

MINUTES
DAYTON CITY COUNCIL
REGULAR SESSION – VIRTUALLY VIA ZOOM
June 7, 2021

PRESENT: Mayor Elizabeth Wytoski
Council President Rosalba Sandoval-Perez
Councilor Annette Frank
Councilor Daniel Holbrook
Councilor Kitty Mackin
Councilor Trini Marquez *arrived at 7:55 pm*
Councilor Darrick Price *left meeting at 6:58 pm*

ABSENT:

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

A. CALL TO ORDER

Mayor Wytoski called the meeting to order at 6:33 pm.

B. ROLL CALL

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

Mayor Wytoski stated that there will be a change to the Agenda Action Items, eliminating agenda item #1 Declaring Date of Vacancy for City Council Seat and advising that Councilor Mackin has rescinded her resignation and wishes to remain on council.

DANIEL HOLBROOK MOVED TO REMOVE ACTION ITEM NUMBER 1 FROM THE AGENDA – DECLARING DATE OF VACANCY FOR CITY COUNCIL SEAT. SECONDED BY ANNETTE FRANK. Motion carried with Frank, Holbrook, Mackin, Price, Sandoval-Perez and Wytoski voting aye. Marquez absent.

C. PUBLIC HEARINGS

Mayor Wytoski opened the Public Hearing to obtain citizen input on the budget for the fiscal year beginning July 1, 2021 at 6:35 pm and stated that the City Council will hold a public hearing to obtain citizen input on the budget for the fiscal year beginning July 1, 2021 as approved by the City of Dayton Budget Committee.

No comments were offered.

Mayor Wytoski closed the Public Hearing at 6:36 pm.

Mayor Wytoski opened the Public Hearing to obtain citizen input on the proposed uses of State Revenue Sharing Funds at 6:37 pm and stated that the City Council will hold a public hearing to obtain citizen input on the proposed uses of State Revenue Sharing Funds in the City of Dayton FY 2021/2022 Budget.

No comments were offered.

Mayor Wytoski closed the Public Hearing at 6:38 pm.

D. APPEARANCE OF INTERESTED CITIZENS

Larry Smurthwaite of 773 Joel Palmer Way, Dayton, spoke to the Recology yard debris proposal, stating that he would prefer to have a yard debris cart instead of the glass cart.

Brianna Provoast of 716 Bell Street, Dayton, advised that she too is in favor of adding yard debris service and that they rarely use the glass recycling service.

E. CONSENT AGENDA

1. Approval of Meeting Minutes

a. Regular Session Meeting Minutes – April 4, 2021

ANNETTE FRANK MOVED TO APPROVE THE MINUTES OF THE REGULAR SESSION MEETING OF APRIL 4, 2021 AS AMENDED. SECONDED BY ROSALBA SANDOVAL-PEREZ. Motion carried with Frank, Holbrook, Mackin, Price, Sandoval-Perez and Wytoski voting aye. Marquez absent.

F. ACTION ITEMS

1. ~~Declaring Date of Vacaney for City Council Seat - Removed from the Agenda~~

2. Temporary Occupancy Permit

City Manager, Rochelle Roaden reviewed the Temporary Occupancy Permit request, submitted by Mark and Robin Pederson and shared the history of the property and her recommendations for conditions of approval. Mark and Robin Pederson were in attendance but declined to comment.

ANNETTE FRANK MOVED TO APPROVE A 6 MONTH TEMPORARY OCCUPANCY PERMIT APPLICATION FOR MARK AND ROBIN PEDERSON, 200 7TH STREET, DAYTON, OREGON, STARTING JULY 1, 2021, WITH THE CONDITION THAT THE MOBILE HOME IS DEMOLISHED WITHIN 30 DAYS OF THE “BUILDING PERMIT FINAL DATE” AND THE DEMOLITION OF THE MOBILE HOME AND BARN MUST OCCUR BEFORE THE FINAL CERTIFICATE OF OCCUPANCY IS ISSUED. SECONDED BY DANIEL HOLBROOK. Motion carried with Frank, Holbrook, Mackin, Price, Sandoval-Perez and Wytoski voting aye. Marquez absent.

3. Liquor License Request – Foster’s Craft Cooking – 301 Main Street, Dayton

Rochelle Roaden reviewed the proposed requested liquor license, advising that Oregon law requires applicants seeking liquor licenses to obtain a written recommendation from the local governing body. Councilor Frank asked if the new business was going to be catering only. Jaret

Foster advised that the kitchen will be used as their catering business kitchen and that they will eventually open the dining area as a private event space.

ANNETTE FRANK MOVED TO APPROVE RECOMMENDING APPROVAL OF THE LIQUOR LICENSE APPLICATION FOR FOSTER'S CRAFT COOKING DBA BRICK HALL 1886 AT 301 MAIN STREET, DAYTON. SECONDED BY DANIEL HOLBROOK. *Motion carried with Frank, Holbrook, Mackin, Price, Sandoval-Perez and Wytoski voting aye. Marquez absent.*

4. Your Community Mediators Donation Request – Chuck Pattishall, Executive Director

Chuck Pattishall, Executive Director of Your Community Mediators (YCM), reviewed their mediation program and its history with the Council, noting the highly successful mediation program that Cathy Beckwith runs at the Dayton Grade School. Mr. Pattishall advised that they are preparing for a surge of property owner/tenant issues due to COVID and the lack of housing in our area. Mr. Pattishall advised that YCM does not charge for services to the residents of the City of Dayton, due to the City's donations. Discussion continued regarding which budget year to donate funds from.

ANNETTE FRANK MOVED TO APPROVE A DONATION TO YOUR COMMUNITY MEDIATORS IN THE AMOUNT OF \$4,000 TO BE PAID OUT OF THE FY 2020/2021 BUDGET. SECONDED BY KITTY MACKIN. *Motion carried with Frank, Holbrook, Mackin, Sandoval-Perez and Wytoski voting aye. Marquez and Price absent.*

5. Homeward Bound Donation Request – Ronnie Vostinak, Executive Director

Jennifer Choate DVM, Clinic Manager, was in attendance representing Homeward Bound and she presented Homeward Bounds request for donation to the Council. Ms. Choate advised that there was a decrease in dog/cat spray and neutering in the Dayton area, therefore their request was less than last year.

Mayor Wytoski recommended that the Council donate \$3,000 out of the current year's budget to Homeward Bound.

KITTY MACKIN MOVED TO APPROVE A DONATION TO HOMEWARD BOUND IN THE AMOUNT OF \$3,000 TO BE PAID OUT OF FY 2020/2021 BUDGET. SECONDED BY ANNETTE FRANK. *Motion carried with Frank, Holbrook, Mackin, Sandoval-Perez and Wytoski voting aye. Marquez and Price absent.*

Councilor Sandoval-Perez inquired about services for rabbits, which have been an issue in Dayton. Ms. Choate stated that they do provide services for rabbits and they would be happy to provide rabbit services for the City of Dayton.

ROSALBA SANDOVAL-PEREZ MOVED TO AMEND THE MOTION ADDING \$1,000 OF THE DONATED \$3,000 TO BE USED TOWARD RABBIT SERVICES. SECONDED BY ANNETTE FRANK. *Motion carried with Frank, Mackin, Sandoval-Perez and Wytoski voting aye. Holbrook opposed. Marquez and Price absent.*

6. Approve Recology Debris Box Collection Rate Increase, Dave Larmouth

Rochelle Roaden advised that Recology is not requesting a rate increase for our residential users this year, but is asking to increase the debris box collection rate by 1.26% effective July 1, 2021 which will effect large construction and demolition jobs.

Dave Larmouth, representing Recology Western Oregon, stated that this proposed rate increase will not affect most residents most of the time, only those requiring large box rentals.

DANIEL HOLBROOK MOVED TO APPROVE THE RECOLOGY WESTERN OREGON RATE INCREASE FOR DEBRIS BOX DISPOSAL RATES AS PROPOSED EFFECTIVE JULY 1, 2021. SECONDED BY ROSALBA SANDOVAL-PEREZ. Motion carried with Frank, Holbrook, Mackin, Marquez, Sandoval-Perez and Wytoski voting aye. Price absent.

7. Recology Lawn Debris Program expansion Discussion/Approval, Dave Larmouth

Dave Larmouth, representing Recology Western Oregon, spoke to the proposed addition of yard debris collection to the services already provided by Recology in Dayton. Mr. Larmouth advised that Dayton's collection numbers are 763 trash carts in Dayton, one for each home and some businesses; currently there are 681 glass carts in service. The glass collection "set out rate" is about 25% of the carts available in Dayton. Mr. Larmouth reviewed the proposed collection options stating that option A would include service for every customer in Dayton and he recommended this option. Option B would add yard debris collection on a subscription basis, with only those customers who want yard debris collection, adding the service. Mr. Larmouth stated that this proposal is a pilot project and Recology is asking that the City of Dayton give them a year to try out the program. Discussion continued.

Mayor Wytoski inquired if yard debris and glass collection could be collected on a different schedule or less times during a month. Mr. Larmouth stated that all options could be possible.

Mayor Wytoski allowed those residents who joined the meeting late to speak to the yard debris collection proposal:

Mandy Stahl of 709 Main Street, Dayton, asked if there is the ability to pick up glass service less times during the month and what would be the impact of that to the community. Ms. Stahl stated that she is in favor of adding yard debris collection.

Rick Luger of 623 Ash Street, Dayton, stated that he would be in favor of adding yard debris to his collection service.

Anna Lundgren of 631 Ash Street, Dayton stated that she too would like to have yard debris collection.

Larry Smirthwaite of 733 Joel Palmer Way, Dayton, inquired about the investment for the glass collection carts, advising that they have not used their glass collection services, and wanted to know if the glass collection carts could be swapped out for the yard debris carts?

Mayor Wytoski noted that glass collection services were added as a request from the community and are not the subject of tonight's agenda item, she reiterated that the discussion is to add yard debris collection. Mayor Wytoski stated that she would be willing to discuss the glass collection at a later time and would not be in favor of removing the glass collection service at this time. Discussion continued.

Councilor Holbrook stated that to add another collection cart would make the total number of carts four and he is concerned that not all residents will have enough space to store four carts. Councilor Holbrook stated that he would be in favor of option B.

Councilor Frank stated that she would also support option B.

Councilor Marquez stated that her neighbors could all benefit from adding yard debris collection.

Mayor Wytoski stated that the Council chose to spread the cost of the glass collection service to the whole community which lowered the cost for everyone, she also is in favor of spreading the cost of the yard debris collection service, thus keeping the cost lowest for all customers.

Council Mackin stated her concern for space with four collection carts.

Councilor Sandoval-Perez inquired if the issue could be surveyed on the City's app.

DANIEL HOLBROOK MOVED TO APPROVE EXPANDING RECOLOGY WESTERN OREGON'S YARD DEBRIS COLLECTION PROGRAM TO OPTION B WITH THE ASSOCIATED RATE AND A SCHEDULED REVISIT OF THE YARD DEBRIS COLLECTION SERVICE IN 12 MONTHS. SECONDED BY TRINI MARQUEZ. *Motion carried with Frank, Holbrook, Mackin, Marquez, Sandoval-Perez and Wytoski voting aye. Price absent.*

Mayor Wytoski stated that if the use rate for yard debris is equal to the glass use rate, she feels that they should add the yard debris collection for the entire community. Mayor Wytoski stated that she intends to bring the glass collection service back to the Council for further discussion and a possible change to the frequency that glass is collected.

8. Approval of Resolution 2020/2021-13 MWVCOG Land Use and Planning Services 2021/2022

Rochelle Roaden advised that this is a renewal of the current contract for land use and planning services and there are no significant changes to the contract for services, other than planner per/hour charges.

ANNETTE FRANK MOVED TO APPROVE RESOLUTION 2020/2021-13 A RESOLUTION APPROVING A CONTRACT FOR LAND USE AND PLANNING SERVICES WITH THE MID-WILLAMETTE VALLEY COUNCIL OF GOVERNMENTS, JULY 1, 2021 THROUGH JUNE 30, 2022. SECONDED BY KITTY MACKIN. *Motion carried with Frank, Holbrook, Mackin, Marquez, Sandoval-Perez and Wytoski voting aye. Price absent.*

9. Approval of Resolution 2020/2021-14 Police Services Contract 2021/2022

Rochelle Roaden reviewed the renewal of the Police Services contract with the Council, advising that there were no significant changes to the contract other than a wage increase due to a cost of living increase. This is the last year of a three year contract.

ANNETTE FRANK MOVED TO APPROVE RESOLUTION 2020/2021-14 A RESOLUTION APPROVING AN INTERGOVERNMENTAL AGREEMENT BETWEEN YAMHILL COUNTY AND THE CITY OF DAYTON FOR POLICE SERVICES FOR FY 2021/2022 AS AMENDED. SECONDED BY ROSALBA SANDOVAL PEREZ. *Motion carried with Frank, Holbrook, Mackin, Marquez, Sandoval-Perez and Wytoski voting aye. Price absent.*

10. Approval of Resolution 2020/2021-15 CCRLS Library Services Contract 2021/2022

Rochelle Roaden advised that the City is currently in year four of a five year contract with Chemeketa Cooperative Regional Library Service (CCRLS), this amendment adds funding for the 2021/2022 fiscal year.

DANIEL HOLBROOK MOVED TO APPROVE RESOLUTION 2020/2021-15 A RESOLUTION APPROVING AMENDMENT #03 OF THE INTERGOVERNMENTAL AGREEMENT BETWEEN CHEMEKETA COMMUNITY COLLEGE AND THE CITY OF DAYTON FOR THE CHEMEKETA COOPERATIVE REGIONAL LIBRARY SERVICE (CCRLS). SECONDED BY ROSALBA SANDOVAL-PEREZ. *Motion carried with Frank, Holbrook, Mackin, Marquez, Sandoval-Perez and Wytoski voting aye. Price absent.*

11. Approval of Bridge Design and Permitting Budget

Rochelle Roaden stated that on April 5, 2021 the City Council approved awarding engineering services for phase I design of the Utility Bridge to DOWL Inc. with a budget of \$550,000, this is being brought back to Council, because the scope of work has been finalized and the budget has increased to \$643,650, a 5% contingency was added, so this contract will not need to come back to Council.

DANIEL HOLBROOK MOVED TO APPROVE THE PHASE I DESIGN OF DAYTON'S UTILITY BRIDGE WITH INFRA-STRUCTURE UPGRADES PROJECT TO DOWL, INC., WITH AN AMOUNT NOT TO EXCEED \$643,650. SECONDED BY ROSALBA SANDOVAL-PEREZ. *Motion carried with Frank, Holbrook, Mackin, Marquez, Sandoval-Perez and Wytoski voting aye. Price absent.*

G. CITY COUNCIL COMMENTS AND CONCERNS

Annette Frank stated that she was concerned about the speeding on Ferry Street. Discussion continued.

Councilor Mackin, asked about an update regarding the safe routes to school project and the vacancy in the Planning Commission. Mayor Wytoski stated that she has not been able to meet with applicants due to lack of time, however she will be scheduling interviews in the near future.

Councilor Holbrook thanked staff for the mulch in the park and the projects tab on the City's website.

Mayor Wytoski, stated that she has received lots of positive feedback regarding the City's first newsletter and thanked staff for a job well done.

H. INFORMATION REPORTS

1. City Manager's Report

Rochelle Roaden stated that the City was supposed to be getting \$560,000 from the American Rescue Program stating that reports from the US Treasury indicated that the City may be getting \$600,000. The State is going to ask for an extension, due to inability to distribute the funds at this time, therefore there is no way to know when the City will be receiving the funds. Discussion continued.

Steve Sagmiller, Public Works Director updated the Council on the City's water production stating that the City's numbers are staying the same and Lafayette's numbers have gone down, due to the McMinnville inter-tie. Well production is stable and the Springs are producing water at acceptable rates. Public Works is in the process of testing the water for lead and copper.

Commissioner Kulla held a water task force meeting in May asking City Managers to provide any projects that the Cities are working on, that County ARP funds could possibly be used for. Rochelle Roaden and Steve Sagmiller presented the Utility Bridge Project with Infrastructure Upgrades hoping that County funds could be obtained in helping offset City costs for the project.

Mayor Wytoski updated the Council on the Dayton Boat Landing advising that she went on a walkthrough with the current parks liaison Commissioner Berschauer to show her the condition of the Boat Landing Park. There is the possibility of a long term lease with the County, which would provide the City with the authority to apply for grants and to maintain the park and boat landing. The Commissioner and the Parks Board are going to check with the Marine Board on restoring some the elements of the original improvement project for example the lighting, pavement and bathrooms.

The first meeting for the UGB swap have been scheduled for June 23, 2021 with the technical advisory committee.

Right of Way Associates have contacted the five property owners who own property adjacent to Ferry Street, regarding the purchase of property for the 9th to Flower Street project.

Rochelle Roaden has been working with Steve Sugg, School District Superintendent on the EOC to connect the generator, they are in the process of getting quotes for the electrical work. Rochelle Roaden will be putting together a team that will be responsible for getting the generator to the High School Gym and getting it hooked up in the case of an emergency.

Rochelle Roaden requested that the July Council meeting be moved from July 6, 2021 to July 19, 2021 due to a conflict in her schedule, and making that meeting a working/special session. No concerns were brought forth by the Council. Starting with the July 19, 2021 Council meeting, Rochelle Roaden proposed a hybrid meeting that would allow Councilors, staff and attendees to attend the meeting either in person or by remote. Rochelle Roaden asked Councilors to email her with their preference.

The update to the Sign code is currently waiting for a planning commission public hearing. The previously scheduled meeting was cancelled due to a lack of quorum, therefore the new sign code will not be brought to Council for vote this month.

The National Night Out is scheduled for August 3, 2021, after a brief hiatus the City will be bringing back this important event.

The survey to gather data regarding the addition of a deputy to the City's Safety levy is in the process of being completed and will be mailed, emailed and noticed through the City's app in an attempt to reach as many residents as possible.

The resolution for the new local option tax levy for police services will be brought to the June 19th Council meeting, in order to meet deadlines for the November 2021 election. The current police levy will expire in June 2022.

I. ADJOURN

There being no further business, the meeting adjourned at 8:54 pm.

Respectfully submitted:



By: Patty Ringnalda
City Recorder

APPROVED BY COUNCIL on June 21, 2021.

As Written As Amended



Elizabeth Wytoski, Mayor