

## **CITY OF WINLOCK**

### **CITY COUNCIL**

Council Meeting – 6:30 pm

February 24, 2020

#### **1. CALL TO ORDER**

Mayor Pro Tem Svenson called the meeting to order at 6:30 p.m.

#### **2. DETERMINATION OF QUORUM**

**Council Members Present:** Anne Randt, Eric Contreras, Lonnie Dowell, and Brandon Svenson,

**Employees Present:** Penny Jo Haney, Acting City Clerk, Stormy Bradley, Deputy Clerk and Sam Satterfield, City Attorney

#### **3. FLAG SALUTE**

Sam Satterfield led the flag salute.

#### **4. INTERVIEWS FOR COUNCIL POSITION #4**

Interviews were separately conducted for candidates Glen Cook and Jeramy Allman

#### **5. RECESS REGULAR COUNCIL MEETING FOR EXECUTIVE MEETING**

Mayor Pro Tem Svenson stated at 6:36 that they were recessing the regular meeting and that Council would go into executive session to discuss the election of Council Position #4, Employment Attorney Contract, and potential litigation, this would take 15 minutes.

#### **6. RESUME REGULAR COUNCIL MEETING**

Mayor Pro Tem Svenson resume the regular meeting at 6:51 stating the Council had discussed Position #4, Attorney Contract and Litigation and that no decisions were made in the session.

#### **7. ELECTION COUNCIL POSITION #4 AND SWEAR IN**

*Councilor Dowell motioned that based on the answers provided by Jeramy Allman during the interview that he would nominate Mr. Allman for Council Position #4, seconded by Councilor Randt, motion passed unanimously.*

Viola Rowton, Notary Public administered the Oath of Office to new elected Councilor Allman, and he was then seated to take office.

**8. APPROVAL OF AGENDA**

*Councilor Dowell motioned to approve the Modified Agenda by moving Item #9 to #1; removing under Public Comments the wording Non-Agenda Items; Table #7 Soccer Agreement to the March 9<sup>th</sup> meeting and adding #10 Vote of No Confidence for Mayor Bradshaw, seconded by Councilor Randt, motion passed unanimously.*

9. **OLD BUSINESS** – There were no comments

10. **MAYOR COMMENTS** – There were no comments, Mayor Bradshaw was absent

**11. COUNCIL COMMENTS**

a) Councilor Randt provided update on the Park Board stating they had met along with two (2) Councilor members and others on February 14<sup>th</sup>, and that they would be posting in the newspaper of record a notice for Park Board Members and the qualifications required. They also determined they would meet again in March and thought it beneficial to have both Park Board members and Council members involved. It was requested to add this item to the March 9<sup>th</sup> agenda

b) Councilor Contreras asked that if possible, for the March 23<sup>rd</sup> Town Hall Meeting that the high school choir could come and sing the National Anthem, move our Town Hall and Council Meeting to the Community Building. After discussion it was decided to revisit this at the March 9<sup>th</sup> meeting.

c) Councilor Dowell asked if any quotes had been received for contracting out the permitting services for Community Development and Court services. He was told none at this time. Pro Tem Svenson noted that City Attorney criteria, etc. had been completed and that we had received one (1) applicant.

d) Pro Tem said that at the EDC banquet that he had met with Lisa Goodwin from Benaroya and that she stated they did not have a tenant yet for the industrial park; however, noted that there was much work to do before they could move forward

He asked that Penny Jo put together a list of standing committees so that members could be appointed to work. Penny Jo said that to her knowledge that the Finance Committee was the only standing committee.

**12. STAFF REPORTS**

Penny Jo Haney

- a) Ms. Haney stated that Commissioner Jackson had contacted her to relay the message the Council that the County is still working on the permitting proposal agreement and will provide and update shortly.
- b) Provided update on home sales in Winlock
- c) Stated that three (3) applications were received for the Park Caretaker

### **13. PUBLIC COMMENTS**

Several individuals signed in on the Public Comment sheet; however, they were with the group associated with the Second Amendment of the Constitution and did not wish to speak. There were no others who signed up.

### **14. CONSENT AGENDA**

- a) **Approval of Vouchers for February 24, 2020 - \$94,813.57** – Council had a few questions on expenditures and Ms. Haney was able to explain them. ***Councilor Dowell motioned to approve the Vouchers for February 24, 2020 as presented, seconded by Councilor Randt, motion passed unanimously.***
- b) **After discussion and pointing out that the Minutes from January 13, 2020 and February 10, 2020 needed to be revised and completed, Ms. Haney commented that she believed these were the last two (2) meetings that Ms. Curry had done, but that she would go back and review the audio to complete both meetings to bring back for approval.**

### **15. AGENDA**

1. **City of Winlock Proclamation Second Amendment of the Constitution**  
Mayor Pro Tem Svenson read the Proclamation in its entirety to those in attendance, with a round of applause at the end. ***Councilor Randt motioned to approve the Winlock Proclamation Second Amendment of the Constitution, seconded by Councilor Allman, with Councilor Dowell recommending that in the absence of the Mayor it be signed by the Mayor Pro Tem, motion passed unanimously.***
2. **City of Winlock and Frank Randolph Legal Services Agreement**  
The Council took Mr. Randolph's proposed agreement page-by-page and discussed the language and alternatives and additions. The primary revision to the agreement was to change everywhere it said Mayor to Mayor and City Council. ***Councilor Dowell motioned to submit the revised agreement by the Council back to Mr. Randolph for his review and to address the amended agreement at the next Council meeting, seconded by Councilor Contreras, motion passed unanimously.***
3. **Temporary Paid Office Staff**  
This item was briefly discussed to utilize the \$13,000 budgeted to pay for additional hours and pay for a current volunteer assisting office staff. Pro Tem Svenson stated that although office staff did need the help, the current expenditure of a \$12,500 gross payroll to an individual just about took care of the budget. The issue was not discussed further; however, Ms. Haney

said that she would look into the details that made up the \$12,500 payroll and get back to the Council.

**4. Winlock Community Building Caretaker Contract**

In regard to the Agreement that was drawn up in January, the current Council voiced concerns about the validity of the agreement and that it was not presented to them for approval by Mayor Bradshaw. The Council also felt that the individual residing in the Community Building apartment did not have their authorization to reside there and wanted them to leave the premises. Mr. Satterfield explained to them some of the issues they could face and suggested that if they chose, he would bring back to the next meeting a list of items to address during an executive session. The Council was in consensus with this option.

**5. Ordinance No. 1030 Park Board**

Ms. Haney started by stating that this ordinance and the following two on the agenda were not being presented. She was waiting for clarification from the Council on the specifics and language to be considered, and whether or not they wanted to repeal or amend.

The suggested changes to Ordinance No. 1030 were in Section 1 and 4 where it said new members would be appointed by the Mayor to amend to say approved by the Mayor subject to Council Approval.

Council spent some time looking over ordinance, and decided that under section 1, and 4, there should be stated that all new park board members should be appointed by the Mayor, and subject to the approval of City Council. The final agreement was this, and that the word "new" should be removed in each section so that it will instead read that, "any park board members" (should be subject to approval by the City Council)

Mayor pro tem Brandon Svenson asked if there was anything else for #1030 before moving on. That was all.

**6. Ordinance No. 1061 Police Department**

While council reviews and discusses ordinance, Mayor pro tem Svenson stated that the voters trust the council to do what is in their best interest, and that the council has discussed every item openly and thoroughly, inviting the public to comment.

Svenson stated that he feels section 2 should state "the disbandment of Winlock police department is at the soul discretion of the Winlock city council. We will do this in an open, public meeting."

Svenson was asked to read it, as it was currently written before changes made. He obliged and read aloud that it currently says, before changes "future termination of the Winlock police department, the Winlock police department cannot be disbanded, closed, terminated, or

have its services or duties other than 911 phone services or other standard contract services contracted out to another police agency without at 60% vote of the registered voters in the city of Winlock held at regular election”

City attorney Same Satterfield stated that he needed to look over this to make sure there was no issue with doing this. Council member Dowell stated that they would repeal and replace. Satterfield replied that one does not simply go in and change the ordinance, he does not think, and will need some time to go over that to see.

Council agreed that they would wait to hear more on this. Svenson asks Satterfield when he might hear back from him on this. He replied that Svenson would hear back from him probably by next Friday.

#### **7. Ordinance No. 1066 Planning Commission**

Mayor pro tem Brandon Svenson states that after reviewing the ordinance it appears that Mayor Bradshaw has illegally seated planning members without council approval. City council will be correcting this. City council will see to it that all ordinances are adhered to by Mayor Bradshaw. Council discusses this. The names of all members currently on planning commission were stated.

Lonnie Dowell asks about the part under section 8, page 3, that states that the planning commission may designate one its members to act as secretary without salary, or that if asked, the mayor will designate one of the current staff without compensation of additional salary. Mayor pro tem Svenson said that he was ok with the way it was written currently.

Svenson asked if there were any further questions with this. He then asked if there were any new applications for this position. Someone in audience mentioned that she applied for council position but was offered the planning commission instead so that she, did have a standing application.

There was nothing else to add after this and discussion closed.

#### **8. City of Winlock and Winlock Lions Club Contract**

Council member Dowell states that he did not have any issue with having the Lions Club operate and maintain the community building. He stated that the city did not give away assets. The Lions Club did their own fund raising and paid the utilities all year. Mayor pro tem Svenson stated that he did have some concerns with the contract in regard to the apartment where the officer was staying such as what percentage of utilities he should be paying.

It was stated by Viola that the Lions club did a lot of work on the community building and grounds such as all the landscaping, supervised the painting and new roofing of the building. She also stated that when the Mayor took back the building, he also took back the parking lot (which is called The Plaza) which the Lions club has also been maintaining. She went on to talk about new gravel for that parking lot, planters planted, and the selling of a bingo machine.

**9. AVCaptureAll**

Mayor pro tem Svenson asks if there is additional charge for video capture with the audio. Deputy Clerk says that she will look into it. She also explains that they would have around 100 hours of meetings recorded and as they aged out, they would go to something like a cloud.

**10. Mayor Bradshaw, Vote of No Confidence**

**Councilor Lonnie Dowell motion, Councilor Anne Randt 2<sup>nd</sup>, passed unanimously.**

**16. CORRESPONDENCE** – There was no correspondence

**17. ADJOURNMENT**

***Councilor Contreras motioned to adjourn the meeting, seconded by Councilor Randt, motion passed unanimously, and the meeting adjourned at 8:38 pm***

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Mayor Pro Tem

Attest:

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Penny Jo Haney, Acting City Clerk

*Note: For audio details of the meetings please visit [www.avcaptureall.com](http://www.avcaptureall.com)*