

MINUTES
DAYTON CITY COUNCIL
REGULAR SESSION
September 6, 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

A. CALL TO ORDER & PLEDGE OF ALLEGIANCE

Mayor Wytoski called the meeting to order at 6:31 p.m. and those present gave the pledge of allegiance.

B. ROLL CALL

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

C. APPEARANCE OF INTERESTED CITIZENS

Members of the local Veterans of Foreign War (VFW) post 4015, Rex Smith of 4155 NE 3 Mile Ln, McMinnville and Cheryl Campos, of 16600 SE Stringtown Rd, Dayton were in attendance to show their support for Mike Billings and the VFW.

D. CONSENT AGENDA

1. Approval of Meeting Minutes

- a. Work/Special Session Meeting Minutes of July 18, 2022.
- b. Regular Session Meeting Minutes of August 1, 2022.

ANNETTE FRANK MOVED TO APPROVE THE MINUTES OF THE WORK/SPECIAL SESSION MEETING OF JULY 18, 2022 AND THE REGULAR SESSION MEETING OF AUGUST 1, 2022 AS WRITTEN. SECONDED BY DANIEL HOLBROOK. Motion carried with Frank, Holbrook, Mackin, Maguire, Marquez, Sandoval-Perez and Wytoski voting aye.

E. ACTION ITEMS

1. Dayton VFW National Award Sign Presentation – Mike Billings

Mike Billings, Commander of VFW Post 4015, announced that Dayton Post 4015 has been awarded the 2021/2022 National Outstanding Community Service Award. Commander Billings asked if the sign could be installed at the corner of 3rd and Main Streets next to the

welcome to Dayton sign. Commander Billings, advised that Dayton Post 4015 and Newberg VFW Post have been combined and are now renamed to Greater Yamhill County VFW Post 4015.

The VFW will be hosting a 9/11 remembrance event in Courthouse Square Park on Sunday, September 11, 2022 at 1:00 pm.

2. Small City Allotment Grant Update

Rochelle Roaden, City Manager updated the Council regarding the Small City Allotment Grant, stating that the grant program increased its maximum grant amount from \$100,000 to \$250,000. Per City Engineer, Denny Muchmore's recommendation the additional funds will be applied towards upgrades to 7th Street and part of 9th Street in 2023/2024 with 8th Street to be completed the following year. The City has applied for 7th and 9th Street overlays as the grant application deadline was August 31, 2022.

3. City's Building /Planning Intake Process Update

Rochelle Roaden reviewed the new Building and Planning Land Use Inquiry section on the City's website, explaining the need for the new form. Patty Ringnald, City Recorder demonstrated the new form on the website.

Councilor Frank inquired about the response time and Councilor Holbrook asked if statics were available from the online form. Discussion continued.

4. Initiation of Dayton Land Use Code Amendment Update for Buffers

Rochelle Roaden advised that as part of the Urban Growth Boundary (UBG) process and working with Sam Sweeney and Friends of Yamhill County, the addition of buffers were added to the code. In order for the City Planner to start this process he needs the Council to initiate the buffer code amendment process.

ANNETTE FRANK MOVED TO INITIATE A DEVELOPMENT CODE AMENDMENT TO ADD BUFFER REQUIREMENTS BETWEEN LAND WITHIN DAYTON URBAN GROWTH BOUNDARY AND LAND ZONE EXCLUSIVE FARM USE AS PROVIDED IN THE URBANIZATION ELEMENT OF THE CITY OF DAYTON COMPREHENSIVE PLAN. SECONDED BY TRINI MARQUEZ. Motion carried with Frank, Holbrook, Mackin, Maguire, Marquez, Sandoval-Perez and Wytoski voting aye.

5. Park Improvements Discussion

Rochelle Roaden provided a Parks Master Plan document to the Councilors who attended the meeting in person, and asked Council for direction on identifying park improvements for the upcoming year.

Mayor Wytoski noted that she is in favor of installing a splash pad and stated that it was not included in the 2004 Park Master Plan. Mayor Wytoski advised that splash pads are now very common. The Mayor has researched splash pads extensively and advised that she did not find any negative feedback. Mayor Wytoski stated that there were two different type of splash pad water models. One is a recirculating model where the water is working like a fountain and is treated and cleaned. The other model is a continual flow and a single use model, which uses less water and has less restrictions.

Discussion continued with Councilors discussing costs (long and short term), budgeting, types of splash pads, other uses of the recycled water, dual uses such as a splash pad/skate park, and ADA compliance.

Josh Bilodeau, Public Works Supervisor stated that the recirculation model would be the only type of splash pad that could be installed in Dayton, due to our current sewer system. Noting that the City of Keizer uses the recirculating model and spends about \$30,000 per year in operational costs.

Discussion concluded with Council in agreement that before a decision would be made, they would like to see comparable projects within the \$100,000 to \$120,000 price range. They would like the community polled for their input.

F. EXECUTIVE SESSION

Mayor Wytoski closed the Regular Session Meeting at 7:37 p.m. and stated that Council will meet in Executive Session pursuant to ORS 192.660(2)(f) to consider information or records that are exempt by law from inspection.

Mayor Wytoski closed the Executive Session Meeting at 7:55 p.m. and moved back into the Regular Session Meeting.

G. CITY COUNCIL COMMENTS/CONCERNS

Mayor Wytoski advised that the City Manager's job has not been reviewed in over two years. The Mayor handed out evaluation forms to those Councilors who were present. Mayor Wytoski asked Council for authority to negotiate with the City Manager regarding her employment contract. Mayor Wytoski asked that the completed evaluations be returned to her by no later than September 26, 2022.

**DANIEL HOLBROOK MOVED TO GIVE MAYOR WYTOSKI
AUTHORIZATION TO ENTER INTO EMPLOYMENT
CONTRACT NEGOCIATIONS WITH THE CITY MANAGER,
ROCHELLE ROADEN. SECONDED BY ANNETTE FRANK.
*Motion carried with Frank, Holbrook, Mackin, Maguire, Marquez,
Sandoval-Perez and Wytoski voting aye.***

Councilor Frank stated that she was pleased with the completed Urban Growth Boundary (UGB) document. Noting that she is interested in finding new ways to add more greenery to the City. The mowing of Alderman Park was also discussed.

Councilor Maguire thanked Council and the Mayor for their endorsements of him for Councilor in the November election.

Councilor Sandoval-Perez stated that she just returned from Mexico, where a nursery's grow plants and donate them for park improvements. Park benches with appreciation plaques are installed to recognize their donations. Councilor Sandoval-Perez stated that she would like to see something like this for our parks.

Councilor Sandoval-Perez inquired about use of the Community Center and why it is not more available for public use, for example, a senior center, after school care, etc. Discussion continued with the Mayor advising that to open the Community Center for public uses would create a staffing burden on the City's staff and that if Councilor Sandoval-Perez would like the Community Center used for such purposes she could organize the project and supply staffing.

Councilor Frank stated that she would be interested in the City partnering with other groups in the community to facilitate a meeting place for seniors and youth to come together.

Councilor Holbrook advised that there is lottery money for such projects.

Councilor Mackin inquired about the dog park, stating that it was still closed on Saturday after she was told it would be open for the weekend. Rochelle Roaden stated that the Dog Park was open Saturday and advised that the upgrades to the park have not yet been completed.

Councilor Mackin expressed her frustration with the Safe Routes to School Project advising that her driveway has not been completed. Rochelle Roaden stated that driveway portions of the project should be completed by tomorrow.

H. INFORMATION REPORTS

1. City Manager's Report

The Financial Audit is currently in progress. Council was advised to check their emails, auditors could be contacting them with questions.

The City has received the second half of the ARPA funds (\$304,000). Having received a little over \$608,000, of which \$511,000 will be matched with the Yamhill County Grant Funds, and this money will fund the 1.2 million dollar highway 221 Lift Station project.

Courthouse Square Park has had four surveillance cameras installed, which was done in response to recent vandalism. Yamhill County Sheriff's Office has access to the cameras and will be reviewing the footage.

The 9th to Flower Street project is almost complete with driveways and intersection paving to be completed tomorrow. A ribbon cutting ceremony between the Dayton City Council and the Dayton School District, has been scheduled and Council was asked to attend.

Total Maximum Daily Load (TMDL) Implementation Plan has been submitted to DEQ. Elizabeth Sagmiller, consultant to the City will be meeting with staff next week. Council presentation will be at the October 17, 2022 Council Meeting.

City Staff is scheduled to give a Justice, Equity, Diversity, & Inclusion (JEDI) demonstration at the next City Council meeting.

The VFW will be holding a Halloween Bingo community event in the Community Center.

The annual Library Halloween party "Dia De Los Muertos" will be on Monday, October 31, 2022.

Christmas Tree Lighting will be held at Courthouse Square Park on Saturday, November 26, 2022.


Breakfast with Santa and the Holiday Bazaar will be Saturday, December 10, 2022 at the Community Event Center.

Councilor Holbrook stated that there could be municipal funding available through the Infrastructure Investment Jobs Act (IIJA). Rochelle Roaden stated that the Utility Bridge is not on the National Historic Registry and would need to be in order to qualify for funding through the IIJA.

I. ADJOURN

There being no further business, the meeting adjourned at 8:37 p.m.

Respectfully submitted:


By: Patty Ringnalda
City Recorder

APPROVED BY COUNCIL on October 3, 2022.

As Written As Amended


Elizabeth Wytoski, Mayor