

**CITY COUNCIL MEETING  
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May 3, 2016**

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**City of Dundee**  
**City Council Meeting Minutes**  
**May 3, 2016**

**Call to Order**

Mayor Russ called the meeting to order at 7:00 P.M.

**Council and Staff Attendance**

Present: Mayor Russ, Storr Nelson, Jeannette Adlong, Kristen Svicarovich, Tim Weaver, Doug Pugsley (arrived at 7:10). Excused absence: Ted Crawford. Staff members: Rob Daykin, City Administrator; Shelby Rihala, City Attorney; Fire Chief John Stock; Greg Reid, City Engineer.

**Public Attendance**

Scott Salsberry.

**Agenda Changes**

Item 7.3, Agreement from State Office of Emergency Management, was added to New Business.

**Public Comment**

None.

**Consent Agenda**

**The motion** was made and seconded to approve Consent Agenda items 5.1 City Council Minutes, April 19, 2016 and 5.2 Financial Report Ending March 31, 2016. **The motion** passed unanimously.

**Old Business**

**10<sup>th</sup> Street Project Change Order No. 3**

City Engineer Reid reported that this Change Order results from modifications to the storm design to accommodate the unanticipated additional depth of the existing storm pipe. The existing storm pipe was determined to be about a foot deeper than anticipated once construction had begun. Cost changes include additional cost for additional depth to the trenches and for additional manhole sections, however, costs for trenching for the water lines was discounted as the water lines will be able to be installed above the storm pipe. The final cost for this change order is \$3,840. There will be discussion with the contractor about them covering the cost of repairing asphalt damage they created in the process of going to and from their staging area. There was extra stabilization done under the new asphalt, and it would be appropriate for the City to pay for the stabilizing work, but not the asphalt. That will not require another change order, however, because the work is included in the contract at a unit price based on actual quantities installed. **The motion** was made and seconded to approve Change Order #3 at the cost of \$3,840 for the plan revisions associated with the deeper existing storm pipe. **The motion** passed unanimously.

**TE Sidewalk/Streetscape Project Update**

C.A. Daykin reported that there is a meeting arranged with the ODOT representative regarding this project. Hopefully, after that meeting, we will have updated cost estimate numbers to present to Council for the project. Whether the involvement of Regional Solutions has helped with communication efforts with ODOT was discussed. The extra conduit work under the sidewalks to accommodate future undergrounding of existing overhead franchise utilities will be significantly higher than the \$97,500 originally anticipated. Now the estimate is around \$234,000 just for the

conduit work. Options for paying for this aspect of the project were discussed, including the use of additional franchise revenue collected in the Street CIP Fund. The size of the project has also increased with the addition of the east side of the highway between Eleventh and Twelfth Streets. City Engineer Reid explained some of the costs included in the estimate and the area covered by the project. Possibilities for internal or external loan of the funds needed were discussed. There will need to be some discussion with the utilities that would be using the conduit for undergrounding. The bid documents may need to be clarified that the work is only trenching/boring and laying conduit, not pulling cables. Staff is looking at whether it would be more cost effective to hire a subcontractor to handle the conduit, or to have PW employees do the work. The specialists might be able to do the work faster and with specialized equipment, however there is other utility work happening in the same trenches. Details that need to be considered were discussed. Staff will bring updated construction cost estimates to Council as soon as possible. Staff also has concerns that the design of Eleventh Street does not agree with the Transportation System Plan (TSP), and would like Council direction as to whether the design should follow the TSP or remain as it is currently described which includes no bike lanes. Various options were discussed. Reid explained how the shared bike/ped path differs from the description in the TSP and the differences between the two different options and how the alignments might work. Consensus appeared to be that dedicated bike lanes (as indicated in the TSP) are better and safer for this particular roadway and could simplify alignments around the Highway, and a wider shared path without bike lanes on the street can be included in those more residential and scenic areas.

#### **Resolution No. 2016-05 Sewer Rates**

**The motion** was made and seconded to approve Resolution No. 2016-05 setting Sewer Rates and repealing Resolution No. 2015-05. **The motion** passed unanimously.

#### **Resolution No. 2016-06 Storm Water Rates**

**The motion** was made and seconded to approve Resolution No. 2016-06 setting Storm Water Rates and associated charges and repealing Resolution No. 2015-06. **The motion** passed unanimously.

### **New Business**

#### **Engine 31 Replacement**

Fire Chief Stock referred to the memo provided in the agenda packet regarding an opportunity to replace Engine 31. The current apparatus was acquired used in 2008 and is no longer in good repair – it appears to have oil in the coolant system, among other problems – but has served the department very well. The potential apparatus would be coming from an agency in Texas as used, and is available simply because of their policy of replacing apparatus after ten years of service. Stock noted that he and Firefighter Cliff Heim inspected the apparatus and found it to be in outstanding condition with good maintenance history. The travel costs were covered by a donation from the Dundee Volunteers. This is an auction situation, so there is a chance that we would not end up with the winning bid. If the reserve amount is not met in the auction, then the Texas department is willing to give us some consideration as this is the second time this has been to auction. We do not know what the reserve is on this auction. Stock is asking for permission to bid up to \$100,000 on Public Surplus Auction #1558404. How the auction process works was discussed. **The motion** was made and seconded to approve the Fire Chief to bid on Public Surplus Auction #1558404 not to exceed \$100,000. There may be some value to Engine 31; but if not, Stock will come to the Council with a request for permission to donate it. **The motion** passed unanimously.

### **Resolution No. 2016-07 Storm Water Facility Plan Amendment**

C.A. Daykin reported that this Amendment addresses the storm system capital improvement plan revisions recommended by former City Engineer Eaton following the study by Kennedy/Jenks looking at solutions to recurring flooding at Fir Court and Charles Street, as well as coordinating future storm system improvements along the highway that will tie into facilities recently constructed next to the railroad between Twelfth Street and Parks Drive. The amendment would require future development to construct storm water systems of the proper size and location as identified in the map exhibit. City Engineer Reid reported that ODOT has verbally committed to pay for portions of the 36" pipe between Eleventh Street and Twelfth Street next to the railroad, and the 18" pipe between Seventh Street and Eight Street along and crossing the highway. Details of the project were discussed. The capacity of the storm drain system along the highway will be greatly improved. **The motion** was made and seconded to approve Resolution No. 2016-06 approving an amendment to the 2006 Storm Drainage Master Plan as amended. **The motion** passed unanimously.

### **Oregon Office of Emergency Management Agreement**

C.A. Daykin stated that, while it is unknown currently whether the insurance will cover the full reimbursement for the flooding damage at the wastewater treatment plant, the FEMA program will cover 75% of eligible expenses not covered by insurance. FEMA paperwork requires that a city official, the Mayor in this case, sign the agreement recognizing the requirements should we participate in the program seeking reimbursement for flooding damage. If the City receives any federal funds over \$750,000 in a fiscal year, additional audit work will be required at an estimated cost of \$3,000 for that one year. Staff is fairly confident that much of the damages will be covered by insurance. Mayor Russ stated that he wants to see as much done towards full replacement of the electric systems exposed to water as is possible. **The motion** was made and seconded to authorize the Mayor to sign the agreement with the Oregon Office of Emergency Management. **The motion** passed unanimously.

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

None.

### **Mayor's Report**

There were two contestants in the "If I Were Mayor" contest. First place goes to Orelly Mendoza-Lucero, and second place to Isabella Herboldt. First place will go to the Oregon Mayors Association offices for judging at the statewide level.

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

There is a meeting being set for this Friday with TVFR to discuss their proposal. Hopefully, it will lead to reduced costs.

Closing of the \$970,000 loan is scheduled for May 18<sup>th</sup>, and refunding of the IFA loan is scheduled for the following day.

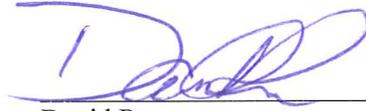
There were 32 applications received for the Administrative Assistant application. Eight applicants were interviewed over the last two days, and the top three have been identified. Hopefully, we will shortly be making an offer, contingent on background and reference checks.

Waste Management confirmed that they do want to come back to Council and discuss their rate adjustment. They will be on the agenda for the next Council meeting.

**Public Comment**

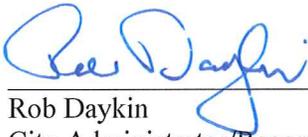
None.

The meeting was adjourned at 8:10 P.M.



David Russ  
Mayor

Attest:



Rob Daykin  
City Administrator/Recorder