

**RESOLUTION No. 17/18-7  
City of Dayton, Oregon**

**A RESOLUTION APPOINTING AN INTERIM CITY MANAGER AND  
ESTABLISHING EMPLOYMENT CONDITIONS**

**WHEREAS**, the impending resignation of Scott Pingel as City Manager as of December 15, 2017, necessitates the appointment of an interim City Manager; and

**WHEREAS**, City Recorder, Rochelle Roaden, has the capabilities to handle the day to day duties of the City Manager while a new City Manager is recruited; and

**WHEREAS**, the City Council desires to appoint Rochelle Roaden as Interim City Manager; and

**WHEREAS**, the City Council recognizes the increased responsibilities and work demands this appointment places on Rochelle Roaden, and desires to provide additional pay for the additional responsibilities.

**The City of Dayton resolves as follows:**

- 1) **THAT** the City Council hereby appoints Rochelle Roaden as Interim City Manager; and
- 2) **THAT** the City Council hereby approves the Interim City Manager offer of employment attached to this resolution as Exhibit A; and
- 3) **THAT** this resolution is effective December 4, 2017.

**ADOPTED** this 6th day of November 2017.

**In Favor:**      **Bixler, Collins, Mackin, Marquez, McGraw, Price and Wytoski**  
**Opposed:**      **None**  
**Absent:**        **None**  
**Abstained:**    **None**

  
\_\_\_\_\_  
Elizabeth Wytoski, Mayor

  
\_\_\_\_\_  
Date Signed

**ATTEST:**

  
\_\_\_\_\_  
Rochelle Roaden  
City Recorder

  
\_\_\_\_\_  
Date of Enactment



Exhibit A

# City of Dayton

Post Office Box 339  
416 Ferry Street  
Dayton, Oregon 97114-0339  
Phone: (503) 864-2221  
Fax: (503) 864-2956  
cityofdayton@ci.dayton.or.us  
[www.ci.dayton.or.us](http://www.ci.dayton.or.us)

November 6, 2017

Rochelle Roaden  
103 NE Kingwood  
McMinnville, OR 97128

RE: Interim City Manager position

Dear Rochelle:

The City of Dayton would like to offer you the position of Interim City Manager. The offer is as follows:

- Proposed start date of December 4, 2017
- Compensation - \$5163.60 per month
- Management Leave accrued at 8 hours per month
- Other employee benefits will remain the same as offered to other regular full-time employees of the City
- Performance of job duties as the Interim City Manager will not reflect on performance of job duties as the City Recorder.

Below is a signature line for your acceptance of this offer.

Sincerely,

Elizabeth Wytoski, Mayor  
City of Dayton

Acceptance: Rochelle Roaden  
Rochelle Roaden

Date: 11/6/2017