



CITY OF DONALD

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Planning Commission Action Agenda Summary

Thursday, January 23, 2025 at 6:45pm

The Donald City Hall is located at 10710 Main St. NE in Donald, Oregon
Public attendance is welcome at City Hall, online, and by phone.

OPEN MEETING: City Manager Eric Underwood opened the regular meeting of the Donald Planning Commission on Thursday, January 23, 2025 at 6:47pm.

PLEDGE OF ALLEGIANCE

ROLL CALL:

Commissioners Present: Bryan Hall, John Crawford, Trevor Alley and Alice Bentz.

Staff Present: City Manager Eric Underwood.

ADD/DELETE AGENDA ITEMS:

1. Add: Appointment of Planning Commission Chair
2. Add: Appointment of Planning Commission Vice Chair

APPOINTMENT OF PLANNING COMMISSION CHAIR:

Manager Underwood asked for any nominations for Planning Commission Chair.

- Commissioner Hall volunteered to serve as Planning Commission Chair.

Manager Underwood called for any other nominations. There were none.

- ✓ Manager Underwood called for a vote on appointing Bryan Hall to serve as the Planning Commission Chair. No discussion. Vote: 3-0-1. Commissioner Hall abstained.

APPOINTMENT OF PLANNING COMMISSION VICE CHAIR:

Manager Underwood asked for any nominations for Planning Commission Vice Chair.

- Chair Hall nominated Jack Crawford to serve as Planning Commission Vice Chair.

Manager Underwood called for any other nominations. There were none.

- ✓ Manager Underwood called for a vote on appointing Jack Crawford to serve as the Planning Commission Vice Chair. No discussion. Vote: 3-0-1. Commissioner Crawford abstained.

GENERAL COMMENTS FROM THE PUBLIC: None.

OLD BUSINESS: None

NEW BUSINESS:

I. Vote: Action Agenda Summaries

- ✓ Vice Chair Crawford motioned, and Commissioner Bentz seconded to delay approval of the Action Agenda Summaries until the next meeting. No discussion. Vote: 4-0-0. Motion carried.

II. Planning Commission Appointments:

Manager Underwood referred to the two applications that were included in the Planning Commission packet for prior inspections. Chair Hall asked each of the applicants to introduce themselves and make a brief statement on why they want to serve on the Planning Commission.

- ✓ Commissioner Bentz motioned, and Commissioner Alley seconded to appoint Cammi Hungate to the Donald Planning Commission. No discussion. Vote: 4-0-0. Motion carried.

Chair Hall asked the applicant Rick Olmsted to introduce himself and make a brief statement.

- ✓ Vice Chair Crawford motioned, and Commissioner Bentz seconded to appoint Rick Olmsted to the Donald Planning Commission. No discussion. Vote: 4-0-0. Motion carried.

Manager Underwood stated that the appointments will be considered by the City Council at the February 11, 2025 meeting.

COMMISSIONERS' DISCUSSION: The Planning Commission discussed the remaining vacant seat recruitment options, and the Water Well #3 project.


CITY MANAGER REPORT: Manager Underwood provided an update on Donald's sewer capacity, the Fargo District contract, Harvest Garden development, a future mandatory training regarding Public Meetings, plans to host more opportunities for the community to engage and participate in City activities, renewal of the Hubbard-Donald Police contract, current and anticipated development projects.

Manager Underwood attributed understaffing as the cause for not citing properties of ongoing code violations into Municipal Court and addressed the City's plans to remedy the issues residents have voiced regarding the sediment in the City's drinking water.

ADJOURN


- ✓ Vice Chair Crawford motioned, and Commissioner Alley seconded to adjourn the Planning Commission meeting on Thursday, January 23, 2025 at 7:32pm. No discussion. Vote: 4-0-0. Motion carried.

Date: February 27, 2025

Signed: 
Bryan Hall, Chair

ATTEST:

Date: February 27, 2025

Signed: 
Eric Underwood, City Manager

Respectfully submitted by Meadors Administrative Services.