

**CITY COUNCIL MEETING  
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August 2, 2022**

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**City of Dundee  
City Council Meeting Minutes  
August 2, 2022**

**Call to Order**

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

**Council and Staff Attendance**

Mayor David Russ; Councilors Tim Weaver, and Ted Crawford. Attendance Via Zoom: Councilors Storr Nelson and David Ford. Absent: Councilor Jeannette Adlong.

Staff Attendance: Steve Dahl, City Administrator; Matthew Kahl, City Attorney; and Melissa Lemen, Administrative Assistant. Attendance Via Zoom: Chuck Simpson, Public Works Superintendent.

**Public Attendance**

Alex Chiper, 520 SW Fifth Street; Donald Olson, Owner, Torii Mor Winery, 18325 NE Fairview Drive; and Frank Patrick, Attorney, Torii Mor Winery.

**Agenda Changes**

None.

C.A. Dahl provided Council with an agenda report and materials for Review of 2021-2022 Budget Year, which will be added to the meeting agenda for the August 16, 2022 City Council meeting.

**Public Comment**

None.

**Consent Agenda**

A **motion** was made and seconded to approve Consent Agenda Item 4.1 City Council Minutes, July 19, 2022. **The motion** passed unanimously.

**Old Business**

**Sewer Lining Bids**

C.E. Dahl reviewed information contained in his agenda report on page 7. Brief discussion ensued. A **motion** was made and seconded to award Insituform Technologies, LLC the contract for Dundee Cured-In-Place Pipe Sewer Main Rehabilitation Project at a base bid of \$148,906.00. **The motion** passed unanimously.

**LOC Legislative Agenda**

Following discussion, the consensus of Council was to vote for the following 2023 Legislative Priorities:

1. Infrastructure Funding to Support Needed Housing
2. Property Tax Reform
3. Cybersecurity and Privacy

4. Transportation Safety Enhancement
5. Infrastructure Financing and Resilience

## **New Business**

### **Public Works Report**

Council discussed their concerns and stressed the importance of establishing standard operating procedures for the various public works maintenance activities which could include the creation of training manuals and maintenance schedules and/or logbooks to ensure tasks are completed appropriately. Council expressed concern that longtime employees have a vast amount of knowledge about the functions of public works though this information may not be recorded for use. C.A. Dahl indicated that he now has a better understanding of what the Council goal is and will work with Chuck Simpson, Public Works Superintendent, to assist in the development of this information.

C.A. Dahl briefly discussed that consideration will need to be given to replacing one of the public works trucks with a newer used one that has air conditioning; the State has changed some of the requirements for working in hot weather. C.A. Dahl suggested a 6-8 month timeframe for replacing the vehicle, though he will bring back more information for Council consideration at a future meeting.

## **Council Concerns and Committee Reports**

C. Ford referenced an email he received from Larry Moffett dated July 25, 2022, regarding Ordinance No. 575-2021, and pertaining to concerns about Moffett's neighbor at 1059 SW Upland Drive. C.A. Dahl reviewed that his understanding is that the neighbor above the Moffett's property had been placing cat food out front on of their property which was attracting skunks to the area. C.A. Dahl explained that following the passage of Ordinance No. 575-2021, it is his understanding that the previous City Administrator, Rob Daykin, spoke to that property owner regarding the issue and the cat food was removed from out front. Though this seemed to mitigate some of the issues for awhile, the concern is that now the property owner may be setting out cat food in the backyard. C.A. Dahl discussed that he is unable to view the backyard due to high growing blackberry bushes and fencing around the yard. He explained that Moffett has been paying an exterminator to remove skunks from the area for quite some time. C.A. Dahl noted that he is in the process of gathering what information he can and will discuss with the C.A. Kahl. Council discussed that the skunk issue is a public nuisance as well as a health concern; brief conversation ensued.

C. Ford referenced an email sent to Council on July 31, 2022 from resident Polly Peterson related to concerns about dogs kept outdoors in the hot weather at 159 SW 9<sup>th</sup> Street. C. Ford noted that though the issue is concerning, he felt it was unlikely that City Council or the City could take any city administrative actions. C.A. Dahl noted that he was not a recipient of the email; C. Ford will provide C.A. Dahl with a copy of the email so that he can check into the matter. A copy of the email was added to the record.

## **Mayor's Report**

None.

## **City Administrator's Report**

C.A. Dahl discussed that Fire Chief Hamilton has received a new map of the proposed fire districts; this will not be on the ballot this fall but the plan will be for the May 2023 ballot.

C.A. Dahl discussed that the Small Parks Grant will be reviewed in the middle of August; the city should find out shortly thereafter if they are a recipient.

C.A. Dahl informed that the water lines at tipsu palach park have been repaired. Also, he spoke with the contractor about the dead/dying trees at the park. The contractor offered to replace the trees in the fall when the weather is better to do so.

C.A. Dahl informed that he received one application for the city accounting position, though the person who submitted the resume has no accounting experience. He indicated that he will continue to search for a replacement.

C.A. Dahl explained that he has been involved in discussions with the school architects, along with C.E. Reid, regarding the new school. He explained that the school architects voiced that they do not wish to have the Newberg-Dundee trail located on the property as they feel there is a safety concern. C.A. Dahl pointed out his belief that even a sidewalk around the school property itself will likely become a walkway for many in the community as it is. He also explained that the architects conveyed that they do not wish to complete the 2/3 road construction on Edwards or Eighth Street.

C.A. Dahl informed that the fire department received the new fire truck yesterday; the city is now in the process of completing all of the necessary paperwork.

C.A. Dahl discussed that he is in search of someone who can complete the west entrance to Dundee sign. He explained that he has reached out to the person who completed the east entrance sign, though he has not yet received any response.

C.A. Dahl discussed that he met with Civil West and offered them payment in the amount of \$5,000 to satisfy the work they completed for the city. Civil West verbally agreed to writing off \$25,000 in costs in addition to the \$20,000 they've already written off. Brief discussion ensued. C.A. Dahl discussed his belief that the work submitted from Civil West is inadequate and is not useful for the city, though he felt that the costs of proving that in the court of law would be prohibitive. He advised Council that he will bring the contract to a future meeting once approved by the city attorney.

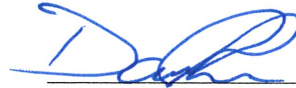
C.A. Dahl discussed that Staff is finishing up the water needs study (for the next 20 years), which should hopefully be complete and presented at the next Council meeting.

## **Public Comment**

Don Olson, owner, Torii Mor Winery, approached Council and introduced himself. He reviewed that he previously came before Council on September 7, 2021, and is present tonight to discuss the same. He introduced his attorney, Frank Patrick, who he indicated is in attendance to present his position. Atty Patrick discussed that they are present tonight to discuss Olson's application (T1CR 21-15) for the property located at 925 Highway 99W. He explained that the application appears to be "stuck" in process and they would like to know why so that they can move forward. M. Russ consulted Atty Kahl, who advised that if this application is going before the Planning Commission that it would not be appropriate for Council to discuss the application with them at this time. C.A. Dahl explained that he did speak with the city planner today, who indicated that he is working on the application; he is hopeful to receive information back by the end of the week though there is no guarantee of an exact timeframe. Atty Patrick voiced that the Code allowed exactly what their application was; he noted that by the passage of time the application was

approved because nothing was done with it at the city. Atty Patrick indicated that he would like to move forward so that he can litigate his client's damages. He indicated that he will reach out to the city attorney following the meeting.

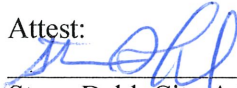
The meeting was adjourned at 7:46 P.M.



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David Russ, Mayor

Attest:



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Steve Dahl, City Administrator/Recorder