

**MINUTES
DAYTON CITY COUNCIL
REGULAR SESSION
July 21, 2025**

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

ABSENT:

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

A. CALL TO ORDER & PLEDGE OF ALLEGIANCE

Mayor 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 quorum with Councilors Hildebrandt, Mackin, Pederson and Teichroew present in person.

C. APPEARANCE OF INTERESTED CITIZENS

Mayor Frank noted the letter attached to the agenda packet and requested staff to reach out to Mr. Henry Evers.

D. CONSENT AGENDA

1. June 16, 2025, Special/Executive Session Minutes

**DREW HILDEBRANDT MOVED TO APPROVE THE
CONSENT AGENDA AS WRITTEN. SECONDED BY KITTY
MACKIN.** Motion carried with Frank, Hildebrandt, Mackin,
Pederson and Teichroew voting aye.

E. ACTION ITEMS

1. Accounting for Water and Sewer Customer Deposits

Jamie Toman, Interim Finance Manager presented the finding on the utility deposits.

2. Accept Councilor Resignation and Declare Vacancies

ROBIN PEDERSON MOVED TO ACCEPT THE RESIGNATION LETTER FROM COUNCILOR MAGUIRE; TO DECLARE THAT COUNCILOR LUKE WILDHABER HAS CEASED TO MAINTAIN HIS PRIMARY RESIDENCY WITHIN THE CITY LIMITS; AND TO DECLARE THAT THE SEATS HELD BY COUNCILOR JIM MAGUIRE AND COUNCILOR LUKE WILDHABER ARE HEREBY DECLARED TO BE VACANT. SECONDED BY CHRIS TEICHROEW.

Motion carried with Frank, Hildebrandt, Mackin, Pederson and Teichroew voting aye.

3. Approval of Resolution 2025/26-01 A Resolution Repealing Section 1 of Resolution 24/25-09 "A Resolution ...To Establish An All-Encompassing Events Committee Here After Referred To As Dayton Events Committee."

CHRIS TEICHROEW MOVED TO APPROVE RESOLUTION 2025/26-01 A RESOLUTION REPEALING SECTION 1 OF RESOLUTION 24/25-09. SECONDED BY DREW HILDEBRANDT.

Motion carried with Frank, Hildebrandt, Mackin, Pederson and Teichroew voting aye.

4. Receive FY 2023-2024 Financial Statement

Jeremy Caudle, City Manager, presented the financial statement completed by the auditor.

The financial statement results were discussed.

5. Local Option Levy Discussion - Sponsor: Councilor Mackin

Councilor Mackin led the discussion on the local option levy.

Mayor Frank proposed a Town Hall to obtain community input.

6. Review and Approval of City Manager 6-month Evaluation Process

Council President Hildebrandt presented the City Manager evaluation tool and process deadlines.

7. Door to Door Solicitation Policy Discussion

Council President Hildebrandt led the discussion.

Staff will research other cities' soliciting policies.

F. CITY COUNCIL COMMENTS AND CONCERNS

Mayor Frank will be out of town on September 8th-12th 2025.

Council President Hildebrandt inquired about the possibility of sharing police department with another city.

Councilor Mackin is working with the LOC in state lobbying efforts.

G. INFORMATION REPORTS

1. Tourism and Economic Development Director

Dave Rucklos, TED Director, updated Council on the new signage that was updated on the City entrances.

The City did not obtain the Travel Oregon Competitive Grant for the ADA ramp to the bandstand.

The City did not obtain the grant for the East Side Street Overlay Project. There are other grant projects and partnerships that will be pursued.

Dave updated Council on the bridge lighting, park audio system, and National Night Out.

The city website for Discover Dayton went live with Travel Oregon.

2. Public Works Supervisor

Don Cutler, Public Works Supervisor, updated Council on the Hwy221 pump station generator.

Water testing for disinfecting byproducts will be sent DEQ, if passed then the City will be on an annual testing cycle.

Public Works is staffing Friday Nights event.

Smoke testing will take place on August 5th, residents in the area are being notified via door hangers and social media.

Public Works is working with GSI on the water loss assessment project.

Confined space training was completed by public works staff, and there will be CPR training as well to meet all the requirements.

The street sweeper lost a broom seal that needed to be repaired. A mechanic has looked at it and PW is waiting for a quote.

There is no new vandalism, but PW is trying to catch up with all the repairs.

The power outage on Sunday on July 13th took 6 hours to get all the pumps back online and calibrate them with the SCADA system.

H. CITY MANAGER'S REPORT

Jeremy Caudle, City Manager stated that the water loss audit is required by the State.

Public Works will have a member taking the Oregon CDL training, so there are two PW members with CDL that will help with scheduling.

The Interim Finance Director will be working with the City for approximately 3 months while the City recruits a permanent Finance Director.

There are conversations with the DCDA and former events committee leaders about events moving forward.

The technical assistance intake form was turned into Business Oregon. The City was invited to apply for a loan.

The Christmas tree bill is on the Governor's desk to be signed.

VFW proposed their organization as a third-party management of the Palmer Creek Community Events Center.

Franchise agreements with Ziply and Comcast need to be renewed.

Interim Finance Director is working on a single audit for the federal funds received in 2024.

The final payment for Utility Footbridge was made final details are being worked out with DOWL.

I. ADJOURN

There being no further business to discuss the meeting was adjourned at 8:08pm.

Respectfully submitted:

By:

Rocio Vargas, City Recorder

APPROVED BY COUNCIL on **September 2, 2025**

☐ As Written

☒ As Amended

Annette Frank, Mayor