

**City of Dundee
City Council Meeting Minutes
January 02, 2024**

CALL TO ORDER

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

COUNCIL AND STAFF ATTENDANCE

Mayor David Russ; City Councilors David Hinson, Bruce Starr and Tim Weaver. Attendance via Zoom, City Councilors Storr Nelson and David Ford (7:12 p.m.). Absent: Councilor Jeannette Adlong.

Staff Attendance: Steve Dahl, City Administrator; Matthew Kahl, City Attorney; Greg Reid, City Engineer; Doug Rux, Contract City Planner; and Melissa Lemen, Administrative Assistant.

Public Attendance:

Alex Chiper, 520 SW Fifth St.; Jonas Biery - D.A. Davidson & Co., 2 Centerpointe Dr Ste 200, Lake Oswego; and Saj Jivanjee, 32230 NE Old Parrett Mtn. Rd., Newberg.

AGENDA CHANGES

None.

PUBLIC COMMENT

None.

CONSENT AGENDA

Action: To approve the Consent Agenda

4.1 City Council Minutes, October 17, 2023

4.2 City Council Minutes, November 21, 2023

4.3 Public Works 2023 Year End Review

4.4 Update on Council Goals

C. Starr raised concerns about the malfunctioning of multiple wells and the potential need for water rationing in the upcoming summer. C.A. Dahl stated that water rationing would only be considered in the event of a low water year and if Well #9 could not be restored. He informed that repairs have been completed on Well #3, while the decision not to repair Well #10 at tipsu palach Park was made due to its high repair costs relative to its water output. Although a test was conducted on Well #9, the results are pending. C.A. Dahl mentioned that the city is expecting a grant to address issues with Well #9. He expressed optimism that Well #9 would be operational again by summer.

C. Hinson noted that the finalized minutes from October 17th needed two corrections-- removal of the word "adjoining" in one paragraph and the inclusion of a suggestion to report incidents to the city. C.A. Dahl confirmed that the clean copy of minutes had been approved and assured that the omission of the mentioned information would not present any issues moving forward.

Motion: C. Starr
Second: C. Nelson
Vote: Unanimous in favor.

OLD BUSINESS:

UPDATE ON 9TH STREET

C.E. Reid provided an update to Council about the completion of sidewalks and driveways. He noted that the water quality facilities were set into place and would be up and running soon. He explained the undergrounding along the terrain, commercial property on the North side of the highway towards Linden Lane would be underway in anticipation of the poles to be removed. C.E. Reid stated due to the shutdown of plants for asphalt, he is waiting for them to start back up in hopes that by February the final lift pavement will be completed. C. Hinson questioned if the asphalt work would be completed by March 1st and C.E. Reid answered that he was not sure as it would depend on when the poles would get moved.

TOURISM COMMITTEE APPOINTMENTS

C.A. Dahl stated the Tourism Committee had three terms expired on December 31st. He expressed that the following members Bethany Caruso, Ted Crawford and Sondra Storm would like to continue to be on the Tourism Committee and recommended to reappoint.

ACTION: Motion to reappoint Bethany Caruso, Ted Crawford, and Sondra Storm to the Tourism Committee.

Motion: C. Starr
Second: C. Weaver
Vote: Unanimous in favor.

PLANNING COMMISSION APPOINTMENTS

C.A. Dahl explained that there were three terms expired in December of 2023. Commissioners Logan Leichtman and Ron Mock have applied for reappointment while John Roberts applied to fill the vacant position. He recommended reappointing Logan Leichtman and Ron Mock and appointing John Roberts as a new member to the Planning Commission.

ACTION: Motion to reappoint Logan Leichtman and Ron Mock to the Planning Commission; and to appoint John Roberts, a real estate broker, as a new member to the Planning Commission.

Motion: C. Weaver

Second: C. Starr

Vote: Unanimous in favor.

NEW BUSINESS:

OREGON DEQ TMDL UPDATE

TMDL Report and Stream, Wetland & Riparian Protection Ordinance

C.E. Reid provided Council an update on the completion of the installation of water quality facilities on 9th Street and the location of installed structures near Hwy 99W and the corner of SW 9th and Alder Street that would provide water quality treatment and infiltration. A detailed explanation was provided on page 33 of the agenda packet. In addition, the agenda packet provided drawings of the Filterra structure.

C.E. Reid announced the city has received the Riparian Inventory from Pacific Habitat that identified three areas of stream and wetlands within the city that would need to be addressed. Further details were provided in the agenda packet on page 43 of the areas in discussion. He stated that city staff would need to work with a consultant to determine how the WWTP could be addressed by the ordinance and determine whether the additional wetland areas should be added to the plan. He explained a stakeholder group would need to be formed to develop the specific ordinance language with the recommended inventory from Pacific Habitats. C.E. Reid encouraged the stakeholders' group to consist of a few City Council members and the impacted property owners, as well as potential interested residents. Discussion ensued about the location of each stream and wetland areas.

C.E. Reid asked if there were any Council members willing to participate in the stakeholder group. The consensus of the Council was to put together a stakeholder group once Council members decide whether they would like to participate. The next steps will take place in the development of the group and to provide input or change in the matter.

COUNCIL CONCERNS AND COMMITTEE REPORTS

C. Hinson inquired about any updates from the meeting with the school district. C.A. Dahl confirmed having sent an update email in response to the previous meeting regarding the property. Discussion ensued about the elementary school property.

C. Ford asked for clarification whether the property owners were provided with updates about the 9th Street project. C.E. Reid affirmed that all property owners were updated and would receive an updated schedule.

MAYOR'S REPORT

Mayor Russ noted an email inquiry concerning the bike path along 9th Street. He described blackberries growing along the path onto the asphalt on View Crest and Red Hills Drive, emphasizing the importance of keeping it clean. He inquired whether the street sweeper passed through that section. C. Nelson had been previously informed by Public Works that only the streets with curbs or gutters were swept.

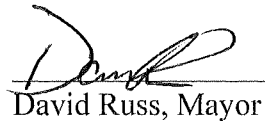
CITY ADMINISTRATOR'S REPORT

- CA. Dahl informed Council that job applications for the Administrative Assistant position were due Friday, January 5th, with two applications received and asked if Council knew of anyone that would be interested and encouraged to apply.
- Monday, January 8th, would be the response deadline for the RFP for the Tourism Plan. With one response received and more responses requested.
- He mentioned the building for the tipsu palach Park is completed, but the restroom was not yet finished.
- He noted that proposals regarding the ADA parking study for the downtown area will be distributed next week.

PUBLIC COMMENT

None.

The meeting was adjourned at 7:31 P.M.



David Russ, Mayor

Attest:



Steve Dahl, City Administrator/Recorder