

March 27, 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

**City council Meeting
March 27 ,2023**

1. CALL TO ORDER

Mayor Brandon Svenson called the meeting to order at 6:01 pm

2. DETERMINATION OF QUORUM

Mayor Svenson, Present, Marty Poirrier, present, Council Position #1; Eric Contreras, Absent, Council Position #2; Lonnie Dowell, Present, Council Position #3, Jeremy Allman, Present, Council Position #4 Lindsey Alvord, Present, Council Position #5. Employees present City Clerk, Penny Jo Haney and, City Attorney, Marissa Jay. ***Please note that Council member Contreras could not attend the meeting via telephone due to ToledoTel system failure.***

3. Flag Salute

Mayor Svenson led the flag salute.

4. APPROVAL OF AGENDA

Council member Jeremy Allman motioned to amend the agenda adding C. to staff reports and F. to the Agenda – TIB Grant. Second, by council member Marty Poirrier, Motion Passed unanimously.

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

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5. OLD BUSINESS

No old business to report at this time.

6. MAYOR COMMENTS

Mayor Svenson commented that sadly Jeanie Emmenegger passed away this past week. She was a wonderful part of our community. Jeanie always worked hard to make Winlock beautiful. Jeanie was very selfless. Jeanie will definitely be missed. Mayor Svenson would like to make a memorial for Jeanie at the Volunteer Park.

7. COUNCIL COMMENTS

Council member Alvord expressed appreciation to the Police Chief and his officers, as she has noticed them patrolling more and keeping everyone safe.

8. COMMITTEE REPORTS

A. Finance - Council member Poirrier reports everything seems to be tracking well.

B. Grants – Have not heard anything from Amy at this time.

C. Parks – Kirsten provided the Council with pictures of Winolequa Park’s roadway. The Pictures showed the roadway in need of repair. Council member Poirrier commented that Kirsten is doing a great job and is a great asset.

9. REPORTS –

A. Kirsten Stalnaker – Parks (Written Report Provided)

B. Penny Jo Haney – Audit

Penny Jo reports we are in a three-year audit for 2019, 2020, and 2021. The process is going very well. We have provided the required information. We anticipate being finished at the end of April. We will have our first entrance meeting in early April.

C. Robert Webster – Community Development & Planning Director

A resident that resides at Cedar Court in Winlock contacted Robert about an RV parked halfway on the roadway at a neighboring resident. Robert filed a report, and they will have twenty-one (21) days to remove the RV by the date filed.

10. Public Comment-

Kathy Chastain - Ms. Chastain was wondering if Shambaugh Estates is a low-income housing development. She also asked about the possibility of burn permits in the UGA.

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11. CONSENT AGENDA

- a. Approval of Vouchers for March 27, 2023, for \$82,365.09
- b. Approval of Minutes from March 13, 2023

Council member Lonnie Dowell motioned to approve the Consent Agenda with corrections. Seconded, by Council member Jeremy Allman, motion passed unanimously.

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

12. AGENDA

a. **April Pennington, The Club – Egg Day Street Dance** - April proposed approval to extend the footage of chain link fencing that blocks off the area for Egg Day Street dance. ***Council member Lonnie Dowell motioned to approve the Club Street dance pending Fire Chief and Police Chief approval. Seconded, by council member Jeremy Allman, Motion passed unanimously.***

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

b. **Adopt County Fee Schedule** – Council discussed adopting the County fee Schedule ***Council member Jeremy Allman motioned to table adopting County Fee Schedule, Seconded by Council member Marty Poirrier, motion passed unanimously.***

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

c. **Hogg’s Metal Building’s & Septic’s – Community Building Windows and Change Order #1.** Council member Poirrier commented that this is a change in the scope of work not in the original contract, the amount is still \$75,244.40.

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Council member Marty Poirrier motioned to approve Hogg's Septic's change order #1. Seconded, by council member Jeremy Allman, the motion passed unanimously.

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

d. Ordinance No.1130 – Cargo Containers - Mayor Svenson read: AN ORDINANCE OF THE CITY OF WINLOCK, WASHINGTON REPLACING WINLOCK MUNICIPLE CHAPTER 18.45 OF THE WINLOCK MUNICIPLE CODE PROVIDING FOR THE PLACEMENT OF CARGO CONTAINERS AS ACCESSORY STORAGE FOR THE PLACEMENT OF CARGO CONTAINERS AS ACCESSORY STORAGE BUILDINGS; REPEALING ORDINANCE NO. 1059 AND PROVIDING FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE. *Council member Jeremy Allman made a motion to adopt Ordinance No. 1130. Seconded, by council member Marty Poirrier, motion passed unanimously.*

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

e. Ordinance No. 1131 – Cancel Consumer Deposits - Mayor Brandon Svenson read: AN ORDINANCE OF THE CITY OF WINLOCK, WASHINGTON REPEALING SECTIONS OF WINLOCK MUNICIPLE CODE CHAPTER 13.10; AMENDING ORDINANCE NO. 1065 AND 1058 AS NECESSARY; AND PROVIDING FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE. *Council member Marty Poirrier made a motion to approve Ordinance No. 1131. Seconded, by council member Jeremy Allman, Motion passed unanimously.*

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

f. TIB Grant – TIB is working with multiple cities and Devin Jackson, Engineer to do a large chip seal project. *Council member Marty Poirrier motioned to authorize the \$15,000.00 dollars in funding to TIB for 5% match grant. Seconded by council member Jeremy Allman, motion passed unanimously.*

- ***Council member Poirrier- Motion***
- ***Council member Allman - Second***
- ***Mayor Svenson – N/A***

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- **Council member Contreras – Absent**
- **Council member Dowell - Approve**
- **Council member Alvord – Approve**

13. Mayor Svenson recessed the regular meeting at 6:48 pm to go into Executive Session for thirty (30) minutes to discuss Litigation. Mayor Svenson returned to the regular meeting at 7:18 pm. Mayor Svenson stated they discussed litigation, and no decisions were made.

14. Taxes For 100 SE Front Street – Council member Dowell questioned the amount the taxes are. Penny Jo replies they are about \$1,500.00 for 2020. Council member Lonnie Dowell made a motion to approve paying taxes for one (1) year on the 100 SE Front St. property. Seconded, by Council member Marty Poirrier, motion passed unanimously.

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

15. Council member Lonnie Dowell motioned to adjourn the meeting. seconded by Council member Marty Poirrier, the motion passed unanimously. The meeting adjourned at 7:10 p.m.

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

The Mayor adjourned the meeting at 7:20 pm.

Brandon Svenson, Mayor

Attest:

Penny Jo Haney, City Clerk