

**City of Dundee
City Council Meeting Minutes
August 5, 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 Chiper and David Hinson. Via Zoom: Councilor Michael Caruso.

Staff Attendance: City Administrator, Steve Dahl; City Attorney, Ashley Wigod; Public Works Superintendent, Chuck Simpson; Fire Chief, Brandon Hamilton (8:05 P.M.) and Administrative Assistant / Assistant City Recorder, Kenzie Nagel.

Public Attendance:

Pete Donor, 780 SE Locust Street and David Akerson, 875 SW View Crest Drive.
Via Zoom: Bethany Caruso, 179 SW 9th Street. One unidentified zoom attendee: Truman.

AGENDA CHANGES

Mayor Ford added 5.1 old business item – community water rate discussion after David Akerson’s public comment.

PUBLIC COMMENT

David Akerson approached Council to oppose the water rate increase, citing insufficient public outreach and the financial impact on the residents. After his comments, Council thanked him, and Mayor Ford suggested adding a brief discussion on water rates to Old Business.

CONSENT AGENDA

Motion to approve the Consent Agenda

- 4.1 City Council Minutes, June 25, 2025**
- 4.2 City Council Minutes, July 1, 2025**
- 4.3 City Council Minutes, July 15, 2025**
- 4.4 City Council Minutes, July 24, 2025**
- 4.5 City Council Work Session Minutes, March 20, 2025**
- 4.6 City Council Work Session Minutes, June 19, 2025**
- 4.7 Financial Report Ending June 30, 2025**

Motion: C. Weil

Second: C. Chiper

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

OLD BUSINESS:

COMMUNITY WATER RATE DISCUSSION

Mayor Ford asked if other Council members had received community feedback. C. Nelson noted some opposition to the rate increase but said most residents were understanding. Council then discussed whether to hold a separate work session or meet prior to the next council meeting, emphasizing the need for improved community engagement given past challenges. They suggested a public meeting notice in water bills, though Peter Donor from the audience pointed out that many customers use autopay and may miss the notice. After further discussion on effective communication methods, the consensus of council was to hold a work session one hour before the September 16th meeting.

NEW BUSINESS:

SOLE SOURCE EXEMPTION FOR PROCUREMENT REPAIRING EFFLUENT PLANT BLOWERS; RESOLUTION NO. 2025-13

C.A. Dahl gave a brief overview of the needed repairs to the plant blowers, with Public Works Superintendent Chuck Simpson available for questions. A detailed report was provided starting on page 40 of the agenda packet. A brief discussion followed.

ACTION: Motion to Approve Resolution No. 2025-13, a Resolution Authorizing a Sole Source Exemption for Procurement Repairing Effluent Plant Blowers.

Motion: C. Nelson

Second: C. Chiper

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

COPIER LEASE

C.A. Dahl briefly explained that the copier lease was ending, and staff recommended renewing with Ricoh due to reliable service and repairs. C. Nelson asked about the volume and frequency of black-and-white and color copies. A brief discussion followed on reducing costs and time by transitioning to digital council packets and printing only as needed. C. Nelson noted his device would need an update.

ACTION: Motion to Approve Authorizing the City Manager to Sign the Lease Agreement with Ricoh for Copier Services.

Motion: C. Weaver

Second: C. Nelson

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

CONSULTANT TO ASSIST WITH INTERIM CITY ADMINISTRATOR RECRUITMENT

Mayor Ford opened discussion on the interim city administrator recruitment, noting that the Mid-Willamette Valley Council of Governments (MWVCOG) estimated the process would cost as least \$10,000. He suggested using Council resources. City Atty. Wigod offered input, followed by brief discussion. He proposed holding a work session before the next council meeting. Council reached consensus for three members to lead the recruitment and present one recommendation at the next meeting.

ACTION: Motion to Authorize Mayor Ford and Councilors Hinson and Weaver as a fact gathering group to collect resume, interview and present to council for consideration an interim city administrator.

Motion: C. Nelson

Second: C. Chiper

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

INTERIM CITY ADMINISTRATOR RECRUITMENT; RESOLUTION NO. 2025-14

City Atty. Wigod noted that the current resolution was drafted for use with MWVCOG's services and would need to be revised based on the recent discussion. A brief discussion followed, and council agreed to redraft the resolution for approval at the next meeting.

APPOINT ACTING CITY ADMINISTRATOR

C. Nelson suggested appointing F.C. Brandon Hamilton as acting city administrator until an interim is hired. A brief discussion followed, including how to proceed if F.C. Hamilton is deployed to a conflagration, which would be addressed if needed. Mayor Ford emphasized the role would be very temporary to ensure staff have support for immediate needs.

ACTION: Motion to Appoint Fire Chief Brandon Hamilton as Acting City Administrator Until Such Time That the City Hires an Interim City Administrator.

Motion: C. Nelson

Second: C. Weaver

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

COUNCIL CONCERNS AND COMMITTEE REPORTS

- C. Nelson quickly mentioned that he and Mayor Ford attended a regal water works group in McMinnville regarding water; a brief discussion ensued
- C. Hinson inquired about getting a budget letter out from Council
- C. Weil noted a federal grant and potentially applying
- C. Chiper inquired about an update on Sander Estate Park

- C. Nelson asked for an update on the car lot, tent structure, and how to go about a garbage complaint; discussion ensued noting that the car lot was starting to comply, no permitting yet for the tent structure and the city attorney suggested a possible abatement process but would need to speak with the city administrator to start the process
- C. Caruso asked for an update on the sidewalk on 9th Street by the market as nothing has been done to fix the potential tripping hazard it could cause; C. Nelson said that talking with the general contractor to get this fixed

MAYOR'S REPORT

- Mayor Ford noted that he wrote an article for Enterprise Magazine, and he would send the article to Kenzie to distribute to Council to read
- He thanked C.A. Dahl for his many years as city administrator and wished him luck in what comes next for him

CITY ADMINISTRATOR'S REPORT

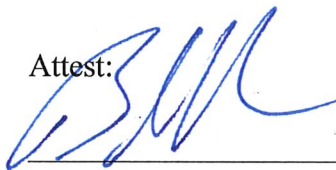
- C.A. Dahl confirmed that Senate denied the retired safety fire vehicle
- An overview of all projects was provided in council mail folders
- August 20th – County Dinner and to RSVP to Kenzie by the 13th if wanting to attend
- August 9th – Dundee Fire Station will be hosting a fundraising event from 12 p.m. to 10 p.m.

PUBLIC COMMENTS

None.

The meeting was adjourned at 8:15 P.M.

Attest:



Brandon Hamilton, Acting City Administrator



David Ford, Mayor