



CITY OF DONALD

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City Council Action Agenda Summary April 9, 2019 at 6:45pm at City Hall

OPEN MEETING: Council President Nicholson opened the meeting of the Donald City Council on April 9, 2019 at 6:45pm.

PLEDGE OF ALLEGIANCE

ROLL CALL:

Present: Council President Gloria Nicholson, Councilors: Sheryl Glenn, Katie Gonzalez, Troy Hellickson, and Gerry Waller.

Council Absent: Mayor Brad Oxenford (excused)

Council President Nicholson asked everyone in the room to introduce themselves and who they are with.

ADD/DELETE AGENDA ITEMS: None

CORRESPONDENCE/PRESENTATIONS:

- The North Marion High School National Art Society students and teacher Sara Bailey gave a presentation: Teacher Sara Bailey, Club Members Payton and Eveline shared their plans for the next installations at the Donald Skate Park including a covered pergola and stepping stones reflecting different seasons. Kauffman Construction will help with building and concrete work and the students will do the designs. There was discussion about the timing and costs.
- Paul Wigowsy with Capital Asset and Pavement Services Inc. gave a presentation on the Pavement Management Budget Options Report dated March 2019, that was emailed to the City Council prior to the meeting. The City's street rating was about average (perhaps a little lower) compared to other cities. The total cost to bring the rating to 85% is about \$450,000. If delayed, then in five years it will increase to an additional \$300,000. How to raise funds was discussed, including adding a street utility fee to monthly utility bills. The report will be posted on the City's website.

CONSENT AGENDA:

- I. City Council Action Agenda Summary: March 12, 2019
 - II. Post on Website Marion County Sheriff Office, Police Logs/Stats: March 2019
 - III. Post on Website Aurora Fire District Logs: March 2019
 - IV. Check Register & Cash Sheet: March 2019
 - V. 2018-2019 Budget Status Report: Quarter 3
- ✓ Councilor Hellickson motioned and Councilor Glenn seconded to accept the Consent Agenda Items as presented. No discussion. Vote: 6-0-0. Motion carried.

CITIZENS CONCERNS:

- Donald Saxton, Rees Street: reports that a medical problem related to a diagnosis of his daughter's health. He will try to uphold his current volunteer and civic responsibilities to the City, but it will be difficult for him to promise to attend more meetings or specific dates because it depends on his daughter's health needs.
- Greg Leo, Aurora, Oregon - Vice President of Fire Board reported the following: 1) brought to the Council's attention the article in the *Burning News* (Aurora Rural Fire District's newsletter) regarding the fire levy that is in the May election. 2) the filings for the Aurora Rural Fire Protection District Director Board including Daroll Nicholson for Position 1, Paul Ranta for Position 2 and Position 4 had two candidates Fred Hartley and Marc Anderson. (He requested a time extension and Council President Nicholson granted it.) 4) He is working on bus trip for legislators with Manager Bell to educate them about McKay Road/Ehlen Road. 5) They just finished up an emergency management class called "CERT" and there were graduates from Donald. He provided three handouts for the record.

OLD BUSINESS:

I. **Vote: Council Rules:**

Council President Nicholson discussed the next steps and the timeline for the project. City Manager Bell said that the Council Rules will be passed by resolution at a later date.

NEW BUSINESS:

I. **Vote: Creation of Focus Groups and Councilor Assignments**

The Council postponed this discussion until the May meeting since the Mayor was absent. The Council expects him to give more information at the next meeting about assigning Councilors to

focus groups and their responsibilities.

II. Vote: Resolution No. 472-19: System Development Charges

Annual Adjustment Using Engineering News Record Construction Cost Index: March 2019

- ✓ Councilor Hellickson motioned and Councilor Scott seconded to approve Resolution No. 472-19. Vote: 6-0-0. Motion carried.

III. Vote: Resolution No. 473-19: Lease of Real Property Owned by City of Donald to G.K. Machine, Inc.

Council President Nicholson stated that she would like to discuss the issue before hearing a motion. Councilors expressed their concerns and reasoning for supporting the different options between Option A: 5 years with no termination rights for either party and collecting \$1,700 a year from the lease and Option B: 10 years with no termination rights for either party and collecting \$1,850 a year from the lease. The lease was included in the Councilor's packets for review. Mike Mader, General Manager of GK Machine spoke about the land use process that would ensue if the City terminated the parking lot lease.

- ✓ Councilor Hellickson motioned and Councilor Scott seconded to approve the City Manager working with City Attorney Andrew Cole to set the lease for 10 years with no termination rights for either party with a lease rate of \$1,850 per year. No discussion. Vote: 5-2-0 (Yea: Hellickson, Glenn, Waller and Scott and Nay: Councilor Gonzalez and Council President Nicholson.). Motion carried.

IV. First Reading of Ordinance NO. 174-2019: *Amending the Donald Comprehensive Plan Map to change the land use designation from Residential to Public for the two properties under the Donald City Hall*

Council President Nicholson asked if any councilor wanted the ordinance to be read aloud. No one did. She asked if all Councilors received a copy in advance of the meeting. They did. She asked if copies were posted for the public. Manager Bell said they were posted on the City website and the three community boards: City Hall, Donald Community Center and at the Little City Park. Council President Nicholson read aloud the title of Ordinance NO. 174-2019.

V. First Reading of Ordinance NO. 175-2019: *Amending the City of Donald Zone Map, to change the zoning of 28 properties abutting Main Street in downtown Donald from C-Commercial Zone to DMU-Downtown Mixed Use Zone, and to change the zoning of the two City Hall Properties from R7-Single Family Residential Zone to the P-Public Zone.*

Council President Nicholson asked if any councilor wanted the ordinance to be read aloud. No one did. She asked if all Councilors received a copy in advance of the meeting. They did. She asked if

copies were posted for the public. Manager Bell said they were posted on the City website and the three community boards: City Hall, Donald Community Center and at the Little City Park.

Councilor Gonzalez read aloud the title of Ordinance NO. 175-2019.

VI. Vote: Addition of Chlorine to Donald Water System

Council discussed that they wanted to wait until the Mayor returned before making a decision and that they wanted input from the public.

- ✓ Councilor Scott motioned and Councilor Hellickson seconded to postpone the vote. Council directed City Manager Bell to work with City staff to post an online survey for the public to be able to provide feedback and for the company that had contacted the City initially about adding chlorine to the water system to submit a letter to the Council with their concerns and reasoning. There was discussion of the timeline. It was decided to post a story in the *Donald Monthly Record* and keep the online survey open for the month of May. Vote 6-0-0. Motion carried.

VII. Vote: Addition of Fluoride to Donald Water System

- ✓ Councilor Hellickson motioned and Councilor Waller seconded to postpone the vote and directed City Manager Bell to add the question of adding fluoride to the water system to the online survey. Councilor Gonzalez raised a question which lead to discussion about the design of the online survey questions. Councilor Hellickson clarified his motion and Councilor Waller confirmed her second that there is to be one survey with at least two questions – one question about adding chlorine and a second question about adding fluoride; these are to be two separate and distinct questions. Vote: 6-0-0. Motion carried.

COUNCIL COMMUNICATIONS:

I. Council Discussion of Current Affairs in Donald

- a. Social Media Guide (submitted by citizen): The Council stated their appreciation for the time it took for the citizen to put together the guide. There were no follow-up questions for the citizen about the guide. Each Councilor shared their thoughts about the Council participating in social media. Overall, at this time, no one wanted to assume the responsibility of being the single person to be responsive to the social media posts. The Council stated that they want to encourage people to use the City's website because it is comprehensive and great. City Manager Bell will research education and training for public officials and social media.

II. Report on Donald Beautification Group (DBG) Work: Councilor Waller

- a. Councilor Waller passed around pictures of sample painted tires used in playgrounds for climbing. The DBG wants to do this project at the Little City Park. She suggested it might be fun during the Meet and Greet event to let people paint the tires. Councilor Hellickson asked for Councilor Waller to look into the type of paint for the tires. Councilor Waller will follow up.
 - b. Councilor Waller gave a report on the budget for the Parks Grant and what to buy with the remaining money. She showed a climbing dome structure. Councilor Scott is helping with the playground equipment decision.
 - c. Councilor Waller asked if the City Council would approve the cost for a tetherball for the Little City Park of \$300. It will be installed with the playground equipment for the grant.
- ✓ Councilor Gonzalez motioned and Councilor Scott seconded to support the Parks Grant efforts by setting aside \$700 in the next fiscal year's budget. Councilor Hellickson asked for clarification if the \$700 goes to the DBG's budget or the Park Department. Councilor Gonzalez clarified that it would go into the Park Department's budget. Councilor Glenn asked how many tires are going to be put into the Park. Councilor Waller said it is uncertain at this time and depends on space at the Park. Vote: 6-0-0. Motion carried.
- d. Councilor Waller said that the DBG Meeting is on Monday, May 15th at 6:30pm to 7:30pm. At their March meeting they had the Oregon Main Street Executive Director present.

III. Mayor's Report

- a. Mayor's Communication Survey: Tabled until Mayor Oxenford is back.

REVIEW ITEMS:

- I. Building Logs: March 2019: No discussion.
- II. Business License Renewals: March 2019 through May 2019: No discussion.
- III. Gas Logs: March 2019: No discussion.
- IV. Water Testing Reports: March 2019: No discussion.
- V. Employee Safety Meeting Minutes: March 2019: No discussion.

PUBLIC WORKS REPORT:

Public Works Director Limones referred to his report that was included in the Council Packet. Director

Limones said that the new Operator is hired and doing well and provided some of his professional background. Director Limones also gave a report on the water break at County Oaks Estates.

CITY MANAGER REPORT:

City Manager Bell referred to her report that was included in the City Council Packet. She complimented Council President Nicholson on doing a great job presiding over the meeting. Manager Bell continues to work with staff on the next fiscal year's budget. She is planning on a new position, Public Works Maintenance Worker. She stated that the lagoons are getting full and usually by this time of the year they can irrigate. As soon as the rain lets up and the soil dries they will irrigate. She is assuming that the Goal Setting is postponed but will let everyone know as soon as she hears from Mayor Oxenford.

ADJOURN

- ✓ Councilor Scott motioned and Councilor Gonzalez seconded to adjourn the meeting at 8:17pm. No discussion. Vote: 6-0-0. Motion carried.

Date: May 14, 2019

Signed: 
Brad Oxenford, Mayor

ATTEST:

Date: May 14, 2019

Signed: 
Heidi Bell, City Manager