

**CITY COUNCIL MEETING  
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March 2, 2021**

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**City of Dundee**  
**City Council Meeting Minutes**  
**March 2, 2021**

**Call to Order**

Mayor David Russ called the meeting to order at 7:01 P.M. over ZOOM teleconferencing meeting platform.

**Council and Staff Attendance**

Attendance Via ZOOM: Mayor David Russ; Councilors Storr Nelson, Patrick Kelly, Jeannette Adlong, David Ford and Tim Weaver. Absent: Councilor Ted Crawford. Staff Attendance via Zoom: Rob Daykin, City Administrator; Tim Ramis, City Attorney; Greg Reid, City Engineer; and Melissa Lemen, Administrative Assistant.

**Public Attendance**

Attendance Via ZOOM: Mark Moisan; and one unidentified caller.

**Agenda Changes**

None.

**Public Comment**

Public Comment Via Zoom: None.

**Consent Agenda**

**A motion** was made and seconded to approve Consent Agenda Item 4.1 City Council Minutes, February 16, 2021; Item 4.2 Special City Council Minutes, February 18, 2021; and Item 4.3 Financial Report Ending January 31, 2021. **The motion** passed unanimously.

**Old Business**

**Highway Improvements Project Update**

C.E. Reid discussed that the water crossings will be placed this Thursday. He reviewed that the pot holing has been completed and the City has submitted a redesign to ODOT for the water crossings with some minor changes; work will begin on Thursday. C.E. Reid discussed that the City water relocation work has been completed. He explained that the electrical crossings for the future undergrounding have been removed from the project. He also reviewed additional information contained in his update report on page 33 of the agenda packet. C.E. Reid discussed that the franchise conduits needed across Fifth Street will still be completed, as well as all of the irrigation conduits needed to maintain the new landscaping. C.E. Reid discussed public complaints. He explained that ODOT has been trying to address noise complaints as well as flying debris complaints, and he is continuing to work with ODOT on those issues.

C. Weaver inquired about whether there will still be some cable and electrical lines crossing over the highway. C.E. Reid discussed that there is really no design for the electrical undergrounding at this time; there is a design for the franchise undergrounding which is what was placed underground during Phase A of the highway project and will still be completed (under Fifth Street and First Street). He clarified that what is being removed from the project are the conduits to accommodate undergrounding electrical under the highway in the future. Discussion ensued.

C. Adlong shared that last night the construction work on the highway was particularly noisy and inquired about whether this amount of noise will be typical for the project moving forward over the coming months. C.E. Reid discussed the nature of the work involved in the project; much of the demolition work will indeed be noisy. C. Nelson provided additional comment and voiced support that the concrete demolition work will definitely be the loudest component of the project. C.E. Reid pointed out that Kerr is pushing hard to move the project forward. C. Weaver voiced appreciation for the construction project update.

### **Water Relocation Project Update**

C.E. Reid reviewed that the City water relocation project is now complete. He discussed that much of the change orders are due to unforeseen circumstances involving prior work next to the highway over 100 years in the past, including old railroad structures and foundations that were subsequently buried. In other situations, the actual water line locations were different from the City's maps. **A motion** was made and seconded to approve Change Order #5 in the amount of \$18,154 and Change Order #6 in the amount of \$10,804. **The motion** passed unanimously.

C.E. Reid discussed Change Order #7 in detail, as outline in his memo on page 48. He explained that this change order was just received today in the amount of \$13,000. C.E. Reid discussed that the change order was higher than anticipated and he would like to review it in greater detail. He also acknowledged Pacific Underground and praised their efforts. He discussed his belief that they are not actually billing the City for all of the lost time they incurred on the project; the project should have been completed two months ago. M. Russ voiced appreciation for the efforts of Pacific Underground and C.E. Reid in the completion of this challenging project.

C.E. Reid provided an update on the Street Light project. He discussed that the initial installation portion of work is complete though he has found a couple of small things that still need addressed. C.E. Reid pointed out that at this time the lights are really dirty from Kerr though he is unsure of how exactly that will be addressed. He explained that some of the lights are not lit at this time as some of the wires have been pulled back to allow some of the new water line crossings to go through; some conduits were cut and will need to be restored. C.E. Reid expressed frustration and pointed out his belief that the biggest issue with this project is that the designs were completed five years apart; the design standards changed for ODOT.

M. Russ inquired about whether the outlets on the streetlights could be on a photocell. C.E. Reid discussed that this could be accomplished if Council so directed. He explained that North Star has been completing the recent electrical work involved with pulling the wires and moving the conduit out of the way for Kerr; he will be coming back to Council at a future date for costs associated with that process as well as the restoration.

### **ESCI Workshop**

C.A. Daykin reviewed information contained in his agenda report on page 53. Following brief Council discussion, M. Russ volunteered to represent the City of Dundee at the strategic planning retreat, which Council supported.

### **Police Chief Recruitment**

M. Russ nominated C. Weaver to participate in the interview with the City of Newberg consultant for the police chief recruitment process, which Council voiced support of and he humbly accepted.

## **New Business**

### **Meet with the Mayor**

M. Russ discussed that he would like to set up a Zoom meeting to allow people to meet with him once a month on the second Tuesday to discuss current issues, etc. C. Kelly voiced support of the idea. Council discussed the posting of public/community meetings on the City website. M. Russ and C. Ford voiced support of the idea. Concern was expressed about the Staff time required to keep this information up to date; C.A. Daykin will report back to Council if this becomes an issue. C. Atty Ramis discussed that the City would be able to determine what content is sufficiently important to the community to add to the website; the City would not be obligated to include every meeting that is suggested. Additional discussion ensued. C. Adlong voiced concern about the City being mindful of what is allowed to be included on the City website. C. Weaver compared the "Zoom meeting with the Mayor" idea as similar to events like "lunch with the Mayor", an open suggestion box type of event where no decisions are made. M. Russ explained that he will be managing the Zoom meetings himself and will also plan to record them. The consensus of Council was to support the Zoom meetings with the Mayor.

### **Council Concerns and Committee Reports**

C. Adlong discussed that there will be a Parks Advisory Committee meeting tomorrow evening, though there has not been a meeting in quite some time. She explained that a complaint was received about horses damaging the Harvey Creek Trail which will be discussed at the meeting. C. Adlong explained that she anticipates the Committee will favor banning horses from the Trail and likely recommend this to Council. She also noted that the Trail is being used more frequently which presents maintenance challenges; she would like to see the park stay nice so that people can continue to enjoy it in the future. C. Adlong discussed that the City received a new Plan for Sander Estate Park from Chehalem Parks & Recreation District (CPRD) which includes a water feature. A representative from CPRD will plan present and discuss the plan in greater detail at the Parks Advisory Committee meeting tomorrow night. M. Russ supported that if CPRD were willing to begin the project though are limiting the size of features due to funding, perhaps the City could discuss with Dundee Urban Renewal Agency or Tourism Committee to see if those entities would be interested in participating.

C. Ford inquired about the upcoming Budget Committee meeting schedule. It was noted that the information was provided for a previous Council meeting and contained in the agenda materials. C.A. Daykin discussed that there are still two vacancies on the Committee.

### **Mayor's Report**

M. Russ discussed that he has talked with citizens recently who are concerned about the upcoming school board elections and the balance of the ticket. He encouraged Council to consider whether they may know anyone who might be interested in seeking a position on the school board.

### **City Administrator's Report**

C.A. Daykin discussed that Mike Ragsdale's decided to not file for another term on the CPRD Board and rather than wait for the end of his term he did elect to resign last week. C.A. Daykin discussed that his position is up for appointment even though the term expires this spring. CPRD is now soliciting interested persons to make an appointment as soon as they can to fill the vacant position, elections for this position and two others will take place on May 18.

C.A. Daykin discussed that there was a little bit of storm damage from the ice storm mainly in the area of the well field; there were a significant amount of branches and portion of a tree that came

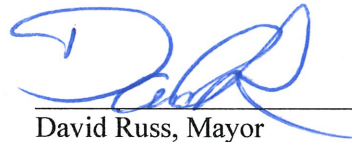
down. He explained that most of the issue was the mess, though there was one branch which penetrated the fiber glass roof of the Well #13 building; it was a minor hole that can be easily patched. C.A. Daykin discussed that approximately \$4,000-\$5,000 was expended on fuel to keep the emergency generators going for about 9 days because 3 Phase power was lost to both the WWTP and at the well field. He explained that Simpson will be looking into seeing whether there would be any possibility of getting some sort of reimbursement though federal grants for the storm event.

C.A. Daykin discussed that on February 25, 2021 the school district held a meeting pertaining to the relocation of the Dundee school and different options lead by BRIC Architects. He explained that again they discussed either locating in the Riverside District area or locating on the current property that they own where the current school site and also in the area of the ball field (property which they own as well). C.A. Daykin explained that there was some discussion about the fact that they did not plan to use funds from the bond proceeds to buy property, so there is the expectation that if they did buy property they would want to sell what they own to help offset that cost. He explained that the expectation is that the school board is going to be deciding on site selection in the next 30 days so that they can keep on schedule.

**Public Comment**

None.

The meeting was adjourned at 7:50 P.M.



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David Russ, Mayor

Attest:



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Rob Daykin, City Administrator/Recorder