

**CITY COUNCIL MEETING  
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January 17, 2023**

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**City of Dundee  
City Council Meeting Minutes  
January 17, 2023**

**Call to Order**

Mayor David Russ called the meeting to order at 6:30 P.M.

**Council and Staff Attendance**

Mayor David Russ; Councilors Storr Nelson, Jeannette Adlong, David Ford, Tim Weaver (6:44 P.M.), and Bruce Starr (6:57 P.M.). Absent: Councilor David Hinson.

Staff Attendance: Steve Dahl, City Administrator; Bill Monahan, City Attorney; Brandon Hamilton, Fire Chief; and Melissa Lemen, Administrative Assistant.

**Public Attendance**

Alex Chiper, 520 SW Fifth Street; and Allen Holstein (6:30-7:00 P.M.) via Zoom.

**Agenda Changes**

None.

**Public Comment**

None.

**Consent Agenda**

It was noted that the meeting minutes from December 6, 2022 are not available as shown on the meeting agenda; they will be provided for the next meeting. **A motion** was made and seconded to approve Consent Agenda Item 5.2 Financials September/October, Item 5.3 Surplus of Fire Vehicle, and 5.4 Council Goals Review. **The motion** passed unanimously.

**Old Business**

**Water Bill Protest**

Council reviewed the leak adjustment information provided from the utility billing clerk beginning on page 77 of the meeting agenda packet. CA Dahl explained that the City received \$180.00 for payment from Mr. Bird, which represents the average he has been paying. It was noted that no leak has been found; public works has not been able to confirm whether there may have been an issue with the water meter. Council discussed the information presented in detail and C.A. Dahl reviewed that the utility billing clerk processed the calculations as she ordinarily would do. **A motion** was made and seconded to reduce Mr. Bird's utility bill by 265.92. **The motion** passed unanimously.

**Ordinance No. 580-2023, Development Agreement**

CA Dahl announced this is the second reading by title only to pass the ordinance. CA Dahl recapped history of the agreement. C. Ford stated his concerned about the deterioration of the property. He noted that the fence is coming apart and the outbuilding is damaged; there is also debris on the property. C.A. Dahl pointed out that it is a nuisance issue. The property is in the process of a sale. C.A. Dahl indicated that he will contact Project PDX and advise them of the need for property cleanup. C. Nelson suggested contacting the CEO or chair of SOFAR and asking them to clean up the property. **A motion** was made and seconded to adopt ordinance 580-2023 foregoing ordinance 537-2021 a development agreement between City of Dundee, Wine

Country Legacy Partners, LLC and SOFAR, LLC be read by title only in accordance with Chapter VIII, Section 39(a) of the City Charter on the 17<sup>th</sup> day of January 2023. **The motion** passed unanimously.

### **Resolution No. 2023-01, Budget Line Adjustment**

CA Dahl reviewed that the resolution was prepared to authorize transfer within the City's Equipment Reserve Fund to appropriately reflect the City's authorization to purchase a fire water tanker. The fire equipment purchase was approved in February 2022, prior to C.A. Dahl's start date of March 1, 2022 as the new city administrator. Conversation ensued. C.A. Dahl verified that even though approved in February, the equipment was not purchased until August, which is in this budget year. **A motion** was made and seconded to approve Resolution No. 2023-01, a resolution authorizing the transfer of budget appropriations within the equipment reserve fund for fiscal year 2022-2023. **The motion** passed unanimously.

## **New Business**

### **Payment in Lieu of Deferral – 1005 SE Elm Street**

The corner lot involves 10<sup>th</sup> Street and SE Elm Street. Both streets are improved but do not have curbs, sidewalks or street trees. It was noted that as a condition of approval, the developer/owner is required to obtain a deferral agreement for the public improvements. C.A. Dahl reviewed that due to the small size of the lot and residence that can be constructed on it, the lenders for the property are having difficulty allowing a loan with such a large value for the deferral due to the two streets that require improvements. The contractor is in attendance. It was noted that presently there are no other sidewalks in the area though the street is in an area that may be considered for future development.

The contractor shared history and information from lenders with the Council. He discussed that he has been in communication with the city engineer, Greg Reid, for requirements and cost. He feels the cost of improvements is disproportionate with the value of the property and home. M. Russ asked Councilors to consider having the contractor put in the sidewalks with curb and gutter and then put in a deferral payment towards the other required improvements to decrease city future risk. The city could potentially accept payment from the contractor in lieu of a deed restriction. C.A. Dahl offered that he could work out cost for a deferral agreement and bring it back to the next meeting. C. Atty Monahan explained the best method of preparing the deferral agreement to satisfy the city and the contractor.

C. Nelson discussed that he is not in favor of the proposal. He is interested in more information and cost from C.E. Reid for sidewalks, curbs and gutters. Discussion ensued and concern was expressed about the addition of sidewalks in an area with no sidewalks; this does not seem fair. M. Russ stated that the Council cannot participate in this.

## **Council Concerns and Committee Reports**

Councilor Ford provided an update on the combination of the rural and city fire district as discussed at a recent meeting. The question of total tax allowed was brought to the county and determined to be in compliance. It was determined MNU zone special assessment money can come from the properties within the Urban Renewal District. Code 29.1 list of assessed values is substantially less than 29.51. He will find out what those codes mean and why the difference exists. The intention is to get the information together and bring a proposal to City Council in February.

## Mayor's Report

M. Russ reported an interesting conversation with people who pulled the brush rig out of the ditch; they stated people were slipping on the ice.

## City Administrator's Report

C.A. Dahl reported they are wrapping up the audit but lacking a couple of items. The November financials should be balanced today and December by next meeting.

C.A. Dahl noted that the fire truck mentioned above by M. Russ has been declared totaled. The City is working with the insurance company for payment.

C.A. Dahl emailed an estimate on a water pipe on 99W from Newburg to Dundee to councilors. This will be discussed at the next meeting. He will meet with Oregon Infrastructure Authority Tuesday to discuss types of loans/advance the City can work with to create this. He is looking at two loans. One to build the water plant and the other is to get the pipes from Newburg to Dundee. They will be done at different times so no need to pay interest on a loan not being used.

C.A. Dahl discussed receiving a notification from the Fire Union wanting to negotiate the Paid Leave Oregon Act that went into effect this month as part of their budget package. CA Dahl will present some ideas in an executive session or next meeting.

## Public Comment

None.

The meeting was adjourned at 7:15 P.M.



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David Russ, Mayor

Attest:



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Steve Dahl, City Administrator/Recorder