

**CITY COUNCIL MEETING
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March 15, 2022**

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City of Dundee
City Council Meeting Minutes
March 15, 2022

Call to Order

Council President Storr Nelson called the meeting to order at 7:00 P.M.

Council and Staff Attendance

Council President Storr Nelson; Councilors David Ford, Patrick Kelly, Ted Crawford, and Jeannette Adlong. Absent: Mayor David Russ and Councilor Tim Weaver. Staff Attendance: Steve Dahl, City Administrator; Matthew Kahl, City Attorney; Brandon Hamilton, Fire Chief; and Melissa Lemen, Administrative Assistant. Staff Attendance Via Zoom: Greg Reid, City Engineer.

Public Attendance

Alex Chiper, 520 SW Fifth Street, Dundee.

Agenda Changes

None.

Public Comment

None.

Consent Agenda

A **motion** was made and seconded to approve Consent Agenda Items 4.1 City Council Minutes, March 1, 2022; 4.2 Financial Report Ending January 31, 2021; and OLCC Liquor License Application, Field & Stream Restaurant. **The motion** passed unanimously.

Old Business

Ninth Street Improvements & LID – Survey Costs

C.A. Dahl reviewed the memo on page 39 of the agenda packet. C.E. Reid discussed that he feels the proposal is reasonable; he had calculated costs based on the estimate provided for Alder Street which wasn't even a full block. **A motion** was made and seconded to approve the survey proposal for SW Ninth Street from TerraCalc Land Surveying Inc. at a cost of \$11,320.00. **The motion** passed unanimously.

Resolution No. 2022-07, Support for State Parks Grant, tipsu palach Park

C.A. Dahl reviewed the information contained in his agenda report on page 45. C. Crawford explained that the Tourism Committee will be contributing an additional \$80,000 towards this park project as well.

C. Adlong discussed that the restroom facility itself was originally going to be placed by the sidewalk in the middle of the park, though that location would place it within 100 feet of the well house building. After further review it was determined that the restroom facility should be moved to the back of the park to an area just outside of the 100 foot requirement; this is reflected on the current master plan which was approved by Council in January. C. Adlong explained that concern has been expressed by Chuck Simpson, Public Works Superintendent, regarding the placement as the slope in that location won't provide enough flow to move the sewage to the

sewage pipe. C.A. Dahl explained that he reviewed these concerns with Simpson today who believes that the slope issue may be able to be corrected without moving the location of the restroom facility itself. C.A. Dahl explained that a projected cost estimate is approximately \$3,000 to complete the correction, though Simpson had not yet received a call back with a cost estimate from an electrician. It was noted that the city does not employ anyone qualified to do the electrical work and thus this work will need to be contracted out; the cost estimate will not be complete until this information is received. Discussion ensued. **A motion** was made and seconded to approve Resolution No. 2022-07, a resolution authorizing the City of Dundee to apply for a local government grant from the Oregon Parks and Recreation Department for development of the tipsu palach Park for an application for a parks grant for restrooms to be built in tipsu palach Park. **The motion** passed unanimously.

New Business

Water Bill Appeal

C.A. Dahl reviewed the water bill appeal information in detail. City Council discussed the appeal and C.A. Dahl addressed questions. It was noted that in other water bill appeals careful consideration was given in situations where there was a legitimate reason to believe that the water didn't enter the sewer system, though in this case the water clearly went into the sewer system and was therefore treated. Discussion ensued. Council expressed concern that the increased water volume use not be calculated into the average winter consumption for the customer. The consensus of Council was to provide no additional credit to this customer given that the water entered the sewer system.

New PGE Overhead Power Poles

C.E. Reid reviewed his memo on page 59. It was noted that there has been an increase in the number of new pole requests he has been receiving from PGE; the poles need replaced due to safety related issues. C.A. Dahl provided additional discussion regarding the process. City Council discussed the issue in detail C.E. Reid confirmed that any replacement poles/lights are being replaced with appropriate compliant equipment in his experience thus far. The consensus of Council was to grant authorization to City Staff to approve new poles to resolve safety issues where overhead facilities currently exist and the safety issues cannot be resolved by other means.

Resolution No. 2022-08, Dundee Hotel Event at tipsu palach Park

C.A. Dahl reviewed information as outlined in his report on page 67. The rules agreed upon by the Dundee Hotel for their Memorial Day event were reviewed in detail. C.A. Dahl discussed that his biggest concern is parking for the event. He discussed that he did meet with a police officer from the Newberg-Dundee Police Dept. today who offered to provide a reserve officer to monitor the event, though he did not yet make a formal request and is not certain of the costs involved; he offered to obtain this information for Council if there is interest in this option. C.A. Dahl explained that The Dundee Hotel has indicated that they anticipate attendance at approximately 75 people over the course of the day, though he is concerned about higher numbers given the holiday weekend and the event invitation potentially being extended to many. Parking concerns were discussed and C.E. Reid suggested parking being monitored and not allowed on Neiderberger Road between the highway and the first entrance to the parking lot. The OLCC permit process for special events was briefly discussed. C. Crawford discussed the popularity of special winery events over Memorial Day weekend; there is a lot of traffic through town though many are attending events at different wineries.

C. Adlong voiced support of the park rules developed for the event though expressed concern about the number of people who will be walking on the grass. C.A. Dahl explained that he has

discussed this concern with Chuck Simpson who will plan to reseed the grass area at some point in the near future. He also discussed with Jenna White that this is a developing park which doesn't have strong grass like other established parks. **A motion** was made and seconded to adopt Resolution No. 2022-08, a resolution authorizing the Dundee Hotel to hold an event at tipsu palach Park over Memorial Day Weekend. **The motion** passed unanimously.

Sewer Cleaning Quote

C.A. Dahl briefly discussed the sewer cleaning quote and the process involved in completing the work. C.E. Reid explained that in the process the sewer lines are jetted and then vacuumed. **A motion** was made and seconded to approve the bid from OreVac for a daily rate of \$2430.00 per day, estimated at four days with a possible fifth day. **The motion** passed unanimously.

Council Concerns and Committee Reports

C. Crawford discussed that one Tourism Committee member is leaving and he has had a volunteer for new membership. He requested that the appointment of a new member be added to the April 5, 2022 City Council meeting agenda.

C. Kelly discussed a concern with a vacation/short-term rental off of Dogwood Drive. He explained that the trash is being set out for pick-up weekly and afterwards is being left in the street; he has seen this scenario play out over three weeks straight. C.A. Dahl offered to look into the concern and send a letter addressing the issue.

C. Adlong requested an update on the Highway 99W project. C.E. Reid informed that the light poles have been received and are scheduled to be installed this month. He will request a planting schedule from the ODOT project manager. Brief discussion ensued.

Mayor's Report

None.

City Administrator's Report

C.A. Dahl discussed that additional Budget Committee members are needed and asked for Council to assist in the recruitment process. He explained that two applications have recently been received and will be added to the next meeting agenda. C. Nelson indicated that he may know two people interested in applying. Fire Chief Hamilton will request advertising for the Committee be added to their reader board if it is not already.

C.A. Dahl reviewed that there will be Goal Setting workshops tomorrow evening, March 16th, and Thursday, March 17, 2022 beginning at 6:00 P.M. He requested Council bring and share their thoughts and ideas about Dundee.


C.A. Dahl discussed that City Staff will begin a one-day mediation with the Firefighters Union on March 28, 2022. He explained that he met with union representatives for the first time today. He expressed concern about the huge difference in salaries and the fact that the City of Dundee simply cannot afford what is being requested. Additional brief discussion ensued.

C.A. Dahl discussed that the budget process this year will begin one week later on April 28, 2022, as he needs additional time to prepare since beginning in his position on March 1, 2022.

Public Comment

Alex Chiper introduced himself to Council and explained that he has recently joined the Planning Commission. He volunteered to join the Budget Committee and indicated that he will bring his completed application to City Hall tomorrow.

The meeting was adjourned at 7:49 P.M.



David Russ, Mayor

Attest:



Steve Dahl, City Administrator/Recorder