

MINUTES
DAYTON REGULAR SESSION
May 4, 2020

PRESENT: Mayor Elizabeth Wytoski
Council President Daniel Holbrook
Councilor John Collins
Councilor Kitty Mackin
Councilor Trini Marquez
Councilor Darrick Price
Councilor Rosalba Sandoval-Perez

ABSENT:

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

A. CALL TO ORDER

Mayor Wytoski called the Meeting to order at 7:17 pm.

B. ROLL CALL

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

C. APPEARANCE OF INTERESTED CITIZENS

There were no attendees available to comment.

D. CONSENT AGENDA

1. Ratification of Declaration of Emergency.

DANIEL HOLBROOK MOVED TO APPROVE THE RATIFICATION OF COVID-19 EMERGENCY LEAVE POLICY. SECONDED BY TRINI MARQUEZ. Motion carries with Collins, Holbrook, Mackin, Marquez, Price, Sandoval-Perez and Wytoski voting aye.

E. PUBLIC HEARING

The Dayton City Council will conduct a public hearing on a City initiated legislative amendment to the Dayton Development Code to delete the off-street parking requirement for accessory dwelling units.

Mayor Wytoski opened the Public Hearing at 7:23 pm.

1. Staff Report Summary – Jim Jacks, City Planner.

Jim Jacks, City Planner reviewed his staff report and the proposed changes to the Development Code with the Council, advising that the changes are a requirement of House Bill 2001 prohibiting cities with a population greater than 2,500 to require off street parking.

Councilor Mackin advised that she is opposed to the proposed changes, stating that the Council voted on the parking requirements because the City does not have enough on street parking.

Mayor Wytoski stated that the City does not have Home Rule authority over the proposed change and therefore the Council is required to follow the legislative action.

Councilor Price stated that he is in favor of the proposed change, which is a plan for the future.

Mayor Wytoski closed the Public Hearing at 7:40 pm.

F. ACTION ITEMS

1. Approval of Legislative Amendment 2020-01 (LA2020-01).

DANIEL HOLBROOK MOVED THAT THE CITY COUNCIL ADOPT THE STAFF REPORT WITH THE FINDINGS AND APPROVE THE PROPOSED AMENDMENT AS PRESENTED. SECONDED BY DARRICK PRICE. *Motion carries with Collins, Holbrook, Mackin, Marquez, Price, Sandoval-Perez and Wytoski voting aye.*

2. Approval of 1st Reading of Ordinance 647 – Removal of the Off-Street Parking Requirement of Accessory Dwelling Units.

Councilor Collins performed the first reading of Ordinance 647.

DANIEL HOLBROOK MOVED TO APPROVE THE FIRST READING OF ORDINANCE 647 AN ORDINANCE OF THE DAYTON CITY COUNCIL AMENDING CHAPTER 7.2402.I OF THE DAYTON LAND USE AND DEVELOPMENT CODE REMOVING THE ONE PARKING SPACE REQUIREMENT FOR ACCESSORY DWELLING UNITS. SECONDED BY TRINI MARQUEZ. *Motion carries with Collins, Holbrook, Mackin, Marquez, Price, Sandoval-Perez and Wytoski voting aye.*

3. Approval of Resolution 2019/20-19 – Public Works Design Standards Update #10.

Denny Muchmore, City Engineer reviewed the updates to the Public Works Design Standards.

Darrick Price inquired about the substantial completion language. Denny advised that the legislature defined substantial completion in a house bill, the actual language is included in the standards rather than a reference to the house bill. Discussion continued.

Councilor Collins asked if the last revision date could be incorporated into the document. Denny Muchmore agreed to add revision dates to the document.

KITTY MACKIN MOVED TO APPROVE RESOLUTION 2019/20-19 A RESOLUTION ADOPTING PUBLIC WORKS DESIGN STANDARDS UPDATE NUMBER 10. SECONDED BY TRINI MARQUEZ. *Motion carries with Collins, Holbrook, Mackin, Marquez, Price, Sandoval-Perez and Wytoski voting aye.*

G. CITY COUNCIL COMMENT/CONCERNS

Daniel Holbrook advised that the Dayton Community Downtown Association (DCDA) has continued discussion regarding the Friday Night Events and have made the decision to only cancel June and July at this time and to leave August open. The DCDA board decided on some online engagements, and has purchased gift certificates from local businesses which will be the prizes for the online games.

Darrick Price inquired about the outstanding balance for past due water and sewer accounts and how many Dayton households that effects. Rochelle Roaden stated that she is in the process of compiling that information and will update the Council at the next council meeting.

Councilor Price inquired about the Dayton Food Bank asking if they have made a request for more funds. Rochelle Roaden advised that the City has donated a total of \$7500 to the food bank. Mayor Wytoski stated that there have not been any new funding requests and updated the Council on the status of the Dayton Food Bank.

John Collins thanked Mayor Wytoski and Rochelle Roaden for meeting with him regarding the Covid-19 pandemic. Councilor Collins shared his frustration with the State of Oregon's lack of support for small businesses.

Kitty Mackin reported that the Dayton Blood Drive collected 30 units of blood, stating that she was happy with the turn out. Councilor Mackin noted that speeding on Ferry Street continues to get worse.

Trini Marquez understands Councilor Collins' frustration, stating that it is hard to watch what is happening to our community.

Mayor Wytoski advised that she and Rochelle Roaden continue to participate in the State wide leadership conference calls on Friday mornings and has been getting quick responses to her questions from State Legislators. Mayor Wytoski stated that she has facilitated the twice weekly Yamhill County Leadership conference calls which include County Commissioners, State Legislators and Federal Representatives to Congress in which a range of topics are discussed. The Mayor advised that she has posted meeting information on social media and has gotten a good response, she encouraged the Council to participate in meetings and share their knowledge with the community. Rochelle Roaden added that the City continues to update the website and City App with resource information.

H. INFORMATION REPORTS

1. City Managers Report.

Rochelle Roaden stated that she participated in a conference call with Business Oregon, in regards to a CDBG Emergency Small Business and Micro Enterprise Assistant Grant which has some funding available. The Cities of Amity, Dayton, Sheridan and Willamina are considering

applying together for the \$150,000 grant to be split equally between the four cities. Grant money can be used by businesses in Dayton who have been impacted by the Covid-19 pandemic.

Dayton Residents continue to take advantage of the URBAN Program, City staff has processed \$3300 in utility billing refunds. The program is scheduled to continue through the end of June.

Rochelle Roaden, Steve Sagmiller and Patty Ringnalda met to discuss re-opening City Hall and Public Works. Plexi-glass barriers are being installed over the counters in the City Hall and Library. Public Works staff has started working full-time with staggered shifts. Office staff will be going from two to three people working during the day and the Librarian will continue to work from home.

The summer reading program has been cancelled and Cyndi Park, Librarian is working on curbside pick-up of summer reading materials and activities for children.

Denny Muchmore updated the Council on the sewer project stating that the original part of the project, pump station, sewer line replacement and the punch list items have been completed. With some left over grant financing, change order approval was received for replacement of additional sewer lines along Ferry Street.

April well field reports show 11 million gallons of water was produced. 67% of the water produced was distributed to Lafayette. Steve Sagmiller advised that staff continues to keep the water system operational. Public Works staff has repaired some water leaks and will begin mowing next week. Staff continues to observe social distancing practices.

Department of Environmental Quality (DEQ) approval has been received for the Utility Bridge with Infrastructure Improvement Project (Footbridge) and the 30 day public notice period has been completed. Business Oregon's request to apply for the safe drinking water loan for the Utility Bridge Project has been received.

I. ADJOURN.


There being no further business the meeting was adjourned at 8:29 pm.

Respectfully submitted:

Patty Ringnalda
City Recorder

APPROVED BY COUNCIL, June 1, 2020

As Written As Amended



Elizabeth Wytoski, Mayor