

**City of Dundee  
City Council Meeting Minutes  
May 6, 2025**

**CALL TO ORDER**

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

**COUNCIL AND STAFF ATTENDANCE**

Attendance City Council President Storr Nelson; City Councilors Bryan Weil, David Hinson, Alex Chipper and Michael Caruso. Absent: Mayor David Ford. City Councilor Tim Weaver.

Staff Attendance: City Administrator, Steve Dahl; City Attorney, Ashley Wigod and Payroll Specialist, Melissa Lemen.

Public Attendance:

Dave Huber, Jason Wille and Meg Gallagher; Waste Management.

**PRESENTATION**

Dave Huber, Jason Wille and Meg Gallagher from Waste Management gave a presentation covering collection services, an operations report, and a comparison of annual reports.

Huber outlined current services, noting 1,057 residential, 47 commercial, and various industrial accounts, with approximately 547 service tickets issued in 2024. Wille followed with the operations report, highlighting staffing, customer service, consistent residential and commercial volumes, a 17% increase in industrial services, equipment updates, and recycling improvements. Huber also discussed the first Bulky Waste Day held last September, which will be repeated in 2025 with the same setup and six drop boxes, aiming for greater participation. Gallagher presented the 2023 vs. 2024 report along with 2025 projections, noting anticipated cost increases due to labor, truck depreciation, and disposal fees, resulting in a proposed 3.72% rate increase. She also compared proposed 2025 rates for Yamhill County with those of Washington County. A brief discussion followed.

**AGENDA CHANGES**

None.

**PUBLIC COMMENT**

None.

**CONSENT AGENDA**

**Motion to approve the Consent Agenda**

**5.1 City Council Minutes, April 1, 2025**

**5.2 City Council Minutes, April 15, 2025**

**ACTION: Motion to Approve the Consent Agenda.**

Motion: C. Weil  
Second: C. Hinson  
Vote: C. Chiper, C. Caruso, C. Nelson

**OLD BUSINESS:**

**AUDITING SERVICES RFP**

C.A. Dahl explained that the previously used auditing firm was bought out, and the new contract terms were unfavorable. The city is now seeking an alternative auditing service. A brief discussion ensued.

**ACTION: Motion to Approve the Request for Proposal for Audit Services.**

Motion: C. Chiper  
Second: C. Hinson  
Vote: C. Caruso, C. Weil, C. Nelson

**ENGINEERING SERVICES**

C.A. Dahl noted the need for new engineering services following C.E. Reid's relocation and the city is considering two firms and plans to issue a Request for Qualifications to determine the best fit, with the possibility of utilizing both forms for different aspects of the services.

**ACTION: Motion to Approve the Request for Qualifications for Engineering Services.**

Motion: C. Caruso  
Second: C. Chiper  
Vote: C. Hinson, C. Weil, C. Nelson

**RESOLUTION NO. 2025-03, REPEAL OF PGE RESOLUTION NO. 2014-15**

C.A. Dahl explained that, in relation to the budget, Rob Daykin had suggested moving franchise fees into the General Fund. However, he said that the existing PGE contract, established by resolution, did not allow for such reallocation. The proposed resolution would REPEAL the original, enabling the transfer of franchise fees to the General Fund. A brief discussion followed.

**ACTION: Motion to Approve the Personal Services Contract Between the City of Dundee and Kennedy/Jenks for No More Than \$30,000, for a Feasibility Study on the Best Ways to Remove PFAS for the City's Water Supply.**

Motion: C. Weil  
Second: C. Hinson

Vote: C. Caruso, C. Chiper, C. Caruso

**NEW BUSINESS:**

**ALDER STREET AND 9TH STREET CROSSWALK ISLANDS**

C.A. Dahl outlined the ADA requirements and the planned work on Alder Street and 9th Street, including speed bump installation and asphalt repairs. C. Nelson inquired about the scope of the contracted work and whether any additions had been made. C.A. Dahl confirmed the project largely reflects the original scope and remains within the budgeted amount; discussion ensued.

**ACTION: Motion to Approve Resolution No. 2025-03, a Resolution Repealing Resolution No. 2014-15 and Removing the Limitation on the Use of Funds Paid by Portland General Electric in Consideration for its Use of Public Row in Accordance with its Franchise Agreement.**

Motion: C. Weil

Second: C. Hinson

Vote: C. Caruso, C. Chiper, C. Nelson

**COUNCIL CONCERNS AND COMMITTEE REPORTS**

- C. Nelson requested an update on the car lot. C.A. Dahl responded that all involved attorneys are in ongoing discussions, and City Planner Doug Rux has been brought in to address the legal aspects of the lot's use. A brief discussion followed.
- C. Weil inquired about the greenway along Dogwood Drive, Hawthorne Court, and the corner leading onto 3rd Street, noting that the area has not been maintained
- C. Hinson asked for the water committee to meet after the budget ended.
- C. Chiper inquired about the trailers on Fox Farm Road, noting they are required to be on asphalt but currently were not. He also asked clarification on the responsibilities of certain committees and suggested the possibility of combining some committees for efficiency.
- C. Caruso inquired about the maintenance responsibility for the planters between the sidewalks and streets on 9th Street - whether it falls to property owners or Public Works. C.A. Dahl clarified that the trees are maintained by Public Works. A brief discussion followed, during which Caruso suggested creating an ordinance to formally assign maintenance responsibilities to property owners, to avoid adding tasks to Public Works. He also mentioned attending the rural fire district meeting the previous evening.

**MAYOR'S REPORT**

None.

**CITY ADMINISTRATOR'S REPORT**

- C.A. Dahl announced that the next Budget meeting is scheduled for May 14th and will include Urban Renewal and financials through March.
- An item will be added to the agenda for the next council meeting regarding the estimates for the transient lodging tax abatement agreement, in relation to the proposal presented at a recent meeting for the new hotel.
- C.A. Dahl recent met with Clay Downing regarding the Sander Estate Park and the financials associated with the project.
- He will be meeting other city managers on Thursday in Carlton to discuss the water issues within Yamhill County.

**PUBLIC COMMENTS**

None.

The meeting was adjourned at 8:26 P.M.

  
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Storr Nelson, City Council President

Attest:

  
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Steve Dahl, City Administrator/Recorder