



CITY OF DONALD

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City Council

REGULAR MEETING

Action Agenda Summary

Tuesday, August 13, 2024, at 6:45 pm

Council & Staff at City Hall: 10710 Main St. NE

Public Attendance at City Hall and via Webex

OPEN MEETING: Mayor Rick Olmsted opened the regular meeting of the Donald City Council on Tuesday, August 13, 2024, at 6:50pm. Mayor Olmsted stated that due to technical difficulties, the meeting is unable to be streamed live.

PLEDGE OF ALLEGIANCE

ROLL CALL:

Council Present: Mayor Rick Olmsted and Councilors: Jan Olsen, Michael Coffman and Amanda Johnson.

Council Absent: Council President Gerry Waller (excused) and Councilor Mark Buzzard (excused).

Staff Present: City Manager Eric Underwood and Public Works Director Alonso Limones.

ADD/DELETE AGENDA ITEMS:

1. Add: City Manager's Report: Letter from Wilco.

PRESENTATIONS: None

COMMUNITY MEMBER'S FEEDBACK:

- *Feedback Form:* Complaint from unknown community member requesting a sign for a "cat crossing" be installed at an unidentified location in Donald.

PUBLIC HEARINGS: None

CONSENT AGENDA

I. Action Agenda Summaries: July 9, 2024, Regular Meeting

There was discussion regarding advertising for the annual Clean-Up Day event. Manager Underwood will include a poster in an upcoming Friday Highlights.

II. Police Reports and Stats: July 2024

Officer Marshall of the Hubbard-Donald Police Department was in attendance to answer the Council's questions and provided information on the July Police Reports and Statistics as well as a new online crime reporting system that will be available soon.

III. Post on Website Aurora Fire District Logs: July 2024

IV. Check Register & Cash Sheet: July 2024

- ✓ Councilor Coffman motioned, and Councilor Olsen seconded to accept the Consent Agenda Items. No discussion. Vote: 4-0-0. Motion carried.

OLD BUSINESS: None

NEW BUSINESS

I. Vote: City Selection of League of Oregon Cities Legislative Priorities

Manager Underwood referred to his memo that was included in the Council packet for prior inspection. At the direction of Manager Underwood, the Council reviewed and discussed the presented priorities. Each Councilor selected five priorities based on the needs of Donald. Mayor Olmsted tallied each Councilor's selections and announced the final five priorities selected: Infrastructure, Energy Affordability, Public Works Operator Training and Apprenticeships, and 2025 Transportation Package. Manager Underwood will take the selected priorities and vote on behalf of the Council using the League of Oregon Cities online voting portal.

- ✓ Councilor Coffman motioned, and Councilor Olsen seconded to approve the list of the League of Oregon Cities Legislative Priorities. No discussion. Vote: 4-0-0. Motion carried.

II. Discussion: Regional Economic Development Effort – Ford Foundation Grant

Manager Underwood referred to his memo that was included in the Council packet for prior review and the Council discussed. There will be continued discussion with Council and City staff as well as opportunities for the community to provide input and feedback in the future on a regional economic development strategy with partnering municipalities. This strategy will include individual economic development plans from each partner city. It was the consensus of the Council for City staff to move forward with pursuing the Regional Economic Development Strategy planning.

COUNCIL COMMUNICATIONS

- ### **I. Council Discussion of Current Affairs in Donald:** Mayor Olmsted shared that there have been reports on Facebook of people entering private property to look in vehicles. Reports have been made to the appropriate authorities.

Councilor Olsen reported that a citizen complained about the overabundance of vehicles and boats at a property located on the corner of Rees St./Ehlen St. Manager Underwood informed Council that he will be sending the property owner a Code Enforcement letter.

- ### **II. Mayor's Report:** None

REVIEW ITEMS

- I. Building Logs: July 2024**
- II. Business License Renewals: July to September 2024**
- III. Water & Sewer Testing Report: July 2024**
- IV. Employee Safety Meeting Minutes: July 2024**

PUBLIC WORKS REPORT: Director Limones referred to his memo that was included in the Council packet for prior inspection and the Council discussed. Director Limones reported that since repairing the water line break on Brentwood Ct. the monthly percentage of water lost has significantly reduced. At the request of Council, Director Limones described the water treatment

process and provided an update on the relocation of the radar speed signs.

CITY MANAGER REPORT: Manager Underwood referred to his memo that was included in the Council packet for prior inspection and the Council discussed. Manager Underwood reported that two Trade Service Agreements have been signed; one agreement to complete concrete work for the gazebo and one with Meadors Administrative Services to produce Action Agenda Summaries for all City Council and Planning Commission meetings and create the monthly newsletter for the City of Donald.

Manager Underwood informed the Council that he received a letter from Wilco regarding the sale of the company.

ADJOURN

- ✓ Councilor Coffman motioned, and Councilor Johnson seconded to adjourn the regular meeting of the Donald City Council on Tuesday, August 13, 2024 at 8:36pm. No discussion. Vote: 4-0-0. Motion carried.

Date: September 10, 2024

Signed: **REDACTED FOR SECURITY**
REDACTED FOR SECURITY
Rick Olmsted, Mayor

ATTEST:

Date: September 10, 2024

Signed: **REDACTED FOR SECURITY**
REDACTED FOR SECURITY
REDACTED FOR SECURITY
Eric Underwood, City Manager

Respectfully submitted by Meadors Administrative Services.