

CITY OF WINLOCK
CITY COUNCIL
REGULAR COUNCIL MEETING – 6:00 PM
June 28, 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. DETERMINATION OF QUORUM

Marty Poirrier, Council Position #1; Eric Contreras, 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; Robert Webster, Community Development, Marissa Jay, City Attorney

2. Call to Order

Mayor Svenson called the meeting to order at 6:00

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 Marty 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

5. Old Business -

a. Dollar General

Mayor Svenson says that he has nothing new on Dollar General and asks if there is any other old business. Council member Poirrier is glad about the new stop sign at Benton & Washington. Council member Randt asks if there is new information on the impact fees, and there is not.

6. Mayor Comments

Mayor Svenson states that Nutter Corporation is still doing a great job and that Egg Day was fantastic. There were a lot of people, everyone was in good spirits. The officers had no issues, and the businesses did really well that day.

7. Council Comments

Council member Eric Contreras brought up the Fall Festivals that used to take place at the community building in the 1980s and 1090s that involved a little indoor carnival and games with prizes for the kids. He would like to get something like that started again. It sounds like maybe the PTA used to host it. There is currently no PTA so Contreras is going to see how many student volunteers he can get together to help run it.

Council Jeramy Allman thanks all the people who came out for Egg Day and all the businesses who were open for it.

Anne Randt said that Holly and Riley did a fantastic job on the egg salad sandwiches for Egg Day. Mayor Svenson said that he missed out on that because he was busy with a hard-boiled egg eating contest. Svenson also mentioned that the Egg Day Committee did a great job.

8. Committee Reports

a. Finance

Council member Allman said that things are still looking good. Sales and uses are up. Things are not quite where they would like it to be, but with the summer months coming up, things should catch up. Allman also said that there is talk of new building coming in.

b. Grants

Council member Contreras says that there are some grants for parks that he is looking into and that he is also still looking into internet.

Council member asks about grants that Devon Jackson is working on and Svenson states that he has not had time to start on them yet but hopefully will be able to in time for the deadline.

c. Parks

Council member Randt said that the Park Board met on the 7th at Winolequa Park and selected another park board member. They have been working on the Volunteer Park as well.

9. Staff Reports - None.

10. Public Comment

No Public Comments. No one on the phone, and no one present.

11. Consent Agenda

a. Approval of vouchers \$95,012.70

b. Minutes of June 14, 2021

Council member Dowell stated that he phoned in some discrepancies on page 1 and 3. Penny Jo told him that one issue was a typo. Original Minutes were revised.

Council member Jeramy Allman makes a motion to approve the Consent Agenda as written. Council member Lonnie Dowell 2nd. Passed unanimously.

- **Council member Allman – Motion**
- **Council member Dowell – 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**

12. Agenda

a. Winlock Vader Food Bank/Rowdy Rooster Handicap Space and Other NE First St. Handicap Spaces Discussion

Mayor Svenson opens the discussion. The council looked at the provided pictures of the streets and parking spaces, and proposed spaces and discussed. Mayor Svenson brought up the fact that the 15 minute and 2-hour parking limits are violated all the time.

The Rowdy Rooster would like to have a handicap spot in front of their front door which is located on the right side of the street right before the stop sign. The school district building would like to move their current handicap spot from its location on an awkward slope, to a more suitable location for that kind of spot.

As for new spots, council member Allman suggested one (1) in front of the Haunted Hostel. Some other spots that were discussed were one (1) in front of the apartments, and in front of City Hall. The council thought that it might be good to have one (1) in front of the old Firehouse Restaurant if the place opened again, but currently it is not necessary.

After some deliberation, it became a consensus that over-saturating the streets with handicap spots could be an issue. Council member Dowell stated that he would like to see the one from the school district moved as requested, the one in front of Rowdy Rooster, added, and that one in front of City Hall would be good. He thinks the one that is in front of the Firehouse restaurant should be kept.

Additionally, council member Allman mentioned that he would like to see crosswalks added in two (2) places which are from Cooks Hardware store leading to his other building, and across from Boss Hoggs. These places are both high foot traffic and people tend to dart out in front of traffic. However, crosswalks can only be placed at the end of each block and those are not the places where people are crossing.

The topic of flashing crosswalk signs was briefly discussed. Other cities such as Chehalis are using them. They are more desirable than using the orange flags but significantly more expensive to install. It was mentioned that the flags were used in Chehalis before they got the funds for the flashing lights. The discussion ended. There was no vote.

b. Rodney Funds on July 12, 2021 (Ref. Ord. 1104)

Rodney Cecil addresses council on his fund request which is about a part that needs to be replaced. It has been leaking oil and is unsalvageable. There are several more pieces like that one that have not yet been looked at and there is the possibility that they could also need to be replaced because they are the same age. This part is about \$4,000 to repair. It's about a 2-3 week turn around either way. There are ten (10) of these units and Rodney would like to start replacing two (2) a year. Rodney recommends getting a brand new one with a 2-year warranty.

Council member Marty Poirrier makes a motion to transfer the \$4,000 needed from the capitol improvement funds for the requested part, seconded by Councilor Randt, motion passed unanimously.

- **Council member – Poirrier – 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**

c. Hearing Examiner Agreement

Robert Webster addresses the council. In 2008 there was a hearing examiner, but nothing was resubmitted or redone since then. Mr. J.A. Vander Stoep was the previous examiner and will be again. This will be \$200 an hour as needed, and the customer will pay for that.

Council member Marty Poirrier makes a motion to approve signing the agreement and have Mr. JA Vander Stoep as hearing examiner, seconded by Councilor Allman, motion 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 Poirrier - Approve**

d. Vision Software Agreement

This is for the new software for Billing and Permitting. It will be a huge asset to customers and the office staff because it will provide an online bill pay option among other things. It will also streamline things for Robert Webster in community development. Council member Lonnie Dowell had some reservations; since he believes that the city already owns the software and upgrades and were supposed to have been covered. It his; however, a complete overhaul and to not purchase and use would be a setback for the city. The sticker price is high, and the council agreed that it is perhaps a little too high but also agree that it will save so much time that it will pay for itself in the long run. Council member Poirrier did have a chance to ask someone at Vision Software for clarification twice, and because he asked twice, they ended up knocking \$4,000 off the original price.

Mayor Svenson suggested to council member Dowell that he would be more than welcome to call them again and perhaps in the process they would knock any other \$4,000 off the price. Dowell decided against doing this because in the end, the software is needed, and Vision has already been waiting a few months for the City's reply.

Winlock is starting to get terribly busy and there are bigger cities with less going on with Winlock. Things are going to start getting amazingly fast paced for Robert Webster in community development.

Penny Jo Haney and Story Bradly are already scheduled to go to the training for this software in October. They will be able to come back and in turn, train anyone else.

Council member Marty Poirrier makes a motion to approve \$17,700.00 for Vison MS UB2 Billing and Permitting Software, seconded by Council member Allman, motion passed unanimously.

- **Council member Marty Poirrier – Motion**
- **Council member Allman – Approve**
- **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. Mayor Compensation (Ref. Ord. 1091)

Council member Marty Poirrier opened saying that he feels that the city has a mayor who works extremely hard and puts in a lot of hours for the city. He goes above and beyond in many ways. The suggested amount for monthly compensation is \$1,000 up from \$500.00. Council member Dowell asks if this means the next mayor would start out at that amount. It would not. There will be no change to the ordinance that says the mayor starts out at \$500.00. This would just be a pay increase for the current mayor.

City Attorney Marissa Jay advises the council that they will need to write up a new ordinance to reflect the Mayor's new pay. The council agrees to table until the new ordinance is written, and then to vote on it at that time. It will be written so that the new mayor will start out at \$500.00.

Council member Marty Poirrier makes a motion to table Mayor Compensation until next meeting, seconded by Council member Contreras, motion passed unanimously.

- **Council member Marty 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**

f. Ratify Funds, Office of Financial Management. (OFM. Local Fiscal Recovery Funds)

These are COVID funds. Mayor Svenson stated that he went to the finance committee on this, and they said that it needed to get done in a timely manner and at the time of this council meeting, the funds have been received.

Council member Jeramy Allman motions to accept the Local Fiscal Recovery Funds from OFM, seconded by Council member Poirrier , motion 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**

g. Grand Prairie Reduced Speed Limit 25 mph to 10 mph.

Mayor Svenson talked about the request to lower the speed limit in Grand Prairie from 25 to 10 mph. Svenson said that he feels 10 makes sense because at 15, most people are still going to go 20 and that is just under 25, and at 10 they will likely be going 15 and that is still ok though still kind of fast. A lot of the streets and alleys in Grand Prairie are very narrow and there are a lot of young children playing in the area.

Council member Jeramy Allman makes a motion to reduce the speed limit in Grand Prairie from 25 to 10, seconded by Council member Eric Contreras, motion passed unanimously.

- **Council member Allman – 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**

h. Confirm Hire of Part-Time Administrative Clerk

City Attorney Marissa Jay advises council that the city be neutral when they refer to the union. They cannot ask the employee to opt in. The employee must opt in on their own. Mayor Brandon Svenson asks if there are any questions. There were no others.

Council member Lonnie Dowell makes a motion to hire Kirsten as the part-time administrative clerk, seconded by Council member Jeramy Allman, motion passed unanimously.

- **Council member Dowell – 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**

13. Correspondence

- a. **Financial Statements As of May 31, 2021**
- b. **AWC City Voice**
- c. **AWC Legislative Bulletin**

14. Adjournment

Council member Contreras makes a motion to adjourn, seconded by Council member Anne Randt, motion passed unanimously. The meeting adjourned at 6:53 pm

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

Brandon Svenson, Mayor

Attest:

Penny Jo Haney, Clerk-Treasurer