



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
December 27, 2023**

**1.) Public Hearing – Request to Operate A Cannabis Retail Store at 122 SE First ST.
Winlock, WA.**

Mayor Svenson called the Public Hearing at 6:00 p.m.

Public Comment

Randy Pennington – Mr. Pennington read a letter of concern in regard to safety and crime statistics in our neighboring cities involving robbery, and even fatalities involving Cannabis Retail Stores. Chief Valentine agreed and stated that he too has reviewed the same reports.

Mayor Svenson closed the Public Hearing at 6:02 p.m.

CALL TO ORDER

Mayor Svenson called the regular meeting to order at 6:02pm.

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.

Present, City Attorney, Eric Lanza, Assistant Administrator, Mindi Baird

2. Flag Salute

Mayor Svenson led the flag salute.

3. APPROVAL OF AGENDA

Council Member Jeramy Allman Motioned to Amend the Agenda, adding I., and J. Moving Community Building Caretaker to I. and Oath of Office for Newly Elected Council Members to J. Adding Lewis County VPN Interlocal Agreement to G. and Warrant Processing Agreement to H. Second, by Council Member Lonnie Dowell, Motion Passed unanimously.

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

4. Executive Session (RCW 42.30.110, (f), (g)) – Employment & Agreement

Mayor Svenson recessed the regular meeting at 6:12 p.m. to go into Executive Session to discuss Litigation for (20) twenty minutes.

Mayor Svenson returned to the regular scheduled meeting at 6:32. Mayor Svenson stated that they discussed employment and agreement. No decisions were made.

5. OLD BUSINESS

Council Member Dowell mentioned that the Community Building windows should be in December 2nd or sometime near after, but not before Council Member Dowell will be out of office. Council Member Contreras asked for any updates on the rate study and Jones Rd. Mayor Svenson replied there are no current updates at this time.

6. MAYOR COMMENTS

Mayor Svenson commented that for Christmas Marissa & Tyler Randt and the Fire district 15 had a huge breakfast and a bunch of presents for about Eighty-seven children in our community. Marissa stayed up many nights having her living room filled with presents. Lyndsey Giberson was there taking pictures, so thank you to her. Santa was there. This is done yearly. There were lots of happy kids. Mayor Svenson said thank you again. Mayor Svenson thanked the Council for all their service. Mayor Svenson goes on to express his gratitude, stating that the Council has been a fantastic group to work with. It's always been a civil discussion, knowing your hearts are there for the benefit of the city, and doing a thankless job, making tough decisions for the better of the city, you were decisive, you had your reasoning, and you stuck by them. Thanks to the finances committee, Marty, and Jeramy for digging into ordinances and doing your homework and I would put you guys up against anyone in this County. Mayor Svenson said thank you again, he will miss you thanked them by presenting the outgoing Councilmembers with an engraved travel mug in appreciation for their service.

7. COUNCIL COMMENTS

Council Member Contreras thanked the city, everyone who works here, and the Citizens had a great time the past four years, learning, working with the Council Members, Mayor, and staff. Council

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Member Poirrier stated that when he first started to be a Council Member, he wanted to make it to where maybe one of his six kids would want to stay in Winlock. Council Member Poirrier plans to stay and raise his family right here in Winlock. It happened to be right before a worldwide pandemic. We kept the business, and City open, kept things normal. That's when we started to grow was during the pandemic. Then it was time to Annex, and we accomplished that too. Council Member Poirrier again thanked the Mayor, Staff, and everyone for letting him be here. Council member Dowell said just four days to be here. Council Member Allman thanked Holly and her team for keeping up the spirit decorating Halloween and Christmas keeping everything spirited, all the hard work they put in. Good times again thank you. Council Member Alvord commented that she is really going to miss Council Member Contreras, Poirrier, and Dowell, and she's learned so much. They were a great group to work with and had fun. Council member Dowell commented, fun, but not all fun, he would have liked to see the animal ordinance through to completion. It is a thankless job. It's about putting yourself out there for your community and he thanked the Council for an enjoyable four years.

8. Committee Reports (Second Meeting of Each Month)

- A. Finance – Council Member Poirrier stated that the budget went almost exactly how we planned it minus a few unexpected expenses. Councilmember Poirrier thanked Councilmember Allman for his wisdom and help. He thanked City Treasurer Jill Davis for being there. Council member Jeramy Allman thanked Council member Poirrier for being there and learned a lot in the past four years going over finance every month. The budget looks really good.
- B. Grants – No report was submitted at this time.

9. Staff Reports (no staff reports submitted at this time)

10. PUBLIC COMMENT

Kathy Chastain – Ms. Chastain sends wishes to Lonnie, Eric, and Marty. We had a couple of vocal years; all was pleasant and felt it ended up quite well and thanked them for listening to her through the annexation and wishes them all well. Miss Chastain stated that she is (100%) for the new growth, by bringing in this cannabis shop will see more growth and suggest bringing business up to code.

11. CONSENT AGENDA –

Council Member Marty Poirrier Motioned to Approve the Consent Agenda as presented. 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***

12. AGENDA

- a. **Jon Day, SE Cowlitz Property** – Community Development Planner, Robert Webster said Jon Day needs a letter from the City stating it is an unbuildable lot. Council Member Poirrier asked if we give him the letter will someone in the future build on it. Robert replied that if someone wanted to spend that much money on it. City Attorney Eric would like to see that letter and asked, is the land unbuildable or whether it is just an expensive development. The Council discussed that there is not enough information. ***Council Member Lonnie Dowell Motioned to Table Jon Day SE Cowlitz Property until more information is available. Second, by Council Member Marty Poirrier, the Motion passed unanimously.***

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

- b. **Jordan Opdahl, Request Extension of Land Use Approval, 208 SR 505 Nine 4-Plex Project** – Representative for Jordan Opdahl, asked Council for an extension, they have already had pre-construction meeting and want to start construction as soon as weather permits. Community Development Robert Webster stated that if they don't have their infrastructure within the time frame then they will have to pay the water fees and lose money to the City. He has a five-year plan for land use. Robert is okay with the Council approving a one-year extension. ***Council member Lonnie Dowell Motioned to Approve a one-year extension for 208 SR 505 Jordan Opdahl. Second, by Council Member Eric Contreras, the Motion passed unanimously.***

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

- c. **Confirm Police Officer Hire** – Chief Valentine thanked the outgoing Council Members they have done a great job, always letting Chief know he is doing a great job. The chief commented, "It helps immensely to have a solid Council. Chief Valentine introduced Matthew Morton, our candidate for the Winlock PD new hire. He has completed as much as required, including receiving application, Civil Service oral board interview, Civil Service written exam, conditional offer of employment, background investigation completed, psychological exam completed, polygraph completed, background investigation to include, criminal history check, Prosecuting Attorney check on impeachment disclosure list, or any

Extremist organizations, pre-employment health evaluation, drug testing, finger printing, and Civil services agility test. All done by Chief valentine and Seconded by Deven Jacobson Winlock PD Clerk. Matthew is highly recommended. There were no issues with his testing or background checks. Matthew is leaving his agency due to budget cuts. Chief Valentine asked the Council if they had any questions. Council Member Dowell asked how long Matthew is planning on staying here with this agency. Matthew replied, he and his wife just built a house here and don't see leaving anytime soon. ***Jeremy Allman Motioned to Confirm the Police Hire, Matthew Morton. Second, by Council Member Lonnie Dowell, the 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***

- d. **Cannabis retail store** – Mayor, City Clerk, and the Council provided Nick Cordova with questions based on the impact this business will have on the Community. Questions including, advertisement, keeping minors away, security, people smoking out front the building, parking, impact on neighboring business, has there been communication with the other business owners. Nick was asked to provide a full business plan, update on building purchase, and to provide business and retail license. Nick and his representatives are aware that Cannabis retail is the most robbed retail stores. There will be security procedures. They have a plan to deposit money into the bank that they already spoke to. All advertisements will be posted inside the store. Nick has also communicated with neighboring business owners and has a parking plan. They project the City will get (\$ 25,000.00) dollars in taxes. Nick has provided his LLC. Building purchase closing date is January 17, 2024. The Council discussed the amount of work that has been done and completing everything that has been asked for by the Council. Community Development Planner, Robert stated they have things that will need to be addressed. The Council will have to review the Ordinance too (500 ft.). Mayor Svenson asked if there becomes a smell issue if they would be willing to put some kind of carbon dioxide filter. Nick replied absolutely. ***Council Member Eric Contreras Motion to Table Cannabis Retail Store until a drafted Ordinance is provided. Second, by Council Member Marty Poirrier, the Motion passed unanimously.***

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

- *Council Member Alvord – Approve*

- e. **Ordinance No.1148 Interfund Loan** – Mayor Svenson reads. **AN ORDINANCE OF THE CITY OF WINLOCK, WASHINGTON, AUTHORIZING AN INTERFUND LOAN FROM THE WATER/SEWER CAPITAL IMPROVEMENT FUND (NO.410) IN THE AMOUNT OF \$150,000.00 TO THE CURRENT EXPENSE FUND (NO.001); PROVIDING FOR THE TERMS OF REPAYMENT; AND PROVIDING FOR THE INTEREST RATE.** Mayor Svenson stated that this was in regard to the almost (\$300,000.00) dollar hit we took from the Hostel. The Council discussed current funds and expenditure in order to cover this unexpected expense. The budget balances. The budget has been on track has been on track. The Council discussed options to balance the current budget. ***Council Member Marty Poirrier Motioned to Approve Ordinance No. 1148. 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*

- f. **Ordinance No.1149 – 2023 Budget Amendment** – Mayor Svenson reads. **AN ORDINANCE OF THE CITY OF WINLOCK, WASHINGTON, AMENDING THE ANNUAL BUDGET FOR THE CITY OF WINLOCK FOR THE CALENDER YEAR 2023 AND DIRECTING THE CITY CLERK TO EFFECT THE BUDGET AMENDMENTS HEREIN PROVIDED.** Mayor Svenson stated that this is the end of year housekeeping. ***Council Member Marty Poirrier Motioned to Approve Ordinance No. 1149 – 2023 Budget Amendment. 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*

- g. **VPN Lewis County Interlocal Agreement** – Mayor stated this has to be done tonight. We got a contract from the County. City attorney Marissa was directed to make changes for the Cities best interest. County sent it back and said we were the only City that did not sign in the County. If were going to tackle this, we will need to get other Cities involved. We will be out of VPN services if we don't Approve to sign. ***Council***

Member Jeramy Allman Motion to Approve the VPN Lewis County Agreement. Second, by Council Member Lonnie Dowell, the 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**

- h. Warrant Processing Agreement –** Mayor Svenson mentioned again we are the only City that has not signed the agreement. The option is to sign the contract or have our Police Officers will have to take over the processing. The Chief understands why we need this is that we pay a small fee to the jail to serve warrants. If we process warrants, we could get called out at all times day or night can take a few hours and not always do we have the availability of Police Officers on duty. **Council Member Marty Poirrier to Approve the Warrant Processing Contract. Second, Lindsey 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**

The Council and Chief discuss the frustration and confusion as to why we were the only Agency changing the verbiage and why are we crunched in time.

- i. Community Building Caretaker –** Mayor Svenson stated that he received an email that states we will need a Caretaker as of April 1, 2024. Mayor Svenson and the Council discussed a time frame for advertising the vacancy. **Council Member Lonnie Dowell Motion to except the Community Caretaker resignation. Second, Council Member Marty Poirrier. The Motion passed unanimously.**

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

- j. **Oath of Office for Newly Elected Council Members** – Council Member stated their position and oath, and they repeated after Mayor Svenson to be sworn in. , Jess Bowers, Council position #1, Chuck Camps, Council position #2, Jodi Curtis, Council position #3.

13. Adjournment

Council Member Lonnie Dowell Motion to Adjourn the meeting. Second, by Council Member Eric Contreras, the Motion passed unanimously. The meeting adjourned at 7:50 pm.

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

Mayor Svenson adjourned the meeting at 7:50 p.m.



Brandon Svenson, Mayor

Attest:



Penny Jo Haney, City Clerk