

CITY OF DONALD

10710 Main Street N.E. • P.O. Box 388 • Donald, OR 97020-0388

Phone 503-678-5543 • Fax 503-678-2750

www.donaldoregon.gov

City Council

Action Agenda Summary

Tuesday, February 9, 2021 at 6:45pm

Due to Social Distancing Restrictions:

City Council Can Meet Either In-Person at City Hall or Video/Phone with Webex

Public Attendance is by Call or Video Only with Webex

Webex is a free service for the public to attend meetings. Directions for joining the meeting are below.

OPEN MEETING: Mayor Rick Olmsted opened the regular meeting of the Donald City Council at 6:53pm

PLEDGE OF ALLEGIANCE

ROLL CALL

Present: Mayor Rick Olmsted, Council President Katie Gonzalez, and Councilors: Troy Hellickson, Lauren Ostrander, Rod Scott, and Gerry Waller

Absent: Councilor Amanda McCracken (excused)

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

ADD/DELETE AGENDA ITEMS

1. Resolution No. 518-21: Removed: To be heard at March 9, 2021 Council Meeting
2. Resolution no. 519-21: Scheduled for 7:00pm to accommodate the schedule of the presenter, Steve Donovan.
 - Council agreed to these Agenda changes.

CORRESPONDENCE/PRESENTATIONS: None

COMMUNITY MEMBER'S FEEDBACK:

Written Letter: An anonymous complaint was received about a black truck parked on Blake Court for months.

- PW Director Limones worked with the owner of the truck and the problem had been resolved.

Via Webex: Neil Strathdee, Rees Street: Spoke about the Donald CERT's work. He stated that an emergency trailer was placed at the Sewer Treatment Plant and supplies are being added to it. The Donald CERT is working on several emergency management projects and coordinating with the City.

PUBLIC HEARINGS: None

PRESENTATION ON SYSTEM DEVELOPMENT CHARGES (SDCs): Steve Donovan presented information on the City's proposed updates to the Capital Improvement Plan for each of the system development charges for water, wastewater, transportation, stormwater and park systems. The

Council and staff discussed with Steve, what SDCs are, why they are important, their role/decisions regarding SDCs, how SDCs are calculated and split between rate-payers and developers. The ORSs that regard SDCs were discussed. The methodology is not changing, the City is updating the Capital Improvement Plan for each of its existing SDCs. This is because the City has added to its urban growth boundary and needs to provide a plan for 20 years of growth.

- ✓ Councilor Scott motioned and Councilor Hellickson seconded to approve Resolution No. 519-21 as presented. No discussion. Vote: 6-0-0. Motion carried.

POLICE REPORT AND STATS: No comments.

CONSENT AGENDA

I. Action Agenda Summaries: Regular Meeting January 12, 2021

Amendments to the AAS for 1/12/2021: Changes are indicated by an * and underlined.

1. Page 1: Oath of Office for Elected Mayor and Councilors add date range: “from January 1, 2021 to January 12, 2021.”
2. Page 3: Old Business: Item I: Names of Councilors should be included with the dissenting vote(s) to the two votes that took place.
 - a. Councilor Scott motioned and Mayor Olmsted seconded to wait to increase the water and sewer fees until after the results of the Rate Study. *(Voting Nay: Mayor Olmsted, Council President Gonzalez and Councilors Waller, Ostrander, and McCracken)
 - b. Council President Gonzalez motioned and Councilor McCracken seconded to start the rate increase in April 2021 as presented. (Giving the customers two months of notice.) Vote: 5-1-0. Motion carried. *(Councilor Scott dissenting vote)
3. Page 4: Clarification to be added to the “Note”. Should read: ***Note:** At around 9:30 pm there was a major disruption and several Councilor’s connections were dropped. Councilor Scott’s internet connection was lost temporarily during this discussion and *he did not vote, but he rejoined right before New Business Item II.

II. Post on Website Aurora Fire District Logs: January 2021

III. Check Register & Cash Sheet: January 2021

- ✓ Councilor Hellickson motioned and Councilor Scott seconded to approve the Consent Agenda with the stated amendments (see above numbers 1-3) to the Council Action Agenda Summary from the January 12, 2021 Meeting.

No discussion. Vote: 6-0-0. Motion carried.

OLD BUSINESS

- I. **Vote: Update to Mayor’s Emergency Declaration:** No Changes.
 - a. **Report on Past Due Water/Sewer Bills:** Memo from City Clerk Randi Meadors was reviewed. Council did not have any changes to the process.

NEW BUSINESS

I. Vote: Confirmation of Recommendation of Planning Commission for Open Seat, Term 2023: Dawn Saxton:

The qualifications and rules listed in section 150 of the Donald Municipal Code were discussed. Although Dawn is a qualified candidate there was some hesitation about the unknowns regarding the exact amount of time that she needs to live out of town; and how

this is in conflict with the requirements of the Donald Municipal Code.

- ✓ Council President Gonzalez motioned and Councilor Waller seconded to review in 90 days if Dawn Saxton is living back in Donald. No discussion. Vote: 5-1-0. Scott Nay. Motion carried.

II. Vote: Resolution No. 518-20: Amend Intergovernmental AGMT w/ Gervais for Municipal Court Services: Postponed until March 9, 2021 Council Meeting.

III. Vote: Budget Calendar for Fiscal Year 2021-2022

- ✓ Councilor Scott motioned and Councilor Waller seconded to approve the Budget Calendar for Fiscal Year 2021-2022. No discussion. Vote: 6-0-0. Motion carried.

IV. Vote: OLCC Renewals for Local Businesses

- ✓ Councilor Hellickson motioned and Councilor Scott seconded to waive the \$20 City OLCC Fee to support small business during the COVID-19 Pandemic and to approve the OLCC licenses for the Donald Tavern, Center Market, and Happy Street Market and Café. No discussion. Vote: 6-0-0. Motion carried.

PW Director Limones stepped out of meeting at 7:54pm.

COUNCIL COMMUNICATIONS

I. Council Discussion of Current Affairs in Donald

a. City-Wide Clean Up Day – Setting a Date (Held over from October 2020)

Discussion of the Council resulted in holding a small sized clean-up event either on May 1st or May 8th and then a full version around September.

PW Director Limones rejoined the meeting at 7:57pm.

b. Annual Progress Report on outcomes of “Recycle 2020”: Councilor Lauren Ostrander

Councilor Ostrander gave background on the Master Recycler Class/Program that is offered through Marion County. She said that anyone can take it. She stated that her goal was to see how much garbage was inside the recycling containers before she started educating the Donald public about recycling, and then to do a post-education audit. She wanted to see if education with residents and businesses in Donald could make a difference. However, there was turnover of the Marion CO Staff that resulted in her not being able to have data, or measurable results. The Council encouraged her to keep doing the Recycling Program for Donald and the articles in the newsletter.

II. Focus Group Reports

Council President Gonzalez reported that the tri-county area is scheduled to go down in risk-level from Extreme to High, regarding COVID. Marion County will remain at Extreme but it gives hope that if the big counties can do it, then we can too! She mentioned the vaccine distribution schedule and how to get information.

III. Mayor’s Report

Page 56 - He attended four meetings to represent Donald since the last Council Meeting. He provided a brief oral summary of each of the meetings, but he included a written report of the French Prairie Meeting that he attended. The other three meetings were: League of Oregon Cities’ Virtual City Day, a Governor’s Meeting for Mayors regarding COVID, Marion County Emergency Management, and a Donald CERT Meeting.

IV. Donald Beautification Group Meeting Update

An agenda was included from the last DBG Meeting. Councilor Waller provided an update on the

DBG's activities.

REVIEW ITEMS

- I. **Building Logs: January 2021**
- II. **Business License Renewals: January 2021 - March 2021**
- III. **Gas Logs: January 2021**
- IV. **Water Testing Report: January 2021**
- V. **Employee Safety Meeting Minutes: January 2021**
 - 1. Council President Gonzalez mentioned that she coordinated with Heidi and Mayor Olmsted regarding a street light that was out, and she reported it to PGE. She will post on social media how to report a street light out.
 - 2. Council President Gonzalez reported that a piece of fence is missing at the Skate Park. PW Director Limones will follow up.
 - 3. Mayor Reported that he had made two posts on social media:
 - 1) Marion County installed signage on Ehlen/Yergen/McKay Road about it officially becoming a Safety Corridor.
 - 2) There was a hacker that had adjusted the chemical levels in a water plant in Florida. He assured the Donald water customers that there is no way to do this in Donald since our system is manual.


PUBLIC WORKS REPORT: Public Works Director Limones referred to his monthly report that was included in Councilor's packets for prior inspection. He provided information about a septic tank that has root intrusion and the next steps for remediation. There was discussion about what color to paint the DCC, but no color was selected at this Meeting.

CITY MANAGER REPORT: Manager Bell referred to her monthly report that was included in the Councilor's packets for prior inspection. She announced that there will be a Work Session on March 1st for the Councilors to attend. There was discussion about the rules and goals that the Council will work on.

ADJOURN


- ✓ Councilor Hellickson motioned and Councilor Waller seconded to adjourn the meeting at 8:37pm. No discussion. Vote: 6-0-0. Motion carried.

Date: March 9, 2021

Signed: 
Rick Olmsted, Mayor

ATTEST:

Date: March 9, 2021

Signed: 
Heidi Bell, City Manager