

**MINUTES**  
**DAYTON SPECIAL/EXECUTIVE SESSION**  
**JANUARY 13, 2020**

**PRESENT:** Mayor Elizabeth Wytoski  
Council President Darrick Price  
Councilor John Collins  
Councilor Daniel Holbrook  
Councilor Sandoval-Perez

**ABSENT:** Councilor Mackin  
Councilor Marquez

**STAFF:** Rochelle Roaden, City Manager  
Patty Ringnalda, City Recorder  
Steve Sagmiller, Public Works Director

**A. CALL TO ORDER**

Mayor Wytoski called the Meeting to order at 6:32 pm.

**B. ROLL CALL**

Mayor Wytoski noted there was a quorum with Councilors Collins, Holbrook, Sandoval-Perez and Price. Mayor Wytoski noted the absence of Councilors Mackin and Marquez.

**C. APPEARANCE OF INTERESTED CITIZENS**

None.

**D. CONSENT AGENDA**

1. Approval of Special/Executive Session Meeting Minutes, December 9, 2019.

**DARRICK PRICE MOVED TO APPROVE THE MEETING MINUTES OF THE SPECIAL/EXECUTIVE SESSION MEETING OF DECEMBER 9, 2019 AS WRITTEN. SECONDED BY JOHN COLLINS. Motion carries with Collins, Holbrook, Price, Sandoval-Perez and Wytoski voting aye. Mackin & Marquez absent.**

**E. ACTION ITEMS**

1. **Council President Election.**

John Collins nominated Daniel Holbrook for the position of City Council President. John Collins, Daniel Holbrook, Darrick Price, Rosalba Sandoval-Perez and Mayor Wytoski cast their votes for Daniel Holbrook.

**JOHN COLLINS MOVED TO ELECT DANIEL HOLBROOK AS COUNCIL PRESIDENT. SECONDED BY DARRICK PRICE. Motion carries with Collins, Holbrook, Price, Sandoval-Perez and Wytoski voting aye. Mackin & Marquez absent.**

**2. Dayton Friday Nights Presentation - Emily Natalie, DCDA.**

Emily Natalie reviewed the Dayton Community Downtown Association (DCDA) Friday Night Report with the Council.

Darrick Price complimented Emily Natalie and the DCDA for the job that they do. Discussion continued with the Council agreeing that the Friday Night Event needs to continue and to help the DCDA with member recruitment.

**3. Approval of Temporary Occupancy Permit – Jeremy McLeod.**

Rochelle Roaden reviewed Jeremy & Shannon McLeod's temporary occupancy permit request with the Council, stating that the request is for a 6 month approval while the McLeod's build their new home.

**DARRICK PRICE MOVED TO APPROVE THE TEMPORARY OCCUPANCY PERMIT APPLICATION FOR JEREMY AND SHANNON MCLEOD FOR 6 MONTHS BEGINNING TUESDAY, JANUARY 14, 2020. SECONDED BY DANIEL HOLBROOK.**

*Motion carries with Collins, Holbrook, Price, Sandoval-Perez and Wytoski voting aye. Mackin & Marquez absent.*

**4. Historic Preservation Committee Member Reappointments.**

Rochelle Roaden advised that the Historic Preservation Committee has three members with terms that expired as of December 31, 2019, all three members are interested in serving on the committee for another term.

**DANIEL HOLBROOK MOVED TO REAPPOINT KELLY HAVERKATE, WAYNE HERRING AND DAVE HARGETT TO THE HISTORIC PRESERVATION COMMITTEE FOR A FOUR YEAR TERM THAT EXPIRES ON DECEMBER 31, 2024. SECONDED BY ROSALBA SANDOVAL-PEREZ.**

*Motion carries with Collins, Holbrook, Price, Sandoval-Perez and Wytoski voting aye. Mackin & Marquez absent.*

**5. Approval of Breyman Concrete Tank Structural Analysis and Repair Design.**

Steve Sagmiller, Public Works Director reviewed the request to enter into a maintenance contract for the analysis of the Breyman Concrete Tank.

Mayor Wytoski requested clarification of the cost of the project. Discussion continued with the Council agreeing that the cost of the analysis will be \$16,000 with possible additional costs for the completion of the project.

**DARRICK PRICE MOVED TO APPROVE THE BREYMAN CONCRETE TANK STRUCTURAL ANALYSIS AND REPAIR DESIGN THROUGH SUEZ'S CONSULTING ENGINEER WITH A BUDGET OF \$16,000. SECONDED BY DANIEL HOLBROOK.** *Motion carries with Collins, Holbrook, Price, Sandoval-Perez and Wytoski voting aye. Mackin & Marquez absent.*

6. **First Reading of Ordinance 646, Amending Solid Waste Collection Franchise and Correcting Recology's Name.**

Rochelle Roaden reviewed the request to amend the Recology solid waste collection contract that was approved with Ordinance 644. John Collins performed the first reading of Ordinance 646.

**DANIEL HOLBROOK MOVED TO APPROVE THE FIRST READING OF ORDINANCE 646 AN ORDINANCE OF THE DAYTON CITY COUNCIL AMENDING THE SOLID WASTE COLLECTION FRANCHISE. SECONDED BY SANDOVAL-PEREZ.** *Motion carries with Collins, Holbrook, Price, Sandoval-Perez and Wytoski voting aye. Mackin & Marquez absent.*

7. **Second Reading of Ordinance 645, Amending Dayton Land Use and Development Code Chapter 7, Historic Resources.**

John Collins performed the second reading of Ordinance 645.

**DANIEL HOLBROOK MOVED TO APPROVE THE SECOND READING OF ORDINANCE 645 AN ORDINANCE AMENDING THE DAYTON LAND USE AND DEVELOPMENT CODE, CHAPTER 7 OF THE DAYTON MUNICIPAL CODE, SECTION 7.2.112, RELATED TO THE HISTORICAL PROPERTY OVERLAY ZONE (HPO), SECTION 7.2.404, RELATED TO MANUFACTURED HOMES ON INDIVIDUAL LOTS, SECTION 7.3.101.03, RELATED TO TYPE III ACTIONS, AND SECTION 7.3.203.02 RELATED TO PROCEDURES FOR TYPE IV ACTIONS. SECONDED BY JOHN COLLINS.** *Motion carries with Collins, Holbrook, Price, Sandoval-Perez and Wytoski voting aye. Mackin & Marquez absent.*

Rochelle Roaden reviewed City of Dayton's process, to insure required design standards for new residential construction are being implemented, at Daniel Holbrook's request.

**JOHN COLLINS MOVED TO ADOPT ORDINANCE 645 AN ORDINANCE AMENDING THE DAYTON LAND USE AND DEVELOPMENT CODE, CHAPTER 7 OF THE DAYTON MUNICIPAL CODE, SECTION 7.2.112, RELATED TO THE HISTORICAL PROPERTY OVERLAY ZONE (HPO), SECTION 7.2.404, RELATED TO MANUFACTURED HOMES ON INDIVIDUAL LOTS, SECTION 7.3.101.03, RELATED TO TYPE III**

**ACTIONS, AND SECTION 7.3.203.02 RELATED TO PROCEDURES FOR TYPE IV ACTIONS. SECONDED BY DARRICK PRICE.** *Motion carries with Collins, Holbrook, Price, Sandoval-Perez and Wytoski voting aye. Mackin & Marquez absent.*

## **EXECUTIVE SESSION**

Mayor Wytoski closed the Regular Session Meeting at 6:26 pm 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 7:16 pm and moved back into the Regular Session Meeting.

## **F. CITY COUNCIL COMMENT/CONCERNS**

Daniel Holbrook stated that he gave Rochelle Roaden some questions to be added to the City of Dayton's survey, wanting to make sure that the City's businesses are included in the City's App and survey along with the information for residents.

Councilor Holbrook advised that a colleague of his recently passed away and he would like to thank each member of the Council, stating that he appreciates all that they do.

Mayor Wytoski stated that the league of Oregon Cities (LOC) has asked her to be a member of their Legislative Priority Team. The Legislative Priority Team met with the Governor to talk about LOC's priorities and to open up conversation, reminding the State not to dictate issues such as zoning. The Mayor stated that it is City responsibility to govern residents and their issues.

Mayor Wytoski updated the Council on the progress of the Dayton Village Home Owners Association (HOA) stating that the amendments to the CCR have been approved. The Mayor advised that there have been some additional minor issues that have been raised and could be added to the RFP.

## **G. INFORMATION REPORTS**

### **1. City Managers Report.**

Rochelle Roaden stated that each member of the council and city staff have been given a 72 hour emergency kit that corresponds to the size of their family.

Footbridge funding. Applications have been completed and sent to DEQ and Business Oregon, DEQ has advised that it will be five to six weeks for a reply.

Sewer Project. The project contractor is currently working on the punch list items and fencing is in the process of being installed. Rochelle Roaden stated that she has been working on the liquidated damages with the City's Engineer, Denny Muchmore. Sewer Project costs that are the result of the project running over a year late have been calculated and the City is in the process of recouping those costs.

Councilor Sandoval-Perez inquired if the sewer project contractor has completed the paving portion of the contract, stating that residents have approached her regarding unfinished paving on Commerce Street. Rochelle Roaden stated that she will verify the status with the City's Engineer and report back to the Council.

PGE Drive Change Fund Grant. Rochelle Roaden received notice that the City was not selected to receive the PGE grant for the Electrical Vehicle Charging Station. PGE advised that the City may be a better fit for their E. D. Business Charging Program. Discussion continued regarding locations for a vehicle charging station.

City of Dayton App. Scheduled roll out date is set for the first of February, Rochelle Roaden stated that Staff is working with Municode to add the City's Municipal Code to their software program and have Municode available as part of the App roll out.

Joint Well Field Meetings. Rochelle Roaden stated there have been two meeting with the City of Lafayette regarding the Joint Well Fields. Rochelle Roaden reviewed the water production report for the joint well fields and expressed her concern that Lafayette's water production is up compared to last year and that they are not allowing the wells to rest.

Mayor Wytoski stated that during the joint meeting with Lafayette on October of 2019, that she and Councilor Price attempted to make it very clear that the high volume water use is a pattern of improper use of the pumps, they are not giving the pumps adequate rest and they are not being respectful of the engineer's recommendations for long term use. Since that meeting Lafayette has not done what they agreed to.

Rochelle Roaden stated that in the last Joint Well Field Meeting, Lafayette's City Manager, Preston Polasek stated that their springs are not producing as well as they would like them to be. Preston Polasek submitted a 2013 leak detection and 2016 engineering report, stating that their meters are not working properly, therefore the usage is not due to a high volume leak, but rather meter malfunction. Rochelle Roaden reviewed Lafayette's engineering report with the Council and discussion continued.

**H. ADJOURN.**


There being no further business the meeting was adjourned at 8:50 pm.

Respectfully submitted:

**APPROVED BY COUNCIL, FEBRUARY 3, 2020**

As Written  As Amended

By: Patty Ringnald  
City Recorder

  
Elizabeth Wytoski, Mayor