

**MINUTES
DAYTON CITY COUNCIL
REGULAR SESSION
DECEMBER 4, 2023**

PRESENT: Mayor Trini Marquez
Council President Jim Maguire
Councilor Drew Hildebrandt
Councilor Kitty Mackin
Councilor Annette Frank
Councilor Rosalba Sandoval-Perez, via zoom

ABSENT: Councilor Luke Wildhaber

STAFF: Rochelle Roaden, City Manager
Rocio Vargas, City Recorder
Dave Rucklos, Tourism & Economic Development Director
Ashleigh Dougill, City Attorney

A. CALL TO ORDER & PLEDGE OF ALLEGIANCE

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

B. ROLL CALL

Mayor Marquez noted that there was quorum with Councilors Maguire, Hildebrandt, Mackin, Frank present in person and Councilor Sandoval-Perez via zoom. Councilor Wildhaber was absent.

C. INTERESTED CITIZEN APPEARANCE

None.

D. CONSENT AGENDA

1. Regular Session Meeting Minutes of November 6, 2023.

ANNETTE FRANK MOVED TO APPROVE REGULAR SESSION MEETING MINUTES OF NOVEMBER 6, 2023, AS WRITTEN. SECONDED BY JIM MAGUIRE. Motion carried with Marquez, Maguire, Hildebrandt, Mackin, Frank, and Sandoval-Perez voting aye. Councilor Wildhaber was absent.

PUBLIC HEARING

Mayor Marquez opened the Public Hearing to obtain citizen input on sewer rate increase to fund the Sewer Improvement Project at 6:35pm.

No one signed up to comment.

Mayor Marquez closed the Public Hearing at 6:36pm.

E. ACTION ITEMS

1. Council Training on Misconduct & Censure, Presented by Ashleigh Dougill, Beery, Elsner & Hammond

Ashleigh Dougill, City Attorney, exhibited a presentation of Dayton City Council Rules focused on misconduct and censure. City Attorney also provided House Bill updates and recommendations for the Council Rules to be considered by the City Council.

There was a discussion on different scenarios and how the Council Rules would apply.

2. Approval of Resolution 23/24-07 Sewer Rate Increase

Rochelle Roaden, City Manager, stated that on the November 6, 2023, council meeting, staff presented a sewer rate increase comparison between increasing the sewer rate to cover the debt service for the Bridge and Hwy 221 Lift Station Replacement projects only and changing to the meter size methodology for sewer and increasing the sewer rate as recommended by the Oregon Association of Water Utilities' (OAWU) recent sewer rate study for the City of Dayton.

City Manager stated that the first increase would be made February 2024, and the second increase would be made February 2025, and the methodology change would be considered at a later time.

KITTY MACKIN MOVED TO APPROVE RESOLUTION 2023/24-07 A RESOLUTION APPROVING THE SEWER SERVICE MONTHLY RATE SCHEDULE FOR FEBRUARY OF 2024 AND FEBRUARY OF 2025. SECONDED BY DREW HILDEBRANDT.

Motion carried with Marquez, Maguire, Hildebrandt, Mackin, Frank, and Sandoval-Perez voting aye. Councilor Wildhaber was absent.

3. Approval of Resolution 23/24-08 Adopting Public Contract Rules

Rochelle Roaden, City Manager, stated that Senate Bill 1047 increased the minimum procurement thresholds for small, intermediate, and large goods and services, and public improvement procurements effective January 1, 2024.

City Manager stated that in addition to the changes made to the procurement policy due to SB 1047 the City Manager's spending authority needs to be updated as well. She stated that the City Attorney recommended increasing the amount to \$50,000.

ANNETTE FRANK MOVED TO APPROVE RESOLUTION 2023/24-08 A RESOLUTION OF THE CITY OF DAYTON ADOPTING UPDATED PUBLIC CONTRACTING RULES. SECONDED BY DREW HILDEBRANDT.

Motion carried with Marquez, Maguire, Hildebrandt, Mackin, Frank, and Sandoval-Perez voting aye. Councilor Wildhaber was absent.

F. COUNCILOR COMMENTS AND CONCERNS

Mayor Marquez stated that January will be Council President voting. She stated some citizens inquired about the variety of Christmas lights in the park.

Councilor Hildebrandt stated that he would be out for the March 18th meeting. He stated he will be on paternity leave in May.

Councilor Mackin stated that she would like to work more on DEIA and ADA.

Councilor Hildebrant inquired on the dog park closure and stated that there is a K9 respiratory illness spreading. He advocated keeping the dog park closed.

Councilor Sandoval-Perez stated that there is a traffic issue reported to her at the Dayton Grade School drop-off. She stated that there is vehicles parking in front of the post office, that historically was intended as through traffic for drop-off.

G. INFORMATION REPORTS

1. Tourism and Economic Development Director Report

Dave Rucklos, TED Director, stated that there are more Christmas lights that are going to be added to the park.

The Urban Renewal Contract was signed with Elaine Howard Consulting LLC.

TED Director reported on the meeting for all small cities of Yamhill County in Sheridan regarding project funds available for small cities with housing projects.

The RFP for the Affordable Housing Project is posted, and the closing date is December 15, 2023.

TED Director reported that the construction on the merchant block is progressing.

Rochelle Roaden, City Manager, stated that there is a plan to get a tour of the construction at the merchant block.

2. City Manager's Report

City Manager reported Dave saved the city \$6,000 with the purchase of the ornament and organized purchase and transportation.

City Manager reported that Brightside Electric was working on the ADA doors for City Hall and the Annex.

The HWY 221 Pump Station the financing was awarded and the contract is getting signed.

The City Attorney is reviewing an RFP for Governmental Affairs Consulting and Advocacy/Lobbying.

City Manager presented a new report that the Sheriffs Department is sending out to the cities with all the calls that they are being dispatched to in each city.

Deputy Twitchell is out on injury and Detective Skip Jones is replacing him temporarily.

City Manager inquired the Council about moving out the Annual Survey to a different month considering that there could be survey fatigue in the community. Council agreed to move the survey to April.

The Ferry Street News will have an article explaining the water and sewer projects and the rate increase in English and Spanish.

The Tamale Sale for the Fireworks Committee raised about \$1,800. The Fireworks committee is having a Spaghetti Feed in February to continue raising funds.

The application for the Community Events Committee will be posted on the city website.

Breakfast with Santa will be December 9th at the Community Events Center.

December 13th is the City Christmas Party at Loam.

City Manager will be at an LOC Board Meeting on December 14th -15th and on vacation December 25th -29th.

H. ADJOURN

There being no more business to discuss the meeting adjourned at 7:53pm.

Respectfully submitted:

By: 
Rocio Vargas, City Recorder

APPROVED BY COUNCIL on **January 2, 2024.**

As Written

As Amended



Trini Marquez, Mayor