

**MINUTES  
DAYTON CITY COUNCIL  
REGULAR SESSION  
MARCH 2, 2026**

**PRESENT:** Mayor Annette Frank  
Councilor Kitty Mackin  
Councilor Robin Pederson  
Councilor Chris Teichroew  
Councilor Colt Wilkins

**ABSENT:** Council President Drew Hildebrandt, excused  
Councilor Scott Hover, excused

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

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

Mayor Frank called the meeting to order at 6:31pm and all those present gave the Pledge of Allegiance.

**B. ROLL CALL**

Mayor Frank noted that there was a quorum with Councilors Mackin, Pederson, Teichroew, and Wilkins present in person. Councilors Hildebrandt and Hover were absent excused.

**A. APPEARANCE OF INTERESTED CITIZENS**

None.

**B. CONSENT AGENDA**

- 1. January 2026 Financial Statements**
- 2. February 2, 2026, Regular Session Minutes**

**KITTY MACKIN MOVED TO APPROVE THE CONSENT AGENDA WITH THE FEBRUARY 2<sup>ND</sup> MINUTES AS AMENDED. SECONDED BY ROBIN PEDERSON.** Motion carried with Frank, Mackin, Pederson, Teichroew, Wilkins voting aye. Hildebrandt and Hover were absent.

**C. ACTION ITEMS**

- 1. Presentation by Tyler Kelly, Local Government Affairs Manager, Portland General Electric**

Tyler Kelly introduced Larry Bekkedahl to the Council. Larry provided an informational presentation, highlighting advancements PGE has made in predicting weather activity, wildfires, and cybersecurity.

Mayor Frank asked whether the smoke detection systems could identify the type of fire. Larry stated that they cannot, but they do provide location information, allowing for coordination with other agencies.

Mayor Frank also inquired about battery storage centers and the potential risk of fires. Larry explained that protections are in place to help prevent such incidents.

Councilor Mackin asked about aging infrastructure and PGE's plan for replacement. Larry responded that prioritization is based on immediate needs.

Tyler stated that there will be an IOC Tour Event on March 18<sup>th</sup> and another in April and City Council, City Mangers and Public Works are invited.

## **2. Planning Commission Application Review and Possible Appointment**

Mayor Frank confirmed that there were two candidates present and one was out of state. She asked Katrina Wiegand and Miachel Howard to introduce themselves to Council.

Councilor interviewed the candidates who were present.

Mayor Frank asked for consensus on when to appoint candidates to the planning commission.

Council agreed to table the appointments to the next meeting to allow the absent Councilors to provide input.

## **3. Second Reading and Adoption of Ordinance 669 Amending the Dayton Comprehensive Plan by Adopting the Park and Recreation Master Plan**

**ROBIN PEDERSON MOVED TO APPROVE THE SECOND READING OF ORDINANCE 669, AN ORDINANCE AMENDING THE CITY OF DAYTON COMPREHENSIVE PLAN ADOPTING THE 2025 PARKS AND RECREATION MASTER PLAN. SECONDED BY CHRIS TEICHROEW.** Motion carried with Frank, Pederson, Teichroew and Wilkins voting aye. Mackin opposed. Hildebrandt and Hover were absent.

**ROBIN PEDERSON MOVED TO ADOPT ORDINANCE 669, AN ORDINANCE, AN ORDINANCE AMENDING THE CITY OF DAYTON COMPREHENSIVE PLAN ADOPTING THE 2025 PARKS AND RECREATION MASTER PLAN. SECOND BY COLT WILKINS.** Motion carried with Frank, Pederson, Teichroew and Wilkins voting aye. Mackin opposed. Hildebrandt and Hover were absent.

## **4. Discussion on Virtual Zoom meeting vs In-Person for Executive Sessions**

Councilor Mackin stated that the Council rules require Council meetings, work sessions, and executive sessions to be held in a hybrid format. She noted that if virtual executive sessions are not allowed to avoid unidentified media access online, it would also deny her access. She added that the Council previously approved a policy requiring media to register with the City as verified media.

Discussion continued.

Mayor Frank asked what other cities are doing regarding virtual executive sessions.

Staff will research practices used by other cities for executive sessions.

#### **5. Discussion on Offer to Donate Land to the City - Church St./1<sup>st</sup> St.**

Jeremy Caudle, City Manager, stated that a citizen contacted the City about donating property, located at Church Street and 1<sup>st</sup> Streets, to the City.

Council deliberated on the pros and cons of accepting the land donation.

Mayor Frank requested to bring this item back to the next meeting for further discussion and consideration by the Council.

#### **6. Discussion on Door-to-Door Solicitation Policy**

City Manager reported that he sent the ordinance and proposed amendments related to the Door-to-Door Solicitation policy to the City Attorney to review. He noted that the City Attorney recommended removing the fee and permit requirements, as they may infringe on free speech rights. However, Council may establish reasonable regulations, such as permitted solicitation hours and sign size.

Council discussed practices in other cities, including allowable time frames for solicitation.

Council requested a revised version of the proposed amendments and ordinance that complies with free speech requirements.

#### **7. Local Option Levy Update**

Rocio Vargas, City Recorder, updated the Council on the work completed on the local option levy checklist. She stated that the utility billing source needs 45-day lead to be able to include a mailer newsletter and requested council direction on what months they would like to include a newsletter to determine the due date.

Councilor Pederson asked for the deadline to submit the article for the June billing.

City Recorder will present a timeline for article due dates to be included in the water billing.

#### **8. Water Town Hall Discussion**

City Manager requested Council guidance on topics they would like to address at the upcoming town hall.

Council discussed potential topics for the water town hall.

## **9. Joint Work Session Proposal with the Yamhill County Board of Commissioners - Dayton Landing**

Council agreed to schedule a joint work session, with availability identified for dates prior to May 9 and after May 25. City Manager proposed holding the joint session during a morning Board of Commissioners meeting.

Council noted they would need sufficient notice to accommodate a morning meeting and confirm their availability.

City Manager will return with a date for a joint session.

## **10. Council Training in May/June**

City Manager requested Council's availability for training with the League of Oregon Cities. He will send out a poll to schedule the training.

Mayor Frank requested a recess to acknowledge Dave Rucklos on his retirement.

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

Councilor Pederson stated that she is planning a retirement party for Dave and would have more details to come. She also inquired about official compensation packages for discussion.

Councilor Teichroew inquired about the footbridge main line separation. He updated the council about the upcoming events he is working on. He stated that an agreement has been established with a non-profit to be able to fundraise for the Stars and Stripes Fireworks show. He thanked staff and public works for all the work they do.

### **E. INFORMATION REPORTS**

#### **1. Finance**

Rob Wlaker, Finance Director, reviewed the financial statements attached to the packet with the Council.

#### **2. Library**

#### **3. Recorder**

City Recorder updated Council on the TMDL Report comments from DEQ.

City Manager added that DEQ expects a stormwater fee to be implemented as part of TMDL requirements.

Councilor Mackin suggested discussing this topic with the public at the next town hall meeting.

#### **4. Tourism and Economic Development**

Dave Rucklos, Tourism and Economic Development Director, stated that the Small Cities Allotment grant application materials are ready to be submitted once the application opens.

He stated that the LGGP grant for the Alderman Park upgrade is complete and submitted.

He also submitted the Footbridge project for the LOC Award for Excellence.

Additionally, one of the old city signs was refurbished to place outside of the new city hall location.

### **5. Public Works**

Don Cutler, Public Works Supervisor, updated Council on the separation of the water main distribution line from the footbridge. Public Works staff addressed the leak on Friday and Monday, the latter being a holiday, working on their days off. He explained that the separation was caused by increased pressure that activated the seismic piping.

He also reported the vandalism in the park restroom, which required repainting of the stalls.

### **CITY MANAGER'S REPORT**

Jeremy informed Council that Recology notified the City of a missed recycling pickup and that a notification will be sent to customers.

The Integrator of Record negotiations have begun, and a contract will be brought to Council soon.

The Fisher Farms project is in the pre-application phase with Yamhill County and under review by Oregon Health Authority (OHA). He approved a contract amendment with GSI for wells that were not identified and need to be decommissioned. He is working on easements with two property owners related to the wells.

A finance intake application has been submitted to Business Oregon for a Water Supply Analysis and Projection

The Mid-Willamette Council of Governments issued an RFP for Regional Water Study, and the City of Dayton participated in the scoring process. The COG is also assisting the City with grant opportunities.

### **F. ADJOURN**

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

Respectfully submitted:

APPROVED BY COUNCIL on **April 6, 2026.**

By:

As Written

As Amended

Rocio Vargas, City Recorder

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Annette Frank, Mayor