

**City of Dundee  
City Council Meeting Minutes  
August 20, 2024**

**CALL TO ORDER**

City Council President Storr Nelson called the meeting to order at 6:59 P.M.

**COUNCIL AND STAFF ATTENDANCE**

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

Staff Attendance: City Administrator, Steve Dahl; City Attorney, Matthew Kahl; Administrative Assistant, Melody Osborne and Administrative Assistant / Assistant City Recorder, Kenzie Nagel.

Public Attendance:

Alex Chipper, 520 SW 5<sup>th</sup> Street, Peter Donor, 780 SE Locust Street and Samantha Ridderbusch, Comcast Cable.

**AGENDA CHANGES**

None.

**PUBLIC COMMENT**

Peter Donor approached Council and inquired about the possibility of being able to see past years' statistics compared to the monthly statistics given in the police reports for Dundee.

**CONSENT AGENDA**

**Motion to approve the Consent Agenda**

- 4.1 City Council Minutes, July 16, 2024**
- 4.2 City Council Minutes, August 6, 2024**
- 4.3 Police Report Ending July 2024**

C.A. Dahl made note of a new copy with minor changes to the August 6, 2024, meeting minutes.

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

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

**OLD BUSINESS:**

## **ORDINANCE 587-2024, COMCAST FRANCHISE FEE AGREEMENT**

City Atty. Kahl provided an explanation of the Comcast agreement. A discussion ensued, focusing on various sections within the agreement. A copy of the agreement was provided on page 12 of the agenda packet. He then introduced Samantha Ridderbusch from Comcast to address any questions Council might have regarding the agreement. Discussion followed concerning the underground work involving utility companies.

**ACTION: Motion to Approve the First Reading of Ordinance 587-2024 by Title Only.**

Motion: C. Ford

Second: C. Starr

Vote: Unanimous in favor

## **APPROVAL OF UNION AGREEMENT**

C.A. Dahl gave an updated agreement that included more detailed information regarding the union agreement. He highlighted that revisions were made to enhance specificity and clarity; discussion ensued.

**ACTION: Motion to Accept the Changes to the Union Contract as Presented.**

Motion: C. Starr

Second: C. Weaver

Vote: Unanimous in favor

## **NEW BUSINESS:**

### **BUILDING FEE INCREASE**

C.A. Dahl explained that the last increase in building fees occurred in December 2021. He recommended an increase factoring in the cost of living. C.A. Dahl mentioned that he was sharing this now with the intention of seeking approval at a later date. A discussion followed pertaining to the process and how the increase would effectively cover the cost of the in-office work and technology fees.

### **ENGINEERING FEE INCREASE**

C.A. Dahl explained that the last time the city increased its construction permit fees was in September 2015. He recommended an increase in the cost of living well to offset construction costs and technology fees. C.A. Dahl also noted that he was sharing this now with the intention of seeking approval at a future council meeting. A discussion followed regarding the proposed rate changes and how the increase would cover the cost of the staff time.

## **WATER TANK ISSUE**

C.A. Dahl informed Council of a leak found under a water tank in the vineyard above the city. Staff contacted Marine Industrial Tank Diving and Coating for inspection and cleaning. Discussion followed on the process of cleaning the tank without emptying it. Administrative Assistant Kenzie Nagel shared a video with Council showing the extent of the leak. C.A. Dahl explained that he was contacting companies specializing in water tanks to obtain estimates for replacing all the water lines under tank. He noted that the goal was to fix the leak by early October; otherwise, repairs would need to wait until spring when the weather improves. Discussion ensued about the water lines and tank.

## **COUNCIL CONCERNS AND COMMITTEE REPORTS**

C. Ford mentioned attending the Party in the Park, noting its excellent turnout. He also highlighted that the recent newsletter had outdated information and stressed the importance of timely distribution. Lastly, he inquired about the 9<sup>th</sup> Street project and a brief discussion ensued.

## **MAYOR'S REPORT**

None.

## **CITY ADMINISTRATOR'S REPORT**

- C.A. Dahl provided an update on the ERP Grant and finishing of the project
- Spoke to Don Clements with Chehalem Park and Recreation District regarding the presumed road work on 5<sup>th</sup> Street in November
- Discussion with SKB about the incoming hotel
- Waste Management meeting to get the details on the September 14<sup>th</sup> pick up event
- Agreement with Terrain about their project
- Council mail folders – monthly fire reports for June and July as well as a copy of the Chaplain Services Contract. C.A Dahl said that these materials would be go in the next council meeting for approval

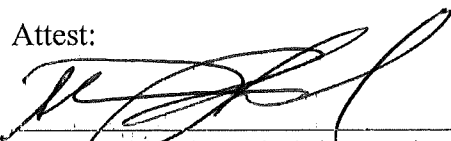
## **PUBLIC COMMENT**

None.

The meeting was adjourned at 7:59 P.M.

  
\_\_\_\_\_  
Storr Nelson, City Council President

Attest:

  
\_\_\_\_\_  
Steve Dahl, City Administrator/Recorder