

**MINUTES
DAYTON CITY COUNCIL
REGULAR SESSION MEETING
June 2, 2025**

PRESENT: Mayor Annette Frank
Council President Drew Hildebrandt
Councilor Kitty Mackin
Councilor Robin Pederson
Councilor Chris Teichroew, via Zoom

ABSENT: Councilor Jim Maguire
Councilor Luke Wildhaber

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

A. CALL TO ORDER & PLEDGE OF ALLEGIANCE

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

B. ROLL CALL

Mayor Frank noted there was a quorum with Councilors Hildebrandt, Mackin, and Pederson present in person, Councilor Teichroew present via zoom. Councilor Maguire absence is excused. Councilor Wildhaber is absent.

C. APPEARANCE OF INTERESTED CITIZENS

Judy Gerrard, Dayton resident, member of DCDA thanked City Council for the collaboration between DCDA and the City. Stated that she wanted to correct the public record for the use of the \$2,500 – it was for the DCDA administration costs, not for the newsletter. Gave historical context to the collaboration of the City of Dayton with the DCDA and offered to be a resource for historical information.

City Council agreed to change the order of the agenda.

D. ACTION ITEMS

1. Recology Annual Report

Dan Blue and Nick Olheiser from Recology gave the annual report presentation.

There was a discussion of the rate change based on the CPI and when it goes into effect. According to the franchise agreement - because of the rate change being below 3% there is no Council action required; it automatically goes into effect July 1 of the present year.

2. Homeward Bound Pets Spay/Neuter Clinic Presentation

Jennifer Choate, DVM, of Homeward Bound Pets updated the City Council on the new facility that is going to be built, stated that it is a larger facility. The new facility will be able to accommodate more animals and two veterinarians. The clinic continues to serve Dayton residents.

3. Dayton Grade School Community Garden Presentation

Savannah Schmaltz gave City Council an update on the Dayton Grade School Community Garden donations to date and the plans moving forward for the summertime.

4. Second Reading of Ordinance 666 Amending Section 7.2.113 Floodplain Overlay

Council President Hildebrandt preformed the second reading of Ordinance 666 by title only.

KITTY MACKIN MOVED TO APPROVE THE SECOND READING OF ORDINANCE 666 BY TITLE ONLY. SECONDED BY ROBIN PEDERSON. Motion carried with Frank, Hildebrandt, Mackin, Pederson, and Teichroew voting aye. Councilors Maguire and Wildhaber were absent.

KITTY MACKIN MOVED TO ADOPT ORDINANCE 666 BASED ON THE FINDINGS AND RECOMMENDATIONS SET FORTH IN THE MAY 5, 2025, STAFF REPORT FOR LA 2025-01. SECONDED BY DREW HILDEBRANDT. Motion carried with Frank, Hildebrandt, Mackin, Pederson, and Teichroew voting aye. Councilors Maguire and Wildhaber were absent.

5. Appoint Budget Committee Member

ROBIN PEDERSON MOVED TO APPOINT STEVEN HESSELING TO THE CITY OF DAYTON BUDGET COMMITTEE FOR THE TERM ENDING DECEMBER 31, 2028. SECONDED BY KITTY MACKIN. Motion carried with Frank, Hildebrandt, Mackin, Pederson, and Teichroew voting aye. Councilors Maguire and Wildhaber were absent.

6. Approval of Resolution 24/25-13 CCRLS IGA Amendment #2

KITTY MACKIN MOVED TO APPROVE RESOLUTION 24/25-13, A RESOLUTION APPROVING AMENDMENT #2 TO THE INTERGOVERNMENTAL AGREEMENT BETWEEN CHEMEKETA COMMUNITY COLLEGE AND THE CITY OF DAYTON FOR THE CHEMEKETA COOPERATIVE REGIONAL LIBRARY SERVICE (CCRLS). SECONDED BY ROBIN PEDERSON. Motion carried with Frank, Hildebrandt, Mackin, Pederson, and Teichroew voting aye. Councilors Maguire and Wildhaber were absent.

7. Approval of Resolution 24/25-14 Declaring Certain Property as Surplus & Authorizing its Disposition

There was a discussion of the disposition of the property, and it was suggested that the cell phones be donated to a shelter.

DREW HILDEBRANDT MOVED TO APPROVE RESOLUTION 24/25-14 A RESOLUTION DECLARING CERTAIN PROPERTY AS SURPLUS AND AUTHORIZING ITS DISPOSITION. Motion carried with Frank, Hildebrandt, Mackin, Pederson, and Teichroew voting aye. Councilors Maguire and Wildhaber were absent.

8. Approval of Resolution 24/25-15 Adopting Council Rules Update

DREW HILDEBRANDT MOVED TO APPROVE RESOLUTION 24/25-15 ADOPTING CITY COUNCIL RULES AMENDMENT #9 TO RESOLUTION 04/05-31, A RESOLUTION ADOPTING CITY COUNCIL RULES. SECONDED BY CHRIS TEICHROEW. Motion carried with Frank, Hildebrandt, Mackin, Pederson, and Teichroew voting aye. Councilors Maguire and Wildhaber were absent.

9. Approval of Resolution 24/25-16 Adopting City Council Strategic Goals

DREW HILDEBRANDT MOVED TO APPROVE RESOLUTION 24/25-16 ADOPTING CITY OF DAYTON 2025/2026 CITY COUNCIL STRATEGIC GOALS.

SECONDED BY KITTY MACKIN. Motion carried with Frank, Hildebrandt, Mackin, Pederson, and Teichroew voting aye. Councilors Maguire and Wildhaber were absent.

10. City Manager Performance Evaluation Discussion

Jeremy stated that according to his contract there is an option for a 6-month evaluation, if not it will be required at 12 months. Councilors Hildebrandt and Pederson volunteered to work with Jeremy on an evaluation instrument.

DREW HILDEBRANDT MOVED TO APPROVE THE CITY MANAGER'S RECOMMENDED 6-MONTH EVALUATION PROCESS AND TIMELINE AND TO APPOINT COUNCILORS HILDEBRANDT AND PEDERSON TO DEVELOP AN EVALUATION INSTRUMENT IN COLLABORATION WITH THE CITY MANAGER FOR CITY COUNCIL APPROVAL. Motion carried with Frank, Hildebrandt, Mackin, Pederson, and Teichroew voting aye. Councilors Maguire and Wildhaber were absent.

E. CITY COUNCIL COMMENTS AND CONCERNS

Councilor Mackin stated that the webpage still has the Fireworks Committee page and needs to be updated. She requested a water report with the units instead of the dollar amount.

Council President Hildebrandt stated that he is looking forward to Councilor Teichroew's report on the YRun 5K. He inquired about the Code Enforcement report and asked for more detailed report including reported incidents, open vs closed, and why there are cases not closed. He inquired about the water plan for the summer and stated that it would be good to inform the community as soon as possible.

Councilor Pederson inquired about City Council providing snacks for the staff on meeting days after the latest OGE Council Opinion.

Jeremy stated that as community members that could be ok, and the City could provide a budget for this purpose, but a policy would have to be established.

Discussion continued.

Councilor Teichroew stated that the YRun 5K was run by Savannah and Sheryl and it was a great event.

There was a discussion about the Community Events Committee moving forward with the budget change and is planning to fundraise for the events.

Mayor Frank reminded the City Council about the 4th of July event and the National Night Out event and asked them to participate. She stated that mid-September she will be out of the state for a work conference.

F. INFORMATION REPORTS

1. Tourism and Economic Development Director

Dave Rucklos, TED Director showed City Council another sign that was made at the same time as the sign that is now on HWY18. He stated that the plan is to put the smaller additional signs up in the other entrances to Dayton.

There will be a "Discover Dayton" presentation to the DCDA on Tuesday, June 3, 2025.

A "Discover Dayton" presentation to local wineries in the Dayton area will be held at The Inn at Dayton Courtyard on June 12, 2025.

City Council will receive the annual update and the "Discover Dayton" presentation as well at the August 4, 2025, Council meeting.

The Travel Oregon Competitive grant decision will be announced on June 17, 2025, the City applied for the ADA ramp on the bandstand.

Dave stated that there were some requests that fell through from the budget this year, but he will try to find grants to cover for things like shade for the Courthouse Square Park playground, picnic area at the Andrew Smith Park, and paint at the community center.

2. Public Works Supervisor

Don Cutler, Public Works Supervisor, updated Council on the leak detection that had started Monday and should be completed by the end of the week.

Annual backflow testing is completed, and there will be a report soon.

City Wide Clean-up was not as busy as other years but still successful.

TMDL team went to the Dayton Grade School and gave the Tommy the Trout presentation to the 3rd grade class.

Friday Nights staffing will be rotating on call public works team members.

Don attended the Regional Water meeting and updated Council on the current efforts to obtain an engineering firm through the RFP process to start the regionalization of a water system.

Don and Dave met with the Fireworks show organizers, the Fire Chief and other interested parties to prepare for the 4th of July fireworks show.

G. CITY MANAGER'S REPORT

Jeremy Caudle, City Manager, thanked staff that worked the clean-up day as well as the volunteers from the community.

Jeremy stated that he will be meeting with Business Oregon and Regional Solutions to find funding sources to bring Fisher Farms wells online.

The Financial Statement Audit is complete, and it was uploaded to the Secretary of State Audit division after extending the deadline for several months.

The CPA firm that was contracted to help complete the audit is done, but there is funding to bring them back in an as needed basis.

Working with the City Attorney on the Ordinances for public safety fee and stormwater fee. There may be differences between what was proposed in the budget message and will be presented to Council for feedback.

Jeremy submitted written testimony to the Capital Funding Bill.

Business Oregon has disbursed the entire loan for the HWY 221 Pump Station.

Jeremy has met with Lafayette, McMinnville Water and Light and engineers on the water tiein.

Planning and permit billings are being sent out to recover pending expenses that application fees did not cover the cost for the services of the City Planner or City Engineer.

H. ADJOURN

There being no further business to discuss the meeting adjourned 7:50pm.

Respectfully submitted:

By:

Rocio Vargas, City Recorder

APPROVED BY COUNCIL on **June 16, 2025**

☒ As Written

☐ As Amended

Annette Frank, Mayor