



Grapevine

Summer 2020

Dundee’s Response to COVID-19

To paraphrase a well-known comedian, unless you’ve been, “Living in a van down by the river,” and completely off the grid, anyone reading this has been going through significant lifestyle changes since March. Recovery from the resulting downturn of the economy will affect our families and professional lives for years. Our new terminology of the year: “social distancing,” to “pandemic,” and, “lowering the curve,” are now glued into our language. From learning the difference between “home schooling” to “distance learning,” and learning the skills of making a mask into a fashion statement, the Covid-19 pandemic has created lifestyle changes for all of us.

Recognizing the seriousness of the pandemic, the City of Dundee staff was on top of this issue by taking immediate action to protect citizens and staff, while also keeping city services at current levels. One of the biggest challenges was keeping abreast of the changing best practices as health officials and politicians made recommendations to prevent the spread of the Coronavirus. Staff has been involved in frequent updates with the State of Oregon, conducting public business by video conferencing, and offering the best possible service without the staff meeting people inside city buildings and facilities.

During these months, all city council, planning and other public meetings have been held via “Zoom,” a relatively new group meeting program. With up to 20-people logged onto the system, the Budget Committee reviewed and passed the budget for 2020-21; Council discussions involving property line issues, parks, and public way took place; the Urban Renewal Agency met and their budget was passed; and Planning Commission public hearings were held. All handled remotely.

For residents facing significant financial hardships due to the pandemic, a plan was set up to delay city utility payments for up to three months. Operations challenges for our fire and rescue services, police department, public works and administration,



~Written by Tim Weaver, Dundee City Councilor

Continued page 2

In This Issue

Election 2020.....p2	Call Before you Dig.....p6
2020 Street Program.....p3	Vision Guidelines.....p7
Rate Increase.....p4	Wildlife Amongst.....p8

Lifesaver Awarded.....p10
Burning Guide.....p10
Community Calendar.....p11

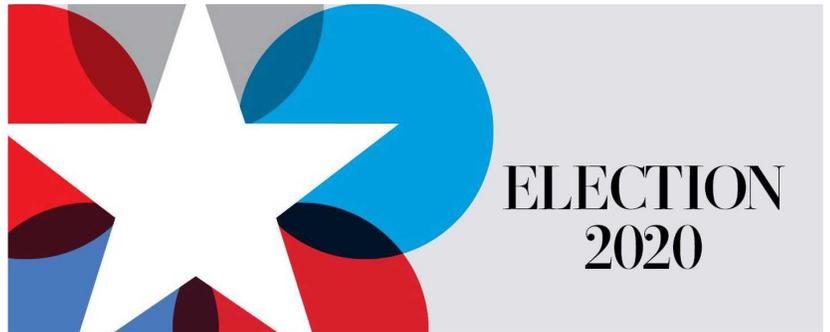
Have You Thought About Running for Mayor or City Council?

On November 3, 2020, citizens of Dundee will vote to fill the position of Mayor and three City Councilor positions: Mayor David Russ, Councilors Tim Weaver, Jeannette Adlong, and Kristen Svcarovich are eligible for re-election. A person seeking a City of Dundee elective office must be a registered voter and must be a resident of Dundee, residing for at least one year immediately preceding the election. You may either pay a filing fee of \$35.00 or obtain approval from the City Recorder to circulate a nominating petition to collect and witness a minimum of 13 signatures from registered voters of the City of Dundee. The Mayoral position carries a two-year term, expiring December 31, 2022; the Councilor positions each carry a four-year term, expiring December 31, 2024. The positions are elected from the City at-large and candidates who receive the highest number of votes are elected.

Elected officials decide the policies and goals for the City and a City Administrator carries out the Council's policies and objectives. Council meetings are normally held on the first and third Tuesday of the month beginning at 7:00 p.m. In addition to attending Council meetings, Councilors attend other meetings as necessary, and serve on the urban renewal agency and budget committee. Mayor and Councilor positions are voluntary, non-paid positions.

Candidacy Election Packets are available at Dundee City Hall, 620 SW 5th Street, during normal business hours by appointment only. A prospective petition may be filed beginning on Wednesday, June 3, 2020 at 9:00 a.m.; and a completed petition, along with 13 certified signatures or the \$35.00 filing fee, must be filed no later than Thursday, August 20, 2020 at 5:00 p.m. Please contact City Hall at 503-538-3922 or e-mail:

Melissa.Lemen@dundeecity.org to schedule an appointment or for additional information.



Dundee's Response to COVID-19

continued from page 1

were met with flexibility and a resolve to keep the virus from spreading to or through personnel during calls for service. All city employees have met or exceeded the challenges of keeping within the guidelines and requirements offered by health services, and still providing a high level of service.

The City of Dundee has performed exceptionally well during these months of Covid-19. As a city councilor, I join the others in elected and volunteer roles within city government in thanking our staff for providing these services with a positive attitude, flexibility, patience, and professionalism. As we move through the summer months, some of the social restrictions will likely reduce and we look forward to meeting you all again in person.

Until then, wear your mask in public... at least until we are told otherwise.

New Budget Look

The City of Dundee annual budget for the fiscal year starting July 1, 2020 was adopted by the Dundee City Council and is available for viewing on the City's website: www.dundeeecity.org. The annual budget is the preeminent fiscal document of the City, establishing the maximum spending legal authority and communicates the priorities of the City. The format of the budget is completely different this year and provides much more detailed information about the budget process and the services provided by the City. Your feedback on this new format will be appreciated in order to consider additional information readers may find relevant and to improve the usefulness of the budget document.

2020 Street Maintenance Schedule

Last year the City awarded a contract to Northwest Paving for application of a slurring seal to the following streets:

Street Name	From	To
Upland Drive	Fifth Street	Alder Street
Alder Street	Upland Drive	Viewmont Drive
Second Place	West-end	Alder Street
Falcon Crest Drive	Eleventh Street	Tomahawk Place
Tomahawk Place	West-end	View Crest Drive
Graystone Drive	Seventh Street	Graystone Place
Graystone Place	West-end	East-end
Scotsman Court	South-end	Seventh Street
View Crest Drive	Falcon Crest Drive	Tomahawk Place

Since the contractor was not able to complete the work prior to September 30, 2019 and the City negotiated about a \$10,000 reduction to the contract price and re-scheduled the work for summer of 2020. Also, bids were let for the normal 2020 slurry seal program and the City was able to get very competitive pricing and awarded the additional work to Paving Northwest for the following streets:

Street Name	From	To
Eleventh Street	Alder Street	James Court
Parks Drive	Railroad	Edwards Road
Edwards Road	Parks Drive	Tenth Street
Locust Street	Eleventh Street	Ninth Street
Ninth Street	Locust Street	Edwards Road
Seventh Street	Locust Street	Edwards Road
Elm Street	Seventh Street	Edwards Road
Namitz Court	Third Street	North-end
Birch Street	Third Street	First Street

Once the work has been scheduled by the contractor, Public Works will place notices of the work date at various locations. No Parking notices will be placed 48 hours prior to the day of work by the contractor. Vehicles parked in the work area and in conflict with street preparation and slurry application will be towed. Slurry work will be completed in one day. Once the slurry is applied, the road will be closed to

2020 Street Maintenance Schedule

continued from page 3

traffic to prevent damage to the treated surface and material from sticking to vehicles. Depending on weather conditions, all of the treated roads are expected to be re-opened for traffic prior to 5:00 pm that same day.

The City also awarded a contract to H & H Paving for asphalt paving work on the following streets:

<u>Street Name</u>	<u>From</u>	<u>To</u>
Red Hills Drive	Ninth Street	Upland Avenue
Walnut Avenue	Upland Avenue	Viewmont Drive
Fifth Street	Post Office	Billick Park Parking Lot

Paving work will involve complete removal of the existing asphalt surface, compaction and leveling of the base rock, and installation of a new 3-inch depth asphalt surface. The Red Hills Drive work is mostly paid for by a \$100,000 Small City Allotment (SCA) grant awarded to the City. SCA is an annual competitive statewide grant program through ODOT and is only available to cities under a population of 5000. The contractor will also conduct spot repairs involving replacement of the base rock and asphalt at various locations in Dundee.

Rate Increase In Effect August 1

City Council approved rate changes for water and sewer services effective August 1. The new rates were adopted to keep pace with the operational cost of the utilities and to satisfy loan obligations. About half of the sewer fee revenues are obligated to the repayment of the \$9.7 million DEQ State Revolving Fund (SRF) loan used to finance the construction of the \$13.5 million wastewater treatment plant in 2012.

Water base rates, which include the first 550 cubic feet* of consumption, have not changed. Volume rates per cubic foot over 550 cubic feet are described as follows:

<u>Inside the City</u>	<u>Current</u>	<u>New</u>
551 to 1,375 cubic feet	\$.0310	\$.0320
1,375 to 2,750 cubic feet	\$.0403	\$.0416
Over 2,750 cubic feet	\$.0496	\$.0512
<u>Outside the City</u>	<u>Current</u>	<u>New</u>
551 to 1,375 cubic feet	\$.0620	\$.0640
1,375 to 2,750 cubic feet	\$.0806	\$.0832
Over 2,750 cubic feet	\$.0595	\$.0614

*1 cubic foot ≈ 7.48 gallons

The sewer base charge for residential uses increased \$1.00 per month. The following table shows the changes in the monthly base and volume sewer charges for all classes:

<u>Sewer Class</u>	<u>Current Base / Volume*</u>	<u>New Base / Volume*</u>
Residential/Low Commercial	\$70.46 / \$.0922	\$70.46 / \$.0935
Medium Commercial	\$81.11 / \$.1116	82.26 / \$.1132
High Commercial	\$100.38 / \$.1466	\$101.81 / \$.1487
Very High Commercial	\$120.17 / \$.1826	\$121.88 / \$.1852

*Volume rate is per cubic foot over 550 cubic feet.

Continued page 5

Rate Increase

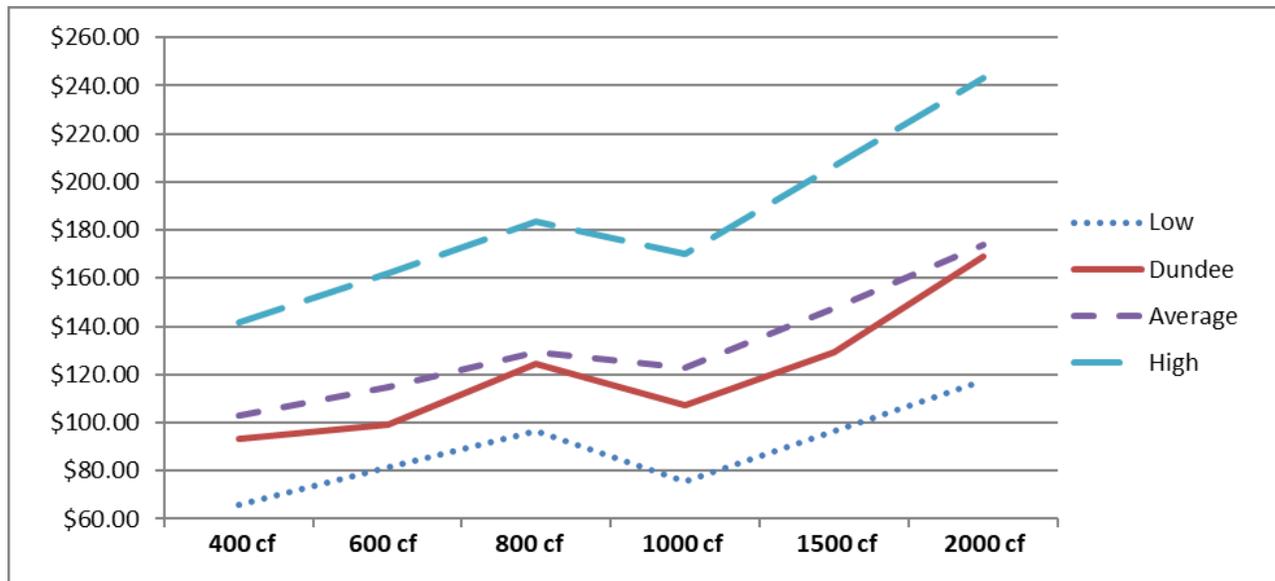
continued from page 4

The table below compares combined monthly water and sewer charges for the ten cities in Yamhill County. The winter and summer averages represent typical residential customer use in Dundee.

City	Winter Average 600 cu. ft.	W/Summer Water 1500 cu. ft.*
Amity	\$126.58	\$153.98
Carlton	\$162.05	\$206.48
Dayton	\$106.51	\$124.15
Dundee	\$ 99.28	\$129.28
Lafayette	\$111.08	\$139.32
McMinnville	\$ 81.26	\$ 96.29
Newberg	\$123.58	\$160.12
Sheridan	\$ 86.81	\$154.16
Willamina	\$126.66	\$166.08
Yamhill	\$122.19	\$145.35

*Sewer charges capped at 600 cubic feet winter average use and water charges based on average summer consumption of 1500 cubic feet.

The graph below shows the combined water and sewer charge at various rates of water consumption, with the first three blocks, 400 cf, 600 cf, and 800 cf representing winter use and the next three blocks, 1000 cf, 1500 cf, and 2000 cf representing summer irrigation with the cap on sewer based on winter averaging. In most situations, Dundee's charges are below average of all ten cities in Yamhill County.



Call 811 Before You Dig

WHEN SHOULD I CALL OREGON 811?

Even small, shallow jobs are a risk if you don't know where utilities are buried. Call Oregon 811 any time you dig, for any type of project.

- Landscaping
- Planting
- Root Removal
- Irrigation
- Fencing
- Walkway
- Fountain
- Basketball Hoop
- Retaining Wall
- Swing Set
- Yard Signs
- Patio
- Mailbox
- Driveway

WHO MARKS THE LINES?

Utility companies (NOT Oregon 811) mark their own lines. Oregon 811 is the communication network that notifies these companies to respond to a locate request. Some utility members use contract locating companies to mark their lines. Member companies are not responsible to mark privately owned facilities.

WHAT INFORMATION DO I NEED?

When you call, you will be asked a series of questions about your worksite. Being prepared greatly speeds up the process! Please have this information ready:

** indicates required information*

- Your name, phone number, company name (if applicable), and mailing address. *
- The name and phone number of an alternate contact person, in case the utilities have questions and cannot reach you.
- What type of work is being done. *
- Who the work is being done for. *
- The county and city where the work is taking place. *
- The nearest cross street.
- The distance and direction of the worksite and intersection (if no address is provided, cross street, distance, and direction are required.)
- Marking instructions (specific instructions as to where the work is taking place). *
- Township, range, section, and quarter section or gps coordinates of the worksite.



WHY SHOULD I CALL OREGON 811?

There are over 20 million miles of underground facilities in the U.S. alone. Damaging an underground facility is dangerous for you and for the people around you. A broken pipe or cable may cause outages, expensive repairs, and legal problems. A safe digging project must always start by contacting Oregon 811, either by phone or online.

HOW FAR IN ADVANCE DO I CONTACT OREGON 811?

At least 2 full business days and not more than 10 business days prior to excavation, contact the Oregon 811 call center by dialing 811, calling 1-800-332-2344, or by going online to www.digsafelyoregon.com



New Truck For Public Works

Typically, the City tries to replace the vehicles every 15 years depending on wear and tear, but after 18 years the red truck that former Public Works Superintendent Alan Mustain drove has been replaced. After a brief delay due to Ford shifting priorities to help with the pandemic, the new vehicle, a 2020 Ford F-150, has arrived. We will be installing safety lighting and a toolbox and then it will be out on the streets helping to repair our town's infrastructure.



Public Works

Vegetation and Vision Clearance

Do you have a corner lot? Growing season is in full swing. Even more so now that we have had an abundance of rain in June, so it is time to trim back vegetation from the corners of lots to comply with vision clearance standards.

Vision clearance is a minimum distance required for people to be able to see things like oncoming cars and pedestrians. Things like hedges and trees can obstruct views, creating dangerous situations for drivers and walkers alike. Below are a few highlights of the code and a diagram, but the full text of requirements can be found at www.dundeeecity.org under "City Code" 17.301.040 Vision clearance.

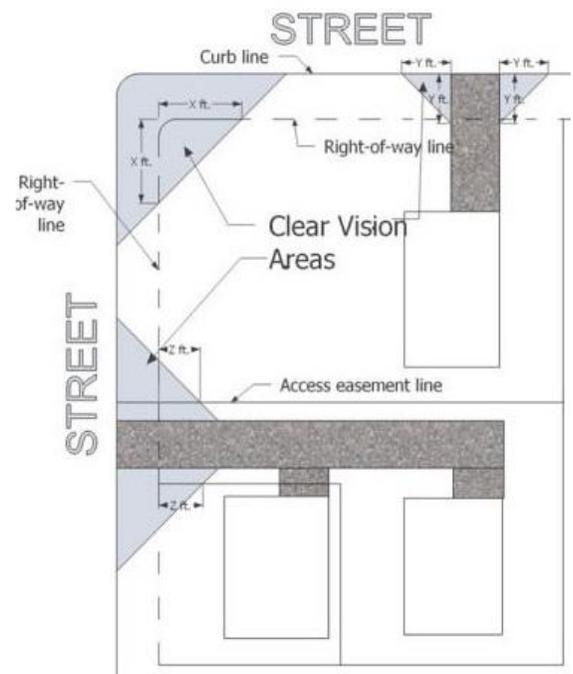
If you have questions about whether a tree or vegetation is in the city right-of-way and city responsibility, or whether it is yours to take care of, please call public works at 503-538-6700 for assistance.

1) Every clear vision area shall be maintained at each access to a public street and on each corner of property at the intersection of two streets or a street and a railroad;

2) No fence, wall, hedge, sign, or other planting or structure that would impede visibility between the heights of two feet and eight feet shall be established in the clear vision area. Measurements shall be made from the top of the curb or, where no curb exists, from grade.

3) The following standards establish the required clear vision areas:
 For a controlled intersection (stop sign) – 20 feet
 For an uncontrolled intersection (no sign) – 30 feet
 For a residential driveway – 10 feet

4) A tree trimmed (to the trunk) to a line at least eight feet above the grade of the intersection is exempt, as are plants trimmed to leave an unobstructed cross view.



Vineyard Reservoir Security Fencing

As our town's population grows, so does the need to keep up with growing standards put forth by the Environmental Protection Agency (EPA). On October 23, 2018, America's Water Infrastructure Act (AWIA) was signed into law. The AWIA requires community (drinking) water systems serving more than 3,300 people to develop or update risk assessments and emergency response plans.

Although we haven't quite hit that population, in accordance with that directive we are working on securing our storage facilities. First up was the installation of a fence around the Vineyard water reservoir (shown below).



Next, will be the installation of fencing around the Upland reservoir. It is our goal to continue to provide our citizens with great tasting and safe drinking water.

Living With Wildlife

Skunks, rats, deer, raccoons, coyotes, bears... Dundee seems to attract a wide variety of wildlife and summer is a very active time for them. If you'd rather hat these critters did not make your home theirs as well, there are a few simple things you can do to make your dwelling less appealing to them, such as making sure you don't leave your pet's food outside overnight and keeping the lid closed on your garbage can. Although we share the world, many of us prefer not to share our crawl space, vents, or attics. Depending on the variety of animals that visit your yard, you may wish to visit http://www.dfw.state.or.us/wildlife/living_with/ for some more specific ideas on keeping those unwanted visitors from taking up permanent residency.



NDPD to Participate in Diversity Training

Chief Kosmicki issued directives to all employees of the Newberg-Dundee Police Department to participate in online diversity training and review all police policies regarding biased based subject matter. The NDPD has six separate police policies that provide guidelines with regard to bias based subject matter; one policy is specific about “Bias Based Policing”, one policy is specific to hate crimes, and the other four are on professional ethics, victim assistance, witness assistance, and personnel complaints. Although the policies are not new, and the department trains on all of the policies year round, Chief Kosmicki gave the entire department- not just officers- a directive that all 31-pages be re-reviewed and employees will provide written acknowledgment that they have *re-read* them all.

A Duty to Intercede

In a recent report, Chief Kosmicki made special note of the NDPD’s “Force Response Policy” and the section on an Officer’s duty to intercede.

LEXIPOL POLICY 300.2.1 DUTY TO INTERCEDE

.Any officer present and observing another officer using force that is clearly beyond that which is objectively reasonable under the circumstances shall, when in a position to do so, intercede to prevent the use of unreasonable force. An officer who observes another employee use force that exceeds the degree of force permitted by law should promptly report these observations to a supervisor.

Parking Guide

The Newberg-Dundee Police Department recently published a Parking Guide for the Streets of Newberg and Dundee.

While the two cities have slightly different rules regarding parking on public streets, state law does cover matters of traffic safety, such as parking too close to an intersection or a fire hydrant, or parking in a manner that impedes pedestrian ways.

The most common complaint we receive is use of the public street for storage. In Dundee, vehicles and/or trailers that park longer than 72 consecutive hours is considered proof of storage and abandonment of a motor vehicle. The Parking Guide may be viewed on the City of Dundee website. Complaints of improper parking may be directed to the Police Department by calling (503) 538-8321.



Lifesaving Award Presented

On Saturday May 9th, Reserve Officer Brian Wheatley was fishing with his family at the Willamina Trout Pond. While walking back to the car in preparation to leave he heard a man yelling for help. He could not see the man but could tell that his pleas for help were coming from the nearby river.

Without hesitation, Officer Wheatley ran toward the frantic voice. When he got to the river he noticed a man trying to get two girls out of the water. The man yelling was able to get ahold of one of the girls and get her to safety however the other was caught in the current and being swept downstream with her head below the water. Officer Wheatley jumped into the river and swam to the girl. He held on to her while floating down the river until he was able to get them both out of the current and to safety.

The female and her family were very thankful for Officer Wheatley's courageous actions which saved the young girl's life. She was two weeks away from celebrating her 14th birthday. The man yelling for help was her step-father and the other girl involved was her 8-year-old sister.

Had it not been for the quick and courageous actions of Officer Wheatley, and his willingness to put his own life in danger for a stranger, this ending would have been tragic. For his quick actions noted above the Newberg-Dundee Police Department is proudly presented the "Lifesaving Award" to Officer Brian Wheatley.

Burning Guidelines

Backyard burning is NOT permitted inside Dundee City limits.

Rural district guidelines:

1. Backyard burning includes yard debris, trimmings, and clippings only. Dimensional lumber, trash, other non-yard debris items cannot be burned at any time. Persons must ensure that combustible material is dried to the best extent possible. This includes covering combustible material to protect from moisture and loosely stacking material to eliminate dirt, rocks, or other noncombustible material to promote an adequate air supply within the burning pile.
2. Burning is only allowed during daylight hours and within a specified distance from a structure. Open burning shall not be conducted within 50 feet of any structure or other combustible material. Conditions, which could cause the fire to spread to within 50 feet of a structure, shall be eliminated prior to ignition.
3. If a fire starts to spread to other combustible materials or threatens structures, call 9-1-1 immediately.



Before burning please refer to 503-538-4182 for a daily updated burn notification.
Never burn during a County Wide Burn Ban.

*Due to COVID-19 restrictions, many of the following meetings may be conducted electronically. Please check the City of Dundee website at www.dundeecity.org for more information and details for joining, or for last-minute updates.

July

- 1 – Planning Commission Special Meeting, 7:00 pm via Zoom
- 3 – City Offices Closed in Observance of Independence Day
- 7 – City Council Meeting, 7:00 pm via Zoom
- 14 – Municipal Court, 5:30 pm
- 15 – Planning Commission Meeting, 7:00 pm
- 21 – City Council Meeting, 7:00 pm
- 22 – Tourism Committee Meeting, 8:30 am

August

- 4 – City Council Meeting, 7:00 pm
- 5 – Parks Advisory Committee Meeting, 7:00 pm
- 11 – Municipal Court, 5:30 pm
- 18 – City Council Meeting, 7:00 pm
- 19 – Planning Commission Meeting, 7:00 pm
- 26 – Tourism Committee Meeting, 8:30 am

September

- 1 – City Council Meeting, 7:00 pm
- 2 – Parks Advisory Committee Meeting, 7:00 pm
- 7 – Labor Day, City Offices Closed
- 8 – Municipal Court, 5:30 pm
- 15 – City Council Meeting, 7:00 pm
- 16 – Planning Commission Meeting, 7:00 pm
- 23 – Tourism Committee Meeting, 8:30 am

In This Issue

COVID-19..... p1
Election 2020..... p2
2020 Street Program.....p3
Rate Increase.....p4
Vision Clearance.....p7
Wildlife Among Us.....p8
Parking Guidelines.....p9
Community Calendar.....p11



PO Box 220
620 SW 5th Street
Dundee, Oregon 97115

Box Holder or
Occupant
Dundee, Oregon 97115

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IMPORTANT CITY PHONE NUMBERS

www.dundeeity.o

Phone Numbers:

503/ 538-3922 City Hall
503/ 538-3922 Complaints
503/ 538-6700 Public Works
503/ 538-8321 Public Works (after hours emergency)
503/ 554-8442 Fire Department Business
503/ 538-4182 Burn Information
503/ 538-8321 Police Department Business
503/ 538-1958 fax (for all departments)

911 Fire Department **EMERGENCY**

911 Police Department **EMERGENCY**

Email Addresses:

Rob.Daykin@dundeeity.org – City Administrator
Melody.Osborne@dundeeity.org – Utility Billing /Court
Sheryl.Hartman@dundeeity.org – Office Manage/Finance
Melissa.Lemen@dundeeity.org - General Business
Chuck.Simpson@dundeeity.org – Public Works Supervisor
FireChief@dundeeity.org – Fire Department
dpd@ci.newberg.or.us – Police Department

To Contact your Mayor and City Councilors:

Mayor David Russ
David.Russ@dundeeity.org

Councilor Storr Nelson:
Storr.Nelson@dundeeity.org

Councilor Jeannette Adlong:
Jeannette.Adlong@dundeeity.org

Councilor Ted Crawford:
Ted.Crawford@dundeeity.org

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Councilor Kristen Svircarovich:
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