

CITY OF WINLOCK
CITY COUNCIL
COUNCIL MEETING – 12:00 p.m.
September 14, 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: Stormy Bradley, Deputy Clerk; Rodney Cecil, Water/Sewer Super., Robert Webster, Community Development Admin., Stephen Valentine, Police Chief

3. FLAG SALUTE

Mayor Svenson led the flag salute.

4. EXECUTIVE SESSION – POTENTIAL LITIGATIONS

Mayor Svenson recessed the meeting at 6:01 pm announcing they would go into executive session to discuss potential litigations and it would take fifteen (15) minutes. At 6:15 pm it was announced an additional five (5) minutes was required. At 6:21 the Council returned and Mayor Svenson stated that they had discussed potential litigations but that no decisions had been made.

Out of Executive Session at 6:22 pm and Mayor Svenson resumed the regular meeting.

5. APPROVAL OF AGENDA

Councilor Dowell moved to approve the Agenda as written, seconded by Councilor Contreras, motion passed unanimously.

6. OLD BUSINESS

The Mayor stated that we finally received the title to the park trailer and could now move forward. Kenny started renovations and is going to Ft. Lewis to get appliances, a good deal he found.

The Mayor stated that the Park Board met today to review the fifteen (15) applicants for Caretaker and asked that they present the top three (3) to be interviewed by Council.

7. MAYOR COMMENTS

Mayor Svenson stated that the Tennessee Bridge is done except for some fencing, and that Mickelsen Parkway, First Street and the Church are going well and ahead of schedule.

The Mayor received a call from H&M Tree, and they don't want to do a partial of the trees we originally awarded to them. The Mayor contacted Petrich Tree and they will do the full project and let the Mayor know when it can be done.

8. COUNCIL COMMENTS

Councilor Allman said that he attended a County meeting and EDC was there. We were awarded \$1.7 million for our sewer project out SR505. He said that really enjoyed attending the meeting.

9. STAFF REPORTS – No reports

- a) Billing Report by Penny Jo (Absent) – Council thought the report good and showed that we're nearing, at forty (40) new homes, the budget target.
- b) Community Development, Robert Webster –
We issued six (6) new permits to Red Rock and been working on the turn lane which in my opinion is a must, and the park. In my travels I'm also doing so code enforcement, and places are getting cleaned up, and folks are doing remodels.

We submitted the water franchise to the County, and it goes before the Board of County Commissioners tomorrow, we should have results within six (6) weeks. I asked that it includes all of the UGA clear out to Cardinal Glass. I also submitted a sewer franchise application to the County, which mirrors the water areas to be encompassed.

The Church is proceeding nicely, footings have been poured.

I've been working with ecology on digging under the creek for the sewer line, apparently this hadn't been done, and it's turned into a nightmarish process, but we're making headway.

There are two (2) developers working to get sites off of Cedar Court for (26) homes and another off Cemetery for (20) homes.

- c) Police – Stephen Valentine, Chief – He said to add to what Robert said about the tur lane at Grand Prairie that there's been two (2) serious accidents in the last three (3) weeks in the 300 block of SR505, unrelated to the turn lane area, but nevertheless, it's becoming a dangerous area and encouraged Council to push for the turn lane.

Chief Valentine read his report, there were 87 calls of various issues. He requested that he address the SOP now vs. under Agenda Item i. The Chief said that he's on section 3 of 10. Councilor Dowell asked if they could get sections to review as done vs. waiting for the full document. Chief Valentine said that his plan was to complete the SOP and turn over to the attorney for review and edit, if that was ok with the Council. He projected the process would be done before end of year.

Attorney Buzzard commented on the good work the department is doing, and the Council also stated their support and appreciation for the police.

d) Water & Sewer, Rodney Cecil Water & Sewer Superintendent

The construction bids went out today for the SR505 Cardinal well. Rodney stated that somewhere along the line there was 32-acre feet that wasn't included in the water system plan but will be incorporated for which we will gain an additional 32 water rights.

We have some water certificates that we're going to get turned into additional water rights as well. Cardinal Glass is using Tom McDonald for their water rights, and at some point the City may have to do their part. Rodney asked for \$15,000 out of capital improvement as a set aside to use Tom McDonald, it would not be anything to do with Cardinal. We would use Tom to convert our certificates into water rights.

We're going to make the SR505 waterlines active this week and leave them active for the duration.

Councilor Dowell moved to approve the \$15,000 out of capital water improvements, seconded by Councilor Allman, motion passed unanimously.

10. PUBLIC COMMENTS – No Comments

11. CONSENT AGENDA

- a) Approval of Vouchers in the amount of \$145,525.90
- b) Approval of Minutes for Council Meeting August 24, 2020 and Special Meeting September 2, 2020

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

12. AGENDA

- a) **ORD. 1088, HISTORIC PRESERVATION COMMISSION** – The Mayor read the ordinance summary. The following changes were pointed out to make: In summary WINCLOCK to be WINLOCK, if approved the date would be 9/14/2020 vs 8/24/2020 and pg. 12 18.30.030 to 18.30, ***Councilor Randt moved to approve Ord. 1088, Historic Preservation Commission with changes, seconded by Councilor Contreras, motion passed unanimously.***

ORDINANCE 1088 – AN ORDINANCE OF THE CITY OF WINLOCK, WASHINGTON, RELATING TO HISTORIC PRESERVATION AND CREATIO OF A HISTORIC PRESERVATION COMMITTEE; REPEALIG AND REPLACING CHAPTER 18.30 OF THE WINLOCK MUNICIPAL CODE; REPEALING ORDINANCE NO. 768 AS NECESSARY; AND PROVIDING FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE

- b) **ORD. 1090, CROSS CONNECTION AND BACKFLOW PREVENTION** – The Mayor read the ordinance summary. The following changes were pointed out to make: Pg. 2 13.30.020 B. was incorrect 13.03.020 should be 13.30.020; last page PASSED last sentence "Winlock as a

regularly....” Should read “Winlock at a regularly....”; and THE 8TH day of September should be 14th day of September. ***Councilor Contreras moved to approve Ord. 1090 Cross Connection and Backflow Prevention as amended, seconded by Councilor Allman, motion passed unanimously.***

ORDINANCE 1090 – AN ORDINANCE OF THE CITY OF WINLOCK, WASHINGTON, REPEALING AND REPLACING CHAPTER 13.30 OF WINLOCK MUNICIPAL CODE; REPEALING ORDINANCE NO. 753 AS NECESSARY; AND PROVIDING FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE.

- c) **ORD. 1092, REPEALING THE OFFICE OF CLERK TREASURER –**
- d) **ORD. 1093, ESTABLISHING OFFICE OF CITY CLERK –**
- e) **ORD. 1094, ESTABLISHING OFFICE OF CITY TREASURER –**

Jim Buzzard, Attorney requested that Council consider without discussion the Ordinance 1092, 1093 and 1094 until the next meeting. ***Councilor Poirrier moved to table Ordinances 1092, 1093 and 1094 to the next meeting, seconded by Councilor Allman, motion passed unanimously.***

- f) **MAYOR COMPENSATION (ORD. 1055) –** After a lengthy discussion on various items in the proposed ordinance, ***Councilor Dowell moved to increase the Mayor’s salary to \$500/month, seconded by Councilor Allman, motion passed unanimously.*** Attorney Buzzard will bring back to the next meeting a revised Ord. 1055 for consideration.
- g) **MICKELSEN PARKWAY INSPECTION COSTS –** The Mayor provided an email from Jon Hinton that ties into the next agenda item. The MOU lays out that the City is responsible for inspection services, our portion to be \$5,564 with the intent to get reimbursement from the County. ***Councilor Dowell moved to approve the expenditure of the \$5,564 for inspection services provided by Gray & Osborne, seconded by Councilor Randt, motion passed unanimously.***
- h) **MICKELSEN PARKWAY MEMORANDUM OF UNDERSTANDING (MOU) –** This was discussed in g) above
- i) **POLICE STANDARD OPERATING PROCEDURE (SOP) – CHIEF VALENTINE –** He addressed this in his staff report under 9.d.
- j) **TIMBERLAND REGIONAL LIBRARY REQUEST –** Mayor Svenson said that the Library wants to remove the window (marked with blue tape), and replace with a slider take-out window, due to COVID-19. Although the building is the City’s the Library is paying for the window. There were questions as no plans were submitted with request; however, ***Councilor Allman moved to approve the Library to replace the existing window with a take-out style window, seconded by Councilor Poirrier, motion failed with a majority vote against.*** The Library staff

will be asked to submit more detailed information so that the Council can make a decision at the next meeting.

13. CORRESPONDENCE – No correspondence

14. ADJOURNMENT – *Councilor Poirrier moved to adjourn the meeting, seconded by Councilor Allman, motion passed to adjourn the meeting at 7:32 p.m.*

Brandon Svenson, Mayor

Attest:

Stormy Bradley/Deputy Clerk

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