

MINUTES
DAYTON CITY COUNCIL
REGULAR SESSION MEETING
March 7, 2022

PRESENT: Mayor Elizabeth Wytoski
Council President Daniel Holbrook
Councilor Annette Frank
Councilor Kitty Mackin
Councilor Trini Marquez - *arrived at 6:33 pm*
Councilor Rosalba Sandoval-Perez

ABSENT:

STAFF: Rochelle Roaden, City Manager
Patty Ringnalda, City Recorder
Josh Bilodeau, Public Works Supervisor

A. CALL TO ORDER

Mayor Wytoski called the meeting to order at 6:30 pm.

B. ROLL CALL

Mayor Wytoski noted there was a quorum with Councilors Frank, Holbrook, Mackin and Sandoval-Perez present virtually via Zoom. Mayor Wytoski noted the absence of Councilor Marquez.

C. APPEARANCE OF INTERESTED CITIZENS

None

D. CONSENT AGENDA

DANIEL HOLBROOK MOVED TO APPROVE THE MINUTES OF THE REGULAR SESSION MEETING OF FEBRUARY 7, 2022 AS WRITTEN. SECONDED BY KITTY MACKIN. Motion carried with Frank, Holbrook, Mackin, Sandoval-Perez and Wytoski voting aye. Marquez absent.

E. ACTION ITEMS

1. Appreciation Award Presentation – Darrick Price.

Mayor Wytoski presented Darrick Price with an Appreciation Award and thanked him for his 14 years of service. Rochelle Roaden, City Manager presented the award to Darrick Price at his home.

2. Donation Request – Dayton FFA Easter Egg Hunt.

Clare Coleman and Mia Garcia, representing the Dayton FFA presented to the Council their request for a donation in the amount of \$600 to help support the FFA annual Easter Egg Hunt. The FFA is expecting between 400 and 500 participant in this annual event and they have already raised \$500 in their fundraising efforts.

DANIEL HOLBROOK MOVED TO APPROVE THE REQUESTED DONATION FOR THE DAYTON FFA ANNUAL EASTER EGG HUNT IN THE AMOUNT OF \$600. SECONDED BY ROSALBA SANDOVAL-PEREZ. *Motion carried with Frank, Holbrook, Mackin, Marquez, Sandoval-Perez and Wytoski voting aye.*

3. Audit Presentation – Devan Esch, Grove, Mueller and Swank.

Devin Esch, from Grove, Mueller and Swank, was present to review the audit report with the Council.

KITTY MACKIN MOVED TO ACCEPT THE FISCAL YEAR 2020/2021 FINANCIAL STATEMENTS. SECONDED BY ANNETTE FRANK. *Motion carried with Frank, Holbrook, Mackin, Marquez, Sandoval-Perez and Wytoski voting aye.*

4. Appointment of New Councilor to Vacant City Council Seat.

Mayor Wytoski reviewed the process for appointing a new Councilor, stating that there were three applications, however two applicants were not eligible due the amount of time they have lived in the City.

Rochelle Roaden advised that the remaining applicant, Jim Maguire was not available to attend the meeting because he is flying back from the East Coast.

DANIEL HOLBROOK MOVED TO APPOINT JIM MAGUIRE TO THE CITY COUNCIL SEAT VACATED BY DARRICK PRICE WITH A TERM ENDING DECEMBER 31, 2022. SECONDED BY ANNETTE FRANK. *Motion carried with Frank, Holbrook, Mackin, Marquez, Sandoval-Perez and Wytoski voting aye.*

Mayor Wytoski opened the voting and polled the Council.

City Recorder, Patty Ringnalda read the results into the record, stating that Sandoval-Perez, Holbrook, Frank, Mackin, Marquez and Wytoski all casting their vote for Jim Maguire.

Oath of Office will be performed at the next Council meeting.

5. Authority to Execute Low-Income Household Water Assistance Program (LIHWA).

Rochelle Roaden, reviewed the LIHWA program and explained how the program works. The LIHWA program is for 60% below median income residents to help pay for their past due water and sewer billing. Council is required to agree to the program rules in order to become part of the program.

ROSALBA SANDOVAL-PEREZ MOVED THAT THE CITY COUNCIL AUTHORIZE THE CITY MANAGER TO EXECUTE ANY DOCUMENTS AS NEEDED TO ALLOW LIHWA BENEFITS TO BE PROVIDED TO THE DAYTON COMMUNITY. SECONDED BY ANNETTE FRANK. Motion carried with Frank, Holbrook, Mackin, Marquez, Sandoval-Perez and Wytoski voting aye.

6. Approval to Purchase Street Sweeper.

Rochelle Roaden introduced Josh Bilodeau, Public Works Supervisor who prepared the information for the staff report. Rochelle Roaden advised that the City currently out-sources street sweeping one day per/month and the streets are only swept on those streets that have sidewalks and curbs. Discussion continued regarding street sweeping services and schedule.

Councilor Holbrook inquired if there is enough in house staff to perform the street sweeping duties. Rochelle Roaden advised that there is with the recent hiring of a Public Works Supervisor. Mayor Wytoski asked if the sweeper would last long enough for the City to recoup its investment. Josh Bilodeau stated that he had researched the life expectancy of the sweeper and did not find anything to indicate that it would not last long enough to pay for its self.

KITTY MACKIN MOVED TO APPROVE THE PURCHASE OF A 2011 SCHWARZE A7000 STREET SWEEPER WITH A NOT TO EXCEED PRICE OF \$66,000. SECONDED BY DANIEL HOLBROOK. Motion carried with Frank, Holbrook, Mackin, Marquez, Sandoval-Perez and Wytoski voting aye.

7. Yamhill County Investing in Water and Sewer Infrastructure Grants.

Rochelle Roaden advised that the Yamhill County Investing in Water and Sewer Infrastructure Grant is Yamhill County's program for disbursing ARPA funds. There are two grant agreements that will need to signed and returned to the County in order for the City to receive grant funds, both agreements are still being reviewed by the City's attorney. In order not to hold up this project any longer, the City Manager is asking Council to give Mayor Wytoski approval to sign the grant agreements once they have been approved. The grant agreements will be brought back to the Council once they have been executed.

DANIEL HOLBROOK MOVED THAT THE CITY COUNCIL AUTHORIZE THE MAYOR TO SIGN THE YAMHILL COUNTY INVESTING IN WATER AND SEWER INFRASTRUCTURE GRANT AGREEMENTS WITH YAMHILL COUNTY FOR THE UTILITY BRIDGE AND HIGHWAY 221 LIFT STATION PROJECTS. SECONDED BY TRINI MARQUEZ. Motion carried with Frank, Holbrook, Mackin, Marquez, Sandoval-Perez and Wytoski voting aye.

F. CITY COUNCIL COMMENTS AND CONCERNS

Councilor Marquez advise that she has been approached by a community member asking about recall signs across the street from the High School. Councilor Marquez asked if the signs met City set back requirements.

Mayor Wytoski stated that she too received complaints regarding the recall signs. The Mayor advised that the signs are actually on private property owned by Tom and Piper Sweeney, which is allowed. The Mayor stated that she spoke to Commissioner Berschauer and was told that they had no intentions of removing the signs.

Rochelle Roaden advised that there is also a recall sign next to the City of Dayton entrance sign, the City called the property owner and asked if the sign could be moved. The home owner initially gave permission and then later changed their mind. The City moved the sign and then moved it back at the property owner's request.

Mayor Wytoski advised that she has filed to run for Yamhill County Commissioner seat 1, stating that her intention is serve her term as Mayor if she does not get elected as County Commissioner. Mayor Wytoski advised that she is working on notes and documents that she can pass on to the next Mayor of Dayton in the case that she is voted in as County Commissioner.

G. INFORMATION REPORTS

City Manager's Report

*New Friday Update – started last week and was sent to Councilors via email. The Friday Update will give the Council more information, keep the Council updated on City activities and will include information from each of the City's departments.

The City Manager reviewed the following items from the Friday Report:

- 302, 304 & 306 Ferry Street have submitted pre-application meeting
- The Joel Palmer House is doing repair work that was approved by HPC
- DOWL engineers presented the 30% design review for the Utility Bridge mid-span replacement and last week. Construction will follow with a projected project completion date of November 2023
- The March and May edition of the Ferry Street News will be out next week
- Safe Routes to School Grant quarterly has been completed, waiting on one last easement agreement along the project route.
- Right of Way Associates is negotiating with the owner of the Mobile Home park and is hoping to have a resolution shortly so the project can be put out to bid
- Management Staff has been enrolled in JEDI (Justice, Equity, Diversity and Inclusion) training through Western Oregon University
- Interviews for the open Public Works position have been completed

Urban Growth Boundary Swap – The next step is for the Council to meet and review the Comp Plan Amendment. Due to public reporting and notification processes, the public hearing has been scheduled for April 18, 2022 in a special/work session.

Rochelle Roaden reviewed the budget calendar included in the agenda packet. Councilors were asked if they had any conflicts with the meeting dates to contact the City Manager. Budget meetings this year will be held in person in council chambers and remotely via zoom.


Currently there is one position open on the budget committee and councilors were asked if they knew anyone who would like to serve on the committee to have them contact City Hall.

March 15, 2022 is the first day to file the Statement of Economic Interest with the Oregon Governmental Ethics Commission. Councilors with questions were encouraged to contact City Recorder, Patty Ringnalda.

H. ADJOURN

There being no further business, the meeting adjourned at 7:35 pm by Mayor Wytoski.

Respectfully submitted:

By: 
Patty Ringnalda
City Recorder

APPROVED BY COUNCIL on April 4, 2022

As Written As Amended


Elizabeth Wytoski, Mayor