

City of Dundee
City Council Meeting Minutes
June 18, 2024

CALL TO ORDER

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

COUNCIL AND STAFF ATTENDANCE

Attendance Mayor David Russ, City Councilor President, Storr Nelson, City Councilors Bruce Starr, Tim Weaver, Jeannette Adlong, and David Ford. Absent: David Hinson.

Staff Attendance: City Administrator, Steve Dahl; City Attorney, Matthew Kahl; City Engineer, Greg Reid; Fire Chief, Brandon Hamilton; Accountant/Payroll Specialist, Melissa Lemen; Administrative Assistant, Melody Osborne; Public Works Superintendent, Chuck Simpson; Wastewater Treatment Plant Operator, Jared Nunley; Public Works, Patrick Kelly and Bernie Malis and Administrative Assistant / City Recorder, Kenzie Nagel.

Via Zoom: Public Works, Glen Wolfe.

Public Attendance:

John Southgate, John Southgate LLC and Rob Daykin, 720 SW Scotsman Court.

Via Zoom: Alex Chiper, 520 SW 5th Street.

AGENDA CHANGES

None.

PUBLIC HEARING

3.1 Resolution No. 2024-08, Adopting the Budget for FY 2024-2025

Mayor Russ called to order the public hearing for adopting the fiscal year 2024-2025 budget.

C.A. Dahl explained that the resolution approving the fiscal year 2024-2025 budget, starting on page three of the agenda packet. He also noted changes within the proposed and suggested budget.

Discussion ensued about miscalculations, as there were slight differences on page three and page five of the agenda packet.

Melody Osborne approached Council and addressed concerns and questions of the 5% COLA salary increase given the budgetary limitations. She compared the City of Portland and the City of Dundee's salary wages, noting that employees in their same position in a different city are doubled in wage. Osborne explained that the City of Dundee is small, but everyone has an overload of work that would make the 5% increase appropriate. To conclude, she encouraged Council to note that over the years, employees have needed to get second jobs to make ends meet and losing any employee would create a major impact not only to the budget but to the city.

Rob Daykin approached Council and asked for clarification that Resolution No. 2024-08 reflected the 5% salary increase, to which C.A. Dahl confirmed that it was. Daykin then addressed that the Urban Renewal transfer funds going to the Street CIP fund were not shown in the budget and suggested recognizing that revenue before adopting the budget; discussion ensued. He acknowledged that the amount of \$145,967 be transferred into the Street CIP. Daykin also inquired that the police and fire funds should be moved into the general fund. Lastly, Daykin mentioned that he never received an analysis of the administration charges within the budget.

Discussion ensued regarding the concerns provided during public comment and calculations within the budget. A motion was first and seconded to approve Resolution No. 2024-08 with changes of moving the items of police and fire funds into the general fund and altering the final total appropriation and unappropriated amounts. After further discussion, the consensus of Council was to postpone the motion and schedule a continuation of the public hearing with a special meeting on June 18th.

PUBLIC COMMENT

Daykin voiced concern regarding the potential speed bump installment on Alder Street. He suggested conducting another speed study and at the exact location of where the speed bump would be installed to indicate whether a speed bump is necessary.

CONSENT AGENDA

Action: To approve the Consent Agenda

- 5.1 City Council Minutes, June 4, 2024**
- 5.2 Fire Department Report – May 2024**
- 5.3 City Council Goals**
- 5.4 Budget Summary**
- 5.5 Financial Report Ending April 30, 2024**

ACTION: Motion to accept the Consent Agenda.

Motion: C. Nelson
Second: C. Starr
Vote: Unanimous in favor

OLD BUSINESS:

ACCEPT DESTINATION DUNDEE TOURISM PLAN

M. Russ voiced his concerns about approving the tourism plan. C. Starr clarified that the plan was developed with input from citizens and existing ideas, emphasizing that it represents a list of suggestions and is not intended as legislative action. Discussion ensued, with other council members

expressing their support for C. Starr’s comments on the plan. C. Adlong concurred with several points raised by the mayor and C. Starr, noting that the ideas could be reviewed and assessed later on. C. Ford added that Council would decide whether any implementations from the plan could be executed.

ACTION: Motion to accept Destination Dundee: A Community Vision Plan.

Vote in favor: C. Starr, C. Adlong, C. Ford, C. Weaver, C. Nelson
Vote nay: M. Russ

RESOLUTION 2024-10, DEVELOPMENT AGREEMENT WITH SOFAR

C.A. Dahl noted that with the Urban Renewal Agency recently approved the development agreement with SOFAR, LLC. and needed Council to officially approve this resolution.

ACTION: Motion to accept Resolution No. 2024-10, Development Agreement between the City of Dundee and SOFAR, LLC.

Motion: C. Nelson
Second: C. Ford
Vote: Unanimous in favor

From the audience, Daykin made aware that the ‘Exhibit A’ was not included in the agenda packet and would’ve liked to see the agreement details. C.A. Dahl noted that this was already accepted by the Urban Renewal Agency but could send a copy of the agreement to him. Discussion ensued regarding whether the full agreement needed to be attached before approving a motion. The consensus of Council was to postpone the motion until the special meeting, when all documents were attached to the Resolution.

NEW BUSINESS:

RESOLUTION 2024-06, MUNICIPAL SERVICES

Council conducted a concise review of Resolution No. 2024-06.

ACTION: Motion to approve Resolution No. 2024-06, Certifying Municipal Services Provided by the City of Dundee.

Motion: C. Ford
Second: C. Starr
Vote: Unanimous in favor

RESOLUTION 2024-07, STATE SHARED REVENUES

Council briefly reviewed Resolution No. 2024-07.

ACTION: Motion to approve Resolution No. 2024-07, Declaring the City’s Election to Receive State Revenues.

Motion: C. Ford
Second: C. Nelson
Vote: Unanimous in favor

RESOLUTION 2024-09, SALARY SCHEDULE

M. Russ clarified that the salary schedule reflected the 5% increase; to which C.A. Dahl confirmed that was accurate.

ACTION: Motion to approve Resolution No. 2024-09, Establishing Employee Compensation Rates and the HRA VEBA Contribution Amount for Fiscal Year 2024-2025.

Motion: C. Adlong
Second: C. Ford
Vote: Unanimous in favor

COUNCIL CONCERNS AND COMMITTEE REPORTS

C. Adlong expressed frustration regarding the gas station’s lack of available attendants to assist with fueling. She highlighted the potential negative impact on revenue, as customers may avoid the station due to the absence of service. C. Adlong inquired about the possibility of discussing this issue with the gas station’s management, emphasizing that, by law, an attendant is required to be present to assist with fueling. Discussion followed concerning the requirement for an attendant to be available for pumping gas. C. Starr asked C.A. Dahl to research the enforcement regulations to clarify this matter.

C. Starr requested more information regarding the potential installation of a speed bump on Alder Street, as he was not a member of Council at the time of the initial discussion. Discussion ensued clarifying that, over the years, the installation of a speed bump had been considered due to complaints from neighboring residents about speeding on that street. C. Starr expressed his opposition to the installation of a speed bump and supported Daykin’s suggestion of conducting a speed study on Alder Street. Further discussion continued as most council members observed that the narrower street had naturally slowed down traffic, making the road feel safe for pedestrians.

MAYOR’S REPORT

None.

CITY ADMINISTRATOR’S REPORT

- C.A. Dahl asked if Council wanted to have a meeting on July 2nd
- A water filling and bike repair stations have been ordered for tipsu palach Park

PUBLIC COMMENT

None.

EXECUTIVE SESSION

The Council met in Executive Session in accordance with ORS 192.660 (2) (e) to conduct deliberations with persons designated by the governing body to negotiate real property transactions.

The City Council did not reconvene, and the Executive Session was adjourned at 8:22 P.M.

The meeting was adjourned at 8:23 P.M.



David Russ, Mayor

Attest:



Steve Dahl, City Administrator/Recorder