

MINUTES
DAYTON CITY COUNCIL
REGULAR SESSION
September 8, 2020

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

ABSENT: Councilor Trini 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 6:31 pm.

B. ROLL CALL

Mayor Wytoski noted there was a quorum with Councilors Collins, Holbrook, Mackin, Price and Sandoval-Perez attending the meeting virtually via Zoom. Mayor Wytoski noted the absence of Councilor Marquez.

C. APPEARANCE OF INTERESTED CITIZENS

No one was in attendance to comment.

RATIFICATION OF CONSENT AGENDA:

Mayor Wytoski requested to add ratification of the Declaration of State of Emergency to the consent agenda that she issued today, which is a reinstatement of the emergency declared in March 2020. The new declaration of State of Emergency will allow staff to continue to suspend late fees and shut offs of water and sewer accounts and to shift funds to allow staff to respond to emergencies. The conditions are the same conditions that were issued in March with the first State of Emergency.

**JOHN COLLINS MOVED TO AMEND THE AGENDA OF THE
SEPTEMBER 8, 2020 DAYTON CITY COUNCIL MEETING
ADDING RATIFICATION OF THE STATE OF EMERGENCY
DECLARATION TO THE CONSENT AGENDA. SECONDED BY
DANIEL HOLBROOK. Motion carried with Collins, Holbrook, Mackin,
Price, Sandoval-Perez and Wytoski voting aye. Marquez absent.**

D. CONSENT AGENDA

- a. Regular Session Meeting Minutes of August 3, 2020
- b. Work Session Meeting Minutes of August 17, 2020
- c. Ratification of State of Emergency Declaration of September 8, 2020

JOHN COLLINS MOVED TO APPROVE THE CONSENT AGENDA INCLUDING THE STATE OF EMERGENCY DECLARATION. SECONDED BY ROSALBA SANDOVAL-PEREZ. *Motion carried with Collins, Holbrook, Mackin, Price, Sandoval-Perez and Wytoski voting aye. Marquez absent.*

JOHN COLLINS MOVED TO AMEND THE MINUTES OF AUGUST 17, 2020 CITY COUNCIL MEETING. SECONDED BY DARRICK PRICE. *Motion carried with Collins, Holbrook, Mackin, Price, Sandoval-Perez and Wytoski voting aye. Marquez absent.*

DANIEL HOLBROOK MOVED TO APPROVE THE CONSENT AGENDA AS AMENDED. SECONDED BY KITTY MACKIN. *Motion carried with Collins, Holbrook, Mackin, Price, Sandoval-Perez and Wytoski voting aye. Marquez absent.*

E. ACTION ITEMS

1. Approval of Resolution 2020/21-02 Professional Services Agreement with DOWL Engineering (formerly OBEC)

Rochelle Roaden, City Manager reviewed the request for approval of Resolution 2020/21-02 regarding the Utility Bridge also known as the Footbridge and reviewing the criteria required by DEQ for funding of the project.

JOHN COLLINS MOVED TO APPROVE RESOLUTION 2020/21-02 A RESOLUTION OF THE CITY OF DAYTON AUTHORIZING THE CITY MANAGER TO SIGN A PROFESSIONAL SERVICES AGREEMENT WITH DOWL ENGINEERING (FORMERLY OBEC) TO ASSIST THE CITY WITH PRELIMINARY WORK INCLUDING LOAN APPLICATIONS FOR THE UTILITY BRIDGE WITH INFRASTRUCTURE IMPROVEMENTS. SECONDED BY ROSALBA SANDOVAL-PEREZ. *Motion carried with Collins, Holbrook, Mackin, Price, Sandoval-Perez and Wytoski voting aye. Marquez absent.*

2. Approval of Resolution 2020/21-03 DEQ Loan Approval Authority of Utility Bridge

Rochelle Roaden advised that as part of the loan approval for the Utility Bridge the Council will need to provide authorization for the City to enter into the loan agreements in order to fund the Utility Bridge construction. Rochelle Roaden reviewed DEQ and Business Oregon grant processes with the Council. Loan repayment and water rate increases were discussed.

JOHN COLLINS MOVED TO APPROVE RESOLUTION 2020/21-03 A RESOLUTION OF THE CITY OF DAYTON APPROVING

THE APPLICATION FOR EXECUTION OF LOAN DOCUMENTS WITH THE OREGON DEPARTMENT OF ENVIRONMENTAL QUALITY THROUGH THE CLEAN WATER STATE REVOLVING FUND. SECONDED BY KITTY MACKIN. *Motion carried with Collins, Holbrook, Mackin, Price, Sandoval-Perez and Wytoski voting aye. Marquez absent.*

3. Approval of Resolution 2020/21-04 City of Dayton Addendum to the Yamhill County Multi-Jurisdictional Hazard Mitigation Plan

Rochelle Roaden advised that staff has been working with Yamhill County and the University of Oregon Institute for policy research and engagement for the last year to update the Yamhill County Multi-Jurisdictional Natural Hazard Mitigation Plan, which is a FEMA requirement for funding.

KITTY MACKIN MOVED TO APPROVE RESOLUTION 2020/21-04 A RESOLUTION ADOPTING THE CITY OF DAYTON REPRESENTATION IN THE UPDATES TO THE YAMHILL COUNTY MULTI-JURISDICTIONAL NATURAL HAZARDS MITIGATION PLAN. SECONDED BY DANIEL HOLBROOK. *Motion carried with Collins, Holbrook, Mackin, Price, Sandoval-Perez and Wytoski voting aye. Marquez absent.*

4. Adoption of Ordinance 650 – Ziplly Fiber Franchise Agreement (Name Correction)

Rochelle Roaden advised that the proposed ordinance is a name change/correction to the original ordinance that was passed in June 2020.

JOHN COLLINS MOVED TO ADOPT ORDINANCE 650 AN ORDINANCE GRANTING FRONTIER COMMUNICATIONS NORTHWEST, LLC DBA ZIPLY FIBER, A NON-EXCLUSIVE FRANCHISE FOR THE PROVISION OF TELECOMMUNICATION SERVICES WITHIN THE CITY OF DAYTON, AND DECLARING AN EMERGENCY. SECONDED BY KITTY MACKIN. *Motion carried with Collins, Holbrook, Mackin, Price, Sandoval-Perez and Wytoski voting aye. Marquez absent.*

5. Review/Approval of City of Dayton 2020 Survey

Rochelle Roaden advised that the City's Survey has been completed on Survey Monkey. Rochelle Roaden asked Council to review the survey for changes and reviewed the timeline for completion of the survey. The survey will be distributed in both English and Spanish and will be emailed, accessible on the City's App and website, hardcopies will be mailed and advertised in the November and December utility bills, in addition to being available at City Hall. Discussion continued regarding survey responses.

DANIEL HOLBROOK MOVED TO APPROVE THE CITY SURVEY AS PRESENTED. SECONDED BY JOHN COLLINS.

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

Councilor Sandoval-Perez inquired if a question could be added to the Spanish version of the survey, asking residents how they feel about the accessibility of translators and resources in Spanish, so data can be collected regarding how the Spanish speaking community feels about the services and resources that the City provides in Spanish. Council supported the adding of a question to the City's survey.

6. COVID Relief Fund (CRF) - Dayton Dollars Discussion

Rochelle Roaden reviewed the proposed Dayton Dollars program and State guidelines for COVID Relief Funds (CRF) and asked for feedback regarding direction of the program.

Mayor Wytoski stated that the Yamhill County Round Table discussion has discussed the use and need for CRF funds to be used for utility payments. The Mayor was not in favor of using the CRF funds towards utility bills, stating that it is not an intended use for the CRF program. Mayor Wytoski stated that in her experience those who need the program the most, will not apply for the funding, especially if there are barriers for receiving funds. However she would be in favor of a program that supports both residents and businesses and liked the idea of the one and a half funds for businesses.

Councilor Collins agreed with the Mayor advising he would not support using funds for utility bills. Councilor Collins was in favor of keeping the program as simple as possible.

Councilor Holbrook stated that he was not in favor of using CRF funds for utility bills and feels the proposed program is weak, asking how do residents demonstrate they have been impacted by COVID and how is the money directly benefiting them? Councilor Holbrook feels residents should provide documentation that shows that they out of work or their income has been reduced by a 1/3 or 1/2. The other side is how do you reach those impacted without pushing them away, will they actually provide that type of documentation?

Program dollar amounts were discussed in length, with Council in agreement that payout would be based on household size. Program payout will be based on a first come first serve basis and will be paid out at the rate of \$150 for 1 to 4 people and \$250 for 5+ persons. Residents will self-certify that they have been affected by COVID.

7. City Manager Contract Expiration/Negotiations

Mayor Wytoski advised that she will be starting the process for the renegotiation of the City Managers contract.

JOHN COLLINS MOVED TO AUTHORIZE THE MAYOR TO RENEGOTIATE THE CITY MANAGERS CONTRACT. SECONDED BY DARRICK PRICE. *Motion carried with Collins, Holbrook, Mackin, Price, Sandoval-Perez and Wytoski voting aye. Marquez absent.*

F. CITY COUNCIL COMMENTS AND CONCERNS

Councilor Holbrook thanked the City Manager for her help with a situation with one of his neighbors involving the Joel Palmer House and one of their employees.

Councilor Price asked about the impact on the City due to the weather. Rochelle advised that she put out a news story late this afternoon to help notify residents of the wind advisory and forest fires.

Councilor Price inquired about the School District and the discussions regarding emergency management and the joint City/School District generator. Rochelle Roaden updated the Council on her progress in working with the new Superintendent, Steve Sugg, regarding the community generator and the process they are working on to complete that project.

Mayor Wytoski advised that the Governor issued a new executive order that changed the Councils ability to meet in chambers if they so choose. The Mayor was not in favor of rushing into holding Council meeting in person, stating that it would be difficult to maintain social distancing.

G. INFORMATION REPORTS

1. City Manager's Report

The election filing period has closed. Filing for the three open City Councilor positions are Kitty Mackin, Trini Marquez and Annette Frank.

The safe routes to school grant process has closed and the application was submitted August 31, 2020, with the City Manager thanking everyone who submitted a letter of support. Rochelle Roaden stated that she is very optimistic that the City will be awarded the grant.

The monthly Joint Well Field water report and Lafayette's use of the water was reviewed. Rochelle Roaden advised that Lafayette has been using their McMinnville water tie-in which has allowed the joint wells to rest.

The two street overlay projects were reviewed and Council was advised that the Main Street Overlay Project will be completed September 18, 2020 and the 5th Street Overlay Project will be completed September, 29, 2020.

The City received a complaint regarding the smell coming from the main sewer lift station. Denny Muchmore, City Engineer, and Steve Sagmiller, Public Works Director, have made some adjustments to the lift station and are working to resolve the issue.

H. ADJOURN

There being no further business, the meeting adjourned at 7:48 pm.

Respectfully submitted:

APPROVED BY COUNCIL on October 5, 2020.

By: Patty Ringnalda
City Recorder

As Written As Amended



Elizabeth Wytoski, Mayor