

MINUTES
DAYTON CITY COUNCIL
WORKING/SPECIAL/EXECUTIVE SESSION
July 18, 2016

PRESENT: Mayor Elizabeth Wytoski
Councilor John Bixler
Councilor John Collins
Councilor Erin Taylor
Councilor Trini Marquez

ABSENT: Councilor Annette Frank
Councilor Darrick Price

STAFF: Scott Pingel, City Manager
Rochelle Roaden, City Recorder
Heather Martin, City Attorney

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, Collins, Marquez and Taylor. Mayor Wytoski noted the absence of Councilors Frank and Price.

C. CONSENT AGENDA

1. **Approval of Meeting Minutes**
 - a. **Work/Special Session, April 18, 2016**
 - b. **Regular Session, May 2, 2016**

JOHN BIXLER MOVED TO APPROVE THE MINUTES OF THE WORK/SPECIAL SESSION ON APRIL 18, 2016, AND THE REGULAR SESSION OF MAY 2, 2016. SECONDED BY ERIN TAYLOR. Motion carried with Bixler, Collins, Marquez, Taylor, and Wytoski voting aye. Frank and Price absent.

D. APPEARANCE OF INTERESTED CITIZENS

None.

E. SCHOOL BOARD REPORT

None.

F. ACTION ITEMS

1. **DCDA Discussion**
No one present.

2. **Cost of Living Adjustment Discussion/Approval**

Scott Pingel stated that the CPIW for the year is .04. He is requesting a 1.5% increase due to the strong working capital and the General Fund is as high as it has been.

Council President Collins posed a question regarding the request for a higher COLA than the CPI. Scott Pingel explained that in prior years city staff was not given a COLA when the economy was lagging. The increased request is to help offset those years. Council President Collins stated that he would vote for a 1.0%.

ERIN TAYLOR MOVED TO APPROVE A 1.0% COST OF LIVING ADJUSTMENT FOR CITY STAFF EFFECTIVE JULY 1, 2016. SECONDED BY JOHN COLLINS. *Motion carried with Collins, Marquez and Taylor voting aye. Bixler and Wytoski voting nay. Frank and Price absent.*

3. **Approval of Alder Street Waterline Project**

Scott Pingel gave an update on the project.

JOHN COLLINS MOVED TO APPROVE THE ALDER STREET WATER LINE CROSSING AND AWARD THE PROJECT TO LEO'S EXCAVATING WITH A BUDGET NOT TO EXCEED \$41,000. SECONDED BY TRINI MARQUEZ. *Motion carried with Bixler, Collins, Marquez, Taylor and Wytoski voting aye. Frank and Price absent.*

4. **City Council Goals Review**

Scott Pingel advised lowering the priority of obtaining funding for the water system's short-term capital improvement needs (Fisher Farm Wells and replacing main transmission line) from a Priority 1 to a Priority 2 due to how well the Springs have been performing and because the City was not awarded the Water Supply Development funds.

Council President Collins suggested proclaiming by resolution that the pedestrian walkway of the Foot Bridge as a tourist facility enabling the use of some of the Transient Lodging Tax (TLT) to repair the walkway. City Attorney, Heather Martin, stated she would research the legality of using the TLT funds. This project was moved from a level 4 priority to a level 2 priority since it would not happen in the current fiscal year.

5. **Public Notice Requirements and Policy Review**

Scott Pingel reviewed the current processes followed by City staff regarding public notice requirements and confirmed that the processes are within the parameters of the legal requirements. Discussion followed.

Mayor Wytoski closed the Regular Session at 7:25 pm and stated Council would move into the Executive Session pursuant to ORS 192.660(2)(f) to consider information or records that are exempt by law from public inspection.

Mayor Wytoski closed the Executive Session at 7:50 pm and moved back into the Regular Session at 7:51 pm.

G. CITY COUNCIL COMMENTS/CONCERNS

Erin Taylor commented that the new kayak business is parking his vehicle with a business sign right on the corner of Ferry across from US Bank. Scott Pingel remarked that this is not in accordance with our sign code and it will be dealt with.

John Collins commented that a duplicate sign has been put up on Ash Street. Additionally, he contacted the LOC about attending the Councilor workshop only and confirmed that's possible.

Beth Wytoski remarked that she will be attending the Oregon Mayor Association conference this week in Lincoln City.

H. INFORMATION REPORTS

1. City Manager's Report

Scott Pingel and Rochelle Roaden gave an update on the server issues experienced in June and July including ransomware encrypting data and the mail server failing. The city email software will be migrated to Microsoft 360 a few months earlier due to the issues experienced.

Scott Pingel stated that the environmental review has been turned in. Denny Muchmore, City Engineer, is completing the preliminary engineering report. Once completed and submitted, the City will then be eligible for a funding award from DEQ for interim financing as well as Rural Development.

Erin Taylor stated that since family that spotted the UFO which has inspired the McMinnville UFO festival lived in Dayton that it might be a good idea to do something in Dayton. Discussion followed.

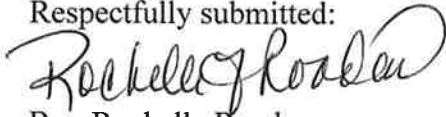
Scott gave an update on the OCCMA conference and commented that other City Managers are noticing Dayton and impressed with what Dayton has accomplished.

Alaska Airlines magazine is doing a highlight on the Oregon wine country and will be mentioning Dayton specifically.

I. ADJOURN

There being no further business, the meeting adjourned at 8:13 pm.


Respectfully submitted:



By: Rochelle Roaden
City Recorder

APPROVED BY COUNCIL on October 3, 2016.

As Written As Amended


Elizabeth Wytoski, Mayor