



CITY OF WINLOCK
CITY COUNCIL

December 27, 2021

**Public Hearing 6:00 pm, 2022 Final Budget Hearing
City Council meeting imminently following public hearing.**

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

Kirsten Stalnaker filling in for Penny Jo Haney Deputy Clerk,

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. Public Hearing – 2022 Preliminary Budget

Mayor Brandon Svenson opened the public hearing at 6:01 pm. There was no one in person or on the phone for the public hearing. Brandon closed the public hearing at 6:02 pm. Brandon resumed the regular meeting at 6:02 pm.

5. Swear In Mayor, City Council Position #1, #4, & #5 and Municipal Judge

Mayor Brandon Svenson swore in Jeramy Allman for council position #4, Lindsey Alvord for council position #5, and Marty Poirrier for council position #1 in that order. The Judge was not present to be sworn in (snow day). Clerk Penny Jo Haney was also unable to be present due to the snow so Brandon said that she would swear him in, in the morning.

6. Executive Session – Employment Issue

At this time the Mayor announces that they will go into an executive session to discuss an employment issue. All agree that 10 minutes should suffice.

Mayor Svenson pauses regular meeting and begins executive meeting at 6:07 pm. All return and the Mayor resumes regular meetings at 6:17 pm. No decisions were made.

7. Approval of Agenda

Council member Jeramy Allman motions to approve agenda as written. Council member Eric Contreras 2nd. Passed unanimously.

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

8. Old Business

Council member Eric Contreras asks where we are at on impact fees. Brandon says that we are still working with the gentleman from Woodland (who has been helping the City of Winlock) navigate the process of inquiring impact fees) He has been very busy lately with budget season, but they are looking to get back to it in January.

There is no update on Jones Road.

9. Mayor Comments and Special Presentation

Mayor Svenson notes that it was nice to see all the Christmas lights and Christmas cheer in town. Everyone has been safe in the snow. Winlock has had to plow and sand the roads around town. He says that it has been a good year, and he appreciates everyone's hard work, and is looking forward to another good year working with everyone.

10. Council Comments

Council member Eric Contreras gives a thank you to the mayor and the city crew who have been clearing up all the streets around town. The rest of the council thanked the mayor for keeping the streets safe and plowed around town. He has been the one out plowing at night and on weekends with the city crew.

11. Committee Reports

a. Finance

There is nothing new for finance.

b. Grants

As soon as Amy the new grant writer can come back in after the holidays, Brandon will let the grant committee know so that they can talk with her to see what she has come up with, and the direction they might be headed.

c. Parks

The park board last met on December 6th, at 10:00 am in city hall. April and Kirsten shared the current park plans with the planning commission later that evening at their meeting. Jeff and Kirsten

decorated Volunteer Park for Christmas. They plan to meet with the city's new grant writer later. There will be an online public survey in January to see what the community would like to see in park facility upgrades. The next meeting will be on January 3rd, at 10:00 am in the community building.

12. Public Comment

Clerk Penny Jo was on the phone for the meeting to tell everyone that it has been a pleasure working with everyone this year and she is looking forward to another year with everyone. She thanks Kirsten for filling in for her this evening and says that she will remain on the line in case anyone has any questions.

There was no one else for public comment.

13. Consent Agenda

- a. **Approval for vouchers for 12-27-21 and for \$114,702.98**
- b. **Minutes of December 13th, 2021**

Council member Jeramy Allman motions to approve the consent agenda as written. Council member Eric Contreras 2nd. Passed unanimously.

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

14. Agenda

- a. **Ordinance 1112 – 2022 Budget**
- b. Mayor Svenson reads Ordinance 1112 – 2022 Budget.

AN ORDINANCE OF THE CITY OF WINLOCK, WASHINGTON, ADOPTING THE ANNUAL BUDGET FOR THE CITY OF WINLOCK, WASHINGTON, FOR THE CALENDAR YEAR 2022 AND PROVIDING FOR THE EFFECTIVE DATE HEREOF.

Marty Poirrier thanks the council for working together, and Penny Jo and everyone else who worked to put this budget together. Brandon says that he is impressed at how well the department heads and everyone else did putting together their part of the budget. He appreciates all the interactions that have been going on with everyone to put together the budget and can see that everyone understands it well. He also thanks Michelle and Jill in Toledo for their help as well. Its always a grind but everyone pulled together to get it done and it looks good.

Council member Jeramy Allman motions to approve Ordinance 1112 2022 Budget. Council member Marty Poirrier second. Passed unanimously.

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

c. Gray and Osborne 2021 Water System Contract Improvements Contract Provisions (Tabled from 12-13-2021)

Jim Buzzard, city attorney (not present) had not had a chance to look over the contract prior to the last meeting. While it is a standard deal, it is very thick. Eric Lanza from his office was on the line and was able to speak with the city council on this. He said that they are good with L&I, the certificates look good. They have an umbrella coverage that exceeds what is required in the contracts. All the proper endorsements are there. The city is an additional ensured. There are the two bonds and several insurance policies. Eric says that everything looks good.

Brandon says this has been a frustrating project because he has been trying to get it going for a while. He says that it has defiantly not been anyone in the city hall who has been holding things up. Council member Allman mentions that they had first approved this quite a while ago. Brandon mentions that they were trying to get it done in the summer before the weather hit. He is looking to get this approved, signed, and going.

Council member Jeramy Allman motions to approve the Gray and Osborne 2021 Water System Contract Improvements contract provisions and to have the mayor sign. Council member Eric Contreras 2nd. Passed unanimously.

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

d. Toyer Services Advisor Agreement, Annexation Consulting

City Attorney Jim Buzzard (not present) went through the contract at the time of the last meeting and felt comfortable with it. It is in front of the council so that they can vote to accept and sign or not.

David Toyer of Toyer Services was on the phone to answer any questions that the council may have. There were no questions, but the council thanked David for speaking with at the council last meeting.

Council member Marty Poirrier motions to accept the Toyer Services Advisor Agreement and to have the mayor to sign. Council member Jeramy Allman 2nd. Passed unanimously.

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

10 Reports/Correspondence

- a. **2022 Certified Tax Values**
- b. **AWC City Voice**

15. Adjournment

Council member Eric Contreras motions to adjourn. Council member Lindsey Alvord 2nd. Passed unanimously.

Meeting was adjourned at 6:31 pm.

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

Brandon Svenson, Mayor

Attest:

City Council Meeting
December 27, 2021

Penny Jo Haney, Clerk-Treasurer