

City of Dundee
City Council Meeting Minutes
July 15, 2025

CALL TO ORDER

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

COUNCIL AND STAFF ATTENDANCE

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

Staff Attendance: City Administrator, Steve Dahl; City Attorney, Ashley Wigod; Accounting / Payroll Specialist, Melissa Lemen; Glen Wolfe, Patrick Kelly, Jerad Nunley and Bernie Malis, Public Works; Public Work Superintendent, Chuck Simpson; Melody Osborne, Administrative Assistant, David Salazar, Jeremy Nelson and John Angel, Fire Department. Accounting, Morgan Lemen and Administrative Assistant / Assistant City Recorder, Kenzie Nagel.

Via Zoom: Fire Chief, Brandon Hamilton and Accounting, Crystal Roach.

Public Attendance:

Mariah Lemen, City of Newberg; Kit Johnston, Yamhill County Commissioner; Megan Osborne, 680 SE 9th Street; Pete Donor, 780 SE Locust Street and Bob Long, CwM-H2O.

Via Zoom: Dennis Lemen, Newberg resident; Jamie Wolfe.

Four unidentified zoom attendees: Nicholson, Bethany, Guest and Kimberley Crosman.

AGENDA CHANGES

C.A. Dahl noted that there have been two more executive sessions added to the agenda; ORS 192.660 2(h) to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation likely to be filed and ORS 192.660 2(f) to consider information or records that are exempt by law from public inspection.

PRESENTATION

Bob Long with CwM-H2O approached Council to discuss the water rights extension request for the city's water and water improvements. Long provided a physical presentation slideshow to each council member. A detailed report was also provided in the agenda packet starting on page three. After Long's presentation concluded, council members began with various questions. C. Nelson asked about the water loss reporting and inquired about the water springs and their flow. M. Ford inquired about where the primary source of water loss was and the occurring rate. C. Hinson asked for confirmation that applications have been filled out. C. Chipper inquired about the state of Well #10 and there was a cracked casing. Long responded to these questions and a brief discussion followed including that Well #10 was severely damaged that fixing would be difficult, there was information regarding the springs in the memo in the agenda packet.

Mayor Ford wanted to announce that Yamhill County Commissioner Kit Johnston was in attendance and wanted to take a moment before the public comment to have him provide updates within the county. Johnston approached Council and announced that there would be a new Yamhill County Campus building and was underway of being complete and should be functioning early 2026. He also confirmed that the transit legislative was underway and quickly announced that the Yamhill County Fair was coming up at the end of the month.

Before public comment commenced, Mayor Ford acknowledged multiple city staff in attendance and wanted to provide insight that there would be an executive session and would be more than happy to hear staff testimony.

PUBLIC COMMENT

Melody Osborne approached Council and began regarding C.A. Dahl's employment. She emphasized that he was not hired for budgetary reasons yet has made significant contributions to various projects and grants. She also stated that many staff members have remained with the city because of C.A. Dahl, and that his departure could be catastrophic for both the city and its staff. She went on to explain the workload of each employee and how challenging it would be if someone were to leave, especially since cross-training has not yet been implemented due to the current workload demands. She acknowledged the issues of low pay, long hours, and how many employees don't have pay raises. Pausing her remarks, she noted that one staff member from each department would also be speaking on behalf of their department.

Bernie Malis approached Council on behalf of Public Works, noting that through working with C.A. Dahl, they have been able to communicate effectively with him – something he emphasized as essential. He also stated that in his over 20 years of experience in the Public Works field, the level of communication under C.A. Dahl's management has been the best he has encountered.

John Angel approached Council on behalf of the fire department and expressed that since C.A. Dahl's arrival three years ago, the department has experienced numerous positive changes, including more staff and volunteers, improved training, increased revenue, and top-tier equipment for calls and deployments – all of which, he stated, would not have been possible without C.A. Dahl's leadership. He highlighted the support C.A. Dahl has consistently provided to the department and noted the benefit of maintaining a well-staffed team, including the transition to 24-hour staffing that has increased the quality of fire and emergency responses. He ended by stating C.A. Dahl's willingness to work well with F.C. Hamilton as well as his transparency and open-door policy has been appreciated with all fire department members.

Osborne reapproached Council to conclude her remarks, noting that every single employee, including deployed volunteers, were present in support. She also pointed out that the cost associated with hiring a new administrator – including a severance package and the hiring process itself – seemed questionable considering the budget standing. She then suggested outsourcing budgeting tasks to provide support to

C.A. Dahl. Osborne ended her speech by stating that, due to the lack of communication between Council and staff, employees felt it necessary to unionize.

CONSENT AGENDA

Motion to approve the Consent Agenda

4.1 Police Report Ending June 30, 2025

Motion: C. Weil

Second: C. Chipper

Vote: C. Weaver, C. Caruso, C. Nelson, C. Hinson, M. Ford

OLD BUSINESS:

AUDIT SERVICES CONTRACT

C.A. Dahl stated that the audit services contract were ready for approval.

ACTION: I move to Accept the Professional Services Agreement Between the City of Dundee and Umpqua Valley Financial for Audit Services.

Motion: C. Chipper

Second: C. Hinson

Vote: C. Caruso, C. Weil, C. Weaver, C. Nelson, M. Ford

AKS ENGINEERING SERVICES CONTRACT

C.A. Dahl said that the engineering contracts from AKS Engineering and Kennedy Jenks was presented at the last meeting and had the rate information as requested in the last meeting.

ACTION: I move to Accept the Professional Services Agreement Between the City of Dundee and AKS Engineering & Forestry.

Motion: C. Nelson

Second: C. Weaver

Vote: C. Chipper, C. Weil, C. Hinson, M. Ford; C. Caruso

KENNEDY JENKS ENGINEERING SERVICES CONTRACT

C.A. Dahl explained that Kennedy Jenks has been used for water and sewer projects and would like to continue to use them for their services. A brief discussion followed regarding the capabilities of both AKS and Kennedy Jenks to perform the required work.

ACTION: I move to Accept the Professional Services Agreement Between the City of Dundee and Kennedy Jenks Consultants.

Motion: C. Weaver

Second: C. Nelson

Vote: C. Chiper, C. Caruso, C. Hinson, C. Weil, M. Ford

CWM-H2O WATER RIGHTS EXTENSION

C.A. Dahl explained that in addition to the presentation, a memo was provided starting on page 56 of the agenda packet. A brief discussion ensued.

ACTION: I move to Allow the Attorney's to Review the Water Right Extension from CwM-H2O.

Motion: C. Chiper

Second: C. Nelson

Vote: C. Caruso, C. Weil, C. Hinson, C. Weaver, M. Ford

NEW BUSINESS:

RESOLUTION NO. 2025-12; TGM GRANT APPLICATION

C.A. Dahl explained the purpose of the Transportation Growth Management purpose and how if approved, it would support city growth. He also stated the good work Bethany Caruso has been doing. A report was provided on page 107 of the agenda packet.

ACTION: Motion to Approve Resolution No. 2025-12, a Resolution Approving the Application for a TGM Grant for the City of Dundee.

Motion: C. Weaver

Second: C. Nelson

Vote: C. Weil, C. Chiper, C. Caruso, C. Hinson, M. Ford

COUNCIL CONCERNS AND COMMITTEE REPORTS

- C. Nelson said that since the vehicles have been removed and inquired about if a single fine has been sent; a brief discussion ensued
- C. Caruso inquired whether the McDonald's rumors were true; C.A. Dahl responded that a preapplication has been submitted but certain requirements were still needing to be approved to proceed further
- C. Chiper said that the marathon on Sunday was a success and thanked those who attended and CPRD for coordinating the event

MAYOR'S REPORT

- Mayor Ford thanked C. Chiper for taking his weed wacker and cleaning up the corner of 5th St.
- He thinks sending a thank you note to CPRD regarding the marathon was a good idea
- He would like to initiate the work groups and start to have monthly updates on each group
- He would like to get a move on the school property and park property going into August

CITY ADMINISTRATOR'S REPORT

- C.A. Dahl reported that he has been working on getting an application regarding the tent
- The second set of letters has been mailed out regarding mowing grass
- Multiple fire fighters and volunteers including F.C. Hamilton have been deployed

PUBLIC COMMENTS

None.

EXECUTIVE SESSION

The Dundee City Council met in Executive Session in accordance with ORS 192.660 2 (i) to review and evaluate the employment-related performance of the chief executive officer or any public body, a public officer, employee or staff member who does not request an open hearing.

The Dundee City Council met in Executive Session in accordance with ORS 192.660 2 (h) to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

The Dundee City Council met in Executive Session in accordance with ORS 192.660 2 (f) to consider information or records that are exempt by law from public inspection.

The Dundee City Council did reconvene at 9:57 P.M.

ACTION: Motion to Authorize the Mayor and City Council President to Continue Negotiate the Future Employment of the City Administrator.

Motion: C. Weaver

Second: C. Chiper

Vote: C. Weil, C. Nelson, C. Hinson, C. Caruso, M. Ford

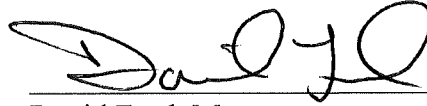
ACTION: Motion to Allow City Attorney to Accept Services in Litigation Filed Against the City Related to Claim from Construction.

Motion: C. Nelson

Second: C. Hinson

Vote: C. Chiper, C. Caruso, C. Weil, C. Weaver, M. Ford

The meeting was adjourned at 9:59 P.M.



David Ford, Mayor

Attest:



Steve Dahl, City Administrator/Recorder