

CITY OF WINLOCK
SPECIAL CITY COUNCIL

Council Meeting – 6:00 PM

May 11, 2020

1. CALL TO ORDER

Mayor Svenson called the meeting to order at 6:00 p.m.

2. DETERMINATION OF QUORUM

Council Members Present: Vacant, Council Position #1, Eric Contreras, Council Position #2, Lonnie Dowell, Council Position #3, Jeramy Allman, Council Position #4, Anne Randt, Council Position #5.

Employees Present: Penny Jo Haney, Deputy Clerk; Stormy Bradley

3. FLAG SALUTE

Mayor Svenson led the flag salute.

4. Swearing in of Judge Joseph Mano

Joseph Mano is sworn in. Judge Mano was congratulated afterwards.

5. Executive Session – Pending Litigation RCW42.30.110(1)(i)

Mayor Svenson stated at 6:33 pm that he was recessing the regular meeting to go into executive session to discuss a pending litigation per RCW42.30.110(1)(i) that would take 20 minutes.

Mayor Svenson resumes regular meeting at 6:53 pm and states that no actions were taken in executive session.

6. Approval of Agenda

Councilor Randt motioned to approve the Agenda as written, councilor Dowell 2nd, motion passed unanimously.

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

7. Old Business

- a. **Community building.**

Mayor Svenson opens with a refresher on their last discussion about how much the rent and utilities should be on the apartment in the community building. Jim Buzzard, City Attorney was present to answer any questions in regard to this.

Council member Randt asks if there would be an advertisement for the apartment. Mayor Svenson states that currently there is a resident in the apartment. Buzzard states that currently under Governor Inslee's executive order, no evictions can be done until June 4th, or later. Part of that order is that nothing can be done with contracts either during that time (which is currently being discussed.) He says that it is within thirty (30) days of June 4th right now. What the city can do, is prepare a letter to send to the resident stating that they will be preparing a new contract after that time. Buzzard says that fair market value of the apartment, and what caretaking tasks the resident will be doing should be taken into consideration. He says another important requirement is that this is not a residential landlord agreement. It is exempt from that. The occupancy in that dwelling is tied to doing employment for the landlord.

Council member Dowell says that even if this previous contract were signed by the previous Mayor without council approval, would they be acknowledging that this was a valid agreement. (It is agreed that it is not valid) Jim Buzzard says that is correct, but that the current eviction order overlays that.

Council brought up the park caretaker agreement for reference. Mayor Svenson states that the contract is different now than it was before because the city now owns the trailer. The Mayor states that both contracts need to be looked at again and gone over.

Council discusses both contracts as they are, and how they could be.

Council member Contreras asks what the size of the apartment is. Deputy Clerk Haney states that it is 770 square feet.

Mayor Svenson asks if anyone has an idea of a fair market value in Winlock on an apartment of that size. Council discussed and decided that about \$600 for an apartment that size sounds about right. Looking at the caretaking duties, council member Contreras thinks it would be a good idea to put on cap on that.

Jim Buzzard advises the Council that both the city and the resident need to have an opportunity to terminate contract if either party would like to for any reason.

The council discusses the logistics of caretaking duty hours and duties.

Mayor Svenson suggests the council stop by the property and decide what duties may be appropriate.

Mayor Svenson says that he would like to entertain a motion to send the current resident at the community building an informational only letter stating that changes or termination to the contract may be considered in the future.

Councilor Allman motioned to send the resident the letter, Councilor Contreras 2nd, passed unanimously.

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

8. Mayor Comments

Mayor Svenson openly thanked everyone in Winlock for sticking it out through this pandemic. He recognizes everyone for sticking it out and doing their best through it. He sent thanks to the volunteers at the food bank, the school, and the seniors who are helping get extra food out to those in need and continuing to work so that our children's education can continue.

The Mayor announced that the City of Winlock will be receiving \$40,000 from the Care Act. At this time small business loans are being looked at to offer assistance to those who have been affected.

9. Council Comments

Council member Anne Randt asked if Ken Wilks has been reimbursed for the \$312.16. Mayor Svenson stated that yes, he has.

Council member Contreras asked about the park caretaker trailer. Svenson stated new paperwork is currently being written up.

10. Staff Report

Deputy Clerk, Penny Jo Haney reminds the council that the next meeting on the 25th is a holiday, and it will perhaps need to be moved to a Tuesday. Council agrees that this is the plan.

11. Public Comments

Mayor Svenson asked if anyone is online and would like to speak, to press 1 to unmute, and state their name.

Lindsey Pollock spoke on the Cares Act and Funding. She was in on the budget meeting. She tells the council that the state is requiring all reimbursements to be submitted by October 31. She says that she will be keeping a watch on that, and keep the city informed on any new information as needed.

There were no other comments.

12. Consent Agenda

a. Approval of Vouchers May 18, 2020 in the amount of \$91,329.15

Council member Randt asks about the capital improvement plan and the \$17,000 that Rodney Cecil has requested for a blower and pump. The vouchers tonight show a total of \$17,466.66. Randt asks if the extra \$466.66 was taxes. Mayor Svenson believes that it was not the taxes, but the final bill.

Councilor Randt then asks about Department of Enterprise on page 6. There are 3 laptop computers. Deputy Clerk Haney says that they are the laptops for the officers' vehicles.

Ms. Randt also asks about a last payment from a party (name unclear in recording) Mayor Svenson confirmed that yes it was the last payment.

There were no further comments.

b. Approval of Minutes for Council Meeting of January 13, 2020

There were no comments.

Council member Lonnie Dowell moved to approve the consent agenda. Council member Randt 2nd passed unanimously.

- **Council member Lonnie Dowell – Motion**
- **Council member Anne Randt – 2nd**
- **Brandon Svenson – N/A**
- **Council member Anne Rant – Approve**
- **Council member Lonnie Dowell – Approve**
- **Council Member Eric Contreras – Approve**
- **Council Member – Jeremy Allman Approve**
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13. Agenda (Discussion and/or Action)

a. Contract Award for SE First Street – Jon Hinton, Gray and Osborne

Mr. Hinton informs Council that on Friday April 24th, Winlock received nine (9) bids for the SE 1st Street improvement rebid project. Barcott Construction from Chehalis was the lowest bidder and appears to have the relevant qualifications.

Mayor Svenson asks if there is any other discussion.

Council member Randt moved to approve the construction bid from Barcott Construction, Council member Contreras 2nd, motion passed unanimously.

- Council member Anne Randt – Motion
- Council member Eric Contreras – 2nd
- Mayor Brandon Svenson N/A
- Council member Anne Randt – Approve
- Council member Lonnie Dowell – Approve
- Council member Eric Contreras – Approve
- Council member Jeramy Allman – Approve

14. Correspondence – Liquor License Renewals, City Vision, MRSC Research News

Councilor Randt if there we other businesses up for renewal. Mayor Svenson stated that it was just the two (2). Mayor Svenson asks if anyone is apposed to either of these. No one was opposed.

Council member Contreras moved to approve the liquor license renewals, council member Allman 2nd, motion passed unanimously.

- Council member Eric Contreras – Motion
- Council member Jeramy Allman – 2nd
- Mayor Brandon Svenson – N/A
- Council member Anne Randt – Approve
- Council member Lonnie Dowell – Approve
- Council member Eric Contreras – Approve
- Council member Jeramy Allman – Approve

15. Adjournment

Council member Contreras moved to adjourn at 6:41 pm. Council member Allman 2nd , motion passed unanimously.

- Council member Eric Contreras – Motion
- Council member Jeramy Allman – 2nd
- Mayor Brandon Svenson – N/A
- Council member Anne Randt – Approve
- Council member Lonnie Dowell – Approve
- Council member Eric Contreras - Approve
- Council member Jeramy Allman - Approve

Brandon Svenson, Mayor

Attest:

Penny Jo Haney/Deputy Clerk

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