

CITY OF WINLOCK
CITY COUNCIL
REGULAR COUNCIL MEETING – 6:00 PM
August 9, 2021

1. DETERMINATION OF QUORUM

Mayor Svenson, Absent, Marty Poirrier, Council Position #1; Eric Contreras, Council Position #2; Lonnie Dowell, Council Position #3, Jeramy Allman, Council Position #4, Council Position #5, Vacant.

Penny Jo Haney Deputy Clerk, Jim Buzzard, City Attorney

2. Call to Order

Mayor Pro-Tem Jeramy Allman called the meeting to order at 6:00

3. FLAG SALUTE

Mayor Pro-Tem Jeramy Allman led the flag salute.

4. Approval of Agenda

Council member Lonnie Dowell motions to approve agenda. Council member Eric Contreras 2nd. Passed unanimously.

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

5. Old Business

Lonnie Dowell talks about the work that the volunteers with Small Acts of Kindness did at the plaza. He says that it looks immaculate and gave a thanks to the volunteers for the hard work they put in.

6. Mayor Comments

There were no mayor comments.

7. Council Comments

Council member Lonnie Dowell said he was curious and asked how the car show at Boss Hoggs went on Saturday. Council member Eric Contreras said that it seemed like there were quite a few people

in town. He was not sure if the rain detoured anyone but there were quite a few cars and people and a big motorcycle group. He did not make it down to Boss Hoggs because he was working. Contreras gave a thank you to everyone who put it on.

8. Staff Reports

a. Police Department – Stephen Valentine

Chief Valentine was absent, Deputy Clerk Penny Jo read his report for the month of July.

1 Abandoned vehicle, 1 accident, 4 agency assists, 3 alarms, 1 animal, 3 attempts to contact, 3 civil issues, 4 disorderly disputes, 1 firework, 1 fraud, 1 hang up, 8 information, 1 juvenile problem, 2 lost property, 4 natural deaths, 1 noise complaint, 1 scam, 8 suspicious, 3 thefts, 16 traffics, and 3 warrants.

Dowell asks if it is known where the accident was in case it is something that the council needs to think about. Haney could not answer that. Dowell also asked about what was going on with the new graffiti popping up around town, Haney said that would be a question for Stormy who works in PD.

Haney said that she also had some things that she wanted to talk about. The first was that at the last meeting (where she was not present) Dowell had asked a question wanting to clarify the number of homes that were sold. She said there were 52 at the time of the report, 11 of those were builds. The 2nd thing was Boss Hoggs liquor license is set to expire in the next 90 days. She asked if anyone was averse to them renewing. No one was. The 3rd thing was the state of Washington conducted reviews of 300 cities on their wastewater treatment plant. They only issued “perfect” for 120 cities and one of those was the Winlock wastewater treatment plant. Dowell said that aside from Rodney Cecil and Marty, who else was part of it. Cecil said that James and Heather were part of it.

9. Public Comment

There was no public comment.

10. Consent Agenda

a. Approval of vouchers for \$586,140.80

b. Minutes of July 26, 2021

Dowell said that the minutes looked good, he just had a question on page 6. Paragraph before E. There was a typo and Haney said she would fix that.

Council member Marty Poirrier motions to approve the consent agenda with that correction. Eric Contreras 2nd. Passed unanimously.

- Council member Poirrier – Motion
- Council member Contreras – 2nd
- Mayor Svenson – Absent
- Council member Dowell – Approve
- Council member Contreras – Approve
- Council member Allman – Approve
- Council member Poirrier - Approve

11. Agenda

a. Sewer Funds Request – Rodney Cecil

Rodney Cecil addresses council on the fund request. The first thing he talked about was roots on Shannon Lewis Lane that have damaged a side sewer. The sewer line is about 9 to 10 feet deep, but the city is not set up to dig that far. Rodney called three (3) different companies for bids, and only one (1) company showed up, so he only has one bid. This was D.J.'s Plumbing, LLC. Dowell asks if trees are going to be cut down. Cecil says that will be needed to look at more closely. This is just for the side sewer work and once they get down there, Cecil and his crew can get down to the other parts. He is wondering about using some of the Covid money to do pay for this.

Council member Lonnie Dowell makes a motion to approve the \$6150.00 out of the Covid funds for the Columbian and Shannon Lewis Lane side sewer replacement. Contreras 2nd. Passed unanimously.

- Council member Dowell – Motion
- Council member Contreras – 2nd
- Mayor Svenson Absent
- Council member Dowell – Approve
- Council member Contreras – Approve
- Council member Allman – Approve
- Council member Poirrier – Approve

b. Ordinance No. 1109 – Design Guideline Changes

AN ORDINANCE OF THE CITY OF WINLOCK, WASHINGTON, REAFFIRMING AND AMENDING SECTIONS OF WINLOCK MUNICIPAL CODE CHAPTER 13.05; AMENDING ORDINANCE NO. 952 AS NECESSARY; AND PROVIDING FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE.

Rodney Cecil talked about Ordinance No. 1109. He would like to add a civil penalty of \$2,500 for anyone who uses a fire hydrant without city authorization. He said there could be a criminal

citation but would like to stay away from that. There is also a clause that give the city the right to negotiate special deals depending on the situation.

Dowell talks about the several times he has seen a tanker truck at Mickelsen Parkway filling up from the hydrant. He would call and ask if they had permission and usually, they don't. Cecil said that contractors sometimes use over a million gallons. He tries to accommodate them, but he is thinking that he is going to need to ask them to come down to the water sewer plant and use a specific hydrant.

Marty Poirrier makes a motion to approve Ordinance No. 1109. Lonnie Dowell 2nd. Passed unanimously.

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

c. Resolution 2021-09 Acknowledge Design Guideline Changes

Cecil said that he looked in the sewer service connection procedures. They will stay the same. What he will change will be the part that says, "in the event that the service connection is a one (1) inch or larger, and or the development is more than four (4) homes the cost of the meter shut off box will be covered by the contractor." Cecil stated that the change he would like to make there, is if it's four (4) homes or less, the city will continue to cover. He believes that it would be a smarter move for the city to do it that way.

City Attorney Jim Buzzard advises council that Cecil does have the authority to make those changes but by bringing it to council for feedback is a form a public notice.

Council member Lonnie Dowell motions to approve Resolution 2021-09. Council member Eric Contreras 2nd. Passed unanimously.

- **Council member Dowell – Motion**
- **Council member Contreras – 2nd**
- **Mayor Svenson – Absent**
- **Council member Dowell – Approve**
- **Council member Contreras – Approve**
- **Council member Allman – Approve**

- **Council member Poirrier – Approve**

Rodney Cecil quickly updates the council on Eureka 1 well. (On the issue with air being in the water and causing it to be cloudy.) He has made some adjustments. Eureka 1 has some damage down by the pump. It will eventually need to be fixed. There is some money coming in from a drought emergency and he is going to try to use some of that. Eureka 1 is one of the wells that produces the most amount of water and so it is very important to get it fixed. Dowell asked what the smartest solution would be. Drilling it deeper or drill a new well. Cecil says that needs to be looked at further. He is going to try to get it all paid for.

d. New Computer/Server Clerk's Office

Penny Jo Haney addresses council on the new computer for the clerk's office. Most of the administrative have been replaced. The quote from Comp-Prime is \$1,942.18 total after tax for new computer and software. It is important to replace this aged computer as it also operates as the server for the network.

Council member Eric Contreras makes a motion to approve the \$1,942.18 for the new computer and software for the clerk's office. Council member Marty Poirrier 2nd. Passed unanimously.

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

e. Transfer \$498,045.44 from LGIP for Nutter Corporation Estimate #3

This is the 3rd estimate request from Nutter. The last check was turned at the county within seven (7) days. All previous funds back from the county are transferred back to the LGIP. So far, this has been working very well.

Lonnie Dowell motions to approve the \$498,04.44 to come out of the city's LGIP. Council member Marty Poirrier 2nd. Passed unanimously.

- **Council member Dowell– Motion**
- **Council member Poirrier – 2nd**
- **Mayor Svenson – Absent**
- **Council member Dowell – Approve**
- **Council member Contreras – Approve**

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

12. Correspondence

- a. **AWC Voice**
- b. **MRSC in Focus**

13. Adjournment

Before adjourning Penny Jo Haney presented the council with cupcakes because it was mayor Pro-Tem Allman’s birthday.

Council member Dowell motions to adjourn. Council member Poirrier 2nd. Passed unanimously. The meeting adjourned at 6:26 p.m.

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

Brandon Svenson, Mayor

Attest:

Penny Jo Haney, Clerk-Treasurer