

**CITY COUNCIL MEETING
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February 21, 2023**

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**City of Dundee
City Council Meeting Minutes
February 21, 2023**

Call to Order

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

Council and Staff Attendance

City Councilors Tim Weaver, David Hinson, Jeannette Adlong, and David Ford. Absent: Councilors Storr Nelson and Bruce Starr.

Staff Attendance: Steve Dahl, City Administrator; Brandon Hamilton, Fire Chief; Matthew Kahl, City Attorney; Greg Reid, City Engineer; and Melissa Lemen, Administrative Assistant.

Public Attendance

Mary Gregoire; Alex Chiper (via Zoom), 520 SW Fifth Street, and Sabrina Straus (via Zoom).

Agenda Changes

None.

Public Comment

None.

Consent Agenda

A **motion** was made and seconded to approve Consent Agenda Item 4.1 City Council Minutes, January 17, 2023; Item 4.2 Council Goals 2022-2023; and Item 4.3 OLCC Application – Lumpy's Tavern. **The motion** passed unanimously. It was noted that Lumpy's Tavern will be operating under new ownership.

Old Business

Newberg-Dundee Water Plant Project

C.A. Dahl reviewed some of the background information contained in his meeting agenda report beginning on page 25 of the agenda packet. Council discussed the information presented at length. C. Ford expressed concern about how a decision in favor of the Newberg-Dundee water plant project would affect the water rights for the City of Dundee in the future. It was noted that the water rights have to be renewed regularly. Concern was expressed about keeping the water rights alive as long as possible as this could be important to the future of Dundee. It was noted that since Dundee may not be perfecting (using) the water rights, the State has the right to decide that Dundee cannot keep the rights any longer. C. Ford feels securing water rights will be better for Dundee's future.

C.A. Dahl addressed Council questions. He reviewed cost information associated with joining Newberg on the plant project. It was noted that at this time no formal contract or agreement has been received. C. Ford encouraged that a terms sheet would be ideal. Council discussed some of their thoughts and ideas for potential terms which should be included.

C.A. Dahl discussed that he spoke with the company that completed the report on Dundee building its own water treatment plant in 2020 regarding an update in costs; they feel that a 10 percent increase each year in the last three years is conservative estimate and they support 15 to 20 percent increases. Additional cost details were discussed.

The consensus of Council was to request a term sheet from the City of Newberg regarding the details of the Newberg-Dundee Water Plant project. C.A. Dahl indicated that he could invite the Newberg city manager to a future city council meeting to discuss the project in greater detail as well. Lengthy discussion ensued. C.A. Dahl discussed the nature of the short-term notice from Newberg that Dundee make a decision regarding the water plant project; the City of Newberg had already been planning for this endeavor to serve its needs and C.A. Dahl had inquired about the project after the fact. Newberg would need to know if Dundee is interested in the project prior to March 22, 2023, though C.A. Dahl indicated that he will confirm this date.

Council voiced their appreciation to CA Dahl for his presentation of information tonight.

Choice of Colors for tipsu palach Park Restroom

C.A. Dahl explained that this information will be presented to the Parks Advisory Committee at their upcoming meeting on March 1, 2023. Council discussed the options presented. C. Ford supported selecting a color scheme for the restroom which will also compliment the nearby hotel. C. Adlong supported utilizing colors already included in the city logo. The consensus of Council was to support a green and burgundy color scheme (colors in the city logo), favored the Silverton or Sierra Mountain Ledge panels, and favored the tan pier & wall caps. Council voiced support of the Parks Advisory Committee making the final decisions on the project.

9th Street Discussion and Forced Undergrounding

C.E. Reid reviewed information contained in his meeting agenda report beginning on page 203 of the meeting agenda packet. He discussed that forced undergrounding presents a challenge in getting property owners to convert. Council discussed options at length. One alternative discussed was the assessment district approach (LID). By this method, the city would instigate an assessment district, which could not be distributed to the city, just the benefitted properties. With this approach we have a method to convert property owners at their cost.

C.E. Reid presented another option of a temporary relocate of the poles, with subsequent undergrounding of the lines in future development. It was noted that some properties could share a pole. The poles could be relocated between the sidewalk and the terrain area.

C.E. Reid discussed that another option is forced undergrounding with PGE on existing easements for the main. Negotiate easements for property owners and go underground at property owners' expense when property is developed.

Discussion ensued regarding these options. Mayor Russ requested cost estimates for the options. C.E. Reid discussed that he will meet with PGE on February 27, 2023.

New Business

Approval of Fire Department Levy

Fire Chief Hamilton approached Council to discuss the fire department levy and answer any questions Council may have. Chief Hamilton provided corrections as follows:

Resolution No. 2023-03 Caption:

- Move “emergency medical” to read before “fire services”, e.g. Five-Year Levy for Emergency Medical and Fire Services.

Exhibit A: Explanatory Statement:

- Delete “emergency transportation” in the second paragraph. Emergency transportation services are not provided.
- The Rural Fire District adopted the Resolution this evening prior to this meeting at one dollar per thousand (final sentence in the last paragraph).

C. Ford discussed the five-year levy. If city levy passes and the rural does not, the City does not have to collect the revenue; that can be decided at the appropriate time. Fire Chief Hamilton explained that the levy would need to be presented to county by Friday to get on the May ballot. He discussed that a joint meeting is scheduled with the intention of agreeing on a plan to roll this out. Discussion ensued regarding potential town hall meetings with citizens to provide community awareness. Fire Chief Hamilton reviewed the process of submitting /publishing the levy, challenge waiting period, and explained that once we are able to officially file to put the levy request on the ballot, the city staff will be restricted as to what they can speak to the public regarding the levy. Fire Chief Hamilton discussed that the local union has the structure to facilitate the campaign. Brief discussion ensued and C. Atty Kahl outline the timeline for the process. Fire Chief Hamilton reported that currently there are four paid staff. He explained that the intention of the levy is to hire three additional staff resulting in two personnel being on duty 24 hours per day.

A **motion** was made and seconded to approve Resolution 2023-03 putting a fire and emergency service levy on the May 16, 2023 ballot. Mayor Russ clarified that the resolution and explanatory statement in the Council packet do not say the same thing as what is in the Mayor’s packet. The **motion** was amended and seconded to reflect “a five-year levy for medical and fire services.” In addition, in the Exhibit A Explanatory Statement (page 211) to the resolution, strike the words “emergency transport” in the second paragraph first sentence, and the last paragraph add “one dollar per thousand” to represent what the rural fire district approved. **The amended motion** passed unanimously.

Motion to have Administrative Review of Short-Term Rental Ordinance

Council discussed hiring the Mid-Willamette Valley Council of Governments to review the short-term rental ordinance. The cost was noted to be \$4,000-\$6000, which does require Council approval. C.A. Dahl explained reasoning for using Mid-Willamette Valley Council of Governments and the anticipated results. C. Ford discussed delaying this cost to the next budget year. C.A. Dahl explained the intended use of the budget. **A motion** was made and seconded to have the Mid-Willamette Valley Council of Governments review the City of Dundee’s Short-Term Rental Ordinance concentration of short-term rentals in a small area, along with housekeeping to make the ordinance easier to read and enforce. **The motion** passed unanimously. C. Ford questioned the necessity of the housekeeping portion of the review and CA Dahl provided additional clarification. Mayor Russ identified the need to clarify variances.

Council Concerns and Committee Reports

None.

Mayor’s Report

None.

City Administrator's Report

C.A. Dahl reported he will be providing an appreciation pizza party for staff on March 3 at noon. Councilors are invited to attend and greet the staff.

Public Comment

None.

The meeting was adjourned at 9:05 P.M.



David Russ, Mayor

Attest:



Steve Dahl, City Administrator/Recorder