

**MINUTES
DAYTON CITY COUNCIL
REGULAR SESSION
MAY 4, 2026**

PRESENT: Mayor Annette Frank
Council President Drew Hildebrandt
Councilor Scott Hover
Councilor Kitty Mackin
Councilor Robin Pederson
Councilor Chris Teichroew
Councilor Colt Wilkins

ABSENT:

STAFF: Jeremy Caudle, City Manager
Rocio Vargas, City Recorder
Don Cutler, Public Works Supervisor
Rob Walker, Finance Director

A. CALL TO ORDER & PLEDGE OF ALLEGIANCE

Mayor Frank called the meeting to order at 7:22pm.

B. ROLL CALL

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

A. APPEARANCE OF INTERESTED CITIZENS

Robert Frisbee, McMinnville resident, Scout Leader of Troop 270, introduced the Troop and stated that the group is interested in volunteering in the community.

B. CONSENT AGENDA

1. March 2026 Financial Summary
2. March 2026 Financial Statements
3. March 16, 2026, Special Session Minutes
4. April 6, 2026, Regular Session Minutes

KITTY MACKIN MOVED TO APPROVE THE CONSENT AGENDA. SECOND BY CHRIS TEICHROEW. Motion carried with Frank, Hildebrandt, Hover, Mackin, Pederson, Teichroew, Wilkins.

C. ACTION ITEMS

1. Budget Committee Application Review and Appointment

Council President Hildebrandt recused from voting on this item.

SCOTT HOVER MOVED TO APPOINT ARI GREY TO THE CITY OF DAYTON BUDGET COMMITTEE FOR THE TERM ENDING DECEMBER 31, 2028. SECOND BY KITTY MACKIN. Motion carried with Frank, Hildebrandt, Hover, Mackin, Pederson, Teichroew, Wilkins.

2. Approval of Personal Services Agreement with Hacker Architects Inc. in the Amount of \$89,000

CHRIS TEICHROEW MOVED TO APPROVE THE PERSONAL SERVICES AGREEMENT WITH HACKER ARCHITECTS, INC., AS PRESENTED, IN THE AMOUNT OF \$89,000 FOR FACILITY CONDITIONS ASSESSMENT AND NEEDS ANALYSIS, AND TO AUTHORIZE THE CITY MANAGER TO SIGN. SECOND BY SCOTT HOVER. Motion carried with Frank, Hildebrandt, Hover, Mackin, Pederson, Teichroew, Wilkins.

3. Approval of Resolution 2025/26-20 Authorizing Staff to Prepare and Recommend Development Code Amendments and Planning Work Funded through a DLCD Technical Assistance Grant

DREW HILDEBRANDT MOVED TO APPROVE RESOLUTION 2025/26-20, A RESOLUTION AUTHORIZING STAFF TO PREPARE RECOMMENDED DEVELOPMENT CODE AMENDMENTS AND PLANNING WORK FUNDED THROUGH A DLCD TECHNICAL ASSISTANCE GRANT.' SECOND BY COLT WILKINS. Motion carried with Frank, Hildebrandt, Hover, Mackin, Pederson, Teichroew, Wilkins.

4. Local Option Levy Measure Explanatory Statement and Resolution Review

Councilor Mackin inquired when it was decided that the renewal of the levy would be for a 5-year term. She stated that she presented a case where it was beneficial to shorten the term to keep the levy relevant and to allow adjustments as necessary to cover contract costs.

Council President Hildebrandt stated that in his opinion having a 5-year levy shows good faith with the Yamhill County Sheriff's Office of continuing services.

Councilor Hover stated that having a 2-year term of the levy would set the City in an elections rotation that could tire the residents if there was an increase in each renewal.

Jeremy Cadule, City Manager, stated that if there were no changes he would notify the attorney to complete a final draft and bring the resolution to the next meeting.

5. First Reading of Ordinance 670 Amending Dayton Municipal Code Chapter 5.6 Door to Door Solicitation

Council President Hildebrandt asked if code enforcement has the authority over Dayton Municipal Code and would be enforcing the Door-to-Door Solicitation. He requested to inform the community, so they are aware of the enforcement and reporting options.

Council President Hildebrandt completed the first reading of Ordinance 670 by title only.

DREW HILDEBRANDT MOVED TO APPROVE THE FIRST READING OF ORDINANCE 670 BY TITLE ONLY. SECOND BY ROBIN PEDERSON. Motion carried with Frank, Hildebrandt, Hover, Mackin, Pederson, Teichroew, Wilkins.

D. CITY COUNCIL COMMENTS AND CONCERNS

Councilor Pederson thanked all those who were involved in the Cinco de Mayo event and thanked public works staff.

Council President Hildebrandt agreed with Councilor Pederson and stated that events are very important to the community.

Councilor Teichroew thanked city staff for their support with the Cinco de Mayo event and agreed that events are very important to this town.

Councilor Mackin stated that the parade was great.

Mayor Frank thanked everyone that participated in the event and said she was sorry she couldn't participate due to her medical condition.

E. INFORMATION REPORTS

1. Finance

Rob Walker, Finance Director, stated that there were several questions from Council and that he would respond to those questions by email.

2. Library

City Manager stated that the Library HVAC broke down and staff are discussing a solution given that the City is undergoing facilities need study it isn't feasible to fix it at this time if the goal is to relocate eventually. He suggested reducing services to the public.

Discussion on moving the library or finding a cooling solution continued.

3. Public Works

Councilor Teichreow inquired about the well that watered Courthouse Square Park.

Don Cutler, Public Works Supervisor, stated that the well is dry and only has 3psi, and the City does not have another way of watering the park.

Mayor Frank inquired how long it will take to repair the Vac Truck.

PW Supervisor stated that a new vendor and mechanic was found that has reduced waiting times, and the Vac Truck is now repaired.

4. Recorder

Small Cities Allotment grant was discussed.

F. CITY MANAGER'S REPORT

City Manager passed on the invitation to the new wine tasting room downtown.

A supplemental budget will be presented to Council.

The integrator of record contract with TAG has been signed.

The well at Fisher Farms caretaker lot had deficiencies and tested positive for Coliform bacteria.

The rehabilitation contract was signed for the Fisher Farms wells and work will begin next week.

Code enforcement complaints have been addressed, the majority being dog barking complaints.

MOU with DCDA was signed for the marketing project.

Council President Hildebrandt inquired about the code enforcement closed cases.

Council discussed code enforcement.

G. ADJOURN

There being no further business to discuss the meeting adjourned at 8:04pm.

Respectfully submitted:

APPROVED BY COUNCIL on **June 1, 2026.**

By:

☐ As Written

☐ As Amended

Rocio Vargas, City Recorder

Annette Frank, Mayor