

**City of Dundee**  
**Special City Council Meeting Minutes**  
**December 20, 2021**

**Call to Order**

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

**Council and Staff Attendance Via Zoom**

Mayor David Russ; Councilors Tim Weaver, Storr Nelson, Ted Crawford, Jeannette Adlong, David Ford, Patrick Kelly and David Ford. Staff Attendance: Bill Monahan, City Attorney; Peter Hicks, City Attorney; and Melissa Lemen, Administrative Assistant.

**Public Attendance Via Zoom**

Scott Dadson, Executive Director, Mid-Willamette Valley Council of Governments (MWVCOG).

**Amendments to the Agenda**

M. Russ added **Approval of an Interim Contract for a City Administrator** to the meeting agenda.

**Executive Session**

The City Council entered into Executive Session at 7:02 P.M. in accordance with ORS 192.660 (2) (a) to consider the employment of a public officer, employee, staff member or individual agent.

Executive Session ended at 7:24 P.M. and Council reconvened.

**Approval of an Interim Contract for a City Administrator**

M. Russ reviewed the proposed terms/costs for an interim position as submitted from present city administrator, Rob Daykin; a copy of the terms proposed were emailed to City Council and have also been added to the meeting agenda materials. Brief discussion ensued; eligibility for benefits will need to be determined, including PERS. Council voiced appreciation for the willingness of Rob Daykin to continue working in a part-time city administrator capacity. **A motion** was made and seconded to authorize the Mayor and the City Attorney to negotiate a temporary employment agreement with Rob Daykin following the terms that have been suggested by Mr. Daykin. The motion was amended to include authorization for the Mayor to sign that interim Agreement prior to January 1, 2022. **The amended motion** passed unanimously.

Mayor Russ announced that there will be a Special City Council meeting on January 6, 2022 at 7:00 P.M. via ZOOM to meet in executive session to interview potential city administrator candidates.

The meeting was adjourned at 7:33 P.M.

  
\_\_\_\_\_  
David Russ, Mayor

Attest:

  
\_\_\_\_\_  
Melissa Lemen, Administrative Assistant