

February 13, 2023



**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

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**Public Hearing at 6:00 pm, February 13, 2023**

**CBDG CLOSE OUT – WATER SYSTEM IMPROVEMENT PROJECT PHASE 2**

**1. CALL TO ORDER**

Mayor Brandon Svenson called the meeting to order at 6:02 pm

**2. DETERMINATION OF QUORUM**

Mayor Svenson, Present, Marty Poirrier, present via phone, Council Position #1; Eric Contreras, Absent, Council Position #2; Lonnie Dowell, Present, Council Position #3, Jeremy Allman, Present, Council Position #4 Lyndsey Alvord, Present, Council Position #5. Employees present City Clerk, Penny Jo Haney and, City Attorney, Eric Lanza.

**1. Flag Salute**

Mayor Svenson led the flag salute.

**2. APPROVAL OF AGENDA**

*Council member Jeremy Allman moved to approve the agenda as presented. Council member Eric Contreras 2<sup>nd</sup>. Passed unanimously.*

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

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- **Council member Alvord – Absent**

**3. OLD BUSINESS**

Mayor Svenson has no old business to report at this time.

**4. MAYOR COMMENTS**

Mayor Svenson commented that everything has been going really well. New staff has been fantastic. Everyone has integrated really well.

**5. COUNCIL COMMENTS**

Council member Dowell and Council member Contreras commented that the front desk looks really nice having replaced the old green curtain with the mini blinds and that all the recent upgrades have been coming together so nicely.

**6. STAFF REPORT**

**Stephen Valentine, Police Chief**

Chief Valentine read the January 2023 report. There was 1 abandoned vehicle, 2 accidents, 4 agency.

assist, 2 alarms, 2 assault offenses, 3 ATC (attempt to locate), 5 civil/Public, 1 death investigation, 7 disputes, 7 information/general, 1 intoxicated person, 1 juvenile, 1 noise, 3 protective custodies, 2 suspicious circumstances, 5 suspicious person/ vehicle, 5 traffic – criminal, 8 traffic- infraction, 3 thefts/larceny, 2 warrants/wanted person for a total 71 calls.

**10. CONSENT AGENDA**

- a. Approval of Vouchers for February, 13 2023, for \$131,966.64
- b. Approval of Minutes from January, 23 2023

**Council member Jeramy Allman moved to approve the consent agenda . Council member Lonnie Dowell 2<sup>nd</sup>. Motion passed unanimously.**

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

**11. AGENDA**

- a. **CDBG phase 2 water system improvement project close out** – City Clerk Penny Jo comments if council approves then we can submit a certificate of completion to state departments. They have several days to respond back. Then we can pay the retainage to the contractor, make final request then be done. Council member Poirrier requested an overview of the project. Mayor Svenson reads

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A brief summary of results achieved. The project consists of replacing approximately 2,950 feet of galvanized water mains, 410 feet of galvanized water services on SE Shannon St., SE Front St., NE Cedar St., E Walnut St., NW Lilac, NW Benton Ave, NW Washington St., NW Dexter Ave, W Walnut St, and Kerron Ave throughout the city's water services area, including 2-inch poly and 6 PVC C900 water main, water services, and surfaces restoration. **Council member Jeremy Allman moved to motion. Seconded by Council member Lonnie Dowell. Motion passed unanimously.**

- Council member Allman - motion
- Council member Dowell 2<sup>nd</sup>
- Mayor- Swenson – N/A
- Council member Poirrier – Approve
- Council member Contreras – Approve
- Council member Alvord– Absent

**b. Rodney Cecil, Water/Sewer Update and Fund Request-** Rodney Cecil updated council that Aaron Mickelson stated that this water right has been placed into a trust. That will protect the validity of the water right for later use. Rodney had a meeting with cardinal discussed water right options. Rodney updated council that the 505 well has been completed, however we are still having issues with telemetry. Rodney asks council for A fund request 1,416.59 to cover cost of tire damage out along Hawkins Rd. **Council member Marty Poirrier recused himself as he is an employee of Cardinal glass. Councilor Jeremy Allman motion to approve 1,416.59 to cover refund expenses. Seconded by Council member Lonnie Dowell, motion passed unanimously.**

- Council member Allman – motion
- Council member Dowell – 2<sup>nd</sup>
- Mayor Svenson – N/A
- Council member Poirrier – Abstained
- Council member Contreras – Approve
- Council member Alvord – Absent

**c. Tim White, Acts of Kindness Flags – Tabled from January 23, 2023** – Tim white approached Council with A request to take and adopt A resolution From Small Acts of Kindness and would support funding for the flags. **Council member Eric Contreras motion to table Flag poles until the next meeting and to have An ordinance drafted . Seconded by council member Lonnie Dowell, motion passed unanimously.**

- Council member Contreras – motion
- Council member Dowell – 2<sup>nd</sup>
- Mayor Svenson – N/A
- Council member Poirrier – Approve
- Council member Allman – Approve
- Council member Alvord – Absent

**d. FULTON-PERKINS JUDGEMENT' \$464.95** - Mayor Svenson states A situation took place that a vehicle was towed that was deemed to not be towed. Chief Valentine comments that the vehicle was parked blocking traffic. Cars were having to go into the opposing lane of travel to go around it was pushing traffic into the other lane of travel. We lost because the curb was not painted yellow.

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***Council member Lonnie Dowell motion to approve to pay the \$464.94 . Second, by council member Jeremy Allman, motion passed unanimously.***

- Council member Dowell – Motions
- Council member Allman – 2<sup>nd</sup>
- Mayor Svenson – N/A
- Council member Poirrier – Approve
- Council member Contreras – Approve
- Council member Alvord – Absent

**e. Toledo Court services and Fees** – Mayor Svenson and council members discuss Toledo is trying to get Napavine and us to lead district court . Discussion included fees and parking. Chief Valentine comments that we currently double cover on Thursday for court, that it would be nice if Toledo can supply an officer for security coverage. ***Council member Lonnie Dowell tabled Toledo Court Services until we have more information. Second by council member Jeremy Allman. Motion passed unanimously.***

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

**f. 3 – King Environmental Request** – Mayor Svenson and council members discuss the contract with 3 kings. They did A flat bid and did a really good job, after being done with the job, they proposed a change order in the amount of \$75,252.96 claiming they underbid the job. City Attorney Marissa Jay read the contract. The contract reads, up to but not to exceed \$198,860. ***Council member Jeremy Allman motion to not pay the over payment. Seconded by council member Lonnie Dowell, motion passed unanimously.***

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

**g. LGIP Access for Treasurer** – To allow our Treasurer Jill Davis access to LGIP.  
***Council member Lonnie Dowell motion to add Treasurer Jill Davis to the LGIP access. Second by Council member Eric Contreras. Motion passed unanimously.***

- ***Council member Dowell – Motion***
- ***Council member Contreras – 2<sup>nd</sup>***

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- **Mayor Svenson – N/A**
- **Council member Poirrier – Approve**
- **Council member Allman – Approve**
- **Council member Alvord – Absent**

**h. Resolution No. 2023 -01 Authorizing Investment of LGIP Funds.**

**Mayor Svenson reads. RESOLUTION AUTHORIZING INVESTMENT OF CITY OF WINLOCK MONIES IN THE LOCAL GOVERNMENT INVESTMENT POOL.**

***Council member Lonnie Dowell motion to approve Resolution No.2023 -01. Second by Council member Jeremy Allman. Motion passed unanimously.***

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

**12. EXECUTIVE SESSION – potential Litigation.** Mayor Svenson recessed the regular meeting at 6:55 pm to go into executive session to discuss potential litigation and stated it would take 15 minutes. Mayor Svenson resumed the regular meeting at 7:10 pm and stated that they discussed potential litigation and there was no decision made at this time.

**13. Council member Lonnie Dowell motioned to adjourn the meeting, seconded by Council member Jeremy Allman, motion passed unanimously. The meeting adjourned at 7:10 p.m.**

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

**The Mayor adjourned the meeting at 7:10 pm.**

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Brandon Svenson, Mayor

Attest:

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Penny Jo Haney, City Clerk