



**WINLOCK CITY COUNCIL**

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**Brandon Svenson, Mayor**

Jess Bowers, Council Position #1 \* Chuck Camps, Council Position #2 \* Jodie Curtis, Council Position #3 \*  
Jeremy Allman, Council Position #4 \* Lindsey Alvord, Council Position #5

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**City Council Meeting  
March 25, 2024, at 6:00 PM**

**CALL TO ORDER**

Mayor Svenson called the regular meeting to order at 6:00 pm.

**1. DETERMINATION OF QUORUM**

Mayor Svenson, Present, Jess Bowers, Present, Council Position #1; Chuck Camps, Present, Council Position #2; Jodie Curtis, Present, Council Position #3; Jeremy Allman, Present, Council Position #4; Lindsey Alvord, Present, Council Position #5.

**2. Flag Salute**

Mayor Svenson led the flag salute.

**3. APPROVAL OF AGENDA**

*Council Member Jeremy Allman Motioned to Approve the Agenda as Amended adding Agenda item k, Police Vehicle. Second, by Council Member Lindsey Alvord, the Motion Passed unanimously.*

- *Council Member Allman – Motion*
- *Council Member Alvord – Second*
- *Mayor Svenson – N/A*
- *Council Member Bowers – Approve*
- *Council Member Camps – Approve*
- *Council Member Curtis – Approve*

**4. OLD BUSINESS**

Mayor Svenson mentioned, Jone’s Road. He said the only update he has is that people are still dumping their trash out there. Mayor Svenson thinks that it is time to put ecology blocks out there. Council

Member Allman said we should talk to the Fire Department to see if they have any recommendations. Council Member Allman asked Mayor Svenson what we are doing with the Jeannie Emmenegger's Rooster. The Mayor replied that he has the plaque, and the plan is to move the rooster by May.

## 5. MAYOR COMMENTS

Mayor Svenson said Heidi Uhri reached out to him and said that the FFA does not have a vehicle available, and we will be late on planting seeds. Mayor Svenson said he will take the truck and buy plant starts and deliver them to the school.

He said the trees were removed from Meyers Meadow Friday. The developer had a contractor come to remove them.

## 6. COUNCIL COMMENT

Council Member Camps thanked Robert for taking time out to listen to the citizens and looking for more information in regard to the trees at Meyers Meadow.

Council Member Curtis mentioned all of the construction on SW Front Street that has been going on for the past year. She said we will need to widen Alder Street as it is too narrow to fit two (2) vehicles.

## 7. Committee Reports –

- a. **Finance** – Council Member Allman said that our starting current account is roughly around twelve thousand dollars (\$12,000.00) and we are negative fifty-four thousand two hundred sixty-six dollars and forty- three cents. Council Member Allman and Council Member Curtis discussed that we have a lot of big bills coming out in the beginning of the year, but overall, everything looks good.
- b. **Grants**- Mayor Svenson said, Amy submitted another grant request for Nevil Road project. Amy is also looking into grants for parks, sidewalks, etc. The Mayor said we had a pre-construction meeting to discuss N Military. We discussed putting some pipe in the ground while it's open.

## 8. Reports

- a. **Robert Webster, Community Development Director** – Robert joined via zoom. Robert mentioned that he spoke with Kirsten, and they are thinking about joining the Planning Commission and Parks together as one Commission, that way we will have enough members to have a Quorum. Council Member Allman said that will help with grants. Robert moved onto discuss the issues we have with Front Street, and he will discuss the issues with Devin and see if we can add that street to our list for grants.

Mayor Svenson read Robert's report that he submitted to the Mayor and the Council. Robert's report included an update for storage developments, building permits, and civil plans for three (3) different projects.

9. **Public Comment** – No one in the audience, via phone, or zoom wished to comment at this time.

## 10. CONSENT AGENDA –

Approval of Vouchers for March 25, 2024, for eighty-five thousand fifty-five dollars and twenty-seven cents (\$85,055.27) and approval of minutes from March 11, 2024. **Council Member Jeramy Allman Motioned to Approve the Consent Agenda as presented. Second, Council Member Lindsey Alvord , the Motion passed unanimously.**

- **Council Member Allman - Motion**
- **Council Member Alvord – Second**
- **Mayor Svenson – N/A**
- **Council Member Bowers – Approve**
- **Council Member Camps – Approve**
- **Council Member Curtis – Approve**

## 11. AGENDA

**a. LC PUD, South County Transmission Loop Project- Travis Kinney of Toth & Associates –** Travis Kinney, Engineer Manager for PUD proposed a project for a new substation. Their property is at SR 505 and N. Military and then another station on SR 603. Kinney said he came to the Council meeting to discuss with the City of Winlock right of way and easement permitting. Kinney said that Lewis County PUD is requesting two (2) easements from the City and Canyon road for access, and they will pay to gravel Canyon Road. Mayor Svenson, the Council and Kinney discussed City easements, and properties. Robert said that yes Canyon is a City street, and we have sewer and water. Mayor Svenson, City Attorney, and the Council need more time to review. Kinney said that they were here to present the project and are willing to provide any further information. **Council Member Jeramy Allman Motioned to Table Lewis County PUD Transmission Loop Project until more information is available. Second, by Council Member Jodi Curtis.**

- **Council Member Allman – Motion**
- **Council Member Curtis – Second**
- **Mayor Svenson – N/A**
- **Council Member Bowers – Approve**
- **Council Member Camps – Approve**
- **Council Member Alvord- Approve**

**b. Resolution No. 2024-08, Investment Bond Funds –** Mayor Svenson read. **RESOLUTION AUTHORIZING INVESTMENT OF CITY OF WINLOCK MONIES INTO INVESTMENT BONDS.** Council Member Allman said that our problem is that most of our money is in LGIP right now which is great, but interest rates are going to crash. Council Discussed current status and setting a new investment bond. **Council Member Jeramy Allman Motioned to Approve Resolution No. 2024-08, Investment Bond Funds. Second, by Council Member Jess Bowers, the Motion passed unanimously.**

City Council Minutes

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- **Council Member Allman – Motion**
- **Council Member Bowers – Second**
- **Mayor Svenson – N/A**
- **Council Member Camps – Approve**
- **Council Member Curtis - Approve**
- **Council Member Alvord – Approve**

c. **Process to Move LGIP Funds to Investment Bond Funds** – The City Treasurer provided the Council with two (2) Investment options. **Option #1 Maintain Current Investment and Transfer In. Option #2 Create New Investment Bond.** The Council discussed the City Investment options. Mayor Svenson said he believes the City Treasurer language reads - If we're not going to buy a bond, we would leave the six hundred thousand dollars (\$600,000.) In the LGIP and the four hundred thousand dollars (\$400,000.) from Timberland and put it in the LGIP. If we buy a bond takes four hundred thousand dollars (\$400,000.) from Timberland, six hundred thousand dollars (\$600,000.) from LGIP and the four two hundred-thousand-dollars (\$200,000.) bonds. **Council Member Jeremy Allman Motioned to Approve the move of the LGIP funds to Investment Bonds Option #2. Second, by Council Member Jodie Curtis , the motion passed unanimously.**

- **Council Member Allman - Motion**
- **Council Member Curtis – Second**
- **Mayor Svenson- N/A**
- **Council Member Bowers – Approve**
- **Council Member Camps – Approve**
- **Council Member Alvord - Approve**

d. **Non-Sufficient Fund (NSF) Check Policy** - City Attorney, Marissa Jay said it does not comply with the City's most recent water/sewer billing code or State Law code. Marissa said it is City Attorney recommendation not to adopt it. **Council member Jeremy Allman motioned to Table the NSF Check Policy. Second, Council Member Chuck Camps, the Motion passed unanimously.**

- **Council Member Allman – Motion**
- **Council Member Camps – Second**
- **Mayor Svenson – N/A**
- **Council Member Bowers – Approve**
- **Council Member Curtis – Approve**
- **Council Member Alvord – Approve**

e. **Ordinance No. 1156, Amending Cemetery Fee** – Mayor Svenson read. **AN ORDINANCE OF THE CITY OF WINLOCK, WASHINGTON AMENDING SECTION 13.40.200 OF WINLOCK MUNICIPLE CODE REGARDING THE WINLOCK CEMETERY DISTRICT; AMENDING ORDINANCE NO. 1138 AS NECESSARY; AND PROVIDING FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE.** The

City Clerk, Penny Jo Haney and City Attorney, Marissa Jay looked far back and could not find any reasoning for the extra charge that the Cemetery District was getting charged annually. **Council Member Jeramy Allman Motioned to Approve Ordinance No.1156 Amending the Cemetery Fees. Second, by Council Member Jodie Curtis, the Motion passed unanimously.**

- **Council Member Allman – Motion**
- **Council Member Curtis – Second**
- **Mayor Svensen – N/A**
- **Council Member Bowers – Approve**
- **Council Member Camps – Approve**
- **Council Member Alvord – Approve**

**f. Ordinance No. 1158, ToledoTel Franchise – Mayor Svenson read, AN ORDINANCE OF CITY OF WINLOCK, WASHINGTON GRANTING TO TOLEDOTEL A WASHINGTON LIMITED LIABILITY COMPANY, THE NONEXCLUSIVE RIGHT, PRIVILEGE, AUTHORITY AND FRANCHISE TO LOCATE, CONSTRUCT, INSTALL, OWN, MAINTAIN, REPAIR REPLACE, EXTEND, OPERATE, AND USE FACILITIES IN, UPON, OVER, UNDER, ALONG, AND ACROSS THE FRANCHISE AREA FOR PURPOSES OF THE TRANSMISSION, DISTRIBUTION, AND SALE OF TELECOMMUNICATIONS AND COMMUNICATION SERVICES; AND PROVIDING FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE.** City Attorney Marissa Jay suggested Tabling Ordinance No. 1158 until their legal advisor reviews it. **Council Member Jeramy Allman Motioned to Table the Toledo Franchise Agreement. Second, Council Member Lindsey Alvord, the Motion passed unanimously.**

- **Council Member Allman – Motion**
- **Council Member Alvord – Second**
- **Mayor Svensen – N/A**
- **Council Member Bowers – Approve**
- **Council Member Camps – Approve**
- **Council Member Curtis – Approve**

**g. Ordinance No. 1159, Storage Development Moratorium – Tabled from March 11, 2024 – Mayor Svenson read. AN ORDINANCE OF THE CITY OF WINLOCK, WASHINGTON, ESTABLISHING A MORATORIUM ON THE ACCEPTANCE OF APPLICATIONS AND ISSUANCE OF PERMITS FOR SPECIFIC TYPES OF USES AND IMPROVEMENTS; AND PROVIDING FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE.** Community Development planner, Robert Webster said this Ordinance will not affect approved applicants, but to not allow new applicants. **Council member Jeramy Allman Motioned to Approve Ordinance No. 1159, Storage Development Moratorium. Second, by Council Member Jess Bowers, the Motion passed unanimously.**

- **Council Member Allman – Motion**

- **Council Members Bowers – Second**
- **Mayor Svenson – N/A**
- **Council Member Camps – Approve**
- **Council Member Curtis – Approve**
- **Council Member Alvord – Approve**

**h. Set Public Hearing for Storage Development Moratorium for April 8, 2024 – Council Member Jeremy Allman Motioned to set a Public Hearing for Storage Development Moratorium for April 8, at 5:30 p.m. Second, by Council Member Jodie Curtis, the Motion passed unanimously.**

- **Council Member Allman – Motion**
- **Council Member Curtis – Second**
- **Mayor Svenson – N/A**
- **Council Member Bowers – Approve**
- **Council Member Camps – Approve**
- **Council Member Alvord - Approve**

**i. Set Public Hearing For Interim Zoning Regulations for April 8, 2024 – City Attorney, Marissa Jay said that the City previously passed Interim zoning regulations. The Public Hearing is to continue until our new comprehensive plan, or new development plan regulations have been adopted. Support Consistency is required every six (6) months. Council Member Allman Motion to Approve to set a Public Hearing for Interim Zoning Regulations for April 8, at 5:30 p.m. Second, Council Member Lindsey Alvord, the Motion passed unanimously.**

- **Council Member Allman – Motion**
- **Council Member Alvord – Second**
- **Mayor Svenson – N/A**
- **Council Member Bowers – Approve**
- **Council Member Camps – Approve**
- **Council Member Curtis – Approve**

**j. Create Ordinance Committee – City Clerk, Penny Jo said the committee would be responsible for review and updating. Council member Lindey Alvord and Council Member Jodie Curtis volunteered.**

**k. Police Vehicle – Chief Valentine proposed a fund request to the Council. He said, we have an opportunity to purchase a 2019 Ford F150 for thirty thousand dollars (\$30,000.) that is being surplus by the City of Napavine. The truck odometer has fifty-five thousand miles (50,000.mi) and comes completely outfitted. The only thing we have to do is put a radio in. Chief Valantine, Mayor Svenson, and the Council discussed programs, purchasing from State surplus. Council Member Allman Motion to Approve up to**

**Forty Thousand Dollars for Purchase of vehicle and Equipment. Second, by Council Member Jodie Curtis, the Motion passed unanimously.**

- **Council Member Allman - Motion**
- **Council Member Curtis – Second**
- **Mayor Svenson – N/A**
- **Council Member Bowers – Approve**
- **Council Member Camps – Approve**
- **Council Member Alvord - Approve**

**12. Adjournment**

**Council Member Jodi Curtis Motioned to adjourn the meeting. Second, Council Member Chuck Camps, the Motion passed unanimously. The meeting adjourned at 7:14 pm.**

- **Council Member Curtis – Motion**
- **Council Member Camps - Second**
- **Mayor Svenson – N/A**
- **Council Member Bowers – Approve**
- **Council Member Allman – Approve**
- **Council Member Alvord – Approve**

**Mayor Svenson adjourned the meeting at 7:14 p.m.**



Brandon Svenson, Mayor

Attest:



Penny Jo Haney, City Clerk