

MINUTES
DAYTON CITY COUNCIL
WORK/SPECIAL SESSION – HYBRID MEETING HELD IN PERSON & VIRTUALLY
July 19, 2021

PRESENT: Council President Rosalba Sandoval-Perez
Councilor Annette Frank
Councilor Daniel Holbrook
Councilor Kitty Mackin
Councilor Trini Marquez
Councilor Darrick Price

ABSENT: Mayor Elizabeth Wytoski

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

A. CALL TO ORDER

Council President Sandoval-Perez called the meeting to order at 6:37 pm.

B. ROLL CALL

Council President Sandoval-Perez noted there was a quorum with Councilors Frank, Holbrook, Marquez and Price present in Council Chambers and Councilor Mackin present virtually. Council President Sandoval-Perez noted the absence of Mayor Wytoski.

C. APPEARANCE OF INTERESTED CITIZENS

No one was in attendance to comment.

D. CONSENT AGENDA

1. Approval of Meeting Minutes

- a. Work/Special Session Meeting Minutes – June 21, 2021

DARRICK PRICE MOVED TO APPROVE THE MINUTES OF THE WORK/SPECIAL SESSION MEETING OF JUNE 21, 2021 AS WRITTEN. SECONDED BY TRINI MARQUEZ. *Motion carried with Frank, Holbrook, Mackin, Marquez, Price and Sandoval-Perez voting aye. Wytoski absent.*

E. ACTION ITEMS

1. Approval of Resolution 2021/22-01 Support for the Willamette Falls & Landing Heritage Area Coalition

Rochelle Roaden, City Manager reported that the request from the Willamette Falls and Landing Heritage Area Coalition (WFLHAC) is a refresh to City resolution 2014/15-07 which supports the Willamette Falls & Landing Heritage Area Coalition. Jim Mattis introduced himself and Executive Director Britta Stewart who were both in attendance via zoom. Mr. Mattis shared his presentation with the Council and asked Council to re-refresh their support of the coalition.

DANIEL HOLBROOK MOVED TO APPROVE RESOLUTION 2021/22-01 A RESOLUTION IN SUPPORT OF THE WILLAMETTE FALLS AND LANDINGS NATIONAL HERITAGE AREA COALITION. SECONDED BY ANNETTE FRANK. Motion carried with Frank, Holbrook, Mackin, Marquez, Price and Sandoval-Perez voting aye. Wytoski absent.

2. Approval of Planning Commission Appointment

Rochelle Roaden, reviewed the need to appoint a Planning Commissioner and advised that Mayor Wytoski had met with Mr. David Mackin and recommends his appointment to the Dayton Planning Commission.

ANNETTE FRANK MOVED TO APPROVE THE APPOINTMENT OF DAVID MACKIN TO THE DAYTON PLANNING COMMISSION WITH A 4 YEAR TERM EXPIRING DECEMBER 31, 2024. SECONDED BY DARRICK PRICE. Motion carried with Frank, Holbrook, Mackin, Marquez, Price and Sandoval-Perez voting aye. Wytoski absent.

3. Approval of Resolution 2021/22-02 Small City Allotment Grant Application

Rochelle Roaden reviewed the Small City Allotment Grant and asked Council to approve the Grant Application so that the City can perform an additional road overlay project on 6th Street from Ferry to Church Streets. This resolution will give the City Manager the authority to apply for the grant.

DARRICK PRICE MOVED TO APPROVE RESOLUTION 2021/22-02 A RESOLUTION AUTHORIZING THE APPLICATION FOR THE 2021 SPECIAL CITY ALLOTMENT GRANT. SECONDED BY ANNETTE FRANK. Motion carried with Frank, Holbrook, Mackin, Marquez, Price and Sandoval-Perez voting aye. Wytoski absent.

4. Cost of Living Adjustment (COLA) Discussion/Approval

Rochelle Roaden reviewed the proposed Cost of Living Adjustment (COLA) for fiscal year 21/22, advising Council on how she calculated the proposed amount. Rochelle Roaden advised that in the past Council has requested that calculations be based on the first 5 months of each year.

Councilor Holbrook asked why the COLA calculation was not based on a full year instead of five months stated he would prefer the calculation be based on a whole year rather than part of a year. Rochelle Roaden provided the calculations based on a whole year and advised that would change the requested COLA amount to 2.91%.

Councilor Price advised he is not opposed to 3.5%, but feels that Council needs to keep in mind how that works year after year and be mindful that savings are being used. Councilor Price stated that he would support a 3% COLA.

Councilor Holbrook agreed with Councilor Price, but would like to see a 12 month standard and requested it apply to next year's COLA request. Discussion continued with Council in agreement to give staff a 3% cost of living adjustment.

DARRICK PRICE MOVED TO APPROVE A 3.0% COST OF LIVING ADJUSTMENT FOR CITY STAFF EFFECTIVE JULY 1, 2021. SECONDED BY DANIEL HOLBROOK. Motion carried with Frank, Holbrook, Mackin, Marquez, Price and Sandoval-Perez voting aye. Wytoski absent.

5. Approval of Resolution 2021/22-03 City of Dayton Social Media Policy

Rochelle Roaden reviewed the proposed Social Media Policy, stating the City does not currently have a social media policy. League of Oregon Cities (LOC) has put together a Social Media Policy and that is what the proposed policy is based on. The City's attorney has reviewed the proposed policy and has given her approval. Rochelle Roaden advised that she has secured the services of Archive Social and they will be responsible for archiving all of the City's social media. Social Media user guidelines were discussed in length.

ANNETTE FRANK MOVED TO APPROVE RESOLUTION 2021/22-03 A RESOLUTION ADOPTING A SOCIAL MEDIA POLICY FOR THE CITY OF DAYTON. SECONDED BY TRINI MARQUEZ. Motion carried with Frank, Holbrook, Mackin, Marquez, Price and Sandoval-Perez voting aye. Wytoski absent.

F. CITY COUNCIL COMMENTS AND CONCERNS

Councilor Mackin advised that the curb ramps at the corner of 4th and Ferry Streets, north side of the street and at the intersection of 7th and Ferry Streets next to the Fire hall are hard on her wheelchair. Rochelle Roaden stated that she will review the issue with the City's Engineer and see what the City's options are.

Councilor Frank reported that there were not too many issues arising out of 4th of July fireworks, unlike past years.

Councilor Holbrook commented on the painting of curbs along 7th and Ferry Streets, stating that they looked good.

G. INFORMATION REPORTS

1. City Manager's Report.

Steve Sagmiller, Public Works Director, updated the Council on the City's water system, stating that the City is in a good place in regards to water and well levels. Council was advised that Public Works is in the process of required water testing and asked that Councilors who agreed to help fill their sample bottles and let Public Works know when they are ready to be picked up.

Rochelle Roaden advised that the Urban Growth Boundary (UGB) swap project, held its first technical advisory meeting and there will be another one in a couple of weeks. They are in the process of scheduling an open house which will be the start of the community outreach.

Dayton is expected to receive \$560,000 to \$600,000 in American Rescue Plan funds. Funds were expected to be received the beginning of June, but have been delayed. Rochelle Roaden reported that Council has requested that funds be set aside to help community members, who have been affected by COVID, with their water and sewer bills. YCAP will be receiving additional funds and the Mayor would like to wait and see who receives funds from the County or have YCAP distribute City of Dayton funds.

Bands on the Run 2 City sponsored event – English and Spanish flyers will be distributed to every household with a 97114 zip code this week. Local businesses were contacted to see if they would like to participate in the event, Juanita’s, the Pirate’s Den and the ByPass will have event specials. We Be Cheezy, a locally owned food truck, will be parked at Andrew Smith Park and Trini’s Tacos will be at the Grade School.

The next City sponsored event will be “National Night Out” on August 3rd. The City has been working with Yamhill County Sheriff’s Office (YCSO) to bring back this event. Details of the event were discussed in length.

The City Wide Clean-up is scheduled for August 28th. There will be a city wide garage sale day on August 21st and the city-wide swap meet will be the week of August 23rd at the Community Center. All remaining items will be disposed of during the Clean-up.

Cyndi Park has been working on the 2021 Certified Local Governmental Grant (CLG) and the City has been awarded the grant. Funds will be used to create a brochure with a map of the cemetery, head marker cleaning workshop and completing ground penetrating radar survey.

H. ADJOURN

There being no further business, the meeting adjourned at 7:50 pm.

Respectfully submitted:

By: 
Patty Ringnalda
City Recorder

APPROVED BY COUNCIL on September 7, 2021.

As Written **As Amended**



Elizabeth Wytoski, Mayor