

CITY OF WINLOCK
CITY COUNCIL
REGULAR COUNCIL MEETING – 6:00 PM
February 22, 2021

Due to the Emergency of COVID-19 the Council Meeting Will be Conducted via Teleconference. Please call 360-785-2311 to join the Meeting.

1. CALL TO ORDER

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

2. DETERMINATION OF QUORUM

Marty Poirrier, Council Position #1; Eric Contreras present via phone, Council Position #2; Lonnie Dowell, Council Position #3; Jeramy Allman, Council Position #4; Anne Randt, Council Position #5

Others Present: Penny Jo Haney, Clerk Treasurer, Marisa Jay, City Attorney

3. FLAG SALUTE

Mayor Svenson led the flag salute.

4. Approval of Agenda

Council member Jeramy Allman makes a motion to approve the agenda. Council member Anne Randt 2nd. Passed unanimously.

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

5. Old Business

Council member Marty Poirrier said that he went to the school board and told them about the potential of impact fees. The school board is curious and would like more information, so Poirrier plans to return with Robert Webster to present them with more information. Council and Mayor briefly discussed the need for further research before moving onto Mayor Comments.

6. Mayor Comments

Mayor Svenson states that he was asked about inmates and that as soon as they are available, he will get some out ASAP to help (with cleaning of streets) Mayor Svenson then gave a shout out to Kenny,

the local officers, and everyone else who went out of their way to help out during the previous week's snow. There was a lot of helping people get unstuck, removing of snow, and things like that.

7. Council Comments

Council member Anne Randt elaborates on the inmate situation after COVID-19 to help out with cleanup. It is necessary that there be a qualified person or persons to oversee the inmates who will come to clean. She thanked Rodney Cecil and Marty Martin for getting the authorization to supervise. Council members Jeremy Allman and Marty Poirrier also gives a shout out to the Mayor and everyone else who helped during the snowstorm.

8. Committee Reports

a. Finance

Council member Allman says that he and Poirrier went over the January finances. He says that they were not bad. The insurance went up a little but other than that, there was not much in there that was cause for concern. Poirrier says that maybe there was some underbudgeting but only by hundreds of dollars rather than thousands.

b. Grants

Mayor Svenson stated that he needs to get with Jon Hinton for some information for council member Contreras. Svenson apologizes and states that it is on him that Eric does not have much information on the grants at this time. Contreras says that he has also been looking into some things as well. He says that he has found some information on solar power as well as fiberoptics.

c. Parks

Council member Randt states that the next park meeting will be on the following Monday from 10 –11.

9. Staff Reports

There were no staff reports. Svenson states that was already done earlier in the month.

10. Public Comments

Tim White with Random Acts of Kindness thanked the council, the Mayor, and the City for allowing the tapping into the power to light the flags in the plaza. White said that his board also wishes to thank the City. The council thanked White in return for all that he and his board have been doing.

Mayor Svenson asks if there is anyone else who wishes to speak. There was no one else in person or on the phone.

11. Consent Agenda

- a. Clerk Treasurer, Penny Jo Haney states that there needs to be an additional \$5,549.29 for quarterly taxes bringing the new total for vouchers up from \$108,970.36 to \$114,519.61.
- b. Council member Dowell says that he called in earlier and went over some corrections with some typos on the minutes with Penny Jo, and other than that he was good with the minutes unless anyone else has anything. Council was good with the vouchers and the minutes.

Council member Anne Randt moved to approve the consent agenda as presented with the addition of the \$5,549.29 for vouchers. Council member Jeramy Allman 2nd. Passed unanimously.

- Council member Randt – Motion
- Council member Allman – Motion
- Mayor Svenson – N/A
- Council member Randt – Approve
- Council member Dowell – Approve
- Council member Contreras – Approve
- Council member Poirrier – Approve

12. Agenda

- a. **Award SR505 Sewer Extension Contract, Mike Marshall-Gibbs & Olson**

Mike Marshall was present on the phone. He told council that he delayed the bid opening until Tuesday because of the snow. He says it was a tight grouping of seven (7) bids. He stated that the contractor chosen is a good contractor and that he has worked with them before. He recommends that the city award the contract and authorize the mayor to enter into the agreement when bonds and insurance are in, and the attorney concurs.

Svenson states that he would like things to go better this time, citing how things did not go so smooth last time with previous contractors. Councilor Poirrier asks Marshall what other projects he has worked with this contractor on. Marshall says that they have worked with the contractor on two (2) similar pump station projects for the city of Longview. It was rehabbing old pump stations. Council member Poirrier asks if those projects were completed with little to no issues. Marshalls says that he would not say there were little to none, but that there were no significant issues, that the contractor does not chase change orders, and are fair about what they are asking for. Council member Allman asks if there were any other questions and there were not.

Council member Jeramy Allman motions to accept the notice of award to Nutter Corporation of Vancouver Washington for the sewer extension to the industrial park and authorize the mayor to sign. Council member Anne Randt 2nd. Passed unanimously.

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

Mike Marshall then asks if that also includes the mayor entering into contract after when bonds and insurance are acquired. Council member Allman says that he is working on that now and makes a motion.

Council member Jeramy Allman motions to authorize the mayor to sign the agreement with Nutter Corporation after Mike Marshall has received certificate on bonds and insurance, and pre-conference has been conducted. Council member Randt 2nd. Passed unanimously.

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

b. Hazardous Tree Removal – Winlolequa Park Bids

Park board chair Kirsten Stalnaker went over the bids with the council and suggested Petrich Tree Removal in the mid-range bid because of their ability to smoothly dismantle trees in a way that would not require falling any trees and therefore, the concern about park damage from falling trees can be avoided. She said the bid also includes cleanup. Council member Dowell asks if they will be chipping the wood and dumping the chips into the park. Stalnaker confirms. Council member Poirrier says that he agreed because he did not like the lack of detail in the invoice with Law of the Woods and that between the other two bids, Petrich had the better price. Council member Allman agreed, and Council member Dowell liked that Petrich had an invoice that says exactly what they plan to do

with the trees and the chips. Mayor Svenson states that they have been used in the past with good results.

Council member Lonnie Dowell makes a motion to approve Petrich to remove the hazardous trees in the park. Council member Marty Poirrier 2nd. Passed unanimously.

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

c. Resolution 2021-22 & Southwest Washington Regional Transportation Planning Organization.

Mayor Svenson reads the resolution.

City of Winlock Washington Resolution 2021-22. A resolution of the city of Winlock Washington adopting the amended and restated local agreement southwest Washington Regional Transportation Planning Organization authorizing the mayor to enter into such interlocal agreement.

Svenson asks if anyone has any questions regarding the resolution. Council member Poirrier asks the mayor if he could give the council some examples of how the city can directly benefit from this. Svenson said that it's one of the regional things that everyone gets into. It says that they come up with transportation plans and are always looking for money. Council member Dowell talks about other cities that have reps, meetings, and normally things get done at a local level. Dowell says that these people on the grand scale do mitigation with BNSF, bridge replacements and things of that nature. In this case, Winlock would be able to take these kinds of issues to the county and work with them on it.

Council member Marty Poirrier made a motion to pass Resolution 2021-22. Council member Jeramy Allan 2nd. Passed unanimously.

- Council member Poirrier – Motion
- Council member Allman – 2nd

- Mayor Svenson – N/A
- Council member Randt – Approve
- Council member Dowell – Approve
- Council member Contreras – Approve
- Council member Allman – Approve
- Council member Poirrier – Approve

d. Gray and Osborne, New Connections/Water Right Evaluation – Rodney Cecil

Mayor Svenson says that he will take the hit for this one because the request for qualification for engineering services from engineers wasn't done this year. It got lost in the shuffle of things. This will need to be done before anything with Gray and Osborne go forward and will need to table this, yet at the same time a motion is necessary to see qualifications for general engineering.

Council member Jeramy Allman makes a motion to table the new connections and water right evaluations. Council member Anne Randt 2nd. Passed unanimously.

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

Council member Marty Poirrier makes a motion to seek qualifications for general engineering services and authorize the mayor to advertise as necessary. Council member Eric Contreras 2nd. Passed unanimously.

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

e. Meyers Meadow (Raubuck) Presentation

Robert Webster presented. He states that the previous Raubuck Estates is now Meyers Meadow. It will be a 24-lot estate. There is an access road from SR505 already there, but it may need to be widened. There will be sidewalks down one (1) side, and a ditch on the other side of the road. The sewer will come down Kakela, and water will come off of SR505. Webster asks if there are any questions. Council member Dowell asks where exactly the entrance from SR505 will be. Webster responds that It will be across, and a little east across from Grand Prairie. Webster says that it has been run through Planning Commission. He does not see why sidewalks need to be put in on the other side of the road. Council agreed.

Council member Jeramy Allman motions to approve the plans for Meyers Meadow. Council member Poirrier 2nd. Passed unanimously.

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

f. Permit Applications & Fees

Robert Webster starts with the fee schedule. Webster states that the application fees have been the same since 2006 and that the City has the lowest rates in the entire county. Mayor Svenson agrees that people are starting to build here, and that they are going to build here no matter what. Council and Webster discuss the building fees. Council and Webster agree that the City application and permit fees should match the County fees.

Council member Marty Poirrier makes a motion to modify the current permit and application fees to match that of the county. Council member Allman 2nd. Passed unanimously.

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

g. Water/Sewer Connection Fees

Robert Webster discusses the fact that Winlock's connection fees are lower than the other cities in the county. There are only so many connections. Once they are used that's it, and it would be good to make it worth it. Council member Poirrier asks Webster what is his suggestion? Webster says 4,500 for water and 5,500 for sewer. Mayor Svenson agrees and talks about all of the new connections that will put an added strain on the water treatment plant. None of those things are cheap and they all will cost money.

Robert talks about the citizens in the city limits paying 9,500 and for those outside the city limits are paying 7,500 hundred. Webster proposes that the entire UGA, all of Winlock, to pay the same for water sewer hookups. City council discusses the current fees, and those fees in comparison to those of similar and nearby cities. A few discrepancies between the verbal proposals, and those on paper, were discussed by council with Robert, and confirmations were established but council felt the paperwork presented needed to be clarified.

Council member Marty Poirrier makes a motion to table until the next meeting. Council member Jeramy Allman 2nd. Passed unanimously.

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

e. Building Permit Fees

Council and Webster discuss building permit fees. Council member Dowell asks if tiny homes were something that they would be looking into allowing in the city. Webster says that is up to the City and voiced that he was not a fan of even double-wides. It seems that the paperwork for this was submitted late to Council. Mayor and Council would like the paperwork to be submitted by the proper deadline so that things can go forward timely and smoothly.

f. Park at Grand Prairie

Mayor Svenson asks if there is an update on that. Webster has not been able to get ahold of Julia so there is no update. Council discusses with Webster and City Attorney Marissa Jay. It was concluded that there needs to be a public hearing since the park was deeded to the City and is public property.

13. Correspondence

There was no correspondence.

14. Adjournment

Council member Marty Poirrier makes a motion to adjourn. Council member Anne Randt 2nd. Passed unanimously.

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

Brandon Svenson, Mayor

Attest:

Penny Jo Haney, Clerk-Treasurer

Note: For audio details of the meetings please visit www.avcaptureall.com