

MINUTES
DAYTON CITY COUNCIL
REGULAR SESSION
MARCH 6, 2017

PRESENT: Mayor Elizabeth Wytoski
Councilor John Bixler
Councilor Kitty Mackin
Councilor John Collins

ABSENT: Councilor Trini Marquez
Councilor Darrick Price
Councilor Erin Taylor

STAFF: Scott Pingel, City Manager
Rochelle Roaden, City Recorder

A. CALL TO ORDER & PLEDGE OF ALLEGIANCE

Mayor Wytoski called the meeting to order at 6:30 pm and those present gave the Pledge of Allegiance.

B. ROLL CALL

Mayor Wytoski noted there was a quorum with Councilors Bixler, Mackin, and Collins. Mayor Wytoski noted the absence of Councilor Marquez, Price and Taylor.

C. APPEARANCE OF INTERESTED CITIZENS

No one present.

D. CONSENT AGENDA

1. **Approval of Meeting Minutes**
 - a. **Working/Special Session, January 17, 2017**

JOHN BIXLER MOVED TO APPROVE THE MINUTES OF THE REGULAR SESSION OF JANUARY 17, 2017. SECONDED BY JOHN COLLINS. Motion carried with Bixler, Collins, Mackin and Wytoski voting aye. Marquez, Price and Taylor absent.

E. ACTION ITEMS

1. **Presentation on Potential Dayton Landing Park Improvements – Brett Henry**

Brett Henry, Parks Manager for Yamhill County, gave a presentation on potential improvements to the Dayton Boat Landing. His hope is to form a partnership between the City of Dayton and Yamhill County to make the needed improvements to this park which is owned by Yamhill County but within the Dayton city limits. He explained that to qualify for OSMB Facilities grant, it will need to have 15 boat/trailer parking places which the Marine Board is proposing. The vision includes a new floating fishing dock, repairing the stairs and boat ramp, bathrooms, LED lighting, and green space with a picnic area with an initial cost

estimate of approximately \$585,000 to be completed over the next 3 years. HB2320, dedicated funding for non-motorized boating areas, if passes, could also help with funding. Discussion continued.

Mayor Wytoski commented that this is the first proposal she has seen which included green space and a dock so that is encouraging. She believes there is opportunity to include more green space. Additionally, she would like to see a comparison of this plan with the flood plane to make sure the restrooms are not build under the flood line. Overall, she is very pleased with the new proposal.

Councilor Bixler supports the new plan and is excited about having green space. Councilor Collins commented the he likes the trail connecting system in the plan and supports the new vision. Councilor Mackin is excited about the dock and allowing wheelchair access there and to the picnic area.

2. **Re-Appointment of Planning Commissioner**

JOHN BIXLER MOVED TO APPOINT GARY WIRFS TO THE PLANNING COMMISSION. SECONDED BY KITTY MACKIN. *Motion carried with Bixler, Collins, Mackin and Wytoski voting aye. Price, Marquez, and Taylor absent.*

3. **Liquor License Renewals**

Scott Pingel presented the Staff Report for Liquor License renewals including data for alcohol related accidents.

4. **Approval of Resolution 16/17-7 Authorizing Wastewater System Loan and Grant**

JOHN COLLINS MOVED APPROVAL OF RESOLUTION 16/17-7 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DAYTON AUTHORIZING AND PROVIDING FOR THE INCURRENCE OF INDEBTEDNESS FOR THE PURPOSE OF PROVIDING A PORTION OF THE COST OF ACQUIRING, CONSTRUCTING, ENLARGING, IMPROVING, AND/OR EXTENDING ITS WASTERWATER SYSTEM FACILITY TO SERVE AN AREA LAWFULLY WITHIN ITS JURISDICTION TO SERVE. SECONDED BY KITTY MACKIN. *Motion carried with Bixler, Collins, Mackin and Wytoski voting aye. Price, Marquez, and Taylor absent.*

5. **Approval of Andrew Smith Park Lighting Project**

John Collins commented that down lighting is better than a wall pack. The manufacturer (RAB Lighting) makes down lights which shoot down and would be more effective lighting. Scott Pingel will get a cost on the down lights vs wall packs and use them if within budget. If they exceed the \$11,000 budget then the downlights will be purchased in addition to the wall packs.

KITTY MACKIN MOVED TO APPROVE INSTALLING LIGHTING AT ANDREW SMITH PARK ACCORDING TO THE PROPOSAL FROM GPEC WITH A BUDGET OF \$11,000. SECONDED BY JOHN BIXLER. *Motion carried with Bixler, Collins, Mackin and Wytoski voting aye. Price, Marquez, and Taylor absent.*

6. **Award 3rd Street ADA Improvements Project**

Scott Pingel explained that bids have come in higher than the original engineer's estimate due to contractors including contingency costs worth twice their install costs because ODOT's new strict regulations on slope and grade. This has resulted in contractors having to rip out their work once and in some cases twice so they are now including those costs in their bids.

JOHN COLLINS MOVED TO AWARD THE CONTRACT FOR THE ODOT PEDESTRIAN IMPROVEMENTS (CHURCH, MAIN, FERRY & ALDER) TO CONTRETE SOLUTIONS WITH A MAXIMUM BUDGET OF \$86,225 CONTINGENT UPON ODOT FUNDING THE OVERBUDGET AMOUNT. IF ODOT IS UNABLE TO FUND THIS AMOUNT THIS CONTRACT WOULD COME BACK TO THE CITY COUNCIL. SECONDED BY JOHN BIXLER. *Motion carried with Bixler, Collins, Mackin and Wytoski voting aye. Price, Marquez, and Taylor absent.*

7. **Adoption of FY17-18 Strategic Plan Goals**

John Collins remarked that due to the presentation by Brett Henry, should the Dayton Landing Park Improvements project under Goal C be changed from a 4 to a 2? Council concurs.

JOHN BIXLER MOVED TO ADOPT THE FY 2017-18 STRATEGIC PLAN GOALS AS AMENDED ON GOAL C. SECONDED BY KITTY MACKIN. *Motion carried with Bixler, Collins, Mackin and Wytoski voting aye. Price, Marquez, and Taylor absent.*

8. **Preliminary FY2017-18 Budget Discussion: General Fund, Local Option Tax Levy,**

Revenue Sharing Fund, Parks Capital Fund

Scott Pingel discussed the overall budget assumptions for the 2017-2018 budget including a 3% COLA and a not to exceed 5% increase for health insurance. For the General Fund, the Transient Lodging Tax revenues should be approximately \$50,000 and therefore he recommends transferring more than 70% which is required to be used for tourism related activities to the Shared Revenue Fund to shore up that Fund.

Additionally, the restriction on renting the Community Center only to residents ends on May 5th. Staff will present information to the Council in the near future to determine how this changes the current rental policy and rates. Mayor Wytoski mentioned dealing with the gas stove pilot light issue in the next fiscal year. John Collins suggested renaming it as an Event Center. Perhaps Palmer Creek Lodge Event Center might help market it better as an event center. Discussion continued.

Scott presented the General Fund, the Local Option Tax Levy Fund, the Revenue Sharing Fund, and the Parks Capital Fund preliminary budgets.

Mayor Wytoski requested additional picnic tables be purchased including the handicap accessible tables. She would also like to find a similar product in a moveable bench. John Collins remarked that the old antique benches are quaint and it would be wonderful to find new ones in that design that are well built. Discussion continued.

Mayor Wytoski also suggested that opening up the bottom of the Block House for special occasions to the community would be a great idea. Discussion continued.

F. CITY COUNCIL COMMENTS AND CONCERNS

John Bixler attended the City County dinner which included a special presentation about the solar eclipse in August. He suggested purchasing viewing glasses. Scott Pingel remarked that Debra Lien, Librarian, has already ordered glasses which will be given out to the community during the Summer Reading Program and at Dayton Friday Nights.

John Collins gave an update on a recent Dayton Friday Night's meeting. The committee is working on booking about 18 bands. They are inquiring about the status of mobile food trucks in the park. Scott Pingel stated that he needs to bring a draft back which is on hold due to the current budget cycle. However, at earlier council discussions regarding mobile food trucks, it was agreeable to allow mobile food trucks for the special events so it's possible that option will be available.

Mayor Wytoski commented that for the Old Timers band, the Slim Jims were being looked at. But, Scott Archibald, on a Community Board discussion on Facebook, commented that he was booking Dusty Rust regardless and that they would play at his place if Old Timer's picked a different band. This would cause competing bands and would not be optimal. Discussion continued.

Kitty Mackin commented that the water meters were read on the 15th of the month. Scott Pingel remarked that we try to read around the 20th of the month but were earlier this month due to wand

issues and having to borrow equipment from another city. She further commented that she's seen reading being done as late as the 24th of the month. Rochelle Roaden, City Recorder, stated that if reading was done on the 24th it could have been a re-read to correct a miss read done earlier in the week. Kitty asked if there was a possibility to have "rollover" credit for water not used so you could use it in the next month. Scott Pingel explained that our system is not set up that way. The base cost charged is what costs the city to bring water and sewer to each residence whether they use all of the minimum allowed or not.

Mayor Wytoski shared the City Manager review forms and asked that each councilor spend some time reviewing Scott Pingel's performance over the last year. Providing narrative is really helpful. The City Manager review is one of the most important things that the Council does. It is the Council's opportunity to guide the City Manager; to provide feedback, to identify things we would like to see different; and to make sure that he knows our expectations. He in-turn guides and directs City Staff.

On the eclipse, ABC Foundation would like to partner with school and city properties to provide an opportunity for vendors during the viewing.

Mayor Wytoski was sworn in to the YCAP Board of Directors and will be serving in that capacity representing the elected officials of the county and the residents of Dayton. Their purpose is to serve low income and at-risk populations. She is looking at finding recreational activities for kids during the summer months and possibly providing transportation for the youth in Dayton to the skate park in McMinnville and the pool in Carlton this summer. Discussion continued.

G. INFORMATION REPORTS

1. City Manager Report

Scott Pingel presented examples of way finding sign designs that a current Eagle Project is working on for the city parks in Dayton. Baker Rock is going to donate the signs. Discussion continued.

H. ADJOURN

There being no further business, the meeting adjourned at 9:02 pm.

Respectfully submitted:



By: Rochelle Roaden

City Recorder

APPROVED BY COUNCIL on April 17, 2017.

As Written As Amended


Elizabeth Wytoski, Mayor