



CITY OF DONALD

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City Council Minutes

January 8, 2019 at 6:45pm at City Hall

OPEN MEETING: Mayor Oxenford opened the meeting on January 8, 2019 at 6:45pm.

PLEDGE OF ALLEGIANCE

ROLL CALL:

Mayor Brad Oxenford, Councilors: Jan Olsen, Katie Gonzalez, Gloria Nicholson, Troy Hellickson, Gerry Waller and Sheryl Glenn (after appointment).

Council Absent: None

Staff Present:

City Manager Heidi Bell and Public Works Director Alonso Limones

Mayor Oxenford asked people in the audience to introduce themselves.

OATH OF OFFICE FOR ELECTED MAYOR & COUNCILORS:

Manager Bell led the Oath of Offices for the new Mayor and Councilors.

- I. Brad Oxenford: Mayor
- II. Katie Gonzalez: Councilor
- III. Troy Hellickson: Councilor
- IV. Gerry Waller: Councilor

VOTE: Appoint City Councilor to Open Seat and Oath of Office:

Each applicant spoke about their interest in applying for the open council seat. Mayor Oxenford said that Councilor Olsen is not allowed to vote, as per Oregon Law 244.177 3a and 3b since her husband was one of the applicants. Manager Bell led a roll call vote.

- Councilor Hellickson: Ed Lief
- Councilor Gonzalez: Sheryl Glenn
- Councilor Olsen: No Vote, As per ORS 244.177 3a and 3b
- Councilor Waller: Rick Olmsted
- Councilor Nicholson: Sheryl Glenn
- Mayor Oxenford: Sheryl Glenn

State of the City Address:

Mayor Oxenford delivered his State of the City Address

VOTE: Council President 2019:

Manager Bell said that the term for Council President is 2019-2020. City Charter requires a ballot be cast for the Council President but State Law prohibits this type of voting; so, everyone voted on a ballot but Manager Bell read aloud the votes and who cast the vote.

- Mayor Oxenford: Gloria Nicholson
- Councilor Glenn: Gloria Nicholson
- Councilor Gonzalez: Gloria Nicholson
- Councilor Hellickson: Gloria Nicholson
- Councilor Nicholson: Gloria Nicholson
- Councilor Olsen: Gloria Nicholson
- Councilor Waller: Gloria Nicholson
- ✓ Mayor Oxenford motioned and Councilor Hellickson seconded to appoint Councilor Nicholson as Council President for 2019-2020. No discussion. Vote: 7-0-0. Motion carried.

ADD/DELETE AGENDA ITEMS:

CORRESPONDENCE/PRESENTATIONS:

Presentation from Audit Staff, Pauly, Rogers and CO., P.C. Postponed until February Council Meeting. Audit booklets were at each Councilor’s seat for them to take home and read.

CONSENT AGENDA:

- I. City Council Action Agenda Summary: Regular & Executive Council Meetings 12/11/2018
- II. Post on Website Marion County Sheriff Office, Police Logs/Stats: December 2018
- III. Post on Website Aurora Fire District Logs: December 2018
- IV. Check Register and Cash Sheet: December 2018
- V. Quarter 2 Report: Fiscal Year Revenues vs. Expenditures, DCC Report & SDC Report
 - ✓ Council President Nicholson motioned and Councilor Olsen seconded to accept the Consent Agenda Items as presented. There was discussion regarding the previous months patrol log that had a 12-hour shift. Vote: 7-0-0. Motion carried.

CITIZENS CONCERNS: None

OLD BUSINESS:

- I. Update: Sidewalk Improvement Project: Main Street from Butteville Rd to Railroad Tracks

There was discussion that Marion County will oversee the bid process and contractor's work.

NEW BUSINESS:

- I. Vote: Holiday Lighting Competition:

Each Councilor voted for their first and second place winners. The money for awards comes from the Community Development Program's Council Discretionary.

- ✓ Council President Nicholson motioned and Councilor Olsen seconded to award \$50 for first place in the Holiday Lighting Competition to 11020 Rees St. No discussion. Vote: 7-0-0. Motion carried.
- ✓ Councilor Gonzalez motioned and Council President Nicholson seconded to award \$25 for second place in the Holiday Lighting Competition to 20957 Crissel St. No discussion. Vote: 7-0-0. Motion carried.

- II. Vote: Heidi Bell Serve as Budget Officer for Fiscal Year 2019-2020:

- ✓ Council President Nicholson motioned and Councilor Olsen seconded to have Heidi Bell serve as the Budget Officer for Fiscal Year. 2019-2020. No discussion. Vote: 7-0-0. Motion carried.

- III. Vote: Approve Budget Calendar for Fiscal Year 2019-2020:

Mayor Oxenford discussed that there are five open seats on the Budget Committee. Applications will be available on Friday, via the City's website or at City Hall. Councilor Waller encouraged others to volunteer and said she appreciated how well the money is managed.

- ✓ Council President Nicholson motioned and Councilor Waller seconded to approve the Budget Calendar for Fiscal Year 2019-2020. No discussion. Vote: 7-0-0. Motion carried.

IV. Vote: Application for Over Street Banner for Aurora Rural Fire Dist.: Bingo March 2, 2019: Nathan from District 63 Firefighters Association presented information to the Council about Bingo. There was discussion about waiving the \$25 fee.

- ✓ Councilor Waller motioned and Councilor Hellickson seconded to approve the Over Street Banner application for the Aurora Rural Fire District and to waive the \$25 fee. No discussion. Vote: 7-0-0. Motion carried.

COUNCIL COMMUNICATIONS:

I. Mayor's Report:

Mayor Oxenford communicated to the Council that there will be a survey concerning dates for goal setting meeting. He challenged the Councilors to talk to neighbors and report at the next Council meeting. Mayor Oxenford also informed the Council there will be a Meet & Greet in the spring.

II. Review of Council Rules:

Councilors should read and give any proposed changes whether for grammar or context to Manager Bell and she will have Clerk Meadors put together a tracked changes version in Word. Council can address the changes at their February meeting and perhaps at that Meeting adopt an updated version.

III. Mayor's Ground Rules:

Mayor Oxenford reviewed the Mayor's Ground Rules which were available at each Councilor's seat.

IV. Council Discussion of Current Affairs in Donald: No discussion.

V. Report on Donald Beautification Group Work:

There was discussion about the State of Oregon Park Grant regarding the restroom and playground equipment. Councilor Waller will present to the Council on the Donald Beautification Group's work in future.

REVIEW ITEMS:

I. Building Logs: December 2018: No Discussion

II. Business License Renewals: December 2018 to February 2019:

There was discussion about Specialty Tire Works and their expired business license. No extra fines will be imposed at this time. City staff is to double check the address and call the landlord to inform them of the no payment of the business license.

III. Gas Logs: December 2018:

There was discussion about the tires on the Public Works Ford truck.

IV. Water & Wastewater Testing Reports: December 2018: No discussion

V. Employee Safety Meeting Minutes: December 2018: No discussion.

PUBLIC WORKS REPORT:

Public Works Director provided a recap of the well's pump replacement project and that it went well. There was discussion about the Skate Park Bowl and that out-of-town people are still skating. Council concluded that the public is adequately notified of the closure.

CITY MANAGER REPORT:

Council directed Manager Bell to put the City's credit card reward money into the Community Development Program. It is anticipated that this will help to offset the costs for the Cleanup Day that went over budget.

ADJOURN:

- ✓ Council President Nicholson motioned and Councilor Olsen seconded to adjourn the meeting at 8:22 pm. No discussion. Vote: 7-0-0. Motion carried.

Date: February 12, 2019

Signed: 
 Brad Oxenford, Mayor

ATTEST:

Date: February 12, 2019

Signed: 
 Heidi Bell, City Manager

