

**CITY COUNCIL MEETING  
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March 6, 2012**

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**City of Dundee**  
**City Council Meeting Minutes**  
**March 6, 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, Munson (7:27PM), Nelson, Pugsley, and Reddell. Staff members: Rob Daykin, City Administrator, John Stock, Fire Chief, and Debra Manning, Assistant City Recorder.

**Public Attendance**

None.

**Agenda Changes:**

None.

**Public Comment:**

None.

**Consent Agenda**

**The motion** was made and seconded to approve Consent Agenda item 5.1 City Council Minutes, February 21, 2012. **The motion** passed unanimously.

**Old Business**

**WWTP Construction Project Status Report**

Michael Humm, Kennedy/Jenks, updated the Wastewater Treatment Plant:

- Headworks and Headworks Electrical: channels and buildings walls have been poured, hydraulic tests are being completed on water retaining structures, and the electrical building is now under construction; works continues on the Headworks building include placement of C & E block and pouring of the top slab
- Operations Building: Installed: windows, temporary doors, the precast concrete panels, electrical installation, AC, and drywall; working continues on the interior with paint and cabinet installation
- MBR structure: the major walls have been completed; work is progressing on the return channels, the installation of mechanical and air piping, the concrete stem wall and the installation of C & E block

Pay estimate number # 8 is \$355,423 with \$4,278,926.46 requested to date. The project is 45.5% complete with substantial completion is scheduled for July 5th with sixty days to final completion.

City Administrator Daykin advised the prospect is good that the City will receive a grant from Oregon Water Resources Department (OWRD) for the water reuse study. Daykin asked the engineer when the Outfall project would go to bid. Humm estimated within a month.

**New Business**

**Budget Committee Appointments**

Two applications were received for the Budget Committee vacancies from Lee Borgaes and Art Matheny. **The motion** was made and seconded to appoint Lee Borgaes and Art Matheny to the

Budget Committee to a term expiring December 31, 2014. **The motion** passed unanimously. There is one vacant seat which can still be filled prior to the budget meetings.

### **Tourism Committee Appointment**

Mayor Crawford submitted Ashley Bell for consideration for the vacant Tourism Committee seat. **The motion** was made and seconded to appoint Ashley Bell to the Tourism Committee. **The motion** passed unanimously.

### **City Administrator Annual Review**

The City Administrator inquired if the Council wanted to follow the previous procedure for the City Administrator's review. Nancy Boyer is available to facilitate the process on April 10th or April 17th. The majority consensus was to add the item to the agenda for the April 17th Council meeting.

### **Council Concerns and Committee Reports**

C. Adlong announced there will be a Parks Advisory Committee meeting Wednesday evening. An additional trail loop for the Harvey Creek Trail is under consideration. Mayor Crawford suggested contacting Bart Rierson. Adlong noted that downed trees, blackberry and scotch broom need to be removed from the trail.

C. Reddell shared that the Smithsonian's Aerial America series, on cable television, featured the state of Oregon, including the Dundee Hills and information on the Willamette Valley.

### **Mayor's Report**

Newberg/Dundee Bypass update: ODOT expects to meet the 2013 start date. They will address purchases of the larger property parcels after the Record of Decision is released. Mayor Crawford advised that Dundee's share of the local match for the Bypass, from the new gas tax, will be about 2%. C. Pugsley clarified that about 1/3 of the new revenue from the state 6 cent gas tax increase will be Dundee's match. C. Adlong questioned the amount of the local gas tax revenue. C. A. Daykin replied an estimate of \$50,000 to \$60,000 annually. Crawford advised that CPRD and ODOT will apply for a Tiger 4 grant for funding the construction of a bike and pedestrian trail between Newberg and Dundee.

C. Nelson asked for an update on the Fortune Park. C.A. Daykin advised that the playground equipment has been received and is being assembled. Jim McMaster, CPRD, will be in attendance at the Parks Advisory Committee meeting.

### **City Administrator's Report**

ODOT has approved a new contract for the lighting design portion of the Transportation Enhancement grant project. The next project coordination meeting with ODOT will be Tuesday, March 20th, with the expectation that the survey work will be completed. A new project manager will be assigned as Jim Cook, the current project manager, will retire in April.

The City Administrator will meet with Preston Van Meter, Kennedy/Jenks, Dave Monson, City Engineer, and the telemetry subcontractors on Wednesday on the Wastewater Treatment plant project, looking at sewer issues and assessing how the water system can be integrated into the telemetry system.

The Parks Advisory Committee will discuss the grant application for the Viewmont Greenway at the Wednesday meeting. The Viewmont Greenway is a dedicated right-of-way. The State is

requiring a restrictive covenant making it park use for a minimum of twenty-five years to be eligible to apply for the grant.

## Old Business

### Resolution No. 2012-01, GO Bond Measure Election

Councilor Reddell inquired if the intent was for the Council to entertain a motion, a second and vote on the resolution tonight. Mayor Crawford affirmed that was the plan.

C. A. Daykin advised that the resolution was prepared by Jim Shannon, Mersereau Shannon LLP, and the attachment was prepared with staff and bond counsel. The explanatory statement will be filed at the same time. C. Adlong confirmed that the explanatory statement would be in the voter's pamphlet. Daykin affirmed that was correct.

**The motion** was made and seconded to adopt Resolution No. 2012-01, a resolution of the City of Dundee, Yamhill County, Oregon, calling a measure election to submit to the electors of the City the question of contracting a General Obligation Bonded Indebtedness in an aggregate principal amount not to exceed \$2,578,000 to finance capital improvement costs; declaring intent to reimburse expenditures; and related matters.

C. Adlong confirmed that both the question and the summary will be on the ballot. Daykin affirmed they would. She expressed concern for the public to understand the revenue will come from an increase to their property taxes.

C. Reddell shared his intent to vote against the motion for the following concerns:

- 1) the feedback he has received from citizens, after review of the proposed project and estimated cost, is that the project may be extravagant and excessive
- 2) questioned if enough consideration was given to rehabilitation of the current facility
- 3) the Nelson report/survey appeared to be leading/misleading in the questions, particularly addressing the draw to new volunteers with their commitment to the community based on the facility
- 4) the 40-year term placing debt on future generations
- 5) the future water supply for the city and its cost

He stated this is not a reflection on the Fire Department or the firefighters; the timing is not right.

C. Nelson stated a positive to the 40-year term was that additional population will help repay the debt. Also, the City has control over the cost of the project. He felt some of the questions on the survey were leading but the survey returned some good information. He addressed the need to plan for future growth.

C. Munson advised that she shares some of the same concerns as Councilor Reddell. It is time for the voters to decide.

C. Adlong agreed and stressed the need for the Question to be clear that this will increase taxes. She believed that due diligence was completed on the rehabilitation of the current facility, it was not cost effective.

C. Pugsley added that rehabilitations tend to be more expensive. He believes part of the draw to new volunteers is the space and the ability for overnight accommodations. He also noted that the survey questions were designed to determine which issues related to the fire station bond measure proposal should be addressed in future communications. Mayor Crawford and Councilor Pugsley expressed a concern for the Council to present unanimous support for the bond resolution.

Chief Stock supported that newer, modern equipment and facilities draws more volunteers; he added that is how he was originally recruited to the Fire Department.

The Council reconsidered the option to bring a 25-year term to the voters in May, that failing the measure can be brought back to the voters in November with a 40-year term. C. A. Daykin clarified the project will cost more if the Rural bond measure fails and we proceed alone, even with a smaller project. C. Nelson asked an estimate of the additional cost. Daykin estimated an additional \$300,000 to \$400,000.

C. A. Daykin related that the conceptual design is illustrative of the possible appearance of a new facility. The cost estimate is not based on the architectural design; it is based on the square footage of the type of facility being built. The final design will be worked out later after determining the site of the new station and with additional opportunity for public input on the look of the new facility.

C. Adlong inquired the timeline for the bond measure. Daykin shared the concern to decide the issue to make the filing dates and to accommodate an informational mailing to citizens on the Fire Department's open house meetings. He readdressed a 40-year term includes more assessed value from new development to pay for the debt service. He noted the city's position on water: to be able to serve water to a little more than the existing population. Developers for the riverside will need to come to an agreement with the City on how to finance water improvements before they can proceed to develop.

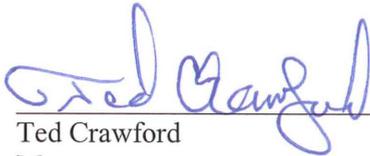
After further discussion the Council unanimously agreed to amend the bond term to 25-years. **The motion** was made and seconded to adopt Resolution No. 2012-01, a resolution of the City of Dundee, Yamhill County, Oregon, calling a measure election to submit to the electors of the City the question of contracting a General Obligation Bonded Indebtedness in an aggregate principal amount not to exceed \$2,578,000 to finance capital improvement costs; declaring intent to reimburse expenditures; and related matters with the bond term of twenty-five years. **The motion** passed unanimously.

The explanatory statement will be revised by the Mayor and the City Administrator; any comments from the Council should be forwarded to the City Administrator.

**Public Comment:**

None.

The meeting was adjourned at 9:15 PM.

  
Ted Crawford  
Mayor

Attest:

  
Debra L. Manning, CMC  
Assistant City Recorder