



WINLOCK CITY COUNCIL

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Brandon Svenson, Mayor

Marty Poirrier, Council Position #1 * Eric Contreras, Council Position #2 * Lonnie Dowell, Council Position #3

Jeremy Allman, Council Position #4 *Lindsey Alvord, Council Position #5

**FEBRUARY 28, 2022
CITY COUNCIL MEETING**

1. 6:00 P.M. – CALL TO ORDER

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

2. DETERMINATION OF QUORUM

Mayor Svenson determined a quorum was present.

3. FLAG SALUTE

Mayor Brandon Svenson Led the Flag Salute

4. APPROVAL OF AGENDA

Council member Jeremy Allman asks to amend the agenda to add Community Building #20, and Executive Session #20.

Council member Jeremy Allman Motions to accept the amended agenda. Council member Lonnie Dowell 2nd. Passed unanimously.

Council member Allman – Motion

Council member Dowell – 2nd

Mayor Svenson – N/A

Council member Dowell – 2nd

Council member Allman – Approve

Council member Contreras – Approve

Council member Poirrier - Approve

Council member Alvord – Approve

5. OLD BUSINESS

Mayor Svenson was contacted by the Washington State Department of Ecology. They received an anonymous call reporting dumping on Jones Rd. There were several 5-gallon buckets full of used motor oil and/or hydraulic fluid. There is a mess and toxic cleanup was called. The City did some clean up and put some mats down to absorb the motor oil and hydraulic fluid. Mayor Svenson said this is a recurring problem. He suggested to install a gate or sell the property. Council Member Dowell asked to put on next agenda to surplus the property to discuss to sell.

6. MAYOR COMMENTS

Midway is still working on the water line replacement on Kerron and Cowlitz.

There was some work done on the gas lines at the bottom of Nevil Rd by PSE.

The sink hole is reappearing on Nevil Rd more toward SR 505. Mayor Svenson has contacted WSDOT. They are aware of the problem and helped to repair last time. However, the State won't step in until it is a major repair. A box culvert and the cost associated with installation was discussed.

7. COUNCIL COMMENTS

Council member Contreras gave a Big "Thank You" to the Winlock FFA and those who donated and helped at the breakfast/brunch. The turnout wasn't what they had hoped for, but they are wanting to do it again next year and continue the tradition for the grandparent and seniors in the community. The Council felt better advertising would help with the turnout.

8. COMMITTEE REPORTS

- A. Finance – Council Member Poirrier reported the revenue was better than anticipated. If the trend continues, the City will see an increase in revenue.
- B. Grants – Mayor Svenson plans to speak with Amy Buzzard to get a grant for sidewalks. Mayor Svenson reported ToledoTel hasn't received the funds from the grant. The Council discussed the preparations made to help with the installation.
- C. Park – No report.

9. STAFF REPORT

- A. Public Works Department – Kenny Simpson submitted written report read by Mayor Svenson.

Kenny Simpson reported he is going to purchase a flashing sign on Fir & NE First to deter drivers from turning right onto the one-way street. The cost is \$1700.00 and is in the 2022 budget. He also reported that he and Greg have worked to fix potholes throughout the City. There was some discussion regarding the sign.

10. PUBLIC COMMENTS – *Non-Agenda Items (Limited to 5 Minutes) Please step up to the microphone and state your full name for the record. Please limit your comments to 5 minutes.*

There was no public comment.

11. CONSENT AGENDA

- A. **Approval of Vouchers for 2-28-22 for \$135,513.43**
- B. **Minutes of February 14, 2022**

Council member Poirrier asked to have the record changed on the vote for the baseball concession stand to recused.

Council member Lonnie Dowell motions to accept the consent agenda with amendments. Council member Jeremy Allman 2nd. Passed unanimously.

Passed unanimously.

***Council member Dowell – Motion
Council member Allman – 2nd
Mayor Svenson – N/A
Council member Dowell – Approve
Council member Allman – Approve
Council member Contreras – Approve
Council member Poirrier – Approve
Council member Alvord - Approve***

12. AGENDA

a) Winlock Dance Center Front St NE Closure

The council discussed the closure of Front St NE near the Winlock Dance Center on Saturday, March 26, 2022, from 11:00 am – 4:00 pm.

Council member Jeremy Allman motions to approve the Winlock Dance Center Front St road closure on Saturday, March 26, 2022, from 11:00 am – 4:00 pm. Council member Contreras 2nd. Passed unanimously.

- ***Council member Allman – Motion***
- ***Council member Contreras – 2nd***
- ***Mayor Svenson – N/A***
- ***Council member Dowell – Approve***
- ***Council member Allman – Approve***
- ***Council member Contreras – Approve***
- ***Council member Poirrier – Approve***
- ***Council member Alvord – Approve***

b) Ray Watson & Lesa Givens Construction Request

A letter was received from Ray Watson and Lesa Givens regarding reimbursement of costs for the water/sewer connection. Rodney explained the situation. Ray Watson spoke to the council and reported what they have found and who they had do the work. Lesa Givens spoke to the council and gave her perspective of the situation. There was some discussion. The Council requested that Watson & Givens ask DJ's Plumbing to break out their cost and the City's cost, and give to Penny Jo for the next meeting. The Council tabled the discussion until more information was presented/gathered.

Council member Eric Contreras motions to table the discussion until the March 14, 2022, meeting. Council member Jeremy Allman 2nd. Passed unanimously.

- ***Council member Contreras – Motion***
- ***Council member Allman – 2nd***
- ***Mayor Svenson – N/A***
- ***Council member Dowell – Approve***
- ***Council member Allman – Approve***
- ***Council member Contreras Approve***
- ***Council member Poirrier – Approve***

- **Council member Alvord – Approve**

c) Hanging Baskets tabled from 2-14-22 meeting

Council member Lonnie Dowell reported the hanging flower baskets are \$150/each. There are 29 baskets being reused from last year. The Lion's Club solicited donations in the amount of \$950 to go toward the purchase of the hanging flower baskets. Brenda Wikes called in via phone and explained the cost of the flowers. The City will need to pick up the baskets, install them, water them, and take them down and return them to Wikes Greenhouse and they will clean and store the baskets which is included in the price. Mayor Svenson suggested paying for the hanging baskets from the \$25,000 that was donated to the City. Brenda was asked if the baskets would be ready by May 1, 2022, and she said the flowers are two (2) weeks behind due to the cold weather and they may not be ready until mid-May. She will keep us posted.

Council member Marty Poirrier motions to approve the purchase \$4,500 for the purchase of 29 large hanging baskets and 15 gallons of fertilizer Council member Jeramy Allman 2nd. Passed unanimously.

- **Council member Poirrier – Motion**
- **Council member Allman – 2nd**
- **Mayor Svenson – N/A**
- **Council member Dowell – Approve**
- **Council member Allman – Approve**
- **Council member Contreras – Approve**
- **Council member Poirrier – Approve**
- **Council member Alvord - Approve**

d) Bluhm & Associates Survey Agreement

The Council had approved \$2,500 for survey work to be done by Goodman Land Surveying. Goodman Land Surveying is not taking on any new clients at this time due to illness. The estimate from Bluhm & Associates was \$3,000-\$5,000 which is more than their original quote and what the Council approved. The Council discussed their options and the timeframe needed to get the work done.

Council member Jeramy Allman motions to accept the estimate from Bluhm & Associates not to exceed \$5,000. If it exceeds \$5,000, it will come back to the Council. Mayor Svenson will have the authority to sign the contract and issue the deposit. Council member Lonnie Dowell 2nd. Passed unanimously.

- **Council member Allman – Motion**
- **Council member Dowell – 2nd**
- **Mayor Svenson – N/A**
- **Council member Dowell – Approve**
- **Council member Allman – Approve**
- **Council member Contreras – Approve**
- **Council member Poirrier – Approve**
- **Council member Alvord – Approve**

e) City Improvement Requests

Mayor Svenson spoke with Home Carpet Warehouse and carpeting would be about \$7,500 with a higher-grade carpet than previous quote from The Home Depot. Mayor Svenson would also like to have trim installed/replaced and paint the office. Mayor Svenson is asking for \$10,000 from the donated funds for the carpet, paint, and trim.

Council member Marty Poirrier motions to approve use \$10,000 from donated funds for upgrades to City Hall for carpet, paint & trim. Council member Jeramy Allman 2nd. Passed unanimously.

- **Council member Poirrier – Motion**
- **Council member Allman – 2nd**
- **Mayor Svenson – N/A**
- **Council member Dowell – Approve**
- **Council member Allman – Approve**
- **Council member Contreras – Approve**
- **Council member Poirrier – Approve**
- **Council member Alvord – Approve**

Mayor Svenson is requesting \$10,000 for a vehicle for Robert Webster, Community Development, for travelling around the City and to new developments. Council Member Allman asked if we would buy from the State surplus sale. He is looking at a 4-wheel drive pickup or small SUV.

Council member Marty Poirrier motions to approve up to \$10,000 from donated funds for a vehicle for Community Development. Council member Lonnie Dowell 2nd. Passed unanimously.

- **Council member Poirrier – Motion**
- **Council member Lonnie Dowell – 2nd**
- **Mayor Svenson – N/A**
- **Council member Dowell – Approve**
- **Council member Allman – Approve**
- **Council member Contreras – Approve**
- **Council member Poirrier – Approve**
- **Council member Alvord – Approve**

f) Income Level Revision for Water/Sewer Discount Discussion.

Mayor Svenson explained why the low-income form needs to be revised. The Council asked to have more information before deciding. The discussion was tabled.

Council member Eric Contreras motions to table the discussion of the low-income level form revision until the next Council meeting. Council member Jeramy Allman 2nd. Passed unanimously.

- **Council member Contreras – Motion**
- **Council member Allman – 2nd**
- **Mayor Svenson – N/A**
- **Council member Dowell – Approve**
- **Council member Allman – Approve**
- **Council member Contreras – Approve**
- **Council member Poirrier – Approve**
- **Council member Alvord – Approve**

g) Deferred Payment Plan for Hook Up Fees - Discussion

Mayor Svenson presented the reasons he wants to implement this plan. He is concerned that residents living in the UGA who currently have functioning wells and septic systems may have to hook up to City water and/or sewer if their well or septic system fails. He would like to have a payment plan in place to help those residents pay the hookup fees instead of coming up with the full amount all at once. Developers would not be included in this plan. The Council discussed different pricing options and payment plans. The lawyer suggested having it be a fee that a lien could be put against the property if the fees are not paid. This discussion was tabled until the next meeting.

Council member Marty Poirrier motions to table the discussion of the Deferred Payment Plan for Water/Sewer Hook Up Fees until the next Council meeting. Council member Eric Contreras 2nd. Passed unanimously.

- **Council member Poirrier – Motion**
- **Council member Contreras – 2nd**
- **Mayor Svenson – N/A**
- **Council member Dowell – Approve**
- **Council member Allman – Approve**
- **Council member Contreras – Approve**
- **Council member Poirrier – Approve**
- **Council member Alvord – Approve**

h) Community Building

Council Member Dowell reported the tenant said the heating was not working well and a window is leaking water. Council Member Dowell said we should consider moving forward putting it on the historic register and then making improvements within the guidelines of the historic registry or make the improvements needed for the building and not put it on the historic register. The council discussed the cost of the building to the taxpayers and the need to replace the windows sooner rather than later to save taxpayer money. The Council discussed the pros and cons of being a recognized historic building. Council Member Dowell will get quotes for window replacement. Mayor Svenson would also like the water in the basement and the bathroom updated to ADA requirements.

i) REPORTS/CORRESPONDENCE

- A. Financial Reports for January 2022**
- B. AWC City Voice**
- C. AWC Education Services**
- D. AWC Legislative Bulletin**
- E. CIAW Property Values**
- F. Lewis County PUD LED Streets Lights**
- G. MRSC In Focus**
- H. MRSC February**

Mayor Svenson announced that he was recessing the regular meeting at 7:31. He stated that the Council was going to go into executive session to discuss a litigation, and that it would take fifteen (15) minutes.

13. Executive Session – Litigation

Mayor Svenson reconvened the regular meeting at 7:47 pm announcing that no decisions were made during the session.

14. ADJOURNMENT

Council member Marty Poirrier motions to adjourn. Council member Lonnie Dowell 2nd. Passed unanimously.

- **Council member Poirrier – Motion**
- **Council member Dowell – 2nd**
- **Council member Poirrier – Approve**
- **Council member Allman - Approve**
- **Council member Contreras – Approve**
- **Council member Poirrier – Approve**
- **Council member Alvord - Approve**


City Council Meeting
28 February 2022

The meeting adjourned at 7:50 pm.



Brandon Svenson, Mayor

Attest:



Penny Jo Maney, City Clerk