of Directors	Councilor Anderson
Keizer Chamber of Commerce – Iris Festival	Councilor Herrera
Keizer United	Councilor Ryan
Mid-Willamette Homelessness Initiative	Mayor Clark, Councilor Freeman
Marion County Commissioner Breakfast	Council President and 3 alternating Council members
Mid-Willamette Valley COG Board & Executive Committee	Mayor Clark

Mid-Willamette Valley Commission on Transportation (MWACT)	Mayor Clark (vice-chair); Councilor Parsons (alt)
Neighborhood Association Liaisons	WKNA: Freeman; SEKNA: Reid; GGNA: Herrera
League of Oregon Cities Board of Directors	Mayor Clark
Salem River Crossing Oversight Team	Mayor Clark
Salem Urban Housing and Development	(pending)
Salem Waste Water Task Force	Councilor Anderson
SEDCOR Board of Directors	Mayor Clark
Salem Keizer Area Transportation Study (SKATS)	Mayor Clark (chair and OMPOC rep); Councilor Parsons (alt)

c. Keizer Heritage Foundation Board Representative

Mayor Clark indicated that she would continue serving as the Keizer Heritage Foundation Board representative.

d. Volunteer Coordinating Committee Appointments – 2017-2019

Mayor Clark explained that this committee recommends to Council the appointments for all the committees. The following Councilors announced their appointments:

Position #2, Councilor Freeman reappointed	Trish Crenshaw
Position #3, Councilor Parsons reappointed	Sarah Head
Position #5, Councilor Ryan reappointed	Larry Jackson
Position #6, Councilor Anderson reappointed	Phil Gerstner
Mayor’s Position, Mayor Clark reappointed	Daisy Hickman

Councilors Herrera and Reid noted that they would have their appointments at the next meeting.

PUBLIC TESTIMONY None

PUBLIC HEARINGS None

ADMINISTRATIVE ACTION

a. ORDINANCE – Amending Ordinance Imposing a Three Percent Tax on the Sale of Marijuana Items by a Marijuana Retailer; Creating New

Mr. Johnson explained that the 3% tax on the sale of marijuana passed in the November election. The Department of Revenue collects the state tax and can collect the marijuana tax as well but cities must enter into their agreement and agree to refrain from having interest or penalties different from those of the state. The changes being considered assure that the City’s regulations are the same as the State’s. He noted that the State revised their version before the meeting and it is on the dais for Council review. The state will retain 4% of the 3% tax for administrative charges.

Councilor Parsons moved that the Keizer City Council adopt a Bill for an Ordinance Amending Ordinance Imposing a Three Percent Tax on the Sale of Marijuana Items by a Marijuana Retailer; Creating New Provisions; and Referring Ordinance; Declaring an Emergency; Amendment of Ordinance No. 2016-757, as amended. Councilor

Provisions; and Referring Ordinance Freeman seconded. Motion passed unanimously as follows:
 AYES: Clark, Reid, Parsons, Ryan, Freeman, Herrera and Anderson (7)
 NAYS: None (0)
 ABSTENTIONS: None (0)

RESOLUTION – Authorizing City Manager to Enter Into Marijuana Tax Collection Agreement with Oregon Department of Revenue – ABSENT: None (0)
Councilor Parsons moved that the Keizer City Council adopt a Resolution Authorizing City Manager to Enter Into Marijuana Tax Collection Agreement with Oregon Department of Revenue. Councilor Freeman seconded. Motion passed unanimously as follows:
 AYES: Clark, Reid, Parsons, Ryan, Freeman, Herrera and Anderson (7)
 NAYS: None (0)
 ABSTENTIONS: None (0)
 ABSENT: None (0)

CONSENT CALENDAR None

COUNCIL LIAISON REPORTS

Councilor Freeman announced that she would be out of town for the Traffic Safety/Bikeways/Pedestrian Committee and the West Keizer Neighborhood Association meetings on January 12. Marlene Parsons and Roland Herrera volunteered to cover those meetings for her.

Councilor Anderson announced that Councilor Parsons will be attending the Keizer Chamber Board meeting for him, the 70th Legislative Assembly will kick off next week with organizational days convening on February 1, and the Keizer First Citizen Award Banquet will be on January 21.

Councilor Ryan announced that Keizer United supports Peer Court and is need of volunteers.

Councilor Parsons announced the Planning Commission meeting and that the Marion County Commissioner breakfast was cancelled in lieu of the Marion County Together Toward Tomorrow Community Breakfast at the Keizer Community Center.

Councilor Herrera welcomed Councilor Reid, thanked Tom Fox for the invocation, announced the upcoming Mano a Mano Board celebration, the First Citizen Banquet and the Chamber lunch, and urged citizens to support the local teams.

Councilor Reid announced that she will be focusing on getting up to speed, working on filling the Youth Councilor position, and getting more McNary students involved.

Mayor Clark announced that she would be attending Strategic Economic Development Corporation and Salem River Crossing meetings.

**OTHER
BUSINESS**

Finance Director Tim Wood announced that a Utility Billing Technician is being actively recruited due to the retirement of the one who had served the city for 16 years.

Chief Teague announced that a lateral officer is in background check and reviewed events of the past month adding that there were no notable problems.

Public Works Director Bill Lawyer explained how the department prepares for and works through severe snow events.

Mr. Johnson noted that the "as amended" should have been for the Resolution. Council agreed by consensus that the amendment was for the agreement which was part of the Resolution and not the Ordinance.

**WRITTEN
COMMUNICATIONS**

None

AGENDA INPUT

January 9, 2017 – 5:45 p.m. – City Council Work Session

- Keizer Parks

January 17, 2017 (Tuesday) – 7:00 p.m. – City Council Regular Session

January 23, 2017 - 7:00 p.m. – City Council Work Session

- Keizer Community Food Bank Tour

ADJOURNMENT

Mayor Clark adjourned the meeting at 7:47 p.m.

MAYOR:

APPROVED:

Cathy Clark

Debbie Lockhart, Deputy City Recorder

COUNCIL MEMBERS

Councilor #1 – Laura Reid

Councilor #4 – Roland Herrera

Councilor #2 – Kim Freeman

Councilor #5 – Amy Ryan

Councilor #3 – Marlene Parsons

Councilor #6 – Bruce Anderson

Minutes approved: 1-17-17