



MINUTES
KEIZER CITY COUNCIL
Monday, December 5, 2016
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
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. Oath of Office –
Keizer Police
Officer Andrew
McCowan**

Chief Teague introduced new officer Andrew McCowan and provided detailed information about his history in law enforcement.

City Attorney Shannon Johnson issued the Oath of Office.

**COMMITTEE
REPORTS**

**a. Volunteer
Coordinating
Committee
Recommendation
for Appointments
to Keizer Public
Arts Commission,
Keizer Parks
Advisory
Board, and
Traffic
Safety/Bikeways/
Pedestrian
Committee**

City Manager, Chris Eppley, reported that following publication of notice of vacancies on several committees, and acceptance of testimony from the applicants, the Volunteer Coordinating Committee unanimously recommended *Maritza Gonzalez*, position #1, Public Art Commission, term expiring June 30, 2019; *Joe Tilman*, position #1, *Catherina Gaynor*, position #2 and *Dylan Juran*, position #3 on Parks Advisory Board, terms beginning December 31, 2016 and expiring December 30, 2019; and *Kathy Lincoln*, position #1 and *Hersch Sangster*, position #2 on the Traffic Safety/Bikeways/Pedestrian Committee terms beginning December 31, 2016 and expiring December 31, 2019.

Councilor Parsons moved that the Keizer City Council accept the Volunteer Coordinating Committee recommended appointments.
Councilor Freeman seconded. Motion passed unanimously as follows:

AYES: Clark, Caillier, Parsons, Ryan, Freeman, Herrera and Anderson (7)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)

PUBLIC TESTIMONY

None

PUBLIC HEARINGS

None

ADMINISTRATIVE ACTION

None

CONSENT CALENDAR

- a. RESOLUTION – Authorizing the City Manager to Award and Enter Into an Agreement with Trench Line Excavation Inc. for Water Main Replacement Project
- b. RESOLUTION – Extending City Manager Employment Contract (2017-2018)
- c. RESOLUTION – Extending City Attorney Employment Contract (2017-2018)
- d. RESOLUTION – Amending the Resolution Authorizing Disposition of Surplus Property (Police Department Vehicles) Amending R2016-2707
- e. RESOLUTION - Accepting the Canvass of Election Votes from the November 8, 2016 General Election for the Keizer City Council Positions (Mayor and Positions No. 1, 2, and 3) and City of Keizer Measure 24-397 (Imposes City Tax on Marijuana Retailer’s Sale of Marijuana Items)
- f. RESOLUTION – Authorizing Chief of Police to Enter Into Memorandum of Understanding with Washington State Patrol
- g. Approval of November 7, 2016 Regular Session Minutes
- h. Approval of November 14, 2016 Work Session Minutes
- i. Approval of November 21, 2016 Regular Session Minutes

Councilor Parsons moved for approval of the Consent Calendar. Councilor Freeman seconded. Motion passed unanimously as follows:

AYES: Clark, Caillier, Parsons, Ryan, Freeman, Herrera and Anderson (7)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)

COUNCIL LIAISON REPORTS

Councilor Caillier reported that the Snow Cops have been put out in the Gubser neighborhood but Number 9 was stolen. Highway Specialties donated a new one right away but the Keizer Police Department is investigating the theft. He urged the community to help find the missing Snow Cop.

Councilor Herrera commended the Culver City volleyball coaches noting that they grew up in Keizer. He also invited everyone to the Whiteaker orchestra concert and the McNary music programs.

Councilor Parsons reported that the Keizer Festival Advisory Board is working toward meeting their goals and working on the Solar Eclipse Event. She added that she had worked the food barrel at the Miracle of Christmas Lights event.

Councilor Ryan congratulated the Beavers and announced that there are many Christmas preparation meetings. She urged everyone to support local organizations and to be safe and lock their doors and announced the upcoming Christmas tree lighting ceremony.

Councilor Anderson thanked Councilor Herrera for mentioning the concert season, urged everyone to attend the concerts at the Capitol, and announced that the Festival Advisory Board will not be meeting in December.

Councilor Freeman announced the West Keizer Neighborhood Association street cleanup event and the cancellation of December meetings for WKNA, Traffic Safety/Bikeways/Pedestrian Committee and Volunteer Coordinating Committee. She thanked volunteers who put up lights in preparation for the tree lighting and thanked Mayor Clark and Councilor Parsons for representing Council at Miracle of Lights food barrel. She added that Keizer Elks Lodge is putting together 275 food boxes for the community and they received a grant to fund boxes to feed students who are at home during the holidays.

Mayor Clark reported on meetings she had attended relating to transportation and the Homeless Task Force meeting. She noted upcoming meetings and events including the tree lighting, Oregon Municipal Planning Organization Consortium meeting, the Holiday Lights Parade, the Santa Breakfast, Keizer Community Band concert, and the Heritage Christmas.

OTHER BUSINESS

Chief Teague thanked the Pat Wilson family in Keizer for donating two bulletproof vests for the department's two service dogs, Buster and Bruno.

Public Works Director Bill Lawyer reported that the parts for the slide at Wallace House Park have been ordered and will be installed by a certified installer. Also the Tepper undercrossing is now open.

Councilor Parsons moved to reconsider waiving the fee for the parade on Saturday. Councilor Herrera seconded. Motion passed as follows:

AYES: Clark, Caillier, Parsons, Freeman, Herrera and Anderson (6)

NAYS: Ryan (1)

ABSTENTIONS: None (0)

ABSENT: None (0)

Councilor Parsons moved that the Keizer City Council approve waiving the Public Works fees (staff and barricades) and the K-23 fees for the Holiday Parade. Police Staffing and food vendor fees would not be waived. Councilor Freeman seconded. Motion passed as follows:

AYES: Clark, Caillier, Parsons, Freeman, Herrera and Anderson (6)
NAYS: Ryan (1)
ABSTENTIONS: None (0)
ABSENT: None (0)

**WRITTEN
COMMUNICATIONS**

None

AGENDA INPUT

December 12, 2016 - 5:45 p.m. – City Council Work Session

- Flood Plain Changes (Cancelled)

December 19, 2016 - 7:00 p.m. – City Council Regular Session

January 3, 2017 (Tuesday) - 7:00 p.m. – City Council Regular Session

ADJOURNMENT

Mayor Clark adjourned the meeting at 7:34 pm.

MAYOR:

APPROVED:

Cathy Clark

Debbie Lockhart, Deputy City Recorder

COUNCIL MEMBERS

Councilor #1 – Mark Caillier

Councilor #4 – Roland Herrera

Councilor #2 – Kim Freeman

Councilor #5 – Amy Ryan

Councilor #3 – Marlene Parsons

Councilor #6 – Bruce Anderson

Minutes approved: 12-19-16