

City Council Minutes

November 13, 2023



WINLOCK CITY COUNCIL

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Brandon Svenson, Mayor

Marty Poirrier, Council Position #1 * Eric Contreras, Council Position #2 * Lonnie Dowell, Council Position #3 * Jeramy Allman, Council Position #4 * Lindsey Alvord, Council Position #5

**City Council Meeting
November 13 , 2023**

Public Hearings, November 13, 2023 @ 6:00 pm

- 1) 2024 Preliminary Budget (see agenda item for budget documents)**
- 2) 2024 Property Tax Revenue (see agenda item Resolution 2023-14 for documents)**

Mayor Svenson opened the Public Hearing for the 2024 Preliminary Budget at 6:00 pm. The Council stated that discussion took place during the last budget workshop and had no further questions at this time. There was no Public comment, or zoom who wished to speak at this time. Mayor Svenson and the Council said thank you to Jill, our Treasurer. Mayor Svenson closed the Public Hearing 2024 Preliminary Budget at 6:01 p.m.

Mayor Svenson opened the Public Hearing 2024 Property Tax Levy at 6:02 pm. Mayor Svenson asked if anyone in the audience, or zoom wished to speak at this time. No one wished to speak. Mayor Svenson stated that we could take 1% increase; however, the Council selects to not taking the allowable increase. The Council responded that they are ok not taking the (1% property tax increase). Council Member Allman asked what the dollar amount was. City Clerk Penny Jo replied, about (\$2,500.00) twenty-five hundred dollars. Mayor Svenson closed the Public hearing 2024 Property tax at 6:03 p.m.

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CALL TO ORDER

Mayor Brandon Svenson called the regular meeting to order at 6:03 pm.

1. DETERMINATION OF QUORUM

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

Others Present – City Clerk Penny Jo Haney, City Attorney, Marissa Jay.

2. Flag Salute

Mayor Svenson led the flag salute.

3. APPROVAL OF AGENDA

Council Member Jeramy Allman Motioned to Approve the Agenda as amended adding H and I. H being Resolution 2023-13 and I will be Interlocal Agreement between Lewis Co. and Winlock. Second, by Council Lonnie Dowell, Motion Passed unanimously.

- *Council Member Allman – Motion*
- *Council Member Dowell – Second*
- *Mayor Svenson – N/A*
- *Council Member Poirrier– Approve*
- *Council Member Contreras– Approve*
- *Council Member Alvord – Approve*

4. OLD BUSINESS

Mayor Svenson mentioned that we finally closed on that property last week, so we now have 113 & 115 SE Front St. which are the two middle lots between Rosanna Wong’s far piece, and the big hole in the ground (formerly the Hostel) we can eventually turn that into a parking lot. We want to have EV chargers, pave it, make it nice, and possibly a bus stop. Moving forward, hopefully in the second quarter, we’ll submit something to the Economic Alliance to help with funds. We’ll also have Amy Buzzard, looking into grants to see if we can get EV grants to get it paid for. We’re hoping that having the EV chargers will bring people off the highway, and to our downtown businesses.

Council Member Poirrier asked City Attorney Marissa how the animal ordinance is coming along. City Attorney Marissa replied that it is a work in progress, and having to make sure that it works with the changes that happened from the last legislative session. We need to make sure that we pass something that is code enforceable.

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Council Member Contreras asked if we have heard back from our water rate study. The City Clerk replied that she has a meeting with them tomorrow and they have everything they need to proceed.

5. MAYOR COMMENTS

Mayor Svenson gave a huge shout out to our High School boys' football team. They made it to State this year. They are a young team. They played super hard, and from the first game to the last game they improved so much, Mayor Svenson stated he is very proud of them. The first game in the State they played the team that went to the finals and having travel so far in such weather conditions. Mayor Svenson again congratulates Winlock High School Football Team.

6. COUNCIL COMMENT

Council Member Dowell congratulated the three new Council Members.

7. Committee Reports (Second Meeting of Each Month)

8. Staff Reports

a. Police Department, Stephen Valentine – Chief

Chief Valentine submitted and read the monthly call activity report. Monthly total was (150) One hundred and fifty for the month of October, year to date (894) Eight hundred ninety-four calls. The Chief stated that their appearance in the school zone since we have annexed it has made a huge difference.

9. PUBLIC COMMENTS –

No one attending publicly, or via zoom wished to comment at this time.

10. CONSENT AGENDA –

Council Member Marty Poirrier Motioned to approve the Consent Agenda with typos fixed. Second, by Council Member Jeremy Allman, the Motion passed unanimously.

- ***Council Member Poirrier - Motion***
- ***Council Member Allman – Second***
- ***Mayor Svenson – N/A***
- ***Council Member Contreras – Approve***
- ***Council Member Dowell – Approve***
- ***Council Member Alvord – Approve***

11. AGENDA

- a. 2024 Preliminary Budget** – Council Member Poirrier stated that they talked a lot in the workshop, and felt no further discussion was needed. Council Member Poirrier thanked the City Treasurer Jill Davis for all the hard work.

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Council member Allman mentioned that it took a lot of work having had department heads' meetings done. Mayor Svenson thanked Council Members Poirrier, and Allman for all the hard work they did. City Clerk Penny Jo updated the Council about the personal and liability Insurance.

- b. **2023 Certification of Administrative Refunds for Levy \$133.96** – City Clerk Penny Jo and the Council discussed Administrative Refunds for Levy (\$133.96 dollars) for 2023 Levy. ***Council Member Marty Poirrier Motion to Approve to not accept to collect administrative refund for 2024 tax year on the 2023 certification refunds for the City of Winlock Levy and allow it to be signed. Second, by Council Member Jeremy Allman, the Motion passed unanimously.***

- ***Council Member Poirrier - Motion***
- ***Council Member Allman – Second***
- ***Mayor Svenson- N/A***
- ***Council Member Contreras – Approve***
- ***Council Member Dowell – Approve***
- ***Council Member Alvord - Absent***

- c. **Resolution 2023-12, State Route 505 Speed Limits** – Mayor Svenson reads **A RESOLUTION OF THE CITY OF WINLOCK, WASHINGTON, DIRECTING THE ADMINISTRATION TO PREPARE A LETTER TO THE WASHINGTON STATE DEPARTMENT OF TRANSPORTATION REGARDING REDUCING THE SPEED LIMITS ON STATE ROUTE 505 WITHIN THE CITY LIMITS.** Mayor Svenson stated this is something that we have discussed in the past couple of years. Mayor Svenson and the Council discussed the danger of residents pulling in and out of their driveways, school zone, and the fear of car wrecks.

Council Member Poirrier Motioned to Approve Resolution No. 2023-12 and allow the Mayor to sign. Second, by Council Member Jeremy Allman, the Motion passed unanimously.

- ***Council Member Poirrier - Motion***
- ***Council Member Allman – Second***
- ***Mayor Svenson – N/A***
- ***Council Member Contreras– Approve***
- ***Council Member Dowell – Approve***
- ***Council Member Alvord - Approve***

- d. **Resolution 2023-14, Property Tax Levy** – Mayor Svenson stated this is department of revenue ordinance/resolution stating the tax levy dollars for 2024, it says that we will not increase from (0%) from the previous year. The Council agreed that they did not want to raise this tax. ***Council Member Jeremy Allman motion to Approve Ordinance No. 2023-***

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14 2024 Property Tax Levy. Second, by Council Member Eric Contreras, the Motion passed unanimously.

- **Council Member Poirrier – Motion**
- **Council Member Contreras – Second**
- **Mayor Svenson – N/A**
- **Council Member Dowell – Approve**
- **Council Member Allman – Approve**
- **Council Member Alvord – Approve**

- e. **Lewis County IT VPN Services 2024** – Interlocal agreement using IT services. City Attorney Marissa stated that interlocal agreements are required to have termination clauses, that is unfortunate. Also, paragraph (12) it would be better if it is reciprocal. The Council agreed the language needs to be changed. **Council Member Marty Poirrier Motioned to table Lewis County VPN Services 2024 until changes are made. Second, by Council Member Jeramy Allman, the Motion passed unanimously.**

- **Council Member Poirrier – Motion**
- **Council Member Allman – Second**
- **Mayor Svenson – N/A**
- **Council Member Contreras – Approve**
- **Council Member Dowell – Approve**
- **Council Member Alvord – Approve**

- f. **Buzzard O’Rourke Legal Services Agreement** – The Council discussed the proposed fees and conditions of the agreement with City Attorney Marissa. **Council Member Jeramy Allman Motioned to Approve Legal Services Agreement with Buzzard O’Rourke as written. Second, by Council Member Marty Poirrier, the Motion passed unanimously.**

- **Council Member Allman – Motion**
- **Council Member Poirrier – Second**
- **Mayor Svenson – N/A**
- **Council Member Contreras – Approve**
- **Council Member Dowell – Approve**
- **Council Member Alvord – Approve**

- g. **WA State Liquor and Cannabis Board-Cannabis Retail License Discussion** – City Attorney Marissa said if you go online to look for any Cannabis licenses there is not a

single one so for this program, it's kind of unknown. Mayor Svenson and the Council discussed requirements and locations that would be applicable.

- h. **Resolution No. 2023 – 13 ILA** - Mayor Svenson reads. **A RESOLUTION OF THE CITY OF WINLOCK, WASHINGTON, AUTHORIZING THE MAYOR TO EXECUTE AN INTERLOCAL AGREEMENT WITH LEWIS COUNTY FOR WARRANT PROCESSING SERVICES; AND PROVIDING FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE.** Council Member Poirrier stated we have talked about this many times and we finally got the language correct. Council Member Allman thanked City Attorney Marissa. ***Council Member Marty Poirrier Motion to Approve Resolution No. 2023-13. Second, by Council Member Lyndsey Alvord, the Motion passed unanimously.***

- ***Council Member Poirrier – Motion***
- ***Council member Alvord – Second***
- ***Mayor Svenson – N/A***
- ***Council member Contreras – Approve***
- ***Council Member Dowell – Approve***
- ***Council Member Allman – Approve***

- i. **Lewis County Interlocal Agreement and Winlock Warrant Services – Council Member Jeremy Allman Motion to Approve Interlocal Agreement between Lewis County and Winlock for Warrant Services. Second, by Council Member Eric Contreras, the Motion passed unanimously.**

- ***Council member Allman – Motion***
- ***Council Member Contreras – Second***
- ***Mayor Svenson – N/A***
- ***Council member Poirrier – Approve***
- ***Council Member Dowell – Approve***
- ***Council Member Alvord - Approve***

12. Adjournment

Council Member Eric Contreras Motioned to adjourn the meeting. Seconded, by Council Member Lonnie Dowell, the Motion passed unanimously. The meeting adjourned at 6:36 pm.

- ***Council Member Contreras – Motion***
- ***Council Member Dowell - Second***
- ***Mayor Svenson – N/A***

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- ***Council Member Poirrier – Approve***
- ***Council Member Allman – Approve***

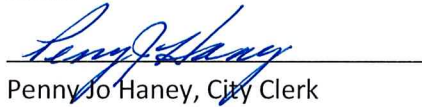
- ***Council Member Alvord – Approve***

The Mayor adjourned the meeting at 6:36 p.m.



Brandon Svenson, Mayor

Attest:


Penny Jo Haney, City Clerk