

CITY OF WINLOCK
CITY COUNCIL
REGULAR COUNCIL MEETING – 6:00 PM
June 14, 2021

Public Hearing 6:00 PM
CDBG Waterline Replacement Project
To review Final Project Performance, Presented by
Jon Hinton, Gray and Osborne

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

Mayor Svenson Opened the Public Hearing at 6:00 PM for the CDBG Waterline Replacement Project Review final project performance presented by Jon Hinton, Gray and Osborne.

No one signed up or were present in person or via teleconference.

Mr. Hinton stated he recommends Council acceptance for the 2019 water system improvements at total construction costs of \$498,295.05. \$750,000 grants from CDBG were spent. The project is being closed out now. It is recommended that it be closed out so the next project can begin.

Since there was no one in attendance to speak, Mayor Svenson closed the Public Hearing at 6:02 pm.

1. CALL TO ORDER

Mayor Svenson called the Regular Council Meeting to order at 6:03 pm

2. DETERMINATION OF QUORUM

Marty Poirrier, Council Position #1; Eric Contreras, Council Position #2; Jeremy Allman, Council Position #4; Anne Randt, Council Position #5, Lonnie Dowell, Council Position #3-Absent

Others Present: Kirsten Stalnaker, Filling in for Clerk Treasurer Penny Jo Haney; Robert Webster, Community Development, Jim Buzzard City Attorney

FLAG SALUTE

Mayor Svenson led the flag salute.

3. Approval of Agenda

Council member Jeremy Allman motions to approve agenda. Council member Eric Contreras 2nd. Passed unanimously.

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

- **Council member Contreras – 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**

4. Vote to Excuse Councilman Dowell

Council member Eric Contreras motioned to excuse Councilman Dowell. Council member Jeremy Allman 2nd. Passed unanimously.

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

5. Old Business

Council member Contreras said that the graduation parade went really well and thanked everyone who showed up to support it. A reminder that Egg Day is this weekend and that the parade starts at 11:00 am.

6. Mayor Comments

Mayor Svenson says that the sewer lines are progressing well and on schedule. Nutter Corporation is doing a very good job.

The first bill with the .09 County funds were submitted.

The high school graduation parade went well.

Svenson also said that if they could get some volunteer help before this weekend, before Egg Day with last minute clean up that would be awesome. Svenson also gave a shout out to Kenny and Greg for all of their hard work preparing for Egg Day. The flower baskets are looking fabulous.

7. Council Comments

Council member Anne Randt brought up the Rowdy Rooster. They would like to make the first parking space in front of their door a handicap parking space. Council member Allman said that the ordinance

would need to be changed. Randt asks if it could be put onto the agenda for the next meeting and Mayor Svenson said of course.

There were no other council comments.

8. Staff Reports

Chief Valentine read the report of calls/responses the Police Department had in May 2021.

For the month of May. 2 abandoned vehicle, 7 agency assist, 1 alarm, 5 animals, 1 assault, 8 attempt to contact, 2 civil issues, 5 disorderly dispute, 3 DUI, 1 hang up, 2 harassment, 1 legal burn, 15 information, 1 noise complaint, 1 rape, 1 scam information, 3 suspicious, 2 tagged vehicles, 4 thefts, 27 traffic, 3 trespassing, 1 vehicle theft, 2 vehicle prowl, 3 warrants.

Valentine said that he should have the standard operating procedures (SOP) to the council next month.

9. Public Comment

Tim White with Small Acts of Kindness updated the council. White talks about a very long flower bed that will be installed along the entire length of the Plaza where the flags are currently located. 98 foot long. 6 feet wide for the whole length. White is asking the council for permission on the flower bed. They will also be taking down the fence around the egg and re-painting it.

There will be a post on the forum where people can put a perennial in the flower bed in honor of a passed loved ones. This is what the flower bed will be for. White hopes to have it all in, in less than a month.

Small Acts of Kindness will be dissolving after these projects. These projects will be their last acts before dissolving and working directly with the Lions Club.

Mayor Svenson asks if anyone would like to make a motion to allow Small Acts of Kindness to do these improvements. White asks if he needs any permits for any of this. Robert Webster said that he does not for these things.

Council member Anne Randt makes a motion to allow Small Acts of Kindness to do the improvements to the Plaza and the Egg Park. Council member Jeramy Allman 2nd. Passed unanimously.

- ***Council member Randt – Motion***
- ***Council member Allman – 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***

10. Consent Agenda

- Approval of vouchers \$369,950.52**
- Minutes of May 24,2021**

Mayor Svenson asks if anyone has any questions on the vouchers. Some council members did not have that in their packets and so council took a moment to share papers and look at vouchers.

Council member Allman said that the only thing that stuck out to him was a lot of old stuff from Gray and Osborne but that he had gone over it with Mayor Svenson previously and that it's just some stuff that still needs to be processed.

Council member Jeramy Allman motions to approve vouchers in the amount of \$ 369,950.52. Council member Anne Randt 2nd. Passed unanimously.

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

11. Agenda

- Jon Hinton, Gray and Osborne – CDBG #16-62210-039 Waterline Replacement Closeout**

Hinton addresses council and says that that the public hearing has been had and no one objected, he recommends acceptance of the project as complete.

Council member Allman asks if anyone has any questions about it. No one did.

Council member Jeramy Allman motions to accept the project as complete. Council member Eric Contreras 2nd. Passed unanimously.

- ***Council member Allman – Motion***
- ***Council member Contreras - 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***

b. Jon Hinton, Gray and Osborne – 2019 Waterline Replacement Amendment #4

The final remaining grant amount \$36, 797.00 There were 4 outstanding Willamette Culture bills for projects close to Olequa Creek. Amendment #4 is to make the contract current and request the funds to get those invoices paid. Hinton says that if the mayor wants to wait to sign until funds from CDBG come in that would be fine.

Randt asks to confirm the dollar amount of \$36,797.00. It was confirmed.

Mayor Svenson entertains a motion to accept amendment #4 to contract for professional engineering services with Gray and Osborne and for himself to sign it.

Council member Jeramy Allman motions to accept. Council member Anne Randt 2nd. Passed unanimously.

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

Mayor Svenson asks Hinton if he could update the Council on the Jones Rode Slide Project before he goes. Hinton stays to update the council. Some drawings were prepared and submitted to Ecology and Weyerhaeuser. Weyerhaeuser did not like that they were proposing to just put in a small retaining wall. They wanted all the slide debris to be pulled off of the hillside above the roadway. Hinton had the geo tec come out and write out a report as to why that was not a good idea. During the slide, there was a part of the existing road that went down the hill when the slide occurred. The report says that enough of the existing slide material needs to be removed to build back a retaining wall and straighten the road and alignment a little bit. That report was submitted to Ecology and Weyerhaeuser, and we are waiting to hear back from both.

Svenson asks if there were any questions relating to this. There were none.

c. Shoreline Management Plan – Brad Medrud, Consultant

Brad Medrud goes over the Shoreline Management Plan presentation from the booklet with the Council. Some of the topics covered were the zoning which are a little different from the State, the updates that the State law requires, the two (2) creeks, Olequa and King, that fall under the Shoreline Management Plan, the boundaries and zones, public engagement, a checklist for all of the things that have changed on the State level, shoreline clean ups, language clarification, and changes to municipal code among other things.

The recommendation is that it be accepted as written. The next step would be to send it on to Ecology.

Svenson said that he had a resolution 2021-04

A resolution of the City of Winlock WA accepting the proposed city Shoreline master program and would submit it to the Washington State Department of Ecology.

Svenson asks if there were any questions. There were not but the Council did thank Mr. Medrud.

Council member Marty Poirrier makes a motion to approve resolution 2021-04 accepting the proposed Shoreline Master Program. Council member Anne Randt 2nd. Passed unanimously.

- ***Council member Poirrier – 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***

d. Rodney Cecil – Fund Request

Rodney Cecil addressed the Council on the first item which is a refund request for Rusty Jordan who lives up on Washington Street. It is about a side sewer that goes down to Walnut Street and goes through everyone's back yard and gets backed up. Rotor Rooter came out and flushed it. Rusty Jordan is wondering about getting his money (\$342.53) that he paid Rotor Rooter back since this line does go way off his property. Council member Poirrier asks how the sewer issue itself can be fixed. Cecil explains that they will have to start digging around until they can find where it ends unless running a camera down there can find it. Council member Allman asks if it would not be easier and cheaper to re-route it. Cecil hopes to correct it before it happens again. It has happened before, but Jordan did not make contact about those times.

Council member Allman motions to approve the \$342.53. Council member Contreras 2nd. Passed unanimously.

- **Council member Allman – Motion**
- **Council member Contreras – 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**

Cecil moves on to the second item. He is asking for \$2,200 out of capital improvement to cover the cost of some equipment. There is a screw that has been welded a few times and has broken every time. Cecil explains that there is lag time due to Covid of about 15 weeks. He ordered two (2) of them because if something went wrong during winter it would be really difficult.

Council member Poirrier makes the motion to accept \$2,221.16 from the capital improvement fund. Council member Allman 2nd. Passed unanimously.

- **Council member Poirrier – Approve**
- **Council member Allman – 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**

The third item Cecil brings to the council is about the high core screen that broke down. This is to rebuild the screw press. It will not make it through the winter without these new parts.

Council member Anne Randt makes a motion to approve from the capital improvement fund \$6,600.00 for a new high core screen. Council member Eric Contreras 2nd. Passed unanimously.

- **Council member Randt – Motion**
- **Council member Contreras – 2nd**
- **Mayor Svenson**
- **Council member Randt – Approve**
- **Council member Dowell – Absent**
- **Council member contras – Approve.**

- **Council member Allman – Approve**
- **Council member Poirrier – Approve**

The final item that Cecil brings to the council are two (2) quotes to build out on the 603 well. It is about ready to blow apart. There will be all new piping among other things. There was talk of help on other wells but that is not in the quote. Council member Contreras tells Rodney that if he can get that last part about the help with other wells in writing, he would approve it.

Mayor Svenson asks which well produces the most water. Cecil says that it is the 603 well.

Cecil will be back in two (2) weeks to discuss this with council. This will be coming out of capital improvement.

Council member Jeramy Allman makes a motion for \$4,500 to come out of the capital improvement fund for the 603 well rebuild. Council member Anne Randt 2nd. Passed unanimously.

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

b. Dollar General, Traffic Impact Analysis – Robert Webster

Jim Buzzard told Council that he had a meeting with Dollar General’s attorney about the status. After the meeting, their attorney sent Buzzard an email with all of the information that they had received from the City. Buzzard compared what he had received from the City. Where it currently sits is they will get into contact with Dollar General’s attorney and inform them of the information that the City needs to allow the project to progress. Buzzard does not see a reason then, at this time, for the traffic impact analysis and requests to strike traffic impact analysis, and to keep Dollar General on the agenda as old business. If it’s under old business, then the council can be updated as necessary as it goes along.

Mayor Svenson asks for a motion to table Dollar General.

Council member Allman makes a motion to table Dollar General. Council member Eric Contreras 2nd. Passed unanimously.

- **Council member Allman – Motion**
- **Council member Contreras 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**

e. Revision to Part – Time Clerical

This revision is to add \$.15 to the previously proposed hourly wage of the part-time clerical position which was at the minimum wage of \$13.69. After discussion with the union, it appears that their starting wage is actually \$13.84. Council member Poirrier states that if that is what it says, he is fine with it.

Council member Marty Poirrier makes a motion to adjust the part time clerical wage to \$13.84. Council member Randt 2nd. Passed unanimously.

- **Council member Poirrier – 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**
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12. Town Hall Meeting.

Mayor Svenson said that they were planning on having town hall meetings but then Covid hit. Now they are going to start them up again and are thinking of having the first one on July 7th at 6:00 pm at the Community Building on a Wednesday. Council discussed whether to do it at City Hall or Community Building, and it was decided to have it at City Hall, for the first one and see how it goes from there.

Council member Jeramy Allman motions to have a Town Hall meeting at 6:00 pm on July 7th at the council chambers.

- **Council member Allman – Motion**
- **Council member Contreras – 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**

13. Correspondence

- a. **AWC City Voice**

14. Adjournment

Council member Contreras makes a motion to adjourn. Council member Anne Randt 2nd. 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