

MINUTES
DAYTON CITY COUNCIL
REGULAR SESSION – VIRTUALLY VIA ZOOM
June 1, 2020

PRESENT: Mayor Elizabeth Wytoski *left at 8:56 pm* **ABSENT:**
Council President Daniel Holbrook
Councilor John Collins
Councilor Kitty Mackin
Councilor Trini Marquez *arrived at 6:43 pm*
Councilor Darrick Price *arrived at 6:46 pm*
Councilor Rosalba Sandoval-Perez *arrived at 6:40 pm*

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

A. CALL TO ORDER

Mayor Wytoski called the meeting to order at 6:35 pm and those present gave the Pledge of Allegiance.

B. ROLL CALL

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

C. PUBLIC HEARINGS

Mayor Wytoski opened the Public Hearing to obtain citizen input on the budget for the fiscal year beginning July 1, 2020 at 6:36 pm and stated that the City Council will hold a public hearing to obtain citizen input on the budget for the fiscal year beginning July 1, 2020 as approved by the City of Dayton Budget Committee.

No one was in attendance to comment.

Mayor Wytoski closed the Public Hearing at 6:37 pm.

Mayor Wytoski opened the Public Hearing to obtain citizen input on the proposed uses of State Revenue Sharing Funds at 6:37 pm and stated that the City Council will hold a public hearing to obtain citizen input on the proposed uses of State Revenue Sharing Funds in the City of Dayton FY 2020/2021 Budget.

No one was in attendance to comment.

Mayor Wytoski closed the Public Hearing at 6:38 pm.

D. APPEARANCE OF INTERESTED CITIZENS

None.

E. CONSENT AGENDA

1. Approval of Meeting Minutes

- a. Emergency Session Meeting Minutes of March 13, 2020
- b. Regular Session Meeting Minutes of April 6, 2020
- c. Regular Session Meeting Minutes of May 4, 2020

JOHN COLLINS MOVED TO APPROVE THE MINUTES OF THE EMERGENCY SESSION MEETING OF MARCH 13, 2020, REGULAR SESSION MEETING OF APRIL 6, 2020 AND REGULAR SESSION MEETING MINUTES OF MAY 4, 2020, AS PRESENTED. SECONDED BY DANIEL HOLBROOK. *Motion carried with Collins, Holbrook, Mackin, and Wytoski voting aye. Marquez, Price and Sandoval-Perez absent.*

F. ACTION ITEMS

1. Homeward Bound Donation Request

Jennifer Choate DMV, Clinic Manager of Homeward Bound Pets of 1758 NW Meadows, McMinnville, Oregon stated that Homeward Bound is open and performing spays and neutering again after being closed for 2 months. Ms. Choate advised that they have spayed or neutered 84 feral cats this year with about 8% of those are from the Dayton area. Discussion continued.

KITTY MACKIN MOVED TO APPROVE A DONATION TO HOMEWARD BOUND PETS IN THE AMOUNT OF \$1,500.00. SECONDED BY JOHN COLLINS. *Motion carried with Collins, Holbrook, Mackin, Marquez, Sandoval-Perez and Wytoski voting aye. Price absent.*

2. Your Community Mediators Donation Request

Chuck Pattishaw, Executive Director of Your Community Mediators (YCM), reviewed their donation request and the different types of services they provide, stating that in addition to mediation services they have started offering conflict coaching to the community. Mr. Pattishaw advised that there are several videos on their website that feature the Dayton Grade School and encouraged the Council to view the videos. Mayor Wytoski and Councilor Collins stated their support for Your Community Mediators and agreed that they would like to see more information, regarding where their funding comes from. The donation amount was discussed in length.

JOHN COLLINS MOVED TO APPROVE A DONATION TO YOUR COMMUNITY MEDIATORS IN THE AMOUNT OF \$1,500.00. SECONDED BY DANIEL HOLBROOK. *Motion carried with Collins, Holbrook, Mackin, Marquez, Price, Sandoval-Perez and Wytoski voting aye.*

3. Yamhill County Transit Authority Budget Request Follow-up Discussion

City Manager, Rochelle Roaden reviewed the donation request for the Yamhill County Transit Authority (YCTA), stating that she spoke with Cynthia Thompson's assistant at the Transit Authority regarding how the donation request of \$3600 was calculated. Rochelle Roaden advised that originally there was a gentleman's agreement with all the small cities, agreeing that

each city would donate \$2500, YCTA has increased the requested amount by 5% each year. Rochelle Roaden noted that Willamina and Amity do not donate to YCTA stating lack of funds. Mayor Wytoski stated that she is surprised at the “Gentlemen’s Agreement” explanation and advised that different information had been provided to the Council in the past. The Mayor advised that in the last couple of years the Council has asked for ridership data which has not been provided, therefore she does not support donating the requested amount. Councilor Collins stated that he would like to see where all of their funding comes from. Councilor Holbrook said he would be in favor of donating \$1500 and suggested that an intergovernmental agreement would be a better way of making these types of donations. Councilor Sandoval-Perez stated that if the Council has asked for Dayton ridership information YCTA should try to provide the information and agreed that the City should not do more than their fair share. Without ridership numbers, Councilor Sandoval-Perez is not in favor of increasing the donation amount. Mayor Wytoski verified that the \$1500 donation has already been approved within the budget, therefore no action was required by Council.

4. **Library Services/Summer Reading Program Update – Cyndi Park**

Cyndi Park, Librarian updated the Council on the changes to the summer reading program due to the Covid-19 social distancing requirements. Cyndi Park stated that the Library Cooperative is working on activities that don’t rely on virtual technology, stating that parents and children are tired of staring at a computer. The Library will have 6 weeks of grab and go packets, which will be picked up outside of the library in a newspaper dispenser. The packets contain everything they will need to complete their project. Cyndi Park advised that the Library has an app that can track reading logs with participants able to login on their phone and there will be two virtual performers this year. Discussion continued with Council thanking Cyndi Park for all her great work.

Library curb-side pick-up and home delivery started beginning June, 1, 2020 with Dayton items only, the CCRLS courier is not yet back in service. City Hall will start taking library return items once it opens back up, returned items will be quarantined before they are processed back into the library collection.

5. **Approval of Resolution 2019/2020-20 Police Services Contract**

Rochelle Roaden reviewed the Police Services contract with the Council, advising there were no significant changes to the contract other than a wage increase due to a market adjustment and a cost of living increase. Rochelle Roaden stated that the City Attorney pointed out a shortened contract termination period with the new contract and suggest that be changed back to the 180 day period, which the Sheriff’s Office has agreed to. Discussion continued with the Council in agreement to a 180 day termination period rather than a 90 day termination period.

**DANIEL HOLLBROOK MOVED TO APPROVE RESOLUTION
2019/2020-20 A RESOLUTION APPROVING AN INTERGOVERN-
MENTAL AGREEMENT BETWEEN YAMHILL COUNTY AND
THE CITY OF DAYTON FOR POLICE SERVICES FOR FY**

2020/2021 WITH THE AMENDMENT TO EXTEND 180 DAY CLAUSE. SECONDED BY JOHN COLLINS. *Motion carried with Collins, Holbrook, Mackin, Marquez, Price, Sandoval-Perez and Wytoski voting aye.*

Councilor Sandoval-Perez asked about diversified training for deputies from the Sheriff's Office for the City of Dayton. Rochelle Roaden advised that she will investigate and report back to the Council. Discussion continued.

6. Approval of Resolution 2019/2020-21 CCRLS

Rochelle Roaden, advised the Council that the City is currently in year three of a five year contract with Chemeketa Cooperative Regional Library Service (CCRLS), this amendment adds funding for the 2020/2021 fiscal year.

JOHN COLLINS MOVED TO APPROVE RESOLUTION 2019/2020-21 A RESOLUTION APPROVING AMENDMENT #02 OF THE INTERGOVERNMENTAL AGREEMENT BETWEEN CHEMEKETA COMMUNITY COLLEGE AND THE CITY OF DAYTON FOR THE CHEMEKETA COOPERATIVE REGIONAL LIBRARY SERVICE (CCRLS). SECONDED BY KITTY MACKIN. *Motion carried with Collins, Holbrook, Mackin, Marquez, Price, Sandoval-Perez and Wytoski voting aye.*

7. Second Reading and Adoption of Ordinance 647 Amending Chapter 7 of the Dayton Land Use and Development Code and Removing Parking Restriction for ADU's.

John Collins performed the second reading of Ordinance 647.

DARRICK PRICE MOVED TO APPROVE THE SECOND READING OF ORDINANCE 647 AN ORDINANCE AMENDING THE DAYTON LAND USE AND DEVELOPMENT CODE, CHAPTER 7 OF THE DAYTON MUNICIPAL CODE, SECTION 7.2.402.I, RELATED TO DELETING THE ONE SPACE PARKING REQUIREMENT FOR ACCESSORY DWELLING UNITS (ADU'S). SECONDED BY ROSALBA SANDOVAL-PEREZ. *Motion carried with Collins, Holbrook, Marquez, Price, Sandoval-Perez and Wytoski voting aye. Mackin voting nay.*

JOHN COLLINS MOVED TO ADOPT ORDINANCE 647, AN ORDINANCE AMENDING THE DAYTON LAND USE AND DEVELOPMENT CODE, CHAPTER 7 OF THE DAYTON MUNICIPAL CODE, SECTION 7.2.402.I, RELATED TO DELETING THE ONE SPACE PARKING REQUIREMENT FOR ACCESSORY DWELLING UNITS. SECONDED BY ROSALBA

SANDOLVA-PEREZ. *Motion carried with Collins, Holbrook, Marquez, Price, Sandoval-Perez and Wytoski voting aye. Mackin voting nay.*

8. First Reading of Ordinance 648 Amending Chapter 8 of the Dayton Municipal Code – Water Curtailment.

Rochelle Roaden reviewed history for the requested changes to the current water restrictions for the City of Dayton. The new water curtailment restrictions were reviewed with the Council with Rochelle Roaden reviewing each stage of the proposed water restrictions.

The use of outside water that is not connected to the City’s water source and the capture of rain water was discussed in length. Councilor Collins suggested that the new curtailment be renamed to identify it as the use of municipal water. Steve Sagmiller suggested that the odd even watering requirements be continued through-out all stages of curtailment. Rochelle Roaden advised that the City will continue to provide water conservation information to the community.

Section 8.2.25 header was changed to read “Stages of Municipal Water Curtailment. In all related stages the time language was changed to read “before 10 am and after 6 pm”. Stage one was changed to odd even watering “for yards, lawns and turf only”. Stages two and five were changed to read “except for hand watering before 10 am and after 6 pm”.

John Collins performed the first reading of Ordinance 648 as amended.

DARRICK PRICE MOVED TO APPROVE THE FIRST READING OF ORDINANCE 648 AN ORDINANCE REPEALING PROVISIONS OF THE DAYTON MUNICIPAL CODE SECTION 8.2 RELATED TO WATER RESTRICTIONS, CRISES AND EMERGENCIES, REPLACING PROVISIONS AND DEFINING VIOLATIONS AS AMENDED. SECONDED BY KITTY MACKIN.
Motion carried with Collins, Holbrook, Mackin, Marquez, Price, Sandoval-Perez and Wytoski voting aye.

G. CITY COUNCIL COMMENTS AND CONCERNS

Councilor Mackin stated that she has been approached by citizens of the community regarding the removal of the trees on Ferry Street and asked if there was a way that trees within the City could be documented? Council Mackin suggested developing a registry of old trees.

Councilor Holbrook stated that Oregon has an Oak-a-cord which is organized by Willamette Partnership and feels that the City could do something to facilitate a modified program for trees within the City. Councilor Holbrook advised that he would be happy to provide some examples for the Council to review. Councilor Holbrook asked about an on-line space where the Council could have conversations with the community and share regarding the City’s diversity or to receive suggestions.

Councilor Collins spoke to the tree removal, stating that some of those who complained have never themselves planted a tree. Councilor Collins stated that he would like to see the City promote the planting of trees instead of focusing on the removal of trees. Councilor Collins stated his frustration with the way our State has handled the Covid-19 virus situation.

Mayor Wytoski advised that she too was contacted regarding the removal of the oak trees on Ferry Street, she feels that if there was a committee to review the tree removal that the exact same results would have happened. Mayor Wytoski feels that the process was done really well, with the wood being donated back to the community and the trees being replanted.

Mayor Wytoski advised that she has been working with the City's Attorney and will bring a resolution to the Council for a one time change to the City Managers contract, regarding a one-time rollover of management leave. Discussion continued with the Mayor reviewing the reasons for the request. There were no concerns from the Council.

Mayor Wytoski referred to a community discussion on the community Facebook page regarding glass recycling vs yard debris collection. The Mayor stated that she would like to revisit possibly adding yard debris collection to the cities services.

Mayor Wytoski advised that Yamhill County is in the process of applying for Phase II of the Governor's plan to reopen Oregon, and reviewed some of the changes that will happen when and if the County goes to Phase II restrictions.

H. INFORMATION REPORTS

1. City Manager's Report

Rochelle Roaden advised that she emailed Dave Larmouth of Recology in regards to glass vs lawn debris collection asking him what the pricing would be to add yard debris collection to the City's services. Rochelle Roaden also inquired if residents could choose between glass collection and yard debris collection. Once Rochelle Roaden hears back from Recology she will share the information with the Council.

Steve Sagmiller stated that the wells have been rehabilitated and the results indicate that the wells are running a little bit better, the beginning levels were significantly lower this year, therefore they are not getting near as much water out of the water system. Lafayette was pulling over 300 gallons per minute out of the wells for a number of days, with some days peaking over 400 gallons per minute. At times, Lafayette pulls more water out of the wells, than the well system can make. Steve Sagmiller reported that a city wide leak assessment has been completed with the detection of several leaks, Public Works is in the process of repairing the identified leaks.

Rochelle Roaden updated the Council on the Urban Program advising that it will be ending June 30, 2020 and that receipts will need to be turned in by then. Rochelle Roaden reviewed the aging of accounts receivable with the Council stating that out of 818 water/sewer accounts, 21 accounts owe for February, March, April and May, 21 additional accounts owe for March, April and May and

there are 110 accounts that owe for April and May with a total amount owed for \$6500. Rochelle Roaden asked for input from the Council of when they would like to start charging late fees and account shut offs again. Council directed the City Manager to find out how other cities are handling the suspension of late fees and shut offs. Discussion continued with the Council in agreement to continue with suspended late fees and shut offs until a later date to be announced.

CDBG Emergency Small Business Grant – The City Manager from Willamina has offered to prepare the application. An MOU will be put together and will come back to the Council for approval.

Rochelle Roaden stated that she spoke with Alexis Cooley who is the City's new project officer for DEQ regarding the Utility Bridge with Infrastructure Upgrade, she advised that the process for getting the loan is 6 to 12 month process.

Rochelle Roaden advised that she will be concentrating on the RFP for the Dayton Village and the Safe Routes to School Grant application. Rochelle Roaden stated that she was able to get feedback from LeeAnn Ferguson regarding the City's prior Safe Routes to School application and the scoring process, allowing her to better understand where we need to score higher when submitting our application again.

Changes to City Hall and Library hours was discussed with the Council. The proposed new hours are 8 am to noon, closed from noon to 1 pm for lunch and then open from 1 to 5 pm, with the Library to remain open during the 12 to 1 pm lunch hour. Discussion continued with the Council in agreement that the Library close during the lunch hour, for safety reasons.

Mayor Wytoski left the meeting at 8:56 pm and asked Councilor Holbrook to close the meeting.

I. ADJOURN

There being no further business, the meeting adjourned at 9:00 pm.

Respectfully submitted:

By: Patty Ringnalda
City Recorder

APPROVED BY COUNCIL on July 6, 2020.

As Written As Amended


Elizabeth Wytoski, Mayor