

**MINUTES**  
**DAYTON CITY COUNCIL**  
**REGULAR SESSION**  
**January 5, 2026**

**PRESENT:** Council President Drew Hildebrandt      **ABSENT:** Mayor Annette Frank  
Councilor Scott Hover  
Councilor Kitty Mackin  
Councilor Robin Pederson  
Councilor Chris Teichroew  
Councilor Colt Wilkins, via zoom, arrived at 6:37pm in person

**STAFF:** Jeremy Caudle, City Manager  
Rocio Vargas, City Recorder  
Dave Rucklos, Tourism and Economic Development Director  
Don Cutler, Public Works Supervisor  
Rob Walker, Finance Director

**A. CALL TO ORDER & PLEDGE OF ALLEGIANCE**

Council President Hildebrandt called the meeting to order at 6:31pm and all those present gave the Pledge of Allegiance.

**B. ROLL CALL**

Council President Hildebrandt noted that there was a quorum with Councilors Hover, Mackin, Pederson, Teichroew present in person, Wilkins present via Zoom. Mayor Frank was absent excused.

**A. APPEARANCE OF INTERESTED CITIZENS**

Steven Hesseling, Dayton resident, spoke about wastewater and safety fees. He stated that when he last spoke to the City Manager there had been a study done to change the billing for wastewater so residents would pay for usage instead of the same rate for everybody. He requested transparency on the rate changes. He inquired about the public safety fee and the local option levy. He asked Council to consider fixed income when reviewing rate changes.

Computer reset, meeting stopped at 6:35pm and restarted at 6:40pm

Steven Hesseling ended with stating that it is important to know costs when budgeting and asked for transparency on the rates.

Linda McGrew, Dayton Resident, stated that she has the same concerns as Steven Hesseling. She also spoke about her property that is outside city limits in the UGB area and stated that she is planning to work with Yamhill County for re-zoning to commercial. She reported that there is a pothole on 8<sup>th</sup> Street.

## **B. CONSENT AGENDA**

- 1.** November 2025 Financial Statements
- 2.** November 3, 2025, Regular Session Minutes
- 3.** November 20, 2025, Special Session Minutes
- 4.** December 1, 2025, Regular Session Minutes

Rob Walker, Finance Director, reviewed the financial statements with Council and pointed out that there are some funds that are over budget. He stated that Jeremy and he will be reviewing those items.

**KITTY MACKIN MOVED TO APPROVE THE CONSENT AGENDA. SECOND BY SCOTT HOVER.** Motion carried with Hildebrandt, Hover, Mackin, Pederson, Teichroew and Wilkins voting aye. Mayor Frank was Absent.

## **C. PUBLIC HEARING**

- 1.** City Council held a public hearing to obtain public comments on proposed findings for an exemption from competitive bidding requirements per ORS 279C.335 (2) for certain improvement contracts

Council President Hildebrandt opened the public hearing at 6:52pm

Steven Hesseling, Dayton resident, stated his concern for not going to competitive bid for each project.

Council President Hildebrandt closed the public hearing at 6:54pm.

## **D. ACTION ITEMS**

### **1. Council President Election**

Jeremy Caudle, City Manager, states that per council rules a Council President is elected in January of each year.

Rocio Vargas, City Recorder, explained the voting process.

Councilor Hover nominated Drew Hildebrandt for Council President.

**Voting was unanimous with Hildebrandt, Hover, Mackin, Pederson, Teichroew and Wilkins voting for Drew Hildebrandt as 2026 Council President.**

**2. Approval of Resolution 2025/26-11 A Resolution Adopting Findings to Support an Exemption from Competitive Bidding Requirements per ORS 279C.335 (2) for certain improvement Contracts.**

Jeremy presented the staff report and explained the duties of an Integrator of Record. He stated he worked with the City Engineer and City Attorney on the Request for Proposals. He explained that with an Integrator of Record there would be uniform system, communication, cyber security and assistance, and other benefits.

Councilor Hover clarified that the Integrator of Record would be the contractor for services the SCADA needs. He inquired how having an Integrator of Record would financially benefit the City.

Jeremy explained that with an Integrator of Record it would avoid having to hire multiple agencies to work on the SCADA. He explained that there is a state requirement to provide Council with a post project evaluation.

Discussion on the projects the Integrator of Record would be involved in continued.

**ROBIN PEDERSON MOVED TO APPROVE RESOLUTION 2025/26-11 A RESOLUTION ADOPTING FINDINGS TO SUPPORT AN EXEMPTION FROM COMPETITIVE BIDDING REQUIREMENTS PER ORS 279C.335 (2) FOR CERTAIN IMPROVEMENT CONTRACTS. SECOND BY CHRIS TEICHROEW.** Motion carried with Hildebrandt, Hover, Mackin, Pederson, Teichroew and Wilkins voting aye. Mayor Frank was Absent.

**3. Approval of Resolution 2025/26-14 A Resolution Authorizing the City of Dayton to apply for a LGGP from OPRD for the Rehabilitation of Alderman Dog Park and delegating authority.**

Dave Rucklos presented the staff report and explained the grant requirements.

Councilor Hover inquired about the bid amount for the project.

Dave stated that it was about 70-80 thousand and it included the loop around the park, the parking area, and the approach to the bridge on the east.

Councilor Mackin stated that she is concerned about the wheelchair access to Courthouse Square Park playing ground. Stated that they should prioritize children over dog parks.

**SCOTT HOVER MOVED TO APPROVE RESOLUTION 2025/26-14 A RESOLUTION AUTHORIZING THE CITY OF DAYTON TO APPLY FOR A LGGP FROM OPRD FOR THE REHABILITATION OF ALDERMAN DOG PARK AND**

**DELEGATING AUTHORITY, AS AMENDED. SECOND BY COLT WILKINS.** Motion carried with Hildebrandt, Hover, Mackin, Pederson, Teichroew and Wilkins voting aye. Mayor Frank was Absent.

**4. Approval of Grant Agreement #WPG-D-0020-25 with the Oregon Water Resources Department in the Amount of \$1,218,750.**

Jeremy explained that the contract is for the legislative grant the City received for the Fisher Farms well project. He informed Council that there is a possibility that the grant amount could be reduced after the next legislative session.

He informed Council that there is methane in the water testing which will inform the need of a methane stripper that needs to be ordered a year in advance.

**KITTY MACKIN MOVED TO APPROVE GRANT AGREEMENT #WPG-D-0020-25 WITH THE OREGON WATER RESOURCES DEPARTMENT IN THE AMOUNT OF \$1,218,750. SECOND BY SCOTT HOVER.** Motion carried with Hildebrandt, Hover, Mackin, Pederson, Teichroew and Wilkins voting aye. Mayor Frank was Absent.

**5. Approval of Resolution 2025/26-15 Accepting OWRD and OBDD Grants, Making Appropriations, and Authorizing Expenditure of Funds per ORS 294.338(2)**

Jeremy explained that that this resolution accepts and appreciates the grants as allowed by law for purpose grants.

**CHRIS TEICHROEW MOVED TO APPROVE RESOLUTION 2025/26-15 ACCEPTING OWRD AND OBDD GRANTS, MAKING APPROPRIATIONS, AND AUTHORIZING EXPENDITURE OF FUNDS PER ORS 294.338(2). SECOND BY KITTY MACKIN.** Motion carried with Hildebrandt, Hover, Mackin, Pederson, Teichroew and Wilkins voting aye. Mayor Frank was Absent.

**6. Approval of Resolution 2025/26-16 A Resolution Adopting an Executive Session News Media Attendance Policy**

Jeremy stated that the City Attorney prepared the resolution and it came about because the city does not currently have a policy for media attendance to executive sessions.

**SCOTT HOVER MOVED TO APPROVE RESOLUTION 2025/26-16 A RESOLUTION ADOPTING AN EXECUTIVE SESSION NEWS MEDIA ATTENDANCE POLICY. SECOND BY CHRIS TEICHROEW.** Motion carried with Hildebrandt, Hover, Mackin, Pederson, Teichroew and Wilkins voting aye. Mayor Frank was Absent.

### **7. Planning Commission Application Review and Appointment**

Rocio presented the process for appointment of planning commission members and the application for one of the vacant positions.

Council reviewed the application and discussed that the answers were incomplete and would have liked to interview the applicant to get a better understanding of the answers. Council directed staff to continue the application process and request more information from the applicant.

### **8. Budget Committee Application Review and Appointment**

Council reviewed the application and interviewed the applicant Charles Van Genderen present.

**ROBIN PEDERSON MOVED TO APPOINT CHARLES VAN GENDEREN TO THE CITY OF DAYTON BUDGET COMMITTEE FOR THE TERM ENDING DECEMBER 31, 2027. SECOND BY KITTY MACKIN.** Motion carried with Hildebrandt, Hover, Mackin, Pederson, Teichroew and Wilkins voting aye. Mayor Frank was Absent.

### **9. Second Reading and Adoption of Ordinance 668 Amending the City of Dayton Comprehensive Plan Adopting the 2025 Transportation System Plan and Amending Title 7 (Dayton Land Use and Development Code) of the Dayton Municipal Code.**

**Councilor Mackin performed the second reading of Ordinance 668 by title only.**

**CHRIS TEICHROEW MOVED TO APPROVE THE SECOND READING OF ORDINANCE 668 BY TITLE ONLY. SECOND BY ROBIN PEDERSON.** Motion carried with Hildebrandt, Hover, Mackin, Pederson, Teichroew and Wilkins voting aye. Mayor Frank was Absent.

**SCOTT HOVER MOVED TO ADOPT ORDINANCE 668 AN ORDINANCE AMENDING THE CITY OF DAYTON**

**COMPREHENSIVE PLAN ADOPTING THE 2025 TRANSPORTATION SYSTEM PLAN AND AMENDING TITLE 7 (DAYTON LAND USE AND DEVELOPMENT CODE) OF THE DAYTON MUNICIPAL CODE. SECOND BY KITTY MACKIN.** Motion carried with Hildebrandt, Hover, Mackin, Pederson, Teichroew and Wilkins voting aye. Mayor Frank was Absent.

### **10. OLCC Annual Renewal Report**

Councilor Wilkins recused himself from the deliberations citing conflict of interest.

Rocio Vargas, City Recorder, presented the OLCC recommendation criteria and invited Deputy Twitchell to comment on the incidents report.

Council President Hildebrandt inquired if the number of incidents is typical for a city our size.

Deputy Twitchell confirmed that the incident report was typical.

City Council did not have any unfavorable recommendations.

### **11. Approval of Code 1 Fund Use for Mural by DCDA**

Rob presented the letter form DCDA and requested direction from Council.

Councilor Mackin stated that she liked the project. She inquired about mural code and requested that there is public art regulations established.

Councilor Teichroew stated that the completion date is not accurate for this project.

Discussion continued. Council President asked for a proposed deadline of 2026 for the project as a check point.

**ROBIN PEDERSON MOVED TO AUTHORIZE THE DISTRIBUTION OF THE REMAINING DAYTON CODE 1 FUNDS TO THE DCDA FOR THE CAMINO MURAL PROJECT. SECOND BY COLT WILKINS.** Motion carried with Hildebrandt, Hover, Mackin, Pederson, Teichroew and Wilkins voting aye. Mayor Frank was Absent.

### **12. City Hall Basement Conditions Report**

Dave Rucklos, TED, presented the current state of the City Hall basement and attached photos. He explained the events that took place and how the flooding has affected the building.

Proposing moving the three staff members from City Hall to the Annex in the short term.

Council President confirmed the report of the smell and the extent of the black mold. He stated that there needs to be a long-term solution.

Discussion continued with concern about the mold affecting staff and the library.

### **13. Local Option Levy Update**

Rocio presented an updated timeline of the tasks completed in the Local Option Levy efforts. She informed Council of the new way to access the Local Option Levey Renewal informational page through the city website.

There was a discussion about other methods to promote the survey and the town hall.

### **E. CITY COUNCIL COMMENTS AND CONCERNS**

Councilor Mackin congratulated staff on the dog park water feature social media post, because it was fun to read. She requested the Council Rules be posted online. She stated that the water rate increase was lower than usual due to closing the gap between cost and revenue.

Council President Hildebrandt relayed comments from Mayor Frank: potholes on Church Street, and a tree ordinance request.

Council President Hildebrandt stated that Council should hold a town hall for the water fee and water issues updates.

Discussion continued about the water town hall. Jeremy suggested that April would be a good time to follow-up from the town hall in 2025.

Councilor Pederson stated that she loved being a greeter at the Breakfast with Santa and gave kudos to all involved in the planning and execution of the event. She updated Council on the YAC (Youth Advisory Committee) meeting with the school principal.

Councilor Hover stated that he has enjoyed his time on Council and the discussions held on the important topics.

### **F. INFORMATION REPORTS**

- 1. Finance**
- 2. Library**
- 3. Public Works**
- 4. Recorder**
- 5. Tourism and Economic Development**

Council thanked staff for their work.

There was a discussion about the future Breakfast with Santa itinerary.

Questions and discussion about the Tourism and Economic Development events and projects.

**G. CITY MANAGER’S REPORT**

Jeremy recognized city staff for all the work they put in during the holiday season. He recognized Ricci Haworth as employee of the year.

GSI has begun work on the Fisher Farms well project. Next month with GSI will be working on the 100-foot easement to protect the wells from illegal dumping.

Will be updating building fees with the City of Newberg building official that contracts with the city.

Is talking to Business Oregon about loan options for infrastructure feasibility study for future water strategies.

Work will begin on a facility needs study to determine the best use of city facilities.

Councilor Mackin requested different times for the budget calendar.

Council President Hildebrandt reminded Council to complete their assessments and submit them before January 20, 2026.

**ADJOURN**

There being no further business to discuss meeting adjourned at 8:53pm.

**H. EXECUTIVE SESSION (postponed to January 20, 2026)**

There being no further business to discuss the meeting adjourned at

Respectfully submitted:

APPROVED BY COUNCIL on **February 2, 2026**

By:

As Written

As Amended

Rocio Vargas, City Recorder

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Annette Frank, Mayor