



CITY OF DONALD

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City Council Action Agenda Summary Tuesday, September 10, 2019 at 6:45pm at City Hall

OPEN MEETING: Mayor Oxenford opened the meeting of the Donald City Council on September 10, 2019 at 6:45pm.

PLEDGE OF ALLEGIANCE

ROLL CALL

Present: Mayor Brad Oxenford, Council President Gloria Nicholson, Councilors: Sheryl Glenn, Katie Gonzalez, Gerry Waller and Rod Scott.

Late Arrival: Councilor Troy Hellickson (Entered later at 7:06pm)

Staff Present: City Manager Heidi Bell and Public Works Director Alonso Limones

Mayor Oxenford led the group in a moment of silence for September 11th.

CORRESPONDENCE/PRESENTATIONS:

- I. **John Sullivan, General Manager of N. Marion Recycling & Disposal (Loren's Sanitation)**
 - a. Resolution No. 418-16: Rate Increase for N. Marion Recycling & Disposal (from August 2016)

Mr. Sullivan provided information about the rate increase that was approved by the City Council in 2016 via Resolution No. 418-16. The company is now going through with that increase now since they didn't then and are at a point where they really need to generate more revenue for the company. He also provided information about the recycling market and answered questions regarding recycling. There was discussion about the Clean Up Day that happened last Saturday.

PROCLAMATION: September is National Preparedness Month: 1st Week of Sept: Home Inventory Week: Mayor Oxenford read aloud the proclamation. It can be found on the City's website and on the Community Boards.

ADD/DELETE AGENDA ITEMS:

Items added:

1. Consent Agenda Item II: Police statistics were placed at each Councilor's seat.
2. New Business Item III: Resolution No. 487-19 was revised.
3. Public Works Report: Water and Sewer Services/Rate Sheet

COMMUNITY MEMBER'S FEEDBACK:

Paper Feedback Form: Ruth Drewery, Ruth Street: Ruth reported the neighboring dogs got into her property and ate her chickens. She wants people to be aware of the dogs. Mayor Oxenford called her

and reported back to the Council that she called Dog Control and went through their process. She also said that the dogs' owners had apologized. She did not want any further feedback from the City.

CONSENT AGENDA

- I. Action Agenda Summaries: Goal Setting: July 27, 2019, Regular City Council Meeting: August 13, 2019
- II. Post on Website Marion County Sheriff Office, Police Logs/Stats: August 2019
- III. Post on Website Aurora Fire District Logs: August 2019
- IV. Check Register & Cash Sheet: August 2019
 - ✓ Council President Nicholson motioned and Councilor Glenn seconded to approve the Consent Agenda items as submitted. No discussion. Vote: 6-0-0. Motion carried.

OLD BUSINESS: None

NEW BUSINESS

I. Vote: Business License: Falcon Roofing - 21050 Butteville Road NE, Donald, OR
Council President Nicholson declared a potential conflict of interest with the business license applicant, Terry Wyatt and did not engage in the discussion or vote. Mayor Oxenford reviewed the memo that was included in the packets.

- ✓ Councilor Scott motioned and Councilor Glenn seconded to deny the business license until the applicant receives a site design review from the City of Donald. No discussion. Vote: 5-0-0. Motion carried.

II. Vote: Resolution No. 486-19: Adoption of the City Council and Planning Commission Goals

Manager Bell suggested rewording Goal J, item 3 to be worded to "Setup a Community History Program". The Council thought that was a good suggestion. Manager Bell will find a Planning Commissioner to take on this project.

Councilor Hellickson arrived at 7:06pm

- ✓ Councilor Gonzalez motioned and Council President Nicholson seconded to approve Resolution 486-19 as revised, Item J and removal of Waller from that objective. No discussion. Vote: 7-0-0. Motion carried.

III. Vote: Resolution No. 487-19: Approving Grant Application to the Dept. Land Conservation & Development

City Manager Bell gave information about applying for the DLCD for Technical Assistance Grant for the purpose of an Economic Development Strategic Plan. She made contact with the City's DLCD Representative and the City Planner to help with the formalization of the idea for the grant. She made some revisions to Resolution No. 487-19 and the updated version was at the Councilor's seats for their consideration.

- ✓ Councilor Gonzalez motioned and Council President Nicholson seconded to approve Resolution No. 487-19. No discussion. Vote: 7-0-0. Motion carried.

COUNCIL COMMUNICATIONS

I. Council Discussion of Current Affairs in Donald: None

- II. Report on Donald Beautification Group Work: Councilor Waller:** Councilor Waller gave a report and highlighted the work in the Little City Hall Park, the Santa Sing-a-Long event and the Clean-Up Day. She referred to the included DBG meeting agenda and notes.
- III. Focus Group Reports:**
- a. *Civic Engagement & Public Health- Councilor Gonzalez (Lead Liaison) & Councilor Waller*
 - i. **Santa's Sing-a-Long: Saturday, December 7th:** Councilor Gonzalez gave a report on her group's work for the Santa's Sing-a-Long event and the need for the Donald Hazelnut Festival to sponsor the craft bazaar since they have the appropriate insurance for an event. Manager Bell and Councilor Waller will go to the DHF Board Meeting tomorrow night to hopefully gain the DHF's support.
 - b. *Traffic Safety – Councilor Scott (Lead Liaison) & Councilor Glenn*
 - i. **Results of Speed Limit Survey:** Councilor Scott said that overall people responded that without enforcement people will continue to speed. He says that this doesn't mean that we shouldn't do anything we have not had anyone killed or seriously injured. He is focused on setting the speed limit in town at 20 mph for the future. Discussion of the "20 is plenty" campaign. Mayor Oxenford provided suggestions for next steps for Councilor Scott and traffic calming devices were discussed. Councilor Scott said that the PW Director maintains 15 speed signs in the City and that each one costs \$50; this means it would cost about \$750 to replace the speed signs. Council was happy with the amount of people that contributed on the electronic surveys. Councilor Gonzalez suggested that people could put signs up in the neighborhoods in the meantime, reminding people to drive slow/cautiously. Councilor Scott reviewed one of the responses and saw it as a personal attack. He said that he does not do this for a personal gain, but instead because he is passionate about reducing the speed, he stated this is about community.
 - c. *Emergency Management – Councilor Hellickson (Lead Liaison) & Councilor Glenn*
 - i. **CERT Classes at Donald Fire Hall: Oct. 18th (6p-9p), 19th (9a-5p), 25th (6p-9p) & 26th (9a-5p):** Councilor Hellickson that when you register for the class you are automatically approved. He said that if you have questions, call Greg Leo and his number is listed on the CERT flyer. He made the connection between the Mayor's proclamation for National Preparedness Month and the local CERT classes being offered.
- IV. Mayor Oxenford's Report:** He thanked everyone for participating to make Clean-Up Day a success. He said that the comments from the community are thankful and that they would like to see the program continue.

REVIEW ITEMS

- I. **Building Logs: August 2019:** Manager Bell reported that the County could not send the building logs due to their software technical difficulties.
- II. **Business License Renewals:** Manager Bell read the letter regarding the home occupations not being assessed the \$75 renewal annual fee. There was a discussion of the \$10 late notice fee. Manager Bell will propose this idea to the Donald Budget Committee. There was discussion about regulations for door to door sales and/or peddlers. Manager Bell is to address this in the upcoming Business License Code modifications.
- III. **Gas Logs: August 2019:** There was no discussion.
- IV. **Water Testing Reports: August 2019:** There was no discussion.
- V. **Employee Safety Meeting Minutes: August 2019:** There was no discussion.
- VI. **Municipal Court Judge Recruitment:** Mayor and Manager Bell gave report. Council would like Manager Bell to contact the judge that nearby cities use under the Intergovernmental Agreement.

PUBLIC WORKS REPORT:

Public Works Director Limones referred to his monthly report. He summarized the process that they use when they pump septic tanks and what they are looking for when they inspect them. He showed the Council different water meters and provided a lesson on how meters work internally and within the larger system. The City's Water and Sewer Services rate sheet was at Councilor's seats for information.

Mayor said he is researching web-based shared calendars. More to come in October about which one he would like to use with the Council, Planning Commission and Staff.

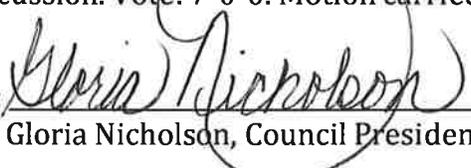
CITY MANAGER REPORT

Manager Bell referred to her monthly report. There was discussion about the upcoming Social Media Training at the Fire Hall. It will be audio recorded.

ADJOURN

- ✓ Councilor Scott motioned and Council President Nicholson seconded to adjourn the meeting of the Donald City Council at 7:15pm. No discussion. Vote: 7-0-0. Motion carried.

Date: October 8, 2019

Signed: 
Gloria Nicholson, Council President

ATTEST:

Date: October 8, 2019

Signed: 
Heidi Bell, City Manager