

# CITY OF WINLOCK

## CITY COUNCIL

Council Meeting – 6:30 pm

Monday March 23, 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:** Brandon Svenson, Anne Randt, Lonnie Dowell, Eric Contreras, Jeramy Allman.

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

### 3. FLAG SALUTE

Brandon Svenson led the flag salute. Svenson reminds those on the phone line to please keep their phones on mute until they get to public comment.

### 4. Recess regular council meeting for Executive session – move to end of meeting.

### 5. Approval of Agenda – to move proclamation.

Mayor pro tem states that at this time they are going to recess the regular council meeting for an executive session. Councilor Dowell asks if they can amend the agenda and move the executive session at the end so they can do the emergency proclamation first, and then lock the doors since they can only have 10 people in the building due to the Covid emergency. Council asks if attorney Sam Satterfield is present on the conference call. There was no answer.

**Council member Dowell motion, Council Member Randt, 2<sup>nd</sup>, passed unanimously.**

- Council Member Dowell – Motion
- Council Member Randt – 2<sup>nd</sup>
- Council member Svenson – Approve
- Council member Randt – Approve

- **Council member Dowell – Approve**
- **Council member Contreras – Approve**
- **Council member Allman - Approve**

**Resume regular council meeting at 7:38 pm**

**6. Old business**

Mayor Svenson asks if there is any old business. There is no old business.

**7. Mayor pro tem comments**

Mayor pro tem talks about the Covid-19 emergency. He asks that the citizens of Winlock be mindful of the elderly in the community who are the most susceptible to the virus. He asks people to please stay at home as much as they can, practice social distancing, and to respect fellow citizens. Svenson states that the city council and staff will be doing all that they can.

**8. Council comments**

Council member Anne Randt asked for the financial documents for February and March 2020, employee report, revenue, and expenditure summary, cash activity in and out. Clerk Haney said that March is not ready, and Randt replied that whenever it is ready. She says that the last ones she has are for December and January. Svenson asks if there are any other council comments. There were none.

**9. Staff reports**

Mayor pro tem asked if there were any staff reports. There were no staff reports at this time.

**10. Public comment – Call-ins**

Mayor pro tem lets the callers know that if anyone has something to say, they can now speak. There were two in attendance with no comments.

**11. Consent Agenda**

- a. **Approval of Vouchers March 23, 2020 - \$45,347.64**

Dowell asks about page 1, with the \$547.00 for clothing for Denice Freeman. Clerk Haney says that this is an \$800 allowance for officers and this is for Officer Jackson's jumpsuit. He wanted to know about the name "Freeman" Haney informed them that that was the name of the company.

Dowell asked about the fees on page 2. Clerk Haney explained that these are from a Freedom Foundation agency, and the separate matter of a phone call with a potential attorney. Haney explained that some is a retainer, a phone call over a grievance, the phone call with the Mayor about the Freedom foundation, a response to Johnathon Meyer about the jail contract, and a meeting with Buzzard about the jail contract. All of these things are what makes up this amount. There is also a vehicle maintenance fee that council member Dowell points out. Council discusses what parts that maintenance covered. Haney explains to council every further fee that they had a question about. Council is satisfied after questions are answered.

**Council member Randt motion, Council member Dowell 2<sup>nd</sup>, passed unanimously.**

- **Council member Randt – Motion**
- **Council member Dowell – 2<sup>nd</sup>**
- **Council member Svenson – Approve**
- **Council member Randt – Approve**
- **Council member Dowell – Approve**
- **Council member Contreras – Approve**
- **Council member Allman – Approve**

**b. Approval of Minutes for Council Meetings (Minutes 2-24-2020, 3-9-2020, 3-27-2020) unavailable**

Mayor pro tem explains that it has been very busy in the office lately, and that they do not have the minutes for those dates.

## **12. Agenda (Discussion and/or Action)**

### **a. Labor Attorney Contract**

Mayor Pro tem Svenson says that he contacted two people out of Olympia. He says they responded quickly with everything that he asked for. Council looks over and discusses contract, the recommended attorneys who would be representing them, and hourly pay for that. They looked over the individual's qualifications. Council member Contreras states that he is going to go ahead and make the motion to obtain the law firm in question.

**Contreras motion, Randt, 2<sup>nd</sup>, passed unanimously.**

- **Council member Contreras – motion**

- **Council member Randt – 2<sup>nd</sup>**
- **Council member Svenson – Approve**
- **Council member Randt – Approve**
- **Council member Dowell - Approve**
- **Council member Contreras – Approve**
- **Council member Allman – Approve**

**b. City Attorney Contract**

Mayor pro tem Svenson stated attorney Buzzard can be at the meetings one Monday a month. He is familiar with Winlock having previously been the judge here. Another attorney was discussed as highly recommended but would be unable to attend the Monday meetings. Council member Contreras stated that he would like to make a motion to go with Attorney Buzzard.

**Council member Contreras motion, Randt, 2<sup>nd</sup>, passed unanimously.**

- **Council member Contreras – Motion**
- **Council member Randt – 2<sup>nd</sup>**
- **Council member Svenson – Approve**
- **Council member Randt – Approve**
- **Council member Dowell – Approve**
- **Council member Contreras – Approve**
- **Council member Allman – Approve**

**c. Municipal Court Judge Contract Completion of J. Buzzard’s term 12-31-2020**

Joe Mano (spelling?) who is the judge from the city of Napavine is in attendance who came highly recommended by Judge Buzzard. He speaks with the council about the dates. Council member Dowell asks about number 6, the expenses. Joe explains, and council suggests on splitting the expenses with Napavine. It has already been paid however, and in the future year, splitting the bill will be discussed. Council did not find it fair that Napavine should pay attorney and Winlock use him at no cost and decided to do a split cost next year.

**Council member Dowell motion, Council member Contreras 2<sup>nd</sup>, passed unanimously.**

- **Council member Dowell – Motion**
- **Council member Randt -2<sup>nd</sup>**
- **Council member Svenson – Approve**
- **Council member Randt- Approve**

- **Council member – Dowell – Approve**
- **Council member Contreras – Approve**
- **Council member Allman – Approve**

**d. Winolequa Park Mobile Home**

Mayor pro tem Svenson says that the previous owners have donated the trailer to the city, with a small amount of money still needing to be paid on it in the amount of \$107.53 in taxes. Council discusses how much the city should pay on that amount due to the trailer being that it was a donation to a municipal party. Svenson says that he can contact the auditor’s office to clarify. The council decided to make a motion to be sure not to exceed the \$107.53 on the current amount of taxes, so that the work that needs to be done on the trailer can be done, and the city could get a caretaker in there.

**Council member Contreras motion, Council member Allman, 2<sup>nd</sup>, passed unanimously.**

- **Council member Contreras – Motion**
- **Council member Allman – 2<sup>nd</sup>**
- **Council member Svenson – Approve**
- **Council member Randt – Approve**
- **Council member Dowell – Approve**
- **Council member Contreras – Approve**
- **Council member Allman – Approve**

**e. Community Building Move to Executive Session RCW**

Since this is part of the executive session, council discussed moving it to the end, and then discussing, but decided on tabling it until the next meeting.

**Council member Svenson motion, Council member Allman 2<sup>nd</sup>, passed unanimously.**

- **Council member Contreras – motion**
- **Council member Allman – 2<sup>nd</sup>**
- **Council member Svenson – Approve**
- **Council member Randt – Approve**
- **Council member Dowell – Approve**
- **Council member Contreras – Approve**
- **Council member Allman – Approve**

**f. Award Statement of Qualifications for 2020 Waterline Replacement Project**

The only ones who applied were Gray and Osborne, so the council moved to motion to approve right away.

**Council member Dowell motion, Council member Contreras 2<sup>nd</sup>, passed unanimously.**

- **Council member Dowell – Motion**
- **Council member Contreras – 2<sup>nd</sup>**
- **Council member Svenson – Approve**
- **Council member Randt – Approve**
- **Council member Dowell – Approve**
- **Council member Contreras – Approve**
- **Council member Allman – Approve**

**g. Election of Mayor**

One person applied – Council member Brandon Svenson. Council member Contreras noted that it was talked about to doing this at a later date, but in the light of everything, he believes it would be best to do it this day. He stated that Svenson has been doing a good job with everything that is going on currently. He said that he would like to go ahead and make the motion to elect Brandon Svenson as mayor.

**Council member Contreras motion, Council member Randt 2<sup>nd</sup>, passed unanimously.**

- **Council member Contreras – Motion**
- **Council member Randt – 2<sup>nd</sup>**
- **Council member Svenson – Approve**
- **Council member Randt- Approve**
- **Council member Dowell – Approve**
- **Council member Contreras – Approve**
- **Council member Allman – Approve**

**h. Correspondence – Jonathan Meyer Letter, Collective Bargaining Agreement**

Council discusses Meyer, who is the prosecuting attorney in in Lewis County. His professionalism, or lack there of, was noted. Council member Dowell says that he would like county commissioner to review his letter and have a talk with him about his professionalism. Council member Randt stated that he agrees on the subject of Meyer’s professionalism. Svenson asks if there is anything else. There is nothing else and at this time, newly elected mayor Svenson states that he would like to move into executive session. He asks if 15 would suffice.

**Executive Session RCW**

Executive session was moved to the end of the council meeting and lasted for 15 minutes. It ended at 7:38 pm.

Sam Satterfield was present via telephone. Council member Dowell thanked Satterfield, Kelly, and others for their years in service to Winlock, and wishes them well in their endeavors to come. The rest of council also said thank you.

Contreras then makes the motion to adjourn.

**Council member Contreras motion, Council member Randt 2<sup>nd</sup>, passed unanimously.**

- **Council member Contreras – Motion**
- **Council member Randt – 2<sup>nd</sup>**
- **Council member Svenson – Approve**
- **Council member Randt – Approve**
- **Council member Dowell – Approve**
- **Council member Contreras – Approve**
- **Council member Allman - Approve**

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

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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)*