

CITY OF WINLOCK  
CITY COUNCIL  
COUNCIL MEETING – 12:00 p.m.  
August 24, 2020

1. CALL TO ORDER

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

2. DETERMINATION OF QUORUM

Council Members Present: Jeramy Allman, Eric Contreras, Anne Randt, Lonnie Dowell and Marty Poirrier

Employees Present: Rodney Cecil, Water/Sewer Super., Penny Jo Haney, Deputy Clerk

3. FLAG SALUTE

Mayor Svenson led the flag salute.

4. APPROVAL OF AGENDA

***Councilor Poirrier moved to amend the Agenda of 10.a Vouchers from \$152,639.85 to \$152,814.85, seconded by Councilor Allman, motion passed unanimously.***

5. OLD BUSINESS

Councilors Randt, Allman and Contreras asked about various issues with the Park (i.e., trailer title, remodel of trailer and Park Board applicants. Mayor Svenson stated that the Title to trailer is being mailed to us now, that Kenny will begin working on the trailer remodel when he returns from vacation and that the Park Board applications have been forwarded to the Park Board for review.

6. MAYOR COMMENTS

The Mayor stated that the First Street project is moving along well, that curbs are now in, and sidewalks will be started this week. He encouraged the Council to view the progress.

He stated that the Tennessee Bridge abutment project is underway and on track.

7. COUNCIL COMMENTS

Councilor Allman stated that Mickelsen Park Roadway is looking good and that the Church has started.

8. STAFF REPORTS – No reports

9. PUBLIC COMMENTS – No Comments

10. CONSENT AGENDA

- a) Approval of Vouchers in the amount of \$152,814.85
- b) Approval of Minutes for Council Meeting August 10, 2020, and Special Meeting August 13, 2020

***Councilor Dowell moved to approve the Consent Agenda as previously amended, seconded by Councilor Poirrier, motion passed unanimously.***

## 11. AGENDA

- a) **EMERGENCY OPERATIONS CENTER (EOC) UPDATE** – Andy Caldwell, Lewis County Emergency Operations Center Director introduced himself and provided an overall view of what the Emergency Management group entails. He wanted to let them know that he is EMS director working on their behalf, and to call on him as needed. He said to let him know if we needed supplies during the COVID duration. Mr. Caldwell also provided the most up-to-date statistics and prevention available from the CDC.
- b) **EMAIL & DOMAIN NAME UPDATE** – Ed Schonack was available via teleconference to explain his role in assisting the City in moving into a different email system, explaining the pros, benefits and costs for doing so. The City would also move from being ToledoTel.com to cityofwinlock.com. He presented from the Reseller, LiftOff a cost of \$4,080.00 for 17 licenses (that is the current number of email users we have inclusive of Council). It moves the City to government Office 365 Plan G3, with an annual cost of \$4,080.00, with additional fees for Ed to get the City set up. After a period of discussion and questions, ***Councilor Poirrier moved to approve the LiftOff proposal in the amount of \$4,080.00, seconded by Councilor Allman, motion passed unanimously.***
- c) **SUGGESTED CHANGES TO ORD. 1018, WATER & SEWER GUIDELINES** – Rodney Cecil addressed some of the items that he would like to see revised in the guidelines. After discussion it was determined that Ms. Jay, Attorney would review and revise with Mr. Cecil's input, and create an ordinance to repeal Ord. 1018, and will present at the next Council Meeting.
- d) **SUGGESTED CHANGES TO ORD. 953, CROSS CONNECTION AND BACKFLOW PREVENTION** – Rodney Cecil provided items that he would like to see revised in the Cross Connection and Backflow Prevention. Ms. Jay, Attorney will review and revise with Mr. Cecil's input, and create an ordinance to repeal Ord. 953, and will present at the next Council Meeting.
- e) **.09 FUNDS AMENDMENT & AUTHORIZE MAYOR TO SIGN (TABLED FROM 8-10-2020)** – Mayor Svenson stated that these are funds that the Council had already approved that would go to EDC for which EDC has already begun spending in anticipation to secure the \$3,000,000 for the sewer expansion. He said that he'd spoken with Jon Hinton from Gray & Osborne about other needs for the funds but has not gotten further feedback. It is the Mayor's opinion that the .09 funds should go to EDC for the sewer. ***Councilor Allman moved to authorize the .09 Funds Amendment and the Mayor to sign, seconded by Councilor Dowell, motion passed unanimously.***
- f) **HISTORIC & PRESERVATION COMMISSION (TABLED FROM 8-10-2020)** – Councilor Poirrier stated that since the last meeting he has done further research and noted that the City's Comprehensive Plan specifically includes a Historic & Preservation Commission. He included

specific changes that he thought should be included, but not for an action this evening. After discussion Mayor Svenson entertained a motion to table until the next meeting. ***Councilor Poirrier moved to table this item until the September 14<sup>th</sup> meeting, seconded by Councilor Allman, motion passed unanimously.***

- g) **POLICE STANDARD OPERATING PROCEDURE (SOP) PROGRESS UPDATE** – No report at this time
- h) **TREE REMOVAL, NE SECOND ST. (TABLED FROM 8-10-2020)** – Mayor Svenson stated that he had not received the email from the second vendor. ***Councilor Allman moved to Table this item until the September 14<sup>th</sup> meeting, seconded by Councilor Poirrier, motion passed unanimously.***

**12. CORRESPONDENCE** – No correspondence

**13. ADJOURNMENT** – ***Councilor Allman moved to adjourn the meeting, seconded by Councilor Contreras, motion passed to adjourn the meeting at 7:09 p.m.***

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Brandon Svenson, Mayor

Attest:

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Penny Jo Haney/Deputy Clerk

*Note: For audio details of the meetings please visit [www.avcaptureall.com](http://www.avcaptureall.com)*