



CITY OF WINLOCK  
CITY COUNCIL

City Council Meeting January 10, 2022

1. **Quorum**

Mayor Svenson, Present, Marty Poirrier, Council Position #1; Eric Contreras Council Position #2; Lonnie Dowell, Council Position #3, (absent), Jeramy Allman, Council Position #4, Council Position #5, Lindsey Alvord

Penny Jo Haney Deputy Clerk, Jim Buzzard City Attorney

2. **Call to Order**

Mayor Brandon Svenson called the meeting to order at 6:00 pm

3. **Flag Salute**

Mayor Brandon Svenson led the flag salute.

4. **Approval of Agenda**

*Council member Lonnie Dowell motions to amend the agenda by removing #4 Swearing in the municipal judge and adding under E, an executive session to discuss personnel. Council member Jeramy Allman 2<sup>nd</sup>. Passed unanimously.*

1. *Council member Dowell - Motion*
2. *Council member Allman – 2<sup>nd</sup>*
3. *Mayor Svenson – N/A*
4. *Council member Dowell – Approve*
5. *Council member Contreras Approve*
6. *Council member Allman - Approve*
7. *Council member Poirrier – Approve*
8. *Council member Alvord – Approve*

5. **Old Business**

The city got their excavator and a vac pump truck. Public works is very happy with them.

Lonnie Dowell voiced that he supported budget and agrees that everyone did a great job. He congratulates the new council members and apologizes for missing those both.

6. **Mayor Comments and Special Presentation**

Mayor Svenson says that we made it through the snow episode pretty well, and with the water damage from the following flood, First street got hit pretty bad. Kenny from public works has already been working on it. On Rice Street there is a section of the road that was tore up a bit from a broken pipe rushing water.

**7. Council Comments**

Council member Allman gives a thanks to everyone who took care of the streets during and after the snow and flood.

Council member Alvord asks if there is anything that can be done about the ice on the sidewalks the next time it snows. The Mayor says in the future he will be trying to get it taken care of. It gets rough trying to take care of the roads. (City has 2 people on roads) Kenny did the roads in the morning and the Mayor did them at night. The sander kept freezing up which slowed down the process. The Mayor is looking into salt or chemicals.

There is a damaged rail on the Fir St. bridge from a fallen tree. The insurance will not cover it because the insurance company considers it as part of a walkway/street and not covered by liability.

**8. Staff Reports**

Robert was not present. He along with Rodney and Kenny were working on fixing a leak all day yesterday and was very cold and wet at the end of the day.

The council had his written report. Mayor Svenson said that he could answer any questions they had to the best of his knowledge or table it for next meeting. Council said it was very informational and there were no questions.

**9. Public Comment**

Troy Roberts asks the council what the municipal codes are for junk and garbage in someone's yard. He explains that he has a neighbor which is keeping his property full of so much junk and filth that he is worried about rats, racoons, and other things spilling onto his property. He is also tired of looking at it. He also talks about an illegal construction that they started to build on their property which has been shut down and red tagged but it has not yet been taken down. He wonders what the codes for that are as well.

Robert Webster would be the person to talk to since he is the code officer. Brandon advises to get in contact with him and stated that he would be happy to sit down and talk with them both as well.

City Attorney advises Troy that he could act himself as well with his own attorney. It would likely be the faster route. There are certain steps the city must follow such as sending letters and waiting certain periods of time after each letter. Robert Webster has already started the letter process.

Council member Lonnie Dowell gives Troy Roberts contact information and the website where the municipal codes can be found, and thanks him for coming in.

There was no further public comment.

**10. Consent Agenda**

- a. **Approval of Vouchers for 12-31-2021 Open Period for \$4,977.20 and 1-10-22 \$165,960.51**
- b. **Minutes of December 27, 2021**

*Council member Lonnie Dowell motions to approve the consent agenda. Council member Eric Contreras 2<sup>nd</sup>. Passed unanimously.*

- 9. *Council member Dowell - Motion*
- 10. *Council member Contreras - 2<sup>nd</sup>*
- 11. *Mayor Svenson – N/A*
- 12. *Council member Dowell – Approve*
- 13. *Council member Allman – Approve*
- 14. *Council member Contreras – Approve*
- 15. *Council member Poirrier – Approve*
- 16. *Council member Alvord – Approve*

**11. Agenda**

- a. **Resolution No. 2022 – 01, Set Public Hearing to Surplus Real Property, Grand Prairie**  
This is for the park in Grand Prairie. It is to set the public hearing for the surplus of property in Grand Prairie. Mayor Brandon reads the resolution:

**A Resolution of the City of Winlock, Washington, setting a public hearing for the surplus of real property in Grand Prairie Estates Phase 2 to occur on January 24, 2022, at 6. P.M.**

*Council member Jeramy Allman motions to approve the Resolution 2022 – 01 and for the mayor to sign. Council member Marty Poirrier 2<sup>nd</sup>. Passed unanimously.*

- 17. *Council member Allman – Motion*
- 18. *Council member Poirrier – 2<sup>nd</sup>*
- 19. *Mayor Svenson – N/A*
- 20. *Council member Dowell – Approve*
- 21. *Council member Allman – Approve*
- 22. *Council member Contreras – Approve*
- 23. *Council member Poirrier – Approve*
- 24. *Council member Alvord - Approve*

- b. **Jackson Civil, Development Code Update Agreement**

There is a lot going on in the city and the development codes need to be updated. As an example, the issue with easement size needs to be in the development codes. A lot of time is wasted going back and forth with developers on this. Also, the number of houses that can be built per acre, speed bumps, and other things that need to be cleaned up. This will be pricy to update, but it does need to be done.

Council member Contreras asks Jim Buzzard if he has had a chance to look over the development code. Jim says that he has glanced at it, and nothing jumped out at him. He thinks it looks good.

**c. Winlock Park Board – Kirsten Stalnaker  
Pursuing Grant Funds**

Kirsten speaks with the council about the current park master plan draft. Recreation and Conservation Office (RCO), who offers the grants that the board is pursuing is requiring the park board to have official approval from the mayor, council, and planning commission before moving forward with the application process. Kirsten is hoping for approval from council and asks if they have any questions or concerns regarding what they have thus far. Council liked the plan. Council member Poirrier stated that he could tell a lot has gone into this, and thanks the park board for all their work. On the subject Mayor Brandon invites Kirsten along with the grant committee to come in on Thursday to speak with Amy who is the grant writer for Winlock. City Attorney Jim Buzzard asks if the plan itself is required as part of the application process. Kirsten says that yes, it is.

*Council member Marty Poirrier motions to approve the park master plans and to give approval so that board can pursue grant funds. Council member Jeremy Allman 2<sup>nd</sup>. Passed unanimously.*

- 25. Council member Poirrier – Motion*
- 26. Council member Allman – 2<sup>nd</sup>*
- 27. Mayor Svenson – N/A*
- 28. Council member Dowell – Approve*
- 29. Council member Allman – Approve*
- 30. Council member Contreras – Approve*
- 31. Council member Poirrier – Approve*
- 32. Council member Alvord – Approve*

**Request funds for New Mower**

The Mayor attests to the fact that the current mower is in very bad shape. He does not think the previous caretakers took good care of it. The deck has already fallen apart. He says it was limped through last season. Council member Allman asks if it needs to be a zero turn. Kirsten says it does not. He suggests that the city go with a John Deere. They already have another one that public works uses and this way, all parts and repairs in the future will be the same. Council member Poirrier agrees saying that if one quits working, they can keep it around for a while for parts. Kirsten says she used the John Deere that the city already has while the Cub Cadet was being repaired, it did very well, and was able to maneuver in all the areas it needed to.

Council member Dowell asks if the park board has it or is it coming out of other funds. Marty says that we just did the budget, and he would have preferred to have known about this before the budget was finished rather than being surprised with this at the first of the year. Kirsten did not have the new budget with her but was advised by Penny Jo after (before meeting) that the current year's budget had not changed much from the previous. Kirsten said if that was the case, it would work, but it would be very tight.

*Council member Lonnie Dowell authorizes up to \$6,000 to purchase a John Deere mower for the park. Council member Marty Poirrier 2<sup>nd</sup>. Passed unanimously.*

- 33. Council member Dowell – Motion*
- 34. Council member Poirrier – 2nd*
- 35. Mayor Svenson – N/A*
- 36. Council member Dowell – Approve*
- 37. Council member Allman – Approve*
- 38. Council member Contreras – Approve*
- 39. Council member Poirrier – Approve*
- 40. Council member Alvord – Approve*

**d. City Hall Improvements Fund Request**

This is for new carpet for the city hall building. It is much needed. This is for 3,000 square feet, and the carpet square pieces are 2x2 feet. The idea is that the tiles are more cost effective because usually there will be a few boxes of extra tiles left over which can be used to replace damaged carpet in the future rather than having to redo an entire room.

*Council member Lonnie Dowell authorizes the purchase of fund requests for city hall improvement for the dollar amount of \$4,500. Council member Eric Contreras 2<sup>nd</sup>. Passed unanimously.*

- 41. Council member Dowell – Motion*
- 42. Council member Contreras – Motion*
- 43. Mayor Svenson – N/A*
- 44. Council member Dowell – Approve*
- 45. Council member Allman – Approve*
- 46. Council member Contreras – Approve*
- 47. Council member Poirrier – Approve*
- 48. Council member Alvord - Approve*

**e. Executive Session – Employee Issue**

Brandon says that they will need 10 minutes to discuss a personnel issue in executive session.

**Mayor Svenson recessed the regular meeting at 6:45 pm.**

**Mayor Svenson resumed the regular meeting at 6:55 pm. And announced that no decisions were made in executive session.**

**10 Reports/Correspondence**

- a. MRSC In Focus - Planning**

**12. Adjournment**

City Council Meeting  
January 10, 2022

***Council member Lonnie Dowell motions to adjourn the meeting. Council member Marty Poirrier 2<sup>nd</sup>.  
Passed unanimously.***

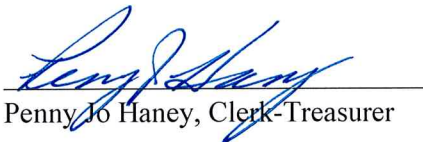
- 49. Council member Dowell – Motion***
- 50. Council member Poirrier – 2<sup>nd</sup>***
- 51. Mayor Svenson – N/A***
- 52. Council member Dowell – Approve***
- 53. Council member Allman – Approve***
- 54. Council member Contreras – Approve***
- 55. Council member Poirrier – Approve***
- 56. Council member Alvord – Approve***

**The meeting adjourned at 6:56 pm**



Brandon Svenson, Mayor

Attest:



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Penny Jo Haney, Clerk-Treasurer