



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 Minutes

SPECIAL MEETING

Monday August 17, 2026, at 6:45pm

Hybrid Meeting at City Hall: 10710 Main St. NE and via Zoom

OPEN MEETING: Mayor Houdyshell opened the special meeting of the Donald City Council on Monday August 17, 2026, at 6:45 pm.

PLEDGE OF ALLEGIANCE

ROLL CALL:

Council Present: Mayor James Houdyshell, Council President Jan Olsen, Councilors: Michael Coffman, Abby Hungate, Gabrielle Plunkett, Jenny Strathdee and Richard Wright.

Council Absent: None.

Staff Present: Interim City Manager and Public Works Director Alonso Limones and Admin Assistant Linda Hansen.

ADD/DELETE AGENDA ITEMS: None.

COMMUNITY MEMBER'S FEEDBACK: None.

PUBLIC HEARINGS: None.

CONSENT AGENDA

- I. Minutes: July 14, 2026 Regular Meeting
- II. Police Reports and Stats: July 2026
- III. Post on Website Aurora Fire District Logs: July 2026
- IV. Check Register & Cash Sheet: July 2026

- ✓ Motion by Councilor Coffman, seconded by Councilor Wright, to approve the Consent Agenda as presented. No discussion. Ayes: Coffman, Houdyshell, Hungate, Olsen, Plunkett, Strathdee Wright. Nays: None. Abstain: None. Vote: 7-0-0. Motion carried.

OLD BUSINESS: None.

NEW BUSINESS

I. Vote: Business License – Atech Logistics

Administrative Assistant Linda Hansen presented the staff report outlining the Business License Application submitted by Atech Logistics, a third-party transportation and logistics company that will be transporting lumber from the Donald Capital Lumber Distribution Facility to various lumber yards Monday through Friday. Elizabeth Meydenbauer, Atech Logistics Director of Accounting, joined the meeting via Zoom. The Council asked where the maintenance of the trucks would take place as there were concerns about the potential storage of hazardous materials, what would be permitted and how the Fire Department would want to have them safely stored.

- ✓ Motion by Councilor Coffman, seconded by Councilor Olsen, to approve the Business License for Atech Logistics contingent upon them either doing all maintenance off site or having a hazardous waste plan approved by the Fire Department. No discussion. Ayes: Coffman, Houdyshell, Hungate, Olsen, Plunkett, Strathdee Wright. Nays: None. Abstain: None. Vote: 7-0-0. Motion carried.

COUNCIL COMMUNICATIONS

- I. Council Discussion of Current Affairs in Donald:** There was a conversation on wide-ranging topics. The code enforcement issues will be discussed at September's regular meeting. Councilor Coffman reported that Butteville Community Church would be willing to host emergency preparedness classes. The Donald Daze Committee is looking for people to get involved, otherwise, the committee will need to be dissolved.
- II. Mayor's Report:** There is some tension between businesses due to parking and increased traffic downtown. This is actually a good problem to have.

REVIEW ITEMS: None.

PUBLIC WORKS/INTERIM CITY MANAGER REPORT: None. Admin Assistant Hansen noted that August 18 was the last day for an individual to file to run in the November 3 election.

EXECUTIVE SESSION

The Mayor opened the Executive Session under ORS 192.660(2)(a): to consider employment of public officer, employee, staff member, or individual agent at 7:19 p.m.

The Mayor closed the Executive Session at 8:42 pm and reopened the Special Session at 8:44 pm.

RETURN TO SPECIAL MEETING: Discuss Motion Regarding Next Step in City Manager Recruitment Process

- ✓ Motion by Councilor Plunkett, seconded by Councilor Hungate, to request Eileen Stein of the MWVCOG to set up interviews with four candidates in Executive Session on August 24 and 25. No discussion. Ayes: Coffman, Houdyshell, Hungate, Olsen, Plunkett, Strathdee Wright. Nays: None. Abstain: None. Vote: 7-0-0. Motion carried.

ADJOURN

- ✓ Motion by Councilor Coffman, seconded by Councilor Hungate, to adjourn the special meeting of the Donald City Council on Monday August 17, 2026, at 8:45 pm. No discussion. Ayes: Coffman, Houdyshell, Hungate, Olsen, Plunkett, Strathdee Wright. Nays: None. Abstain: None. Vote: 7-0-0. Motion carried.

Date: September 8, 2026

Signed: _____

James Houdyshell, Mayor

ATTEST:

Date: September 8, 2026

Signed: _____

Alonso Limones, Interim City Manager