

**MINUTES**  
**DAYTON CITY COUNCIL**  
**WORK/SPECIAL SESSION**  
**October 17, 2022**

**PRESENT:** Mayor Elizabeth Wytoski  
Council President Daniel Holbrook  
Councilor Annette Frank  
Councilor Kitty Mackin  
Councilor Jim Maguire  
Councilor Trini Marquez  
Councilor Rosalba Sandoval-Perez

**ABSENT:**

**STAFF:** Rochelle Roaden, City Manager  
Patty Ringnald, City Recorder  
Steve Sagmiller, Public Works Director  
Josh Bilodeau, Public Works Supervisor  
Denny Muchmore, City Engineer  
Emily Matasar, City Attorney

**A. CALL TO ORDER & PLEDGE OF ALLEGIANCE**

Mayor Wytoski called the meeting to order at 6:30 p.m. and those present gave the pledge of allegiance.

**B. ROLL CALL**

Mayor Wytoski noted there was a quorum with Councilors Frank, Mackin, Maguire, Marquez, Sandoval-Perez attending the meeting in person. Councilor Holbrook attended the meeting via Zoom.

**C. APPEARANCE OF INTERESTED CITIZENS**

There were no citizens in attendance.

**D. ACTION ITEMS**

**1. Water Revenue Comparison Review, Tim Tice – Oregon Association of Water Utilities (OAWU).**

Rochelle Roaden, City Manager, stated that at the last City Council meeting Council directed her to present water service charges comparison for 2021-2022, in response to a citizens complaint regarding the increase in his water service charges.

Rochelle Roaden reviewed the purchase of new more accurate water meters from Kamstrup in 2019 and the water rate survey that was completed by Oregon Association of Water Utilities (OAWU). Recommendations were made regarding the water system and a rate system that was balanced for all users was provided to Council.

Tim Tice, OAWU reviewed the water rate study and the formula that was used to determine the new water rates that were adopted June 2021. Councilor Holbrook asked Tim Tice to review what OAWU is and what its role is in regards to the City of Dayton. Tim Tice advised that OAWU is a non-profit association formed in 1977 and they are part of the National World Water Association, that acts as a liaison between regulators and the water and wastewater industry.

Mayor Wytoski reviewed high water user data, comparing current with rates with rates from two years ago, noting that the difference is an increase of about \$11 and not the significant amount that the Council had been lead to believe. Discussion continued.

**2. Utility Bridge with Infrastructure Upgrades Discussion.**

Rochelle Roaden reviewed the Utility Bridge with Infrastructure project, advising the Council on the funding that has been obtained and the amount that is needed to complete the project. Direction regarding the future of the project and the funding that will be needed to complete the project was asked of the Council. It was noted that due to inflation and the cost of steel the cost of the Utility Bridge Project has gone from \$4.2 million to \$7.5 million. Rochelle Roaden advised that she has applied for a \$2 million congressional spending grant through Senator Ron Wyden's office and will continue to look for additional ways to fund the project.

City Manager Roaden advised that she has recently learned that DEQ will be providing funding at 1.72 %, discussion continued regarding project funding, especially payment of the project through the raising of sewer fees. Mayor Wytoski inquired if sewer rates could be charged on a graduate scale, so that there would not be one big raise in sewer fees. Rochelle Roaden advised that the City has a year before any loan payments would be due, therefore sewer rates could be raised on a graduating scale.

Councilor Holbrook advised that cities are required to make decisions, which is part of doing business. Historically materials and labor costs do not go down, they become more expensive.

City Engineer Denny Muchmore stated that the city has time until the bill comes due. If the City chooses not to do the project, would the ARPA funds need to be returned? Regardless the city still needs to make upgrades to the infrastructure that is attached to the bridge. If the city chooses to back out of the project and the bridge falls into the river, we will be right back at this decision and costs would typically increase even more.

Jared Trowbridge, Bridge Engineer with DOWL was in attendance to give an overview of the project and to answer questions. He too was in agreement that the cost of building the bridge would only get more expensive, costs may taper off, but will eventually increase again.

Councilor Holbrook recommend that the Council take action and direct the City Manager to move forward with the project. All those in attendance at the meeting were in agreement and the City Manger was directed to continue with the project as they had originally directed her to do.

**3. Approval to add Amendment for Construction Engineering to DOWL Engineering's Professional Services Agreement for the Utility bridge with Infrastructure Upgrades Project.**

**JIM MAGUIRE MOVED TO APPROVE AMENDING THE DOWL ENGINEERING PROFESSIONAL SERVICES AGREEMENT FOR THE UTILITY BRIDE WITH INFRASTRUCTURE UPGRADES PROJECT ADDING ATTACHMENT A FOR CONSTRUCTION ENGINEERING SERVICES FOR AN AMOUNT NOT EXCEED \$636,023.85. SECONDED BY ANNETTE FRANK. Motion carried with Frank, Holbrook, Mackin, Maguire, Marquez, Sandoval-Perez and Wytoski voting aye.**

**4. Approval of Resolution 2022/23-04 Public Works Design Standards (PWDS) Update Number 13.**

Denny Muchmore, reviewed the changes to the Public Works Design Standards, advising that all of the changes were for housekeeping purposes.

**KITTY MACKIN MOVED TO APPROVE RESOLUTION 2022/23-04 A RESOLUTION ADOPTING PUBLIC WORKS DESIGN STANDARDS UPDATE NO. 13. SECONDED BY JAMES MAGUIRE.** *Motion carried with Frank, Holbrook, Mackin, Maguire, Marquez, Sandoval-Perez and Wytoski voting aye.*

**5. Park Project Survey Review and Discussion.**

Rochelle Roaden reviewed the comparable parks projects list and the survey questions that were provided in the agenda packet. Council was asked to approve the survey questions and asked if they preferred the survey be separate documents in English and Spanish instead one document with both languages. Council was in agreement that the survey should be two separate surveys.

Rochelle Roaden advised that a survey notice will go out to every address within the city limits of Dayton via Every Door Direct through the US Postal Service and the cost will be approximately \$700. Discussion continued and it was agreed that the survey would be open for two weeks for responses.

**E. CITY COUNCIL COMMENTS/CONCERNS**

Councilor Mackin advised that the League of Oregon Cities (LOC) conference was interesting and informative, however she was frustrated that the handicapped community was not included in the Justice, Equity, Diversity, & Inclusion (JEDI) conference training. Councilor Mackin advised that she read in a LOC bulletin that Cities have the right to tell ODOT what speeds to set on city streets. Councilor Makin is hoping that there will be a change to the speed limit on the stretch of Ferry Street in front of her home.

Councilor Frank stated that the LOC Conference was fabulous, she met so many people from all over, which reenergized her. Councilor Frank advised that she was very impressed with the author of the book "Houses for the People", Eric Klinenberg, who spoke at the opening ceremony. She spoke about the book in length and passed out copies for everyone on the panel. Discussion continued.

Mayor Wytoski also spoke about the Mayor's workshop and her experiences with the LOC Conference.

Mayor Wytoski advised that she also lead a session on communication and relayed information regarding the City's App, Newsletter, survey and website. The Mayor stated that there was a lot interest from other Mayors regarding the City's app, website and newsletter. Mayor Wytoski is one of the 25 Mayors appointed to form a statewide task force on homelessness. The information was released and became public today. Discussion continued. Mayor Wytoski asked councilors and staff to forward any questions to her.

**F. INFORMATION REPORTS**

**1. City Manager's Report**

Rochelle Roaden introduced Emily Matasar, City Attorney for Beery, Elsner and Hammond, stating that she asked the City's Attorney to attend tonight's meeting during the discussion of the sign code. A handout with Section 7.4.101 (Signs) of the Dayton Municipal Code was given to each Councilor. Rochelle Roaden pointed out that the temporary sign code needs to be reworked, as it is written, it makes it impossible for staff to enforce.

The amount of time a temporary sign is allowed to be displayed in the city has not been regulated in the past. Historically only the size of a temporary sign has been regulated. That procedure was carried forward to this election as well. Unlike prior years this years election has seen an unprecedented number of temporary signs within the City of Dayton.

Rochelle Roaden advised that she is bringing this to Council, due to the number of Candidates that have asked why the city is not regulating the amount of time a temporary sign has been posted. Rochelle Roaden advised that she has sent out a notification to all candidates explaining the Code and why portions of the code are being regulated and not others.

The sign code was discussed in length with the Council in agreement that the sign code for temporary signs would be reworked at a future meeting, possibly a joint meeting with the Planning Commission.

The City has received a letter from the Department of Environmental Quality (DEQ) stating that they have approved our Total Maximum Daily Implementation Plan (TMDL), stating that the City's plan meets DEQ criteria.

November 10, 2022 is the next City County dinner, hosted by the City of McMinnville, please let Melissa York, Office Specialist II know if you would like to attend the dinner.

**G. ADJOURN**

There being no further business, the meeting adjourned at 8:07 p.m.

Respectfully submitted:

**APPROVED BY COUNCIL on November 7, 2022.**

As Written  As Amended

By: Patty Ringnalda  
City Recorder

  
Elizabeth Wytoski, Mayor