

MINUTES
DAYTON CITY COUNCIL
REGULAR SESSION
August 5, 2019

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

ABSENT: Councilor Trini Marquez

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

A. CALL TO ORDER & PLEDGE OF ALLEGIANCE

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, Price and Sandoval-Perez. Mayor Wytoski noted the absence of Councilor Marquez.

C. APPEARANCE OF INTERESTED CITIZENS

None.

D. CONSENT AGENDA

1. Approval of Special/Work Session Meeting Minutes, July 15, 2019.

DARRICK PRICE MOVED TO APPROVE THE MEETING MINUTES OF THE WORK/SPECIAL/EXECUTIVE SESSION OF JULY 15, 2019 AS AMENDED. SECONDED BY ROSALBA SANDOVAL-PEREZ. Motion carried with Collins, Holbrook Mackin, Price, Sandoval-Perez and Wytoski voting aye. Marquez absent.

E. ACTION ITEMS

1. **Donation Request – Your Community Mediators of Yamhill County.**

City Manager Rochelle Roaden gave a brief explanation of Your Community Mediators of Yamhill County (YCMYC) donation request and reviewed prior donation amounts donated by the Council. A representative of Your Community Mediators did not attend the meeting. Discussion continued regarding donation amounts with the Council in agreement that they continue to support such an important organization as Your Community Mediators.

JOHN COLLINS MOVED TO APPROVE A DONTATION IN THE AMOUNT OF \$1500 TO YOUR COMMUNITY MEDIATORS OF YAMHILL COUNTY. SECONDED BY DARRICK PRICE. *Motion carried with Collins, Holbrook, Mackin, Price, Sandoval-Perez and Wytoski voting aye. Marquez absent.*

2. Recology Presentation - Glass Recycling and Yard Debris Collection.

Dave Larmouth, Recology Western Oregon Services, 1815 NE Lafayette Ave, McMinnville, Oregon 97128 presented three options, adding glass recycling and yard debris collection to the City of Dayton's solid waste services.

Council discussed adding glass recycling and yard debris collection to the City's services, with the concern of adding too many recycling carts. Council was in agreement to add glass recycling only at this time and directed City Manager, Rochelle Roaden to add glass collections to the City's solid waste collection services.

3. Approval for Bridge Options Report with Conceptual Designs.

Rochelle Roaden reviewed costs for the bridge options study and the acquisition of conceptual drawings for the steel girder and steel truss bridge options, and asked Council for approval to add an additional contingency task line item for possible future Council directed engineering support services.

DARRICK PRICE MOVED TO APPROVE THE BRIDGE OPTIONS ALTERNATIVE STUDY FOR THE PEDESTRIAN BRIDGE WITH OBEC CONSULTING ENGINEERS WITH A BUDGET NOT TO EXCEED \$19,861. SECONDED BY JOHN COLLINS. *Motion carried with Collins, Holbrook, Mackin, Price, Sandoval-Perez and Wytoski voting aye. Marquez absent.*

4. Electric Vehicle Charging Station Update.

Rochelle Roaden reviewed Portland General Electric's (PGE) Drive Change Grant program to add a vehicle charging station within the City of Dayton and asked Council for direction regarding placement of the charging station. Rochelle Roaden reviewed Oregon Department of Transportation's (ODOT) requirements for charging station placement within ODOT right-of-way and discussed options for adding the charging station to City right-of-way and/or the Community Event Center parking lot. Council discussion continued with the Council in agreement that the best location would be the Community Event Center parking lot close to 4th Street.

5. City of Dayton Smart Phone Application.

Rochelle Roaden presented a smart phone application addition to the City's current website services provided by Eztask. Council discussion included app features such as community surveys and feedback, events, messaging, notifications and news updates. The importance of community communication and education was discussed in length with the Council in support of purchasing the Eztask smart phone application.

G. CITY COUNCIL COMMENTS AND CONCERNS

Councilor Mackin requested information regarding the sewer project, asking when street and sidewalk repairs would be completed. Rochelle Roaden stated that once the project is completed the contractor will make the necessary repairs to the public right-of-way.

Councilor Holbrook stated that he will be working out of state during the next City Council meeting and is not sure if he will be able to attend the meeting via phone. Councilor Holbrook stated that he attended the National Summit on Infrastructure and that he would like to continue conversations with the Council regarding water resiliency and financing for a city the size of Dayton. Councilor Price suggested Councilor Holbrook address the Council at a future Council Meeting. Councilor Holbrook announced Oregon's Infrastructure Summit registration is open and Councilors can register via Business Oregon's website. The conference is scheduled for October 20th & 21st, at the Salem Convention Center.

Councilor Collins stated that he and his wife manage the Dayton Community Facebook page (daytonoregon.org) and he would like to extract himself from those duties, therefore he is looking for someone to take over the project and asked Council for recommendations for a replacement.

Mayor Wytoski advised that she facilitated four sessions at the Mayor conference that she had just attended. One session featured "communications for small cities", which is one of the reasons she supports the purchase of a City App, enabling the City to perform community surveys, which will provide valuable data to the City. She facilitated a session on "working well with your county" in which she discovered that the City of Dayton works well with Yamhill County, unlike other cities in Oregon. Mayor Wytoski also facilitated a session on "supporting and managing your manager" advising that it was a good learning experience. Mayor Wytoski was able to speak with other Mayors at the conference, who are working on similar housing projects as the City of Dayton, discovering some interesting and engaging ideas.

She stated that the bicycle decorations for the Old Timers Parade was a big success and several bicycle helmets were given away. There was good participation in the parade with more floats and a few less cars than last year's parade. The Senior Coronation went very well, in addition to the crowning of this year's Senior Court, the Mayor was able to give an honorary crown to Sam Sweeney, in his late wife's name, which became a special moment for everyone.

Mayor Wytoski thanked Public Works Director, Steve Sagmiller for the good job of painting all of the stop sign lines in the within the city.

The Mayor announced that the League of Oregon Cities conference is coming up at the end of September. She encouraged the Council to attend the Councilor's Workshop at the conference.

Councilor Sandoval-Perez left the meeting at 7:41 pm.

H. INFORMATION REPORTS

1. City Manager's Report.

Rochelle Roaden stated that at the last council meeting the Council reviewed the bridge options report, with Councilor Collins asking about a wood bridge built in Alaska that was constructed by Western Wood Structures. Rochelle Roaden contacted Hazen Hyland of Western Wood Structures and requested an updated proposal to replace the foot bridge. Rochelle Roaden handed out a bridge options comparative with two options based on Western Wood Structures' estimate, which does not include engineering, project management, permit processing or removal of the old bridge. The estimate for the Western Wood Structures' bridge was a minimum of \$750,000 more than the proposed cost from OBEC.

Rochelle Roaden advised that she attended the Hazardous Mediation Plan Update with Yamhill County Emergency Management, which is an ongoing process facilitated by the University of Oregon and she will keep the Council updated on that process.

The City's annual audit will begin the week of August 12, 2019.

Census 2020 will be here soon and the City's website has been updated to include Census information in both English and Spanish. The area IRS Census representative would like to attend the October Council Meeting and get Council support for the Census.

Office Specialist 1/Code Compliance Officer position has been filled, Cher Laree Bailey will start on Monday, August 19, 2019. Cher has an associate's degrees in paralegal and criminal justice.

Sewer project update. Most of the major components on the pump station site has been installed except for fencing. The force main piping has been installed over to the bridge, but has not been connected to the existing piping under the bridge, and has not been backfilled. City Engineer, Denny Muchmore and Public Works Director, Steve Sagmiller met with the contractor this morning to mark pavement restoration limits required under the contract. The contractor recently completed the grade correction work on portions of the main lines through town and completion of the the air testing and final TV inspection still need to be completed. Work is expected to continue through the month of August.

Rochelle Roaden handed out the Library report and reviewed the report with the Council. She stated that the new City App will be interactive with the Library as well as City Hall.

Water update. Installation of the new Kamstrup water meters will begin the week of September 23, 2019 and will take about two weeks to complete. Residents will receive door hangers prior to the installation and will receive a knock on the door to inform them of the interruption of service during meter installations.

The well field and water usage reports for Dayton and Lafayette were handed out and reviewed by Rochelle Roaden and Steve Sagmiller. Steve Sagmiller stated that the water levels in the well fields are good, thanks to cooler weather. Lafayette has been using their ASR production, but will be done by the end of July. The City's spring production is low this

year compared to previous years, but is still producing water. Dayton's overall usage has gone up in July, due to unusually warm weather.

John Collins asked about Lafayette's ASR usage and what would happen once it is used up. Steve Sagmiller reviewed the background of Lafayette's ASR and advised that Lafayette uses their ASR as storage and not as their primary water source as it was intended.

Rochelle Roaden advised that she has asked the City's attorney to take a look at the intergovernmental agreement (IGA) between Dayton and Lafayette stating that there should be a MOP in place to address water usage and levels. Rochelle Roaden advised she would like to meet with Lafayette and get some operational guidelines in place to help protect the City's water source. Discussion continued regarding Lafayette water usage and storage of water to their ASR.

Announcements:

Volunteer and Staff Appreciation BBQ is schedule for Monday, August 19, 2019, please RSVP to Patty Ringnalda if you will be attending.

City Council profiles are now on the website. Those Councilors who have not completed their questionnaire, were asked to update their information on the website.

Rochelle Roaden announced that she is now enrolled in Pacific University, she will be taking two classes to finish her degree. She will be out of the office on Thursday afternoons to attend classes starting August 27, 2019.

I. ADJOURN


There being no further business, the meeting adjourned at 8:04 pm.

Respectfully submitted:

By: Patty Ringnalda
City Recorder

APPROVED BY COUNCIL on September 3, 2019.

As Written As Amended


Elizabeth Wytoski, Mayor