



## DAYTON CITY COUNCIL

### REGULAR MEETING

**111 S. 1st St**

**HYBRID MEETING - In Person & Zoom**

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December 5, 2023

6:00 p.m.

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#### PRELIMINARY AGENDA

##### **A. Call to order**

1. Roll call
2. Pledge of Allegiance

##### **B. Approval of agenda**

1. ACTION: Consider authorizing 12/5/2023 City Council Agenda as presented

##### **C. Public Comment**

**D. Sheriff Joe Helm – Columbia County Sheriff's Department**

**E. Tina Bobbitt – Columbia County Emergency Management Director**

**F. Ryan Rundell – Columbia County Board of Commissioners**

**G. *Presentation* - Jasmin Helm – Columbia County Public Health**

##### **H. Consent Agenda - Action**

1. Approval of November 7, 2023, and November 21, 2023, Regular Council Meeting Minutes
2. Approval of Claims Voucher Warrants as audited by the Finance Committee  
in the amount of = **\$ 113,718.20**  
Voucher #'s 55997-56024  
Approval of Payroll Voucher Warrants for November 2023 = **\$ 27,253.48**  
Voucher #'s 56025-56042

##### **I. Items for Council Consideration/Action**

1. **Public Hearing** to Receive and Review Final Public Comment on 2024 City of Dayton Final Budget.
2. **Recommended Action** – Consider Authorizing Ordinance No. 2006, Adopting the Budget for the City of Dayton, Washington for the Fiscal Year Ending December 31, 2024.
3. **Recommended Action** – Consider Authorizing Ordinance No. 2009, Authorizing the Mayor to Approve Amendments to the 2023 Budget. *Information forthcoming*

##### **J. Mayor Reports/Comments**

1. **Mayor Transition**

##### **K. Standing Committee Reports/Comments**

##### **L. Department Reports**

**M. Unfinished Business**

**N. New Business**

**O. Final Public Comment**

**P. Adjournment**

- *Next City Council meeting is scheduled for \_\_\_\_\_  
December 19, 2023, or January 9, 2024*

City of Dayton is inviting you to a scheduled Zoom meeting.

**Topic: Dayton Regular City Council Meeting**

**Time: December 5, 2023 @ 6:00 pm – VIA ZOOM**

Join Zoom Meeting

<https://us02web.zoom.us/j/3561226503>

**Meeting ID: 356 122 6503**

One tap mobile

+12532158782,,3561226503# US (Tacoma)

# DAYTON CITY COUNCIL MINUTES

Regular Meeting

Tuesday Nov 7, 2023

HYBRID MEETING

ZOOM AND IN-PERSON MEETING

Dayton, Washington 99328

## CALL TO ORDER:

### A. Call to order

Mayor Weatherford calls the meeting to order at approximately 6:00 p.m.

Roll Call: Present: Councilmembers: Teeny McMunn, Dain Nysoe, Jim Su'euga, Shannon McMillen, Mike Smith, Kyle Anderson

Zoom: Laura Aukerman

Staff: Debra Hays –City Clerk, Clark Posey – Planning Director

Ryan Paulson - Public Works Director

**Pledge of Allegiance.**

### B. Approval of agenda

1. ACTION: Consider authorizing 11/07/2023 City Council Agenda as presented:

***McMunn makes a motion authorizing 11/07/2023 City Council Agenda as presented. McMillen seconds the motion. Agenda approved, unanimously.***

### C. Public Comment –

**Joe Schmick 9<sup>th</sup> District State Representative** from Olympia comments on Public Records Request and the charging of appropriate fees for staff time, he also speaks in regard to the state considering cities to place drug treatment centers in Washington. He states that the city may be required to review the comprehensive plan if they want to be considered.

**Claudia Nysoe of 216 S. 1<sup>st</sup> St.** Nysoe speaks on behalf of the Friends of the Dog Park; they would like the City to consider adding donations for the dog park to their 2024 budget. She also asks the city to adopt or amend the ordinance allowing ATV's within the City limits to include golf carts. Mayor, Council, Sherriff Helm and other Citizens comment.

**Deena Potter 205 E. Commercial** – Potter speaks in response to a letter from code enforcement regarding the use of basketball hoops in the city right of way (Street). She would like the city to consider placing basketball hoops on the city property in back of Dingle's. Mayor, Council and other citizens' comment.

- D. Sheriff Joe Helm** - Columbia County Sheriff's Department – Helm updates the council with the monthly incident reports, the Halloween event, and the conference that he is currently attending.

- E. Tina Bobbitt – Columbia County Emergency Management Director-** Bobbitt updates the council on the number of calls for inside the City and County for dispatch services. She also updates the Council on the Hazardous Mitigation Plan and the Comprehensive Emergency Management Plan. Bobbitt informs council of upcoming events and a presentation from Homeland Response Force on Nov. 16.

- F. Ryan Rundell – Columbia County Board of Commissioners-** Rundell was not available. Mayor Weatherford responds for Rundell: He updates the council on upcoming Public Works projects, budget review, public meetings regarding road issues and closures as well as public hearing dates for the 6-year plan. He also states the addendum to the contract with the city for law enforcement, dispatch, court services and changes to CPI dates, passed.

### G. Consent Agenda – Action

1. Approval of October 10th, 2023, Regular City Council Meeting Minutes.
2. Approval of Claims Voucher Warrants as audited by the Finance Committee in the amount of **\$687,807.57**. Voucher #'s 55866-55885, 55901-55936, Dep Rev 101623  
Approval of Payroll Voucher Warrants for October 2023 in the amount of **\$99,452.20**.  
Voucher #55886-55900, 55937-55955, 5595-55958, AFLAC 102023, DRS 102023, IRS 10202023,



*Su'euga makes a motion to authorize the Consent Agenda. Smith seconds the motion. Motion carries unanimously.*

#### H. Items for Council Consideration/Action.

1. **Public Hearing** to receive and review public comment regarding Vacating a Portion of North 2<sup>nd</sup> Street Right-Of-Way.  
  
Regular meeting closes at 6:28 PM to open Public Hearing. Clark Posey, City Planner, gives presentation of vacation of property. Council discusses. No Public Comment. Public Hearing closes at 6:34 PM and regular meeting resumes.
2. **Recommended Action-**, – Consider Authorizing Ordinance No. 2005, an Ordinance of the City Council of the City of Dayton, Washington, vacating a Portion of North 2<sup>nd</sup> Street Right-Of-Way North of East Dayton Avenue Being West of Block 68 of Day's Addition to Dayton and East of Block 60 of Brooklyn's Addition to Dayton Pursuant to Ch. 35.79 RCW and Establishing an Effective Date of November 7, 2023. ***Aukerman makes a motion to authorize Ordinance No. 2005, an Ordinance of the City Council of the City of Dayton, Washington, vacating a Portion of North 2<sup>nd</sup> Street Right-Of-Way North of East Dayton Avenue Being West of Block 68 of Day's Addition to Dayton and East of Block 60 of Brooklyn's Addition to Dayton Pursuant to Ch. 35.79 RCW and Establishing an Effective Date of November 7, 2023. Nysoe seconds the motion. Motion carries unanimously.***
3. **Recommended Action** – Consider Authorizing Ryan Paulson, Public Works Director, to Sign an Agreement with Transportation Improvement Board (TIB), for 2024 Otta Seal Project. Paulson gives presentation/explanation of pilot project with Anderson Perry and TIB. Council discusses. ***Aukerman makes a motion Authorizing Ryan Paulson, Public Works Director, to Sign an Agreement with Transportation Improvement Board (TIB), for 2024 Otta Seal Project. McMillen seconded the motion. Motion carried unanimously.***
4. **Public Hearing** to receive and review public comments regarding the 1% Tax Levy  
  
Mayor Weatherford closes the regular meeting at 6:44 PM and opens Public Hearing. Mayor Weatherford and Council discuss the 1% Tax Levy. Mike Talbott of 500 E. Richmond comments. Mayor Weatherford closes the Public Hearing at 6:56 PM and resumes the regular meeting.
5. **Recommended Action** – Consider Authorizing Resolution No. 1525 – Authorizing the Mayor to approve a Resolution of the City of Dayton, Washington, Authorizing 1% Property Tax Increase Pursuant to RCW 81.55.120. ***McMunn makes a motion authorizing the Mayor to approve Resolution No. 1525 a resolution of the City of Dayton, Washington, Authorizing 1% Tax Increase Pursuant to RCW 81.55.120. & \$20,000 of the Bank Capacity. Nysoe seconds the motion. Motion carries 6 to 1. With Aukerman voting Against.***
6. **Recommended Action** – Consider Authorizing Resolution No. 1524 – Authorizing the Mayor to approve a Resolution of the City Council of the City of Dayton, Washington, Amending Resolution No 1505, Master Fee Schedule Utility Rates. Deb Hays, City Clerk, gives a presentation of the Master Fee Schedule Utility Rate Increase of 8.5% as well as a 3% increase to Utility Taxes. The finance committee reviewed the Master Fee Schedule and is recommending the increases. Staff and Council discuss. ***McMunn makes a motion authorizing the Mayor to approve a Resolution of the City Council of the City of Dayton, Washington, Amending Resolution No. 1505, Master Fee Schedule Utility Rates to reflect the increase of 8.5% as well as 3% increase to Utility Taxes. Anderson seconds the motion. Motion carries 4 to 3.***
7. **Presentation** – 2024 Preliminary Budget Deb Hays City Clerk presents the 2024 preliminary Budget.

- I. **Mayor Reports/Comments – Mayor Weatherford** updates council on monthly check in meeting on **the** progress of Wastewater Treatment Plant Project. He also updated the Council on training that he and the staff attended and met with numerous funding agencies for funding of the wastewater treatment plant. Mayor Weatherford states that the Project is on track and moving forward. He also updated the council on discussions with BDI for leaf pick up.
- J. **Standing Committee Reports/Comments**
  - Public Safety – Kyle Anderson** – Anderson reports on meeting to discuss golf cart issues as well as crosswalk concerns. Anderson asks the council to consider using the Council’s donated pay to fund the crosswalk updates & lighting.
  - Public Works -Jim Su’euga** –Deferred update to Public Works directors report.
  - Finance Committee -Dain Nysoe** – The committee discussed an increase in utility rates as well as other budget issues.
  - Parks and Grounds –Mike Smith**– Smith reports the committee is working on short- and long-term goals.
  - Planning and Community Development – Teeny McMunn** – McMunn updates the council on permits issued inside the City as well as upcoming events and meetings she attended. McMunn also met with BMAC to discuss the needs of the community in regard to funding.
  - Human Resources – Shannon McMillen**– Working on updating the Personnel Policies. This will be on hold until after the budget is done.
  - Transportation – Laura Aukerman** – No report.
  - Chamber –Teeny McMunn** – No meeting due to upcoming events.
- K. **Department Reports**
  - Public Works Director** – Ryan Paulson – Paulson updates the Council on meetings with Senaca, well pump replacement, completion of 3<sup>rd</sup> Street Project, the fertilizer spill on 4<sup>th</sup> Street as well as clean up being done on the levy. Council questions Paulson on the Tree replacement timeline. Paulson states that no timeline has been set.
  - City Clerk** – Debra Hays – Hays thanks the Council for passing the Rate increase, she also updates the Council on current audits and ribbon cutting for the 3<sup>rd</sup> Street Project Completion.
  - Planning** – Clark Posey – Posey updates the council on the progress on the Dollar General Store permits.
- L. **Unfinished Business**- No unfinished business.
- M. **New Business** – Council person Aukerman thanks All City Staff for their hard work. She also suggests that the council **do** more follow through on finding new sources of revenue. Mayor, Staff and Council respond.
- N. **Final Public Comment**- No public comment.
- O. **Adjournment**  
 With no further business to come before the Council, the meeting is adjourned at 7:08 P.M.  
*Su’euga makes a motion to Adjourn the City Council meeting of Nov 7th, 2023, McMunn seconds the motion. Motion carries, unanimous.*

Next regular City Council meeting is scheduled for 11/21/2023.

City of Dayton

\_\_\_\_\_  
 By: Zac Weatherford

Attested:

Approved:

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Deb Hays, City Clerk Treasurer



# DAYTON CITY COUNCIL MINUTES

Regular Meeting

Tuesday Nov 21, 2023

HYBRID MEETING

ZOOM AND IN-PERSON MEETING

Dayton, Washington 99328

## CALL TO ORDER:

### A. Call to order

Mayor Weatherford calls the meeting to order at approximately 6:00 p.m.

Roll Call: Present: Councilmembers: Teeny McMunn, Jim Su'euga, Shannon McMillen, Mike Smith

Excused: Dain Nysoe

Not in attendance: Laura Aukerman

Zoom: Kyle Anderson

Staff: Debra Hays -City Clerk, Clark Posey – Planning Director, Ryan Paulson - Public Works Director

Zoom: Misty Yost, Deputy City Clerk

**Pledge of Allegiance.**

### B. Approval of agenda

1. ACTION: Consider authorizing 11/21/2023 City Council Agenda as presented:

***McMunn makes a motion authorizing 11/21/2023 City Council Agenda as presented. McMillen seconds the motion. Agenda approved, unanimously.***

### C. Public Comment – No Public Comment.

### D. Consent Agenda – Action

1. Approval of November 7th, 2023, Regular City Council Meeting Minutes. ***Tabled.***
2. Approval of Claims Voucher Warrants as audited by the Finance Committee in the amount of **\$43,353.54**. Voucher #'s 55956-55979, 55994-55995

Approval of Payroll Voucher Warrants for November 2023 in the amount of **\$34,583.78**.

Voucher #55980-55993, 55996, IRS 11152023,

***Su'euga makes a motion to authorize the Consent Agenda. Smith seconds the motion. Motion carries unanimously.***

### E. Items for Council Consideration/Action.

1. **Public Hearing** to receive and review public comment on Preliminary 2024 Budget.

Regular meeting closes at 6:04 PM to open Public Hearing. Council questions Deb Hays City Clerk regarding changes to preliminary 2024 Budget. Hays responds. No Public Comment. Public Hearing closes at 6:08 PM and regular meeting resumes.

2. **Recommended Action-**, – Consider Authorizing Ordinance No. 2008, an Ordinance of the City Council of the City of Dayton, Washington, Relating to Taxation of Utility Providers: Amending 2-34.030 Sections E and F of the Dayton Municipal Code, Changing the 12% Utility Tax to 15% Utility Tax on the Gross Income of the Engaged in the Distribution of Water and Wastewater Operations ***McMunn makes a motion authorizing Ordinance No. 2008 an Ordinance of the City Council of the City of Dayton, Washington, Relating to Taxation of Utility Providers: Amending 2-34.030 Sections E and F of the Dayton Municipal Code, Changing the 12% Utility Tax to 15% Utility Tax on the Gross Income of the Engaged in the Distribution of Water and Wastewater Operations. McMillen seconds the motion. Motion carries unanimously.***

3. **Recommended Action** – Consider Authorizing Resolution No. 1526 – Authorizing the Mayor to approve a Resolution of the City of Dayton, Washington, Amending Resolution 1524, Master Fee Schedule, Water Usage Rates. Council discusses. **McMillen makes a motion Authorizing the Mayor to approve Resolution No. 1526 a Resolution of the City of Dayton, Washington, Amending Resolution 1524, Master Fee Schedule, Water Usage Rates to increase overages in the amount of .003 across the board for City and County residents. McMunn seconds the motion. Motion carries unanimously.**
4. **Recommended Action** – Consider Authorizing Ordinance 2007 – an Ordinance of the City Council of the City of Dayton, Washington, Adopting the 2024 Salary Schedule for Non-Contractual Employees of the City of Dayton. **Su’euga makes a motion Authorizing Ordinance 2007 and Ordinance of the City Council of the City of Dayton, Washington, Adopting the 2024 Salary Schedule for Non-Contractual Employees of the City of Dayton. McMillen seconds the motion. Motion carries unanimously.**
5. **Recommended Action** -Consider Authorizing Resolution 1527- Authorizing the Mayor to sign a Task Order with Andeson Perry & Associates, Inc. to update the City of Dayton’s existing Water System Plan (WSP) as required by the Washington State Department of Health (DOH). **Su’euga makes a motion Authorizing Resolution 1527 – Authorizing the Mayor to sign a Task Order with Andeson Perry & Associates, Inc. to update the City of Dayton’s existing Water System Plan (WSP) as required by the Washington State Department of Health (DOH). McMillen seconds the motion. Motion carries unanimously.**
6. **Recommended Action** – Consider Authorizing the Mayor to sign A Memorandum of Agreement Amending Inter Local Agreement regarding the CPI. Mayor Weatherford explains changes to the contract. Council discusses. **McMunn makes a motion Authorizing the Mayor to sign a Memorandum of Agreement Amending Inter Local Agreement regarding the CPI. McMillen seconds the motion. Motion carries unanimously.**

**F. Mayor Reports/Comments** – Mayor Weatherford updates council on the progress of Wastewater Treatment Plant Project. He received the staff report from Columbia County Planning department, the hearing for the conditional use permit has been scheduled for Dec. 12. Weatherford also informed the council of the meeting that he and staff attended for the Walla Walla Water Shed Strategy open house.

**G. Standing Committee Reports/Comments**

**Public Safety** – Kyle Anderson – No report.

**Public Works** -Jim Su’euga – No report.

**Finance Committee** -Dain Nysoe – Excused.

**Parks and Grounds** –Mike Smith– No report.

**Planning and Community Development** – Teeny McMunn – No report.

**Human Resources** – Shannon McMillen– No report.

**Transportation** – Laura Aukerman – Not in attendance.

**Chamber** –Teeny McMunn – Chamber did meet and are preparing for Christmas kickoff.

**H. Department Reports**

**Public Works Director** – Ryan Paulson – No report.

**City Clerk** – Debra Hays – No report.

**Planning** – Clark Posey – No report.

**I. Unfinished Business**- No unfinished business.

**J. New Business** – Council congratulates Kyle Anderson as Citizen of the year as well as Ryan Paulson as Employee of the year. Council also thanks community volunteers that help to restore the softball/baseball fields.

**K. Final Public Comment-** No public comment.

**L. Adjournment**

With no further business to come before the Council, the meeting is adjourned at 6:35 P.M.

***Su'euga makes a motion to Adjourn the City Council meeting of Nov 21st, 2023,  
McMillen seconds the motion. Motion carries, unanimous.***

Next regular City Council meeting is scheduled for 12/05/2023.

City of Dayton

\_\_\_\_\_  
By: Zac Weatherford

Attested:

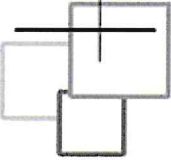
Approved:

\_\_\_\_\_  
Date

\_\_\_\_\_  
Deb Hays, City Clerk Treasurer



# Register



Fiscal: 2023  
 Deposit Period: 2023 - November  
 Check Period: 2023 - November - November-30

Number	Name	Print Date	Clearing Date	Amount
<b>Bank of Eastern Oregon</b>				
<b>Check</b>	<b>7270002352</b>			
55997	2Over Publishing, LLC	11/20/2023		\$39.18
55998	Anatek Labs, Inc. - SPOKANE	11/20/2023		\$1,669.00
55999	Basin Disposal, Inc	11/20/2023		\$152.44
56000	Blue Mountain Septic	11/20/2023		\$350.00
56001	Centurylink	11/20/2023		\$319.79
56002	Chamber Of Commerce	11/20/2023		\$6,562.69
56003	CI Information Management Shred Division	11/20/2023		\$45.29
56004	City Lumber & Coal Yard	11/20/2023		\$132.59
56005	City of Dayton	11/20/2023		\$8,349.20
56006	Col Co Treasurer	11/20/2023		\$57,933.21
56007	Dayton Tractor & Machine, Inc	11/20/2023		\$3,821.17
56008	Dingle's Of Dayton	11/20/2023		\$31.42
56009	Don Jackson Excavating	11/20/2023		\$2,432.00
56010	JP Cooke CO	11/20/2023		\$122.35
56011	Kelley Connect	11/20/2023		\$157.84
56012	Matrix Sciences International Inc.	11/20/2023		\$300.00
56013	Menke Jackson Beyer &	11/20/2023		\$741.35
56014	Pacific Power	11/20/2023		\$14,265.04
56015	Pepsi Cola - Walla Walla	11/20/2023		\$77.68
56016	Skyline Parts Inc	11/20/2023		\$203.28
56017	State Auditor's	11/20/2023		\$9,479.40
56018	The Times	11/20/2023		\$201.25
56019	U.S. Bank N.A. - Custody	11/20/2023		\$24.00
56020	Vision Municipal Solutions	11/20/2023		\$1,198.65
56021	WA State Treasurer	11/20/2023		\$1,648.39
56022	Walla Walla Regional Water	11/20/2023		\$105.00
56023	Verizon Wireless	11/29/2023		\$176.11
56024	Walla Walla Toyota	11/29/2023		\$3,179.88
56025	Alznauer, Timothy A	11/30/2023		\$1,736.95
56026	Aukerman, Laura U	11/30/2023		\$137.65
56027	Fletcher, Lloyd	11/30/2023		\$2,060.42
56028	Hays, Debra M.	11/30/2023		\$2,694.71
56029	Lambert, Isaiah J	11/30/2023		\$1,549.53
56030	McMunn, Eileen M	11/30/2023		\$137.65
56031	Moore, Duane E	11/30/2023		\$1,828.00
56032	Moton, Donald G.	11/30/2023		\$1,876.43

Number	Name	Print Date	Clearing Date	Amount
56033	Nysoe, Dain	11/30/2023		\$137.65
56034	Paulson, Ryan A	11/30/2023		\$2,500.41
56035	Posey, Clark A	11/30/2023		\$2,215.10
56036	Smith, Michael	11/30/2023		\$137.65
56037	Strickland, Eddie L	11/30/2023		\$1,944.21
56038	Sweetwood, David	11/30/2023		\$1,780.47
56039	Walker, Alan J	11/30/2023		\$2,153.23
56040	Weatherford, Zachary M	11/30/2023		\$861.50
56041	Westergreen, Connie	11/30/2023		\$1,829.72
56042	Yost, Misty	11/30/2023		\$1,672.20
	<b>Total</b>		<b>Check</b>	<b>\$140,971.68</b>
	<b>Total</b>		<b>7270002352</b>	<b>\$140,971.68</b>
	<b>Grand Total</b>			<b>\$140,971.68</b>