

MINUTES
DAYTON CITY COUNCIL
REGULAR/EXECUTIVE SESSION
SEPTEMBER 4, 2018

PRESENT: Mayor Elizabeth Wytoski (*arrived at 6:38 pm*) **ABSENT:**
Councilor John Bixler
Councilor John Collins
Councilor Kitty Mackin
Councilor Trini Marquez
Councilor Nikki McGraw
Councilor Darrick Price

STAFF: Rochelle Roaden, Interim City Manager/City Recorder
Steve Sagmiller, Public Works Director
Vicki Durand, Community Development Assistant
Heather Martin, Attorney
Denny Muchmore, City Engineer

A. CALL TO ORDER & PLEDGE OF ALLEGIANCE

Council President Price called the meeting to order at 6:30 pm and those present gave the Pledge of Allegiance.

B. ROLL CALL

Council President Price noted there was a quorum with Councilors Bixler, Collins, Mackin, Marquez and McGraw. Council President Price noted the absence of Mayor Wytoski, stating that she would be a little late.

C. APPEARANCE OF INTERESTED CITIZENS

Reba Stoller, Dayton School Board, gave a school district update.

Roxanne Wilson, 511 2nd Street, Dayton, Oregon, introduced herself advising she and her family recently moved to Dayton for a fresh start. They have experienced several recent tragedies, one of which has required her to find a new career path. She provided her educational, training and volunteer background asking to be considered for any local jobs that fall within her new medical restrictions. She provided her contact information, home (503.864.9487) and cell (503.840.5418). She advised she also wanted to hear an update on Ferry Street and the access to the alleyway behind her house.

JOHN COLLINS MOVED TO AMEND THE AGENDA MOVING APPROVAL OF RESOLUTION 18/19-5 US BANK SIGNATURE AUTHORITY TO PRECEED THE SEWER IMPROVEMENT PROJECT UPDATE. SECONDED BY JOHN BIXLER. Motion carried with Bixler, Collins, Mackin, Marquez, McGraw and Price voting aye. Wytoski absent.

D. ACTION ITEMS

1. Approval of Resolution 18/19-5 US Bank Signature Authority

With the resignation of Zoe Monahan, it is necessary to adjust signature authority for the City's primary checking account. Rochelle Roaden, Interim City Manager, believes it is prudent to add two more signers to the account due to three of the current signer's terms ending December 31, 2018. Adjusting the signature authority will keep Council from having to revisit adjusting the signature authority again in three months.

JOHN BIXLER MOVED TO APPROVE RESOLUTION 18/19-5 A RESOLUTION CHANGING THE SIGNATURE AUTHORITY AT US BANK. SECONDED BY JOHN COLLINS. *Motion carried with Bixler, Collins, Mackin, Marquez, McGraw, and Price voting aye. Wytoski absent.*

JOHN COLLINS MOVED TO AMEND THE AGENDA MOVING THE CITY COUNCIL COMMENTS AND CONCERNS TO PRECEED THE SEWER IMPROVEMENT PROJECT UPDATE. SECONDED BY KITTY MACKIN. *Motion carried with Bixler, Collins, Mackin, Marquez, McGraw and Price voting aye. Wytoski absent.*

E. CITY COUNCIL COMMENTS AND CONCERNS

John Collins advised he will be attending a traffic seminar. He also mentioned the Remembrance Vigil held for Meighan Cordie, stating that it went well. He noted that he has heard the DCDA Economic Report Survey will be provided to the City Council, possibly next month.

DARRICK PRICE MOVED TO AMEND THE AGENDA MOVING THE SEWER IMPROVEMENT PJOJECT UPDATE TO PRECEED THE EXECUTIVE SESSION. SECONDED BY JOHN COLLINS. *Motion carried with Bixler, Collins, Mackin, Marquez, McGraw, Price and Wytoski voting aye.*

F. ACTION ITEMS

2. Sewer Improvement Project Update

Rochelle Roaden, Interim City Manager, stated that the replacement of the sewer mainline and the sewer laterals between 6th Street and City Hall is close to being completed. As of August 31st, the mainlines have been installed and connected and all of the sewer service laterals have been reconnected except for one which will need to be done via open cut at a later date. Ferry Street was cleaned up and open when school began on September 4th.

The sewer mainline and sewer lateral replacement work on Commerce Street between City Hall and 1st Street has commenced.

Denny Muchmore, City Engineer, advised that the sheet pile shoring system for the wet well excavation is close to being finished. This is the cause of the noise and vibration down by the Footbridge. They use a vibrational system to drive the shoring down into the ground 30-40 feet. Once this is complete, they can start on the wet well pit excavation which they are scheduling for the week of September 3rd. The next step is the construction of the concrete wet well structure.

The MPS project is tentatively scheduled to be completed the first week of December.

The contractor is slightly behind on their project timeline due to scheduling difficulties in acquiring equipment and materials needed to start construction. We hope to have an updated project schedule next week.

City Engineer, Denny Muchmore, noted that the driving sheet piles should be completed by September 5th and that the trunk sewer portion of the project is about half done. He explained that the portion on 3rd Street near Commerce is a little more difficult stating that the contractor is working on connecting laterals and reconnecting sewer laterals. He spoke about the deep sewer that goes from the pump station and ties in to where the existing pump station is. Due to the depth of the sewers, rather than do an open trench, the contractor is proposing a bore casing which is a different method to cut the pipes; it will be a no cost change order. He was available for questions.

Kitty Mackin asked about the time frame for clean-up on Ferry Street mentioning that access is difficult for those with disabilities. Denny Muchmore advised Ferry Street has been cleaned up quite a bit, noting that the contractor is trying to maintain the surface, keeping it as smooth as possible. Although he doesn't have a specific time frame on when the contractor will be back to complete Ferry Street he advised our expectation is to have the pedestrian paths cleaned up, allowing for easier access until the project is complete. Mayor Wytoski inquired about completion deadlines and was advised that the project has a completion deadline for rerouting the sewer, which is sometime in September. He did note that the contractor is required to keep the street as smooth as possible, with gravel, and maintain the flow of traffic. Kitty inquired if there was a way to move the project along, noting an ADA issue, as gravel is one of the most difficult things to travel on in a wheelchair. Denny noted the possibility of doing cold patches on sidewalks to allow for easier access until the project is complete.

John Collins asked how deep the 18 inch lines go and was told they are 8-9 feet deep on Ferry Street and 10-12 feet deep on 1st and 2nd Streets.

Darrick Price asked if ODOT has inspected the chip seal yet and was advised no inspections have been done to date. Discussion continued regarding the state of the chip seal.

Mayor Wytoski closed the Regular Session at 7:05 pm and stated Council would move into Executive Session pursuant to ORS 192.660(2)(a) to conduct deliberations with persons designated by the governing body to negotiate real property transactions. Councilor Price recused himself from the Executive Session.

Mayor Wytoski closed the Executive Session at 7:30 pm and moved back into the Regular Session.

G. INFORMATION REPORTS

1. City Manager Report

Rochelle Roaden gave an update on this year's water usage compared to last year from the well field noting that although usage is higher this August, Level 2 restrictions were implemented last year on August 1st. She noted that well production is at 340 gallons per minute and the Ferry Street Reservoir is at 22.1 feet as of September 4, 2018, noting that we are maintaining.

She informed the Council that the Local Option Tax Levy is submitted and is Measure 36-199. There are three open Councilor Positions as well as the Mayor Position for the November 6th General Election. Daniel Holbrook, Nikki McGraw, Darrick Price and Rosalba Sandoval-Perez will be on the ballot for the Councilor Positions and Beth Wytoski for the Mayor Position.

Deputy Roy Harnell, Yamhill County Sheriff Department, will be starting in Dayton on September 11, 2018 working from 8:00 am to 6:00 pm Tuesday through Friday. He has been working a ½ time Woods Patrol position and ½ time Sheridan Contract Position for the past few years and brings experience which includes overseeing the cadet division, teaching DARE, and school resource office. He is committed to the Sheriff's Office and the citizens of Yamhill County.

The Financial Audit, conducted by Grove Mueller and Swank, will begin on Monday, September 10, and continue through Wednesday, September 13. Once completed, the auditors will compile their report and present our financials to the City Council sometime in November.

An accounting temp from Express Employment Professionals was interviewed and tested last week but did not meet our requirements. As they do not have many temporary employees with accounting skills, Accountemps was contacted and will be sending a temporary accountant to do a working interview on Thursday, September 13. Due to the cost, the accounting temporary employee will only work 20-24 hours a week.

The Ribbon Cutting Ceremony for the Brookside Cemetery Sign has been rescheduled since Mayor Wytoski and Interim City Manager, Rochelle Roaden, will be at the LOC Conference on the original date scheduled. The new date will be provided by Kim Courtin of the Historical Preservation Committee.

H. ADJOURN

There being no further business, the meeting adjourned at 7:46 pm.


Respectfully submitted:

APPROVED BY COUNCIL on October 1, 2018.



By: Rochelle Roaden
City Recorder

As Written **As Amended**



Elizabeth Wytoski, Mayor