

**MINUTES  
DAYTON CITY COUNCIL  
REGULAR SESSION  
February 3, 2025**

**PRESENT:** Mayor Annette Frank  
Council President Drew Hildebrandt  
Councilor Kitty Mackin  
Councilor Jim Maguire  
Councilor Robin Pederson  
Councilor Chris Teichroew

**ABSENT:** Council Luke Wildhaber

**STAFF:** Jeremy Caudle, City Manager  
Rocio Vargas, City Recorder  
Dave Rucklos, Tourism & Economic Development Director  
Don Cutler, Public Works Supervisor  
Curt Fisher, City Planner

**A. CALL TO ORDER & PLEDGE OF ALLEGIANCE**

Mayor Annette Frank called the meeting to order at 6:30pm and all those present gave the Pledge of Allegiance.

**B. ROLL CALL**

Mayor Frank noted that there was a quorum with Councilors Hildebrandt, Mackin, Maguire, Pederson and Teichroew present in person. Councilor Wildhaber was absent unexcused.

**C. APPEARANCE OF INTERESTED CITIZENS**

None.

**D. CONSENT AGENDA**

None.

**E. ACTION ITEMS**

**1. DCDA Presentation**

Judy Gerard, Dayton resident and DCDA representative, presented information from the Dayton Friday Nights Report. She stated that the DCDA hands out and collects surveys two Fridays in August and quantifies the results for the report. She stated that the expense calculations are from a small sample group with the assumption that if everyone spent the same amount of time and

money it could possibly add up to the amount stated on the report for the series of Friday Nights. She stated that the DCDA also surveyed the vendors that rated the series and stated the average sale per night.

Council President Hildebrandt gave kudos to the survey results. He inquired if any of the people surveyed offered possible improvements to the Friday Nights series.

Judy stated that the vendors did comment on the need for better advertisement of the Friday Nights series. She stated that the DCDA is planning to work with the local restaurants to help them as well. She added that the DCDA will make sure that there is accessibility of the sidewalk in the one event where the band is located off the bandstand.

## **2. Introduction to the Transportation System Plan**

Carl Springer, DKS Associates, presented the roadmap to the development of a Transportation System Plan to be used by the city for future development and any grant or funding opportunities.

Carl notified the Council about the upcoming open house on Thursday, March 6<sup>th</sup> at the Palmer Creek Community Center to obtain citizen input on the city's transportation system plan.

Councilor Pederson asked about the format of the open house.

Carl stated that there will be information presented on posters and small group conversations to obtain any missing information. He stated that at the second meeting DKS will provide possible solutions and gauge the public

## **3. First Reading of Ordinance 665 Text Amendments to Ch. 7 DLUDC**

Crut Fisher, City Planner stated that the Public Hearing had been left open from the last meeting and needed to be closed. He stated that the change added due to the Council feedback was to add the Council and Planning Commission as an interested party. This would mean that either interested body would have to actively review the website and the application to appeal any staff decision.

Mayor Frank closed the public hearing at 6:57pm on February 3<sup>rd</sup>, 2025.

**ROBIN PEDERSON MOVED TO ADOPT THE STAFF REPORT AND RECOMMEND CITY COUNCIL TO APPROVE THE AMENDMENTS. SECONDED BY JIM MAGUIRE.**

Motion carried with Frank, Hildebrandt, Mackin, Maguire, Pederson and Teichroew voting aye. Councilor Wildhaber was absent.

Councilor Maguire preformed the first reading of Ordinance 665 by title only.

**KITTY MACKIN MOVED TO APPROVE THE FIRST READING OF ORDINANCE 665 BY TITLE ONLY.**

**SECONDED BY CHRIS TEICHROEW.** Motion carried with Frank, Hildebrandt, Mackin, Maguire, Pederson and Teichroew voting aye. Councilor Wildhaber was absent.

**4. Approval of Resolution 24/25-11 Approving the Parks and Recreation Master Planning Contract**

**DREW HILDEBRANDT MOVED TO APPROVE RESOLUTION 24/25-11 APPROVING THE CITY OF DAYTON TO ENTER INTO CONTRACT WITH CONSERVATION TECHNIX TO UPDATE AND CREATE A NEW PARKS AND RECREATION MASTER PLAN.** Motion carried with Frank, Hildebrandt, Mackin, Maguire, Pederson and Teichroew voting aye. Councilor Wildhaber was absent.

**5. Review Oregon Government Ethics Commission Response to City Councilor questions**

Rocio Vargas, City Recorder, summarized the email response from OGEC to the Councilor questions.

Mayor Frank inquired if the Council Rules could be more specific on requiring council members to show their face when they are present via Zoom.

Rocio stated that it is possible and reminded Council that next year will be the Council Rules review year.

**6. Accept Budget Committee Resignation from Chirs Wytoski**

**JIM MAGUIRE MOVED TO APPROVE THE RESIGNATION OF CHRIS WYTOSKI FROM THE DAYTON BUDGET COMMITTEE EFFECTIVE IMMEDIATELY. SECONDED BY CHRIS TEICHROEW.** Motion carried with Frank, Hildebrandt, Mackin, Maguire, Pederson and Teichroew voting aye. Councilor Wildhaber was absent.

**7. Historic Preservation Committee Re-Appointments**

**DREW HILDEBRANDT MOVED TO APPROVE THE REAPPOINTMENT OF KELLY HAVERKATE, DAVE**

**HARGETT AND WAYNE HERRING TO THE DAYTON HISTORIC PRESERVATION COMMITTEE EACH WITH A FOUR-YEAR TERM THAT EXPIRES DECEMBER 31, 2028. SECONDED BY KITTY MACKIN.** Motion carried with Frank, Hildebrandt, Mackin, Maguire, Pederson and Teichroew voting aye. Councilor Wildhaber was absent.

## **8. Certified Local Government Projects Information**

Jeremy Caudle, City Manager, stated that Cyndi Park, Library Director, wanted to inform the Council of the different projects that are being considered for the Certified Local Government Project Grant.

### **F. COUNCILOR COMMENTS AND CONCERNS**

Councilor Pederson inquired about the Palmer Creek nature trail being a part of the Parks and Rec Master Plan.

Dave Rucklos, TED Director stated that as previously discussed the trail belongs to the School District and due to overgrowth access is limited, but it will be considered.

Councilor Maguire thanked city staff for the work put in with the DCDA and Friday Nights last year.

Council President Hildebrandt inquired about all the trees that may have been affected by the fallen tree and about any future care for dying trees.

Jeremy stated that there are quotes to address the trees in the park and referred to Don Cutler, Public Works Supervisor.

Don stated that the team is looking into other quotes considering that there is a lot of work to be done in the park.

Council President Hildebrandt inquired about the EV station repair status.

Dave stated that the pedestal is coming in soon, however the station is still functional.

Council President Hildebrandt inquired about the picnic table that was damaged by the tree and the possibility of recycling it to be used at Alderman Park.

Don stated that he would investigate that possibility.

Councilor Teichroew updated the Council on the Dayton Events Committee that is starting to work on the Cinco de Mayo celebration and welcomed three new members. He stated that at the DCDA meeting members reviewed the musician list and brainstormed with DEC some new musicians to add.

Councilor Pederson offered a list of musicians from the Performing Arts Dayton list.

Mayor Frank updated Council about the resolution she proposed at the last meeting in support of the Latino community and taking a step back after careful consideration. She stated that she would still like to consider revisiting the inclusivity resolution.

Mayor Frank inquired if Don could call PGE about the streetlight on Laurie Ln and Church.

## **G. INFORMATION REPORTS**

### **1. TED Director**

Dave Rucklos, Tourism and Economic Development Director, updated Council that the hardwood flooring in the Palmer Creek Community Center is finished.

The bandstand remodel will begin February 4<sup>th</sup>, and the contractor will be fencing the area for safety.

The Small Cities Allotment grant is now open, and he thinks Dayton has a good chance to obtain the grant this year.

Dayton is hosting the City-County dinner on February 19<sup>th</sup> at the new Evergreen Event Hall.

Council President Hildebrandt inquired if the focus shift of the LOC to infrastructure also changed the City's focus of efforts towards infrastructure rather than street overlays.

Dave stated that this is a grant that is pursued every year.

### **2. Public Works Supervisor**

Don Cutler, Public Works Supervisor, updated the Council that the Palmer Lane main line connection is complete, the residence service line was moved to the new main line and Public Works decommissioned the old main line that was leaking. He stated that as a result wells have been able to get regular rest periods but are not gaining water.

McDougall well #1 is still pushing out air into the line causing cloudy water, the plan is to reduce the gallons per minute to attempt to reduce the oxygenation in the water that causes the cloudy appearance. He stated that the water is safe to drink, and the oxygenation should dissipate after a few seconds in a cup.

The reservoirs in the springs are maintaining normal levels. He stated that if a well goes down or Lafayette begins to pull water from the wellfield again the City may end up in the same situation of not meeting fire flow requirements.

Councilor Maguire stated that this is the driest January on record and that contributes to the lack of water in the wells.

Councilor Mackin inquired about the comments on Facebook from Lafayette residents about a credit for not using the joint well system.

Dave stated that the request to Lafayette to not pull from the joint system was in the summer months and today it is an emergency measure.

Council President Hildebrandt inquired about the leak located at Palmer Lane, if it was known how much water was leaking.

Don stated that it could have been approximately 100-200 gallons per minute and considered an excessive amount.

Council President Hildebrandt inquired if this line has been bypassed.

Don stated that the service line is completely decommissioned. He stated that demand is now back to normal.

Council President Hildebrandt inquired if it is possible to shut off McDougall well #1 to allow it to recover.

Don stated that is something that is being investigated at this time.

Councilor Maguire inquired how long the Palmer Ln leak had been occurring for.

Don stated that he was not sure how long. He stated that there were multiple leak detection companies out and borrowed equipment from other agencies without avail. He stated that in consultation with Denny Muchmore, City Engineer about the issue he had stated that he never got confirmation that the old service line at Palmer Lane had been decommissioned after his advice to the City. All staff had been under the impression that this line had been decommissioned, so it was not considered for the possibility of a leak.

Jeremy stated that it is important to consider that this line is currently under water and not visible.

Discussion continued.

Don wanted to bring to the Council's attention all the work and time the Public Works crew has put in to find a solution to the water issue working 24 hours a day checking water systems every two hours. He stated that some had to move around vacation time and used personal time to monitor the system.

Councilor Maguire thanked Don and asked him to thank all of Public Works for their dedication to finding a solution to the water issue.

## **H. CITY MANAGER REPORT**

Jeremy Caudle, City Manager, stated that he would begin working on the next fiscal year budget.

Will continue to prioritize and work on long term solutions for water supply, grants, and negotiating with Lafayette

Will begin closing out the Hwy 221 Lift Station project and the utility bridge project.

Commended Don and the Public Works staff for the dedicated work in the last few weeks with the wells and water system.

The water curtailment will be lifted. This does not mean that the issues are resolved, just that there is a momentary reprieve.

There are conversations about connecting to McMinnville Water and Light through the Lafayette transmission line. In this situation a meter would be placed to measure the water used the City of Dayton.

City of Lafayette Council is requesting to meet with representatives of the City of Dayton Council to discuss the interim measure.

Mayor Frank inquired if the entire Council would need to meet with Lafayette.

Jeremy stated that the Mayor and Council President would be the ones to meet with Lafayette.

Jeremy updated on the strategic goal setting dates and interviews for staff and Council. The retreat will be March 28<sup>th</sup>.

Dayton Village sale has been extended to March 1<sup>st</sup> and the affordable housing covenant was signed.

Met with USDA representatives to discuss the \$500,000 direct spending award and obtained clarification that only part of it could be used for design, but it had to lead to direct construction.

Council President Hildebrandt inquired if this award had a sunset period.

Jeremy stated that it did not.

Jeremy updated council on the meeting with Recology about rates, and public education that will be delegated to Recology.

Noted that Yamhill County board of Commissioners stated that they intend to sell Dayton Landing, there hasn't been any conversations with the board at this point.

Council members and staff attended the LOC Day at the Capitol and met with Representative Sharf and had a conversation about water infrastructure needs.

Councilor Maguire inquired on any terms made public about the sale of Dayton Landing.

Jeremy stated that the only known information is in the News Register and the Yamhill County Board of Commissioners meeting minutes.

Councilor Mackin inquired about the new food truck in town.

Short discussion incurred.

Councilor Maguire stated that the City needs to be cautious about the possible acquisition of Dayton Landing and the conditions that it is received as well of the liability that the City will inherit if the landing is not well maintained.

Mayor Frank stated that all aspects would be revised.

Council President Hildebrandt inquired if the City has had any communication about being included in the water bill that will be going to the floor for consideration.

Jeremy stated he will follow up.

Councilor Maguire inquired about and update on the regional water district project with Congresswoman Andrea Salinas.

Jeremy stated that he is in contact with one of her field agents to obtain a phone call to talk about the subject.

## **I. ADJOURN**

There being no further business to discuss meeting adjourned at 7:52pm.

Respectfully submitted:

By:

Rocio Vargas, City Recorder

APPROVED BY COUNCIL on **March 3, 2025.**

☐ As Written

☒ As Amended

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Annette Frank, Mayor