

**CITY COUNCIL MEETING
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January 31, 2012**

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City of Dundee
City Council Meeting Minutes
January 31, 2012

Call to Order

Mayor Crawford called the meeting to order at 7:00 PM.

Council and Staff Attendance

Present: Mayor Crawford, Councilors Adlong, Miller, Nelson, Pugsley, Reddell, and Munson (7:21). Staff members: Rob Daykin, City Administrator, and Debra Manning, Assistant City Recorder.

Public Attendance

Nancy Boyer, Mid-Willamette Valley Council of Governments.

Agenda Changes:

None.

Public Comment:

None.

Consent Agenda

The motion was made and seconded to approve Consent Agenda items 4.1 City Council Minutes, January 3, 2012 and 4.2 City Council Workshop Minutes, January 17, 2012. **The motion** passed unanimously.

Old Business

Reservoir Coating Project Change Order

The change order for disposal of contaminated paint from the reservoir returns from the January 17th meeting for a follow-up of questions from the Council:

- How much material is there to be disposed: An estimated 20,000 pounds
- Mark-up fees: Were adjusted from 20% to 15% for services directly associated with the contractor and the markup for Univar USA for disposal costs is 5%
- The disposal site: the waste site at Arlington, Oregon.

Staff recommends approval of the change order and authorization for the City Administrator to sign it. Councilor Nelson inquired how the material was currently being stored at the site. He expressed concern for the cost of loading the material. C.A. Daykin advised that the nature of the terrain requires a four-wheel drive forklift. Nelson expressed concerns with the additional mobilization cost of having the contractor haul the material to the transfer site in Portland and suggested the work could be done at a lesser cost. Nelson inquired: if city crews could load and haul the material, will it go directly to Arlington or with a stop in Portland? This will be brought back to the February 7th meeting.

Fire Hall Bond Measure

The City Administrator proposed retaining a consultant to help guide the city through the Fire Hall bond measure communication process. Marcia Latta, an independent contractor, was recommended at \$95 per hour and an estimate of twenty hours for the project. The suggestion was to bring Ms. Latta to the February 7th Council meeting for an overview of the project. Daykin proposed a Fire Hall open house in late February with a direct mailing to the public.

Councilor Adlong questioned how much will be asked for in the bond measure and what happens if Rural Fire district's bond measure doesn't pass. C.A. Daykin stated that Rural Fire District will pay a third of the project if their bond measure passes. The project cost estimate is at \$3.8 million, with the city's portion at \$2.5 million. If district measure doesn't pass, they could take it before the voters again in November. Funding alternatives for the city are on the agenda for the February 7th Council meeting.

Councilor Pugsley supports the use of volunteers to get the message out to the citizens. Daykin advised that the architects will provide assistance with background information and visual materials. The majority consensus was to authorize the City Administrator to contract the services of Marcia Latta for assistance with the fire station bond measure.

MWVCOG Collaboration Award

On January 25th, Dundee Mayor Ted Crawford, Newberg City Councilor Bart Rieron, and Chehalem Park and Recreation District Superintendent Don Clements received a "Regional Cooperative Project Award" from the Mid-Willamette Valley Council of Governments for their partnership on the Chehalem Paddle Launch.

Goal Setting

Nancy Boyer, Mid-Willamette Valley Council of Governments, returned to conclude the Council goal setting workshop from the January 17th meeting.

Goal 4: Encourage a positive and viable environment and instill pride of ownership and sense of community in local businesses.

Objectives:

Support community events and projects and utilize Dundee Civic Association to foster a relationship with businesses to maintain and improve properties - 4

Construct welcome to Dundee signs - 2

Underground utilities on Highway 99W - 3

Explore ways to encourage development or redevelopment of downtown businesses on Highway 99W (Create a Taskforce to address this issue) - 3

An objective was added to Goal 2: Improve the visual appearance of downtown through education and enforcement - 4

Goal 5: Provide efficient, effective and open government to best serve the community and promote civic involvement.

Objectives:

Provide a positive work environment which includes continuing education and professional development and opportunities - 4

Continue staff appreciation day at end of year - 4

Improve communication with Yamhill County by encouraging attendance of City representatives at relevant County meetings and participation on county-wide studies, taskforces and committees - 4

Proposed annual joint meeting of Newberg's City Council, Dundee's City Council, and the Yamhill County Board - 1

Continue quarterly newsletter - 4

Publicly recognize community volunteers with an annual summertime event - 1

Ensure an ethics of customer service for City government - 4

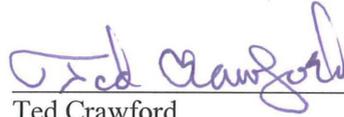
Initiate development of an Emergency Management Plan - 1

Continue to maintain, update and enhance the City's website - 4

Explore other mediums for communication - 2

The Mission Statement was revised: The City of Dundee will provide public services in support of livability, safety and economic viability of the Community.

The meeting was adjourned at 8:49 PM.



Ted Crawford
Mayor

Attest:



Debra L. Manning, CMC
Assistant City Recorder