



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

March 14, 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. Council Member Eric Contreras was not present.

3. FLAG SALUTE

Mayor Brandon Svenson Led the Flag Salute

4. APPROVAL OF AGENDA

Council member Marty Poirrier asks to amend the agenda to add j. Low Income Senior/Disabled Form that was tabled from the 2/28/22 council meeting and k. Deferred Payments Plan for Hook Up Fees that was tabled from the 2/28/22 council meeting under Agenda.

Council member Marty Poirrier Motions to accept the amended agenda. Council member Jeremy 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 – Absent

Council member Poirrier - Approve

Council member Alvord – Approve

5. OLD BUSINESS

Mayor Svenson reported there was no old business.

6. MAYOR COMMENTS

Midway is still working on the water line replacement.

Mayor Svenson asked for help to hand out flyers door to door regarding the UGA annexation.

7. COUNCIL COMMENTS

There were no council comments.

8. COMMITTEE REPORTS

There were no committee reports.

9. STAFF REPORT

Police Department – Stephen Valentine, Chief

Chief Valentine gave his February 2022 report.

In February, there were 6 agency assists, 1 abandoned vehicle, 1 alarm, 7 animals, 1 arson, 1 assault, 6 attempt to contact, 1 burglary, 1 child molesting, 4 civil issues, 4 disorderly/dispute, 1 harassment, 11 information, 2 illegal burns, 2 lost properties, 1 scam, 5 suspicious, 3 thefts, 23 traffic, 5 trespass, and 1 vandalism.

Penny Jo reported Frank's Tavern liquor license will expire in 90 days. She asked for any comments or concerns. There were none.

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.*

Marilynn Williams & Maia Chaney asked to use the Community Building to rehearse a play the Winlock High School Drama Club is performing. They are not able to use the school. The play is Maia Cheney's 12th grade project she plans to give the proceeds from the play to the Winlock Food Bank. She asked the council to waive the rental fee. Maia handed out a proposed list of dates. She has not checked the availability of the dates with the City.

Council member Lonnie Dowell Motions to waive the fee to use the Community Building based on the availability of dates. Council member Jeramy Allman 2nd. 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 - Absent***
- ***Council member Poirrier – Approve***
- ***Council member Alvord – Approve***

11. CONSENT AGENDA

- A. Approval of Vouchers for 3-14-22 for \$78,745.38**
- B. Minutes of February 28, 2022**

Council member Marty Poirrier motions to accept the consent agenda as presented. Council member Jeremy Allman 2nd. Passed unanimously.

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 - Absent*
- *Council member Poirrier – Approve*
- *Council member Alvord – Approve*

12. AGENDA

a) Amy Buzzard, Grant Updates and Discussion (no documents)

Amy Buzzard gave a grant report. She will send emails with updates on the grants.

- i. T-Mobile Grant for \$50,000. The grant can be used for new playground equipment at the park. This is a rolling grant.
- ii. Spirit of Blue Grant. The grant will be used for handheld two-way radios. She will be filling out the grant paperwork. Should hear something in May.
- iii. Grant for sidewalks – Private grant through Ben Cheney. Amy said she will need bids so she can submit the costs to the grantor.
- iv. Commerce Grant – It is a continuation of Patty Murray funds that came out a few years ago. She reallocated the grant which has about \$10-\$11 million dollars available for infrastructure, capital facility plans, housing, sewage, etc. She asked the council to look into funding priorities and projects. There was a past submission, and it needs to be checked to see when it was submitted and if it was the same grant. She will give a copy to Brandon. Due June 1, 2022.

b) Watson & Givens Request, Tabled from 2-28-22.

The council was given a bill separating the cost for the City of Winlock and for Watson/Givens. Robert Webster explained the situation. Council member Marty Poirrier doesn't think Watson/Givens should have to pay for the City of Winlock's oversight.

Council member Marty Poirrier motions to pay Watson/Givens \$3,232.84 in reimbursement. Council member Jeremy 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 - Absent*
- *Council member Poirrier – Approve*
- *Council member Alvord – Approve*

c) Ordinance No. 1115 Interim Zoning

ORDINANCE NO. 1115

AN ORDINANCE OF THE CITY OF WINLOCK, WASHINGTON, ADOPTING INTERIM LAND USE REGULATIONS AND OFFICIAL CONTROLS PURSUANT TO RCW 35A.63.220 AND RCW 36.70A.390. INTERIM ZONING REGULATIONS FOR RIGHT-OF-WAY WIDTHS AND INDUSTRIAL BUILDING HEIGHTS; SETTING A PUBLIC HEARING AND PROVIDING FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE.

Mayor Svenson read the synopsis of the City of Winlock Ordinance No. 1115. Marissa said there needs to be a public hearing within 60 days of passage and then it will be valid for 6 months from the date of passage. She said the City will need to do a formal update. The public hearing was set for April 11, 2022. The motion was amended to include the public hearing on April 11, 2022.

Council member Jeramy Allman motions to accept Ordinance No. 1115 with a public hearing on April 11, 2022. Council member Marty Poirrier 2nd. Passed unanimously.

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

d) Survey Agreement

Mayor Svenson reported he had spoken with John Goodman, Goodman Land Surveying, Inc, and he said Mr. Goodman would be able to do the survey work on the UGA as previously agreed upon for the amount of \$2,500.

Council member Lonnie Dowell motions to accept the Goodman Land Surveying contract for the legal description of the UGA. Council member Lindsey Alvord 2nd. Passed unanimously.

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

e) Jones Road Surplus Discussion (No documents)

Mayor Svenson reported the clean-up is still ongoing at Jones Rd. Mayor Svenson would like to surplus the City of Winlock land at the end of Jones Rd. He made suggestions who might be interested in buying the parcel. Mayor Svenson said the money spent on Jones Rd could be better spent elsewhere. Council member Lonnie Dowell would like to consider to surplus the land and have a public meeting to get input from the community. A public hearing has been scheduled for April 25, 2022.

Council member Jeramy Allman motions to set public hearing for April 25, 2022, to discuss the Jones Rd land surplus. 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 – Absent***
- ***Council member Poirrier – Approve***
- ***Council member Alvord – Approve***

f) Winolequa Park Lawnmower

Mayor Svenson presented 3 estimates from Pape Machinery/John Deere which two were more than the \$6,000 approved by the City Council. He explained the differences between the lawn mowers, baggers and warranties and the benefits of going with a higher-grade machine. The extra money to buy the better mower and bagger will come out of the park budget.

Council member Lonnie Dowell motions to approve the purchase a John Deere lawnmower with attachments from quote ID number 26182033 . Council member Jeramy Allman 2nd. 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 – Absent***
- ***Council member Poirrier – Approve***
- ***Council member Alvord – Approve***

g) Community Building Windows

Council member Lonnie Dowell presented the pictures of the windows and doors that need to be replaced. He asked about the options of putting it on the historic registry , repairing or replacing the community building. He presented the idea of repairing the existing building or tear it down and build a new community building for roughly the same amount of money. Approximately \$100,000 has been spent on the building in the past few of years and it is still in rough shape. He also presented the options on replacing the windows and doors with the funds that are available. Council member Lindsey Alvord asked about the historic registry requirements. Marissa said it depends on what historic registry the building is on. Council member Poirrier asked to get an estimate to replace all the doors and windows with double/triple pane glass and any work needed to reinstall the windows and/or doors so the Council could have an idea of the cost. He also asked to see what the Community Building is making in fees to see if the cost can be justified. Council member Dowell went through the repairs and costs that were done in the past few years. He said he is going to have the doors and windows quote for each floor and the entire project. He will bring the quotes to the council when he receives them.

h) Lions Club Contribution Acceptance (no documents)

Mayor Svenson reported the City of Winlock has received a \$950 donation check from the Winlock Lions Club for the hanging flower baskets.

Council member Lonnie Dowell motions to accept the \$950 donation from the Winlock Lions Club for the hanging baskets. Council member Marty Poirrier 2nd. Passed unanimously.

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

i) UGA Annexation Agreement

Robert Webster said he had received 10% approval documents for the UGA annexation. He will give the information to council at the 3/28/22 council meeting. We still need to get 60% approval. Brandon will be going door to door to give out flyers and information to the residents who live in the UGA. Marissa explained what the document means and how it is to be used.

j) Low Income Senior/Disable Discount Form - tabled from 2/28/22

There is no new information.

Council member Marty Poirrier motions to table the discussion until more information is available. Council member Lonnie Dowell 2nd. Passed unanimously.

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

k) Deferred Payment Plan for Hook Up Fees - tabled from 2/28/22

There is no new information.

Council member Marty Poirrier motions to table the discussion until more information is available. Council member Lonnie Dowell 2nd. Passed unanimously.

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

There was some discussion regarding the \$175 deposit required to open a utility account and whether or not we should continue to charge the fee. The Council would like to discuss this further at the next council meeting.

13. CORRESPONDENCE

- a. AWC Legislative Bulletin
- b. MRSC Training for Public Records

Mayor Svenson announced that he was recessing the regular meeting at 7:04. He stated that the Council was going to go into executive session to discuss employee issues and that it would take twenty (20) minutes.

14. Executive Session – Employment Items

Mayor Svenson reconvened the regular meeting at 7:30 pm announcing that no decisions were made during the executive session.

14. ADJOURNMENT

Council member Lonnie Dowell motions to adjourn. Council member Lyndsey Alvord 2nd. Passed unanimously.

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

The meeting adjourned at 7:30 pm.



Brandon Svenson, Mayor

Attest:



Penny Jo Haney, City Clerk