

**CITY COUNCIL MEETING  
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January 20, 2015**

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**City of Dundee**  
**City Council Meeting Minutes**  
**January 20, 2015**

**Call to Order**

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

**Council and Staff Attendance**

Present: Mayor David Russ, Councilors Ted Crawford, Storr Nelson, Kristen Svicarovich, and Tim Weaver. Excused Absence: Jeannette Adlong and Doug Pugsley. Staff members: Rob Daykin, City Administrator, Peter Watts, City Attorney, John Stock, Fire Chief, Chuck Eaton, City Engineer, and Debra Manning, Assistant City Recorder.

**Public Attendance**

Lee Odell, CHM2 HILL, Dale Jutila, CHM2 HILL, and Patrick Kelly.

**Agenda Changes**

None.

**Public Comment**

None.

**Consent Agenda**

In regards to Consent Agenda item 5.3 OLCC Liquor License application for Youssef Inc, Councilor Weaver inquired if the ARCO AM/PM currently had a liquor license. He noted Mr. Youssef's comment that he had lost his OLCC license in 2009; when he failed to appear for a hearing (packet page 33). Weaver inquired options open to the Council. City Attorney Watts suggested removing the item from the Consent Agenda and moving it to the regular agenda for further consideration. The item was pulled and moved to New Business item 7.3. **The motion** was made and seconded to approve Consent Agenda items 5.1 City Council Minutes, January 6, 2015 and 5.2 Financial Report Ending December 31, 2014. **The motion** passed unanimously.

**Old Business**

**Community Room Furniture Quote**

Chief Stock addressed the two chair options present (Strive and Grazie). The sample of the third option, Versa, has not arrived for consideration. Stock stressed that storage for the Community Room is limited.

City Administrator Daykin relayed an option suggested by Chief Stock to relocate six of the current Council chairs to the Fire Department conference room for daily usage and storing two additional chairs in their storage. Staff's recommendation was to try one of the proposed stackable chairs and if they don't work then revert to the option of using the current Council chairs in the Community Room.

Mayor Russ supported the option of moving the current Council chairs to the Fire Department Community Room. He stated they portray a more professional look for Dundee's Council. C. A. Daykin noted that the Budget Committee and joint Council/Planning Commission meetings will require additional seating. Seven additional chairs would be needed to accommodate those meetings.

Councilor Crawford advised that the Parkway Committee is planning to use the room for their meetings. Mayor Russ noted the committee usually has an attendance of twelve to twenty.

Councilor Svicarovich inquired what chairs would be available for the Planning Commission and other meetings held at City Hall. Daykin replied miscellaneous City Hall office chairs. He recommended the proposed rolling chairs for city staff. The original quote for twelve armless chairs, less seven for the Council would require five for staff. Daykin noted that the current chairs in the Fire Hall Conference room could be used in the City Hall Chambers. **The motion** was made and seconded to accept the original quote from Workpointe for tables and five Strive armless chairs. **The motion** passed unanimously.

### Water Master Plan Update

Dale Jutila, CHM2 HILL, reviewed water source options evaluated (page 47) covering five categories: wells, riverbank/surface water, regional, reuse in riverside district, and other sources evaluating technical aspects, ease of implementation, autonomy/control, environmental impacts, public acceptance, overall non-financial values, cost, overall non-financial value and cost, and value per \$1,000 dollars (annual cost). He stated the higher the number under value per \$1,000 dollars the better value relative to the investment. The highest ranking options are:

- Developing the Test well
- Regional water from the City of Newberg (unknown factors include the cost of the water and the cost to lay two miles of pipeline). The City of Newberg is willing to discuss regional water options.
- Leak recovery of unaccounted water in the system
- Additional Spring wells; this will require additional investigation on aquifer recovery.
- Ranney collector well on the Dundee side of the Willamette River

Figure 2 on page 49 helps show the best value and the lowest cost per gallon per minute, with recommended options highlighted in yellow. Figure 3 shows the total capital cost with orange delineating the portion of the cost to be paid by developers. The recommendation is to develop the Test well; this will give the City time to address leak recovery and a surface water intake. It also allows time to establish the System Development Charges (SDC) to cover the portion of the cost to serve new development.

C. A. Daykin stated that the continuation of drilling wells is not a viable long-term option for the city. Water from the Willamette River can provide for the long-term need. The City of Newberg is interested in negotiating a wholesale purchase of water; which could defer the expense of using river water further into the future and allow time to develop the funding. Options for use of water from Newberg would include: for peak demands, throughout the year, or to store through Aquifer Storage and Recovery (ASR) during the off season to recover during the peak season. A Ranney collection system is a less expensive way of using the surface water right; but it also requires additional exploration.

Councilor Nelson inquired why high ranking items in value per \$1,000 dollars did not receive better marks in other categories; such as the regional supply with Newberg. Jutila responded it is driven by cost. Lee Odell, CHM2 HILL, added negatives to that option are cities want to be in control of their own destiny and have an ownership stake in the water supply. An option for an ownership stake could be to transfer the city's surface water right to Newberg, who would treat the water and deliver it through a new pipeline. Daykin replied a long-term agreement (fifty years for example) would work best for both entities in that scenario.

C. Crawford questioned the option of selling our water rights to McMinnville and Dayton if we reach an agreement with Newberg to purchase water. The City Attorney stated that Newberg is currently going through a potential Urban Growth Boundary (UGB) expansion. He cautioned that

we might need the water rights at the end of the fifty years due to growth. The city delivering the water can dictate the terms; possibly increasing the cost of the water. A long-term agreement is essential. It is harder to get water rights now. He questioned if the city wants to give up something which could be significantly more valuable in the future. City Engineer Eaton reminded the Council that the city's surface water right is unrestricted. The Willamette River water right has a modest curtailment to accommodate fish passage during below average flows.

Mayor Russ inquired how many houses 50 gpm will serve. Odell replied 250 gpm will allow development of 430 new homes. Watts stated that is 86 houses at 50 gpm.

C. Crawford inquired why the Vineyard well is rated at 50 gpm. Odell replied the basalt wells in the area are not sustainable. Pumping from Wells 9 & 10 has been reduced to 50gpm to keep the water levels from dropping. Odell advised that with the test well coming into production, the shortage over the next twenty years is 300 gpm in the summer. That could be accommodated by a seasonal purchase of water at 300 gpm. Odell suggested consideration of sizing the two miles of pipeline between Dundee and Newberg to deliver the full surface water rights of 1,750 gpm. The Bypass route might be a good pipeline option as it goes right by Newberg's treatment plant. Daykin offered an option: The City owns a small PVC line along Dayton Avenue which could be upsized to receive water from Newberg, take care of an aging waterline, and add fire hydrants for fire protection. Eaton reminded the Council that the proposal is to purchase 300 gpm during the summer; purchasing full water rights means paying the cost of a larger line to accommodate 1,750 gpm. Crawford questioned the pipe size for 300 gpm. Odell replied six-inch for 300 gpm and a sixteen-inch for the full water rite. The Mayor asked where the city falls short on supply without the 300 gpm. Odell replied between ten to fifteen years.

C. Svicarovich questioned if we need 300 gpm to get to the 550 gpm which would deliver an extra 1200 gpm; then could we sell the extra. Daykin responded the cost of connecting the two communities with a pipeline be the main consideration. He noted that Newberg has a concern with vulnerability of one pipeline from the well field to the other side. A pipeline connecting to our water supply could add redundancy, although Dundee's reservoir and pumping capacities are dwarfed by Newberg's needs. Installation of a pipeline with road restoration costs is estimated at a million per mile.

The Table 2 on page 43 is the consultant's recommendations to further define what would be in the Water Master Plan; including development of the surface water right and a treatment facility. In the meantime we can further explore other options and adjust the Capital Improvement Plan in the future. Watts stated the SDCs need to be based on the projected costs of adding the units into the system. Daykin asked for confirmation if the Council is committed to new development in the riverside area being responsible for installation of a purple pipe system, for future use, knowing the cost is estimated at more than \$900 per lot.

Jutila corrected the Riverbank/Surface water on Table 2 to show option 11 Surface Water intake in lieu of option 8 Ranney Collector Well. The Surface Water intake option is the most reliable long-term option to develop, however, exploring the Ranney Collector Well will be recommended as a lower cost option to use of the surface water right. Odell also noted that GSI Water Solutions Inc., would not commit to option 2, additional spring area wells, until the test well is in production and there are a couple years of data to prove the viability of another well.

C. Nelson inquired why Aquifer Storage Recovery (ASR) was not included in the table. Odell noted that ASR is not a standalone option. It needs a separate water source; implementing would require two options. Daykin noted it could be considered with Newberg; to buy water during the wet months at a lesser rate, store it, and use the stored water during the peak months. Odell noted

it would also benefit the existing wells by recharging the well levels. C. Crawford inquired if Well 4 had been considered for ASR. It was not considered due to uncertainty as to its reliability, sanding problem and possible connection to the Willamette River. It can be reviewed.

### **TE Sidewalk/Streetscape Project Update**

City Engineer Eaton presented architectural treatment options for the downtown sidewalks:

- Stamping; would not have color
- Thermoplastic (two foot square) Dundee hills pattern; the leaf pattern is more expensive. The colors are not muted in Thermoplastic. Mayor Russ inquired the lifetime for thermoplastic. Eaton stated it comes in panels which can be replaced with an estimated expected lifetime of ten years.
- A four-inch deep precast concrete unit to which recycled colored glass or clear glass could be added. Part of the unit can be done in glass and colors can be mixed.

C. Crawford asked how many panels. Eaton estimated 50 to 90 of the 2' X 2' squares and 24 to 25 for the leaf pattern. The leaf pattern would be installed at the intersection; the 2' X 2' squares would be scattered in between the blocks.

C. Nelson questioned why the leaf is so expensive. Eaton advised because of its shape. It will have black edges producing a rectangle. It could be cut to the leaf shape; staff will get a quote.

C. Svicarovich inquired if there would be problems with concrete cracking. Eaton advised the grid pattern is 2' X 2', the size of the precast unit. The units will be set and the concrete will be poured around them; they are not expected to settle differently from the concrete panels.

We would direct purchase and then supply the units to ODOT's and our contractors. The price for Thermoplastic comes down as volume is ordered. The Mayor asked for a quote for clear glass. Watts estimated the precast concrete would cost \$17,550 and the precast concrete with colored glass would cost \$28,800 for ninety inserts without thermoplastic leaves. Eaton advised there would be less than 90 units with thermoplastic. Daykin clarified there would be a unit every 75 feet. Svicarovich asked of experiences from other Oregon cities. Eaton will research. He stressed the need to stay with a semi-rough finish on the concrete to avoid slip and fall issues. He proposed a seven-foot long stamped leaf, without color, for the corner landings. The majority consensus approved of the precast concrete inserts and a stamped leaf for the corners.

C. Crawford inquired if representatives from ODOT have checked the winter reflection for the river detail on the Bypass overpass bridge. Staff has not heard.

### **Land Farm Services Proposal**

The city is required to complete required testing for land farming the contaminated soil excavated from the Fire Station construction site to comply with DEQ's requirements. Staff is proposing contracting with APEX through Streamline West Engineering LLC on a time and material basis. Stream Line West Engineering LLC will oversee the project. The original tarps purchased to cover the material were too small and would not hold up to the task. Additional larger tarps were purchased at an estimated cost of \$1,600. A large pile of material for the Public Works building has been placed next to the contaminated material. Staff is trying to get the contractor to move that pile. The Staff recommendation is to accept the proposal, which will carry the city through the permit period for the land farm. DEQ has required the installation of perforated pipe to assist drainage. City Attorney Watts counseled that if it doesn't appear sufficient progress is being made by early July, due to weather or other issues beyond our control, then the city will appeal to a higher authority at DEQ for assistance. The consultants have completed their initial testing with the results revealing readings on the average of half of the original figures from when the soils

were first tested after discovery. C. Svicarovich inquired how many additional reports are needed. Daykin estimated two more series of quarterly tests. **The motion** was made and seconded to accept the proposal for continued project management and environmental services for the Dundee Fire Station Contaminated Soils Land Farm from Streamline West Engineering LLC in the amount of \$10,730. **The motion** passed unanimously.

## **New Business**

### **Sign Code Revisions**

During the design for the new Fire Station electronic reader board; staff determined the sign code regulations are too restrictive at four square feet to make the board useful for the intended purpose. The Council was asked if the Planning Commission should review the sign code regulations. Staff recommends review of the electronic design standards: as the Victorian Overlay design standards have been eliminated and new design standards have been adopted, the current sign code allows a larger sized manual reader board which is not really wanted and to determine if the intent is to limit electronic signs to time and temperature displays only. Daykin note that the Planning Commission may not be able to address the issue until May/June due to their work on the Transportation System Plan update and marijuana issues.

C. Nelson suggested having the Planning Commission review signs in general and consider an exception to the Sign Code for public safety and public information. Watts cautioned consideration for free speech issues and suggested regulating through size, duration and how often the copy can change. Daykin noted that electronic signs can change the image after a minute duration per the current code. Watts suggested the Council consider what types of signs they wish to see in the city in the future.

The Mayor questioned if the electronic signs could be limited to words only; no pictures. Watts counseled that could be a risk. Daykin inquired if the Council wanted the Commission to review this as a small change to accommodate a larger sign with a substantial message or a more in depth review. The Council majority consensus was for a smaller review. Chief Stock suggested a sign size of four by eighteen inches (six square feet) for two lines of message. Six-inch letters are recommended. The majority consensus was to consider eight square feet. **The motion** was made and seconded to direct the Planning Commission to review and recommend possible revisions to the electronic changeable copy sign standards. **The motion** passed unanimously.

### **Tourism Committee Appointments**

Two Tourism Committee members, Jennifer Sitter and Nancy Ponzi, have expiring terms and both wish to continue on the Committee. Mayor Russ recommends re-appointment of both. **The motion** was made and seconded to accept the Mayor's re-appointments of Jennifer Sitter and Nancy Ponzi to the Tourism Committee. **The motion** passed unanimously.

### **OLCC Liquor License Application, Youssef Inc.**

C. Weaver expressed concern that in 2009 Youssef missed an OLCC hearing on a violation and had their license suspended at that time. Weaver asked if the Newberg-Dundee Police Department reviewed the OLCC applications and suggested that they do reviews. Watts clarified the ARCO AM/PM currently has a license through Diana Ramsey and Youssef is applying for the license under his name. The majority consensus was for staff to forward a recommendation from the police department with any OLCC applications appearing before the Council. **The motion** was made and seconded to recommend that the OLCC Liquor License Application for ARCO AM/PM be granted. **The motion** passed unanimously.

## **Council Concerns and Committee Reports**

C. Weaver attended the League of Oregon Cities (LOC) Elected Essentials class in Sherwood. Svicarovich will attend the class in Independence next week. Weaver noted it was informative and provided good networking. He shared that the City of Tigard is moving toward being recognized as one of the most walkable cities in America and the City of Gresham's wastewater treatment plant is producing more energy than it is consuming.

## **Mayor's Report**

The Parkway Committee will be meeting in the Fire Station Community Room. They are planning to host a meeting with ODOT on April 16th with a tour of the Bypass.

The Mayor asked the councilors to become more active with projects outside of the city. He urged them to consider membership on county committees; especially the Transportation Committee. C. Crawford suggested representation on the Mid-Willamette Valley Area Commission on Transportation (MWACT).

## **City Administrator's Report**

The "Beyond the Vision" booklet was passed out to Council members. Dundee, Newberg, Yamhill County, CPRD and the Newberg School District worked jointly to produce the booklet. They would like to start updating the visioning process and plan to host an elected officials meeting in the late spring. A representative from Portland Community College has been attending the administrators meetings and a representative from George Fox University will be invited to join the group.

The Yamhill County Economic grants, the \$10,000 Small grant (funded with lottery dollars) and the Special Waste Management grant, applications are available. This will be on the February 3rd agenda for a decision on what projects to submit. The grant deadlines are March 1st and April 1st respectively.

The Wastewater Treatment plant struggled with the amount of rain (three inches) and excess flows received into the system this weekend. Staff will be addressing the Inflow and Infiltration (I & I) issues at the mobile home park and will be reviewing what I & I project will be addressed this summer. Staff will meet with Chris Bayham, DEQ, next month to consider programs for funding I & I projects and Total Maximum Daily Load (TMDL) issues.

C. Crawford informed the Council that a symposium on interconnecting trails in Yamhill County will be held at Linfield College on February 17th from 1:00 to 4:00 P.M.

City Attorney Watts advised that Metro is working on their draft growth report. They plan for the tri-county area (Metro, Clackamas, Multnomah and Washington), and for a seven county area (the above counties plus Clark, Columbia, Skamania and Yamhill Counties). The growth projection is that families looking for single family detached housing will be moving out to the four additional counties. He suggested having a representative from Metro address growth projections with the Council. He relayed a trend for cities to bring their urban reserves into their UGBs. Other pending legislative issues include Marijuana issues and a growing pressure for a legislative fix on voter approved annexation.

## **Public Comment**

Patrick Kelly, Dundee resident, expressed concern that the crosswalk at Seventh Street and Highway 99W is poorly illuminated creating safety hazards. This crosswalk will be improved with the TE Sidewalk/Streetscape project.

Chief Stock noted that the staff present at the meeting were utilizing their armrests and reclining options on their chairs. He supported the Grazie as a better chair. After further discussion **the motion** was made and seconded to amend the previous motion to accept the original quote from Workpointe for tables and five **Grazie** armless chairs. **The motion passed four to one. The Vote:** Mayor Russ –aye, C. Crawford-aye, C. Nelson–nay, C. Svicarovich-aye, and C. Weaver–aye. **The motion** passed four to one.

The meeting was adjourned at 9:32 P.M.



David Russ  
Mayor

Attest:

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Debra L. Manning, MMC  
Assistant City Recorder