

**MINUTES**  
**DAYTON CITY COUNCIL**  
**REGULAR SESSION**  
**June 05, 2023**

**PRESENT:** Mayor Trini Marquez  
Council President Jim Maguire, via Zoom  
Councilor Kitty Mackin  
Councilor Annette Frank  
Councilor Rosalba Sandoval-Perez  
Councilor Luke Wildhaber  
Councilor Andrew Hildebrandt

**ABSENT:**

**STAFF:** Rochelle Roaden, City Manager  
Melissa York, City Recorder  
Josh Bilodeau, Public Works Supervisor  
Denny Muchmore, City Engineer

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

Mayor Marquez called the meeting to order at 6:31 p.m. and those present gave the Pledge of Allegiance.

**B. ROLL CALL**

Mayor Marquez noted there was a quorum with Councilors Mackin, Frank, Sandoval-Perez, Wildhaber, and Hildebrandt, attending. Council President Maguire attended via zoom.

**C. PUBLIC HEARING**

Mayor Marquez opened the Public Hearing at 6:37 p.m. to obtain citizen input on the budget for Fiscal Year (FY) beginning July 1, 2023, as approved by the City of Dayton Budget Committee. No one was in attendance and no comments were offered.

Mayor Marquez closed the Public Hearing at 6:38 p.m.

Mayor Marquez opened the Public Hearing at 6:39 p.m. to obtain citizen input on the proposed uses of State Revenue Sharing Funds in the City of Dayton FY 2023/2024 Budget. No one was in attendance and no comments were offered.

Mayor Marquez closed the Public Hearing at 6:40 p.m.

**D. APPEARANCE OF INTERESTED CITIZENS**

No one in attendance wanted to comment at tonight's meeting.

## **E. CONSENT AGENDA**

### **Approval of Meeting Minutes**

1. Regular Session Meeting Minutes from April 3, 2023

**KITTY MACKIN MOVED TO APPROVE THE MINUTES OF THE REGULAR SESSION MEETING MINUTES OF APRIL 3, 2023. SECONDED BY ANNETTE FRANK.** Motion carried with Mackin, Frank, Sandoval-Perez, Maguire, Wildhaber, Hildebrandt, and Marquez voting aye.

2. Regular Session Meeting Minutes from May 1, 2023

**KITTY MACKIN MOVED TO APPROVE THE MINUTES OF THE REGULAR SESSION MEETING MINUTES OF MAY 1, 2023, AS AMENDED. SECONDED BY ANNETTE FRANK.** Motion carried with Mackin, Frank, Sandoval-Perez, Maguire, Wildhaber, Hildebrandt, and Marquez voting aye.

## **F. ACTION ITEMS**

### **1. Recology Western Oregon Proposed Rate Increase**

Mayor Marquez introduced Dan Blue of Recology Western Oregon (RWO).

Dan Blue, Government Community Relations Manager of Recology Western Oregon, reviewed the Rate Review Report and Annual Financial Report, provided a summary of the number of experienced staff at the local RWO branch in McMinnville, and stated RWO is very involved in supporting community events.

The proposed 5% rate increase was reviewed, and it was emphasized that the increase was necessary to cover increases in labor, fuel, disposal, and other operational costs.

A discussion took place about landfill capacity, ways to reduce waste, and glass recycling.

**ANNETTE FRANK MOVED TO APPROVE THE RECOLOGY WESTERN OREGON RATE INCREASE AS PROPOSED EFFECTIVE JULY 1, 2023. SECONDED BY ANDREW HILDEBRANDT.** Motion carried with Mackin, Frank, Sandoval-Perez, Maguire, Wildhaber, Hildebrandt, and Marquez voting aye.

## **2. Motion to Initiate Development Code Update**

Rochelle Roaden, City Manager, explained that this was a Council Strategic Goal B, level 1 priority, to update the Sunset Clause in Land Use Planning Chapter 7.

A Land Use action that was approved by someone years ago, could be approved again today, due to currently not having an updated Sunset Clause.

Currently the Land Use approvals expire one year following the date of final approval, one extension is approved. Two years could be a difficult timeline to meet for complex applications, such as subdivisions, which typically require the design, permitting, and construction of public streets and infrastructure prior to final platting.

**ANNETTE FRANK MOVED TO INITIATE TEXT AMENDMENTS TO SECTION 7.3.1 AND 7.3.2 OF THE DAYTON LAND USE DEVELOPMENT CODE TO UPDATE THE TIME LIMITS ON LAND USE APPROVALS AND TO ADD PROVISIONS FOR PHASED SUBDIVISIONS. SECONDED BY ROSALBA SANDOVAL-PEREZ.** Motion carried with Mackin, Frank, Maguire, Sandoval-Perez, Wildhaber, Hildebrandt, and Marquez voting aye.

## **3. Awarding of 7<sup>th</sup> Street, 9<sup>th</sup> Street and Church Street Overlay Project**

Rochelle Roaden stated that this was a Council Strategic Goal A, level 1 priority.

The City of Dayton was awarded a \$250,000 Small Cities Allotment Grant, and Denny Muchmore, City Engineer, bid the project out. The lowest bid that came in was from North Santiam Paving Co., and with adding a 10% contingency the total project cost was \$298,981. \$48,981 would need to be funded through our capital fund. The FY 23-24 Budget included \$325,000 for this project which would cover the cost above the grant award.

**ROSALBA SANDOVAL-PEREZ MOVED TO APPROVE AWARDING THE 7<sup>TH</sup>, 9<sup>TH</sup>, AND CHURCH STREET OVERLAY PROJECTS TO NORTH SANTIAM PAVING CO., WITH A PROJECTED BUDGET NOT TO EXCEED \$298,981. SECONDED BY KITTY MACKIN.** Motion carried with Mackin, Frank, Maguire, Sandoval-Perez, Wildhaber, Hildebrandt, and Marquez voting aye.

**4. Approval of Resolution 22/23-13 Public Works Design Standards Update No.14**

Denny Muchmore, City Engineer, stated that this was a periodic Public Works Design Standards (PWDS) update addressing various wording clarifications regarding questions that have come up during city development projects, as well as, with other City and District clients.

A review of the specific Public Works Design Standards update was given.

**KITTY MACKIN MOVED TO APPROVE RESOLUTION 22/23-13, A RESOLUTION ADOPTING PUBLIC WORKS DESIGN STANDARDS UPDATE NO. 14. SECONDED BY ANNETTE FRANK.** Motion carried with Mackin, Frank, Maguire, Sandoval-Perez, Wildhaber, Hildebrandt, and Marquez voting aye.

**5. Approval of Resolution 22/23-14 an Intergovernmental Agreement (IGA) with Chemeketa Cooperative Regional Library Service (CCRLS)**

Rochelle Roaden explained that the City of Dayton has been a part of the Chemeketa Cooperative Regional Library Service network since 2008.

The new IGA with CCRLS was for a five-year term starting July 1, 2023, through June 30, 2028, to provide library services for the Mary Gilkey Library.

**KITTY MACKIN MOVED TO APPROVE RESOLUTION 22/23-14, A RESOLUTION APPROVING THE INTERGOVERNMENTAL AGREEMENT BETWEEN CHEMEKETA COMMUNITY COLLEGE AND THE CITY OF DAYTON FOR CHEMEKETA COOPERATIVE REGIONAL LIBRARY SERVICES (CCRLS). SECONDED BY ANNETTE FRANK.** Motion carried with Mackin, Frank, Maguire, Sandoval-Perez, Wildhaber, Hildebrandt, and Marquez voting aye.

**6. Approval of Resolution 22/23-15 an Agreement for Land Use Planning Services with the Mid-Willamette Valley Council of Governments (MVCOG)**

Rochelle Roaden explained that this resolution would renew our contract with the Mid-Willamette Valley Council of Governments (COG) for Planning Services.

There were no significant changes to the contract for services. The COG contract was going from \$90/hr. to \$99/hr. for an Associate Planner and \$92/hr. to \$104/hr. for a Senior Planner and \$76/hr. for support staff.

**ANNETTE FRANK MOVED TO APPROVE RESOLUTION 22/23-15, A RESOLUTION APPROVING A CONTRACT FOR LAND USE PLANNING SERVICES WITH THE MID-WILLAMETTE VALLEY COUNCIL OF GOVERNMENTS, JULY 1, 2023, THROUGH JUNE 30, 2024. SECONDED BY ANDREW HILDEBRANDT.** Motion carried with Mackin, Frank, Maguire, Sandoval-Perez, Wildhaber, Hildebrandt, and Marquez voting aye.

#### **F. CITY COUNCIL COMMENTS/CONCERNS**

Councilor Hildebrandt expressed a public thank you to city staff for the dog park area improvements.

Councilor Wildhaber inquired why the city's parade date changed to take place at the same time as Newberg Old Fashion Festival takes place.

Rochelle Roaden stated that last year the temperature was 105 degrees during the Friday evening parade, which caused issues so moving it to Saturday earlier in the day was the reason for the change. Mayor Marquez noted that historically the parade was on Saturday morning.

Councilor Mackin thanked city staff for clearing up the gravel out in front of The Village and requested continued clearing.

Councilor Frank stated that there is a large truck that parks at the corner of 9<sup>th</sup> and Ferry St. and obstructs the view of oncoming traffic.

Rochelle Roaden explained that she is aware of the truck parking there and has called the trucking company to inform them not to park there. If it continued, she would have the truck cited by the deputy.

Councilor Hildebrandt asked if the speed sign is owned by the city and if a second speed sign could be purchased.

Rochelle Roaden stated she would investigate the purchase of a second speed sign.

#### **G. INFORMATION REPORTS**

### City Manager's Report

Rochelle Roaden gave an update of the Bridge project progress and stated July 15<sup>th</sup> work would begin.

The word STOP was painted at Ash and Flower Streets in response to citizen concerns that people were not stopping at these locations.

Stars and Stripes was a 4<sup>th</sup> of July community decorating contest, the details were explained.

The June-August edition of the Ferry Street Newsletter will be out next week.

The new Councilor Corner was introduced, details were explained, suggestions for future meetings were discussed.

The Meet and Greet with Dave Rucklos, Tourism & Economic Development Director was scheduled at the Brick House between 5:00 p.m. - 7:00 p.m. on June 6<sup>th</sup>.

Due to health reasons, Melissa York has resigned her position as City Recorder. Her last day is June 16, 2023, and has offered to continue doing meeting minutes during the transition.

### H. ADJOURN

There being no further business, the meeting adjourned at 8:43 p.m.

Respectfully submitted:

APPROVED BY COUNCIL on July 17, 2023.

As Written  As Amended

By: 

  
Trini Marquez, Mayor