



CITY OF DONALD

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

OPEN MEETING: Mayor Oxenford opened the meeting of the Donald City Council on July 9, 2019 at 6:45pm.

PLEDGE OF ALLEGIANCE

ROLL CALL

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

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

ADD/DELETE AGENDA ITEMS

Manager Bell shared that there were six items to be added and recorded into the record, under:

1. Old Business Item I to include edits submitted by City Engineer Curt McLeod of the Public Works Design and Construction Standards
2. Consent Agenda Item II to include the Calls for Service from Marion County Sheriff's Office for June 2019.
3. New Business Item I to include the staff report from City Planner Holly Byram.
4. Review Item I to include the Marion County Building Inspection Report from June 2019.
5. Public Works monthly report was included at the Councilor's seats.
6. City Manager monthly report was included at the Councilor's seats

CORRESPONDENCE/PRESENTATIONS: None

CONSENT AGENDA

- I. Action Agenda Summaries: Regular City Council Meeting: June 11, 2019; and Work Session: July 1, 2019
- II. Post on Website Marion County Sheriff Office, Police Logs/Stats: June 2019
- III. Post on Website Aurora Fire District Logs: June 2019
- IV. Check Register & Cash Sheet: June 2019

V. Review: End of Fiscal Year: Quarter 4 Report and D.C.C. Report

- ✓ Council President Nicholson motioned and Councilor Waller seconded to approve the Consent Agenda items as submitted. No discussion. Vote: 7-0-0. Motion carried.

CITIZENS CONCERNS:

Online Feedback Form: Chantal ST: Complaint about a trailer with mattress inside being stored on City street. PW Director Limones made contact with the people and the trailer and mattress have been removed from the street.

Paper Feedback Form: Elizabeth Ream, Cone Street: Complained about illegal fireworks during the 4th of July.

Speaker Card: Greg Leo, Champoeg Road (unincorporated Marion County): spoke about two items of business. 1) he provided an update about a traffic safety meeting that happened in St. Paul it was attended by Council President Nicholson, Councilors Scott and Glenn along with local members of the Fire Districts (St. Paul and Aurora), Marion County Sheriff's Office and local/regionally elected officials. They discussed the traffic safety corridor changes that were proposed at the State level and putting together a local traffic safety working group. 2) he reported that it is a "big day for Donald" with the swearing in of two new Donald residents (Daroll Nicholson and Fred Hartley) onto the Aurora Rural Fire District Board. He said that at 7pm on Wed. July 17th, 2019 they will be sworn in and he encouraged as many people as possible to attend this event.

Speaker Card: Kat Suttles, Butteville Road: Complained about a vacant house on Butteville Road. Suttles asked if the City can help with the weeds and grass that is growing because it is making a fire hazard. Manager Bell shared that the City has worked on this case for about a year and a half trying to find someone who is responsible for the property. After some public records searches, Manager Bell was able to contact the loan company and hopefully they will send out a landscaper, but it could be a while. Also, she reported that the City received information that the property will be auctioned in October 2019.

PUBLIC HEARING WITH PUBLIC TESTIMONY:

OLD BUSINESS

I. Second Reading and Vote: Ordinance No. 176-2019 *The Design and Construction Standards for Public Works Construction in the City of Donald, Oregon*

City Engineer Curt McLeod made a few changes to the Public Works Standards manual. City Attorney Andrew Cole submitted an email to Manager Bell letting her know that the words of the Ordinance had not changed but the exhibit had so the Ordinance should be read in accordance with the provisions in the City Charter, Chapter VIII. Ordinances, Section 35(3). Manager Bell read the title and entire ordinance out loud at the meeting.

- ✓ Council President Nicholson motioned and Councilor Glenn seconded to approve Ordinance No. 176-2019. No discussion. Vote: 7-0-0. Motion carried.

NEW BUSINESS

- I. **Vote: New Business License Application: Mane Haven, 10760 Main St.: Commercial Zone** (This item was heard & voted on before Old Business)
 - ✓ Councilor Gonzalez motioned and Councilor Scott seconded to approve the new business license for Mane Haven. No discussion. Vote: 7-0-0. Motion carried.

- II. **Vote: Auric Solar: Expired Business License: May 11, 2019**
 - ✓ Councilor Gonzalez motioned and Councilor Hellickson to suspend the business license for Auric Solar. No discussion. Vote: 7-0-0. Motion carried.

- III. **Vote: Resolution No. 484-19: Adoption of *Water System Master Plan Update* by Curran-McLeod Inc. Consulting Engineers**

Manager Bell shared that despite the City's Engineer Curt McLeod's many attempts, he still has not received the final letter from the Oregon Health Authority. Manager Bell suggested moving this item to the August City Council Agenda in which the Council agreed.

- IV. **Vote: Resolution No. 485-19: Adoption of *Wastewater Facilities Plan Update* by Curran-McLeod Inc. Consulting Engineers**
 - ✓ Councilor Hellickson motioned and Councilor Scott seconded to approve Resolution No. 485-19. No discussion. Vote: 7-0-0. Motion carried.

- V. **Vote: Approval of City Garage Sale List Items: Release of Publicly Purchased Items for Sale**
 - ✓ Council President Nicholson motioned and Councilor Hellickson seconded to approve items declaration of surplus items. No discussion. Vote: 7-0-0. Motion carried.

COUNCIL COMMUNICATIONS

- I. **Council Discussion of Current Affairs in Donald**

- II. **Report on Donald Beautification Group Work: Councilor Waller**

The next DBG meeting will be on the fourth Monday, which is July 22, 2019. Councilor Waller shared that she has a salesperson visit her recently about the park playground equipment.

- III. **Focus Group Report: *Traffic Safety, Councilor Scott***

Councilor Scott motioned to open the discussion of lowering the speed limits on City-maintained streets to 15 mph. The Council agreed to entertain the discussion. The Councilors shared their opinions and held discussion. Council decided to put a survey on the website asking for the opinions of Donald residents/businesses regarding lowering the speed limit on City streets to either 20 mph, 15 mph or no change. Councilor Scott thanked

the Council for their input. Manager Bell will put together the survey and email to the Council for review and it will be posted on the City website before August 1, 2019.

Councilor Gonzalez announced that she would like the Council's approval for a leave of absence from the Council, as per Donald Charter Chapter 7 Section 32. She would be absent from the City for more than 30 days, and most likely missing the October, November and December City Council meetings. Councilor Gonzalez stated that she enjoys working on the City Council and would like the opportunity to continue despite her absence. She also shared that although she would be out of town during that time, her house would still be occupied.

Manager Bell conducted a roll call vote to approve Councilor Gonzalez request to approve a leave of absence from the City Council for three months.

Hellickson - Yes

Glenn - Yes

Oxenford - Yes

Nicholson - Yes

Waller - Yes

Scott - Yes

Gonzalez - No vote.

Vote: 6-0-0.

IV. Mayor's Report:

Clean-Up Day will be Saturday, September 7, 2019 from 8am to 1pm.

The September Work Session will be Tuesday, September 3rd (since Labor Day is the first Monday of September) to discuss the logistics surrounding the Clean-Up Day.

Council President Nicholson will contact businesses in Donald and ask them to be a pickup location for garage sale maps during event. Manager Bell asked if the Councilors would please take posters and yard signs with them to help with advertising.

Council held discussion on social media. Manager Bell stated that there will be a social media training by CIS at the October Work Session.

Mayor Oxenford shared that at the July Business Leader's Meeting there was a presentation from ODOT regarding the Aurora/Donald I-5 Interchange Project and that the "Diverging Diamond" is the likely choice.

REVIEW ITEMS

- I.** Building Logs: June 2019 - There was no discussion.
- II.** Business License Renewals - There was no discussion.
- III.** Gas Logs: June 2019 - There was no discussion.

- IV. Water & Wastewater Testing Reports: June 2019 - Manager Bell noted that PW Operator Jesus Rios performed the testing for June 2019 under the direction of PW Director Limones.
- V. Employee Safety Meeting Minutes: June 2019 – There was no discussion.

PUBLIC WORKS REPORT:

PW Director Limones referred to his monthly report. He shared that the Water Plant and Wastewater Plant signs were repainted by GK Machine (donated). The Water Plant's sign was painted blue, to represent water and the Wastewater Plant's sign was painted green to represent the color that is used for sewer.

CITY MANAGER REPORT:

Manager Bell shared that the auditors are coming to City Hall on Friday, August 2, 2019. The auditors come twice a year. She gave a report about the extension of Ehlen Street and that will be an agreement between the City and property owners that if the City ever chose to extend the street, it would be the property owner's responsibility to bring that street up to current day's standards. Manager Bell shared that with all the new planning applications, she has called a meeting with the City Engineer, City Planner, Building Clerk, PW Director and herself to discuss all the open applications, assign tasks and make a tracking sheet. The joint City Council and Planning Commission Goal-Setting Meeting is Saturday, July 27 from 10 am to 2pm and to expect a packet.

ADJOURN

- ✓ Councilor Hellickson motioned and Councilor Waller seconded to adjourn the meeting at 8:26pm. No discussion. Vote: 7-0-0. Motion carried.

Date: August 13, 2019

Signed: 
Brad Oxenford, Mayor

ATTEST:

Date: August 13, 2019

Signed: 
Heidi Bell, City Manager