

MINUTES
DAYTON CITY COUNCIL
REGULAR SESSION
August 3, 2020

PRESENT: Mayor Elizabeth Wytoski
Council President Daniel Holbrook
Councilor John Collins
Councilor Kitty Mackin
Councilor Rosalba Sandoval-Perez *arrived at 6:35 pm*

ABSENT: Councilor Trini Marquez
Councilor Darrick Price

STAFF: Rochelle Roaden, City Manager
Patty Ringnalda, City Recorder
Steve Sagmiller, Public Works Director
Denny Muchmore, City Engineer

A. CALL TO ORDER

Mayor Wytoski called the meeting to order at 6:32 pm and those present gave the Pledge of Allegiance.

B. ROLL CALL

Mayor Wytoski noted there was a quorum with Councilors Collins, Holbrook, Mackin, Marquez, Price and Sandoval-Perez attending virtually via Zoom. Mayor Wytoski noted the absence of Councilors Marquez and Price.

C. APPEARANCE OF INTERESTED CITIZENS

Dr. Steve Sugg, Dayton School District Superintendent was in attendance to observe only.

D. CONSENT AGENDA

1. Approval of Meeting Minutes

a. Regular Session Meeting Minutes of July 6, 2020

DANIEL HOLBROOK MOVED TO APPROVE THE MINUTES OF THE REGULAR SESSION MEETING OF JULY 6, 2020, AS PRESENTED. SECONDED BY KITTY MACKIN. *Motion carried with Collins, Holbrook, Mackin, and Wytoski voting aye. Marquez, Price and Sandoval-Perez absent.*

E. ACTION ITEMS

1. Approval of Recology Western Oregon Proposed Rate Increase

Dave Larmouth, from Western Oregon Recology reviewed the proposed rate increase for garbage and recycling services for the City of Dayton, stating that they are proposing a 1.5% rate increase to begin November 1, 2020.

KITTY MACKIN MOVED TO APPROVE THE RECOLOGY WESTERN OREGON RATE INCREASES AS PROPOSED EFFECTIVE NOVEMBER 1, 2020. SECONDED BY JOHN COLLINS. *Motion carried with Collins, Holbrook, Mackin, Sandoval-Perez, and Wytoski voting aye. Marquez and Price absent.*

2. Yamhill County Parks – Dayton Landing Proposal-Code Variance Request

Jarod Langston, Yamhill County Parks Manager, spoke to the Council regarding the County's request for a variance to Dayton Municipal Code regarding proposed installation of restrooms at the Dayton Boat Landing and Park. Mr. Langston stated that Dayton Code does not allow for vault restrooms within the city limits and the City has indicated that they would prefer flush toilet restrooms, moved out of the 100 year flood plain. Yamhill County applied for and received a grant from the Oregon State Marine Board for upgrades to the park based on a joint application with the City of Dayton. Moving the restrooms out of the flood plain would add additional analysis and costs to the project which would be out of the scope of the grant.

Mayor Wytoski stated that the park has been in a state of disrepair for more than 30 years and in her tenure she has been working with the County to either make the appropriate repairs to the park or sign the park over to the City of Dayton. Discussion continued with the Mayor reviewing the history of the Boat Landing and the scope of the grant proposal.

Councilor Holbrook inquired what the costs would be if the project was to change and what the parameters are of the grant. Jarod Langston advised that the grant process has closed, therefore any additional fees will not be covered by the grant and a new grant proposal would be required.

Rochelle Roaden, City Manager stated that the difference between the two types of restroom facilities, without taking into account any other additional costs, would be a \$14,000 difference.

Denny Muchmore, City Engineer asked for clarification regarding ADA parking spaces and pathways. The Marine Board has indicated that moving the parking area would create ADA accessibility issues, however more information regarding the parameters being referred to in the drawings is needed. Discussion continued with Denny Muchmore sharing his concerns and stating that the City would like the opportunity for additional discussion and a possible collaboration between the City of Dayton and Yamhill County.

Councilors Collins, Mackin, Sandoval-Perez and Mayor Wytoski were not in favor of moving forward with granting a variance, Councilor Holbrook was not prepared to cast his vote at this time.

3. Main Street Overlay (3rd to 4th) Project Bid-Review, Discussion, Award

Denny Muchmore, City Engineer reviewed the Main Street Overlay Project and recommended awarding the project contract to North Santiam Paving Company. Denny Muchmore advised that North Santiam Paving Company would like to start the 5th Street Overlay Project at the same time as the Main Street Overlay Project, which was also awarded to them at a prior Council meeting.

Rochelle Roaden reviewed budget funding for the two overlay projects with the Council. Discussion continued.

KITTY MACKIN MOVED TO APPROVE THE NORTH SANTIAM PAVING COMPANY BID IN THE AMOUNT OF \$147,000 FOR THE MAIN STREET OVERLAY PROJECT WITH THE BUDGET NOT TO EXCEED \$157,000. SECONDED BY JOHN COLLINS. Motion carried with Collins, Holbrook, Mackin, Sandoval-Perez and Wytoski voting aye. Marquez and Price absent.

4. Dayton Community Assistance Fund Discussion – Dayton Dollars

Rochelle Roaden advised that the State of Oregon Department of Administrative Services (DAS) CARES Act allows Cities in Oregon to receive reimbursement for COVID related expenses for those affected by COVID. The City of Willamina has created a “money project” that received approval for the use of CARES Act funds. The City of Dayton has been allotted \$80,544 in COVID relief funds and Rochelle Roaden proposed that Dayton provide a similar project, “Dayton Dollars”, to help community members. This project would allow residents to apply for and receive vouchers to be used in Dayton businesses. The proposed project was discussed in length with the Council making suggestions towards the execution of the project.

KITTY MACKIN MOVED TO MOVE FORWARD WITH A DAYTON DOLLARS PROGRAM AND BRING IT BACK TO COUNCIL FOR APPROVAL. SECONDED BY JOHN COLLINS. Motion carried with Collins, Mackin, Sandoval-Perez and Wytoski voting aye. Holbrook voting nay. Marquez and Price absent.

5. Safe Routes to School Grant – 9th to Flower Streets Sidewalk Improvement Project – Letter of Support

Rochelle Roaden gave an update to the Safe Routes to School Grant and asked Council to sign a letter of support to help with the Grant approval process. Rochelle Roaden advised that she will be attending the next Dayton School Board Meeting to ask the School Board for a letter of support as well.

Mayor Wytoski stated that she has a few suggestions for the letter of support and will be forwarding those changes to the City Manager. Discussion continued regarding letters of recommendation.

F. CITY COUNCIL COMMENTS AND CONCERNS

Councilor Mackin inquired about the flyer for the Bands on the Run Event, pointing out a spelling mistake in the flyer.

Councilor Collins inquired about the water report and asked that the City Manager or the Public Works Director give a report on the shared well fields at the next Council meeting.

Councilor Holbrook gave his “around town bicycle riding up-date” stating that he has reviewed the Safe Routes to School area to get a better feel of the project. Councilor Holbrook stated that he will be submitting a letter of support for the grant request. Councilor Holbrook advised that there is continued usage at the Dayton Boat Landing and ask if the Sheriff patrol could monitor the area more frequently. Rochelle Roaden gave an up-date to several issues at the boat landing.

Mayor Wytoski the advised that the League of Oregon Cities State Wide COVID Update Call has been cancelled for Friday, August 7, 2020 and has been rescheduled for Thursday, August 6, 2020 at 3:05 pm. The meeting time change is to accommodate for the Oregon Mayors Association (OMA) conference scheduled for this week. The League of Oregon Cities conference is also coming up and both conferences will be held virtually. The Mayor asked Council to consider attending, advising that conferences are recorded and can be watched at any time. Mayor Wytoski advised that she will be moving to President of the OMA after serving as President Elect for the last year.

Mayor Wytoski received lots of positive feedback from the community regarding the Bands on the Run Event and feels it was a very successful project. The Mayor advised that the Fire Department raised \$2100 during the event, which was more than they usually make with their annual Chicken BBQ.

G. INFORMATION REPORTS

1. City Manager’s Report

Steve Sagmiller advised that Public Works has been working on meter replacement, leak detection and repairs, stating that the City has gone from a 40% to a 5% water loss, that the national average is 10%. Lafayette has started using their intertie with McMinnville on a regular basis, which has brought the well system to a 50/50 percent usage between the two cities. Steve Sagmiller advised that the Spring’s water production is down, indicating that the Springs are starting to dry up.

Rochelle Roaden stated that the next step will be to perform a water rates study. The initial estimate for the water rate study came back over the amount budgeted. Steve Sagmiller gave an overview of water rate studies.

Rochelle Roaden advised that the City was able to meet all of their revenue goals in the fourth quarter and that the ending fund balance will be \$100,000 more than budgeted. The City’s Auditors will be at City Hall the week of August 3, 2020.

H. ADJOURN

There being no further business, the meeting adjourned at 8:03 pm.

Respectfully submitted:

Patty Ringnalda
City Recorder

APPROVED BY COUNCIL on September 8, 2020.

As Written As Amended


Elizabeth Wytoski, Mayor