

**Town of Yacolt
Council Meeting Minutes
Monday, April 06, 2020
7:00 PM
Town Hall**

Call to Order

Mayor Listek called meeting to order at 7:00pm.

Flag Salute

Roll Call

PRESENT

Mayor Katie Listek
Council Member Amy Boget
Council Member Michelle Dawson
Council Member Malita Moseley
Council Member Herb Noble
Council Member Marina Viray
Clerk Dawn Salisbury
Public Works Director Tom Esteb
Town Attorney David Ridenour

Late Changes to the Agenda

Add citizens communication to the end of the meeting in case residents call in.

Minutes of Previous Meeting(s)

1. Approve 2-18-2020 Meeting Minutes

Motion made by Council Member Moseley, Seconded by Council Member Dawson.
Voting Yea: Council Member Boget, Council Member Dawson, Council Member Moseley,
Council Member Noble

2. Approve 3-2-2020 Meeting Minutes

Motion made by Council Member Boget, Seconded by Council Member Dawson.
Voting Yea: Council Member Boget, Council Member Dawson, Council Member Noble, Council
Member Viray
Voting Abstaining: Council Member Moseley

3. Approve 3-16-2020 Council Meeting Minutes

Motion made by Council Member Viray, Seconded by Council Member Dawson.
Voting Yea: Council Member Boget, Council Member Dawson, Council Member Moseley,
Council Member Noble, Council Member Viray

Citizen Communication

None

Unfinished Business

None

New Business

4. Rotate Finance Committee

Council Member Boget nominated Council Member Moseley. Seconded by Council Member Viray.

Voting Yea: Council Member Boget, Council Member Dawson, Council Member Moseley,
Council Member Noble, Council Member Viray

5. Resolution #587 Building Dept Fee Schedule

Motion made by Council Member Boget, Seconded by Council Member Dawson.
Voting Yea: Council Member Boget, Council Member Dawson, Council Member Moseley,
Council Member Noble, Council Member Viray

6. Approve 3-16-2020 Declaration of Emergency Proclamation

7. Approve 3-17-2020 Mayor's Emergency Declaration Letter

8. Approve 3-27-2020 Emergency Declaration Amendment Proclamation

Council Member Boget made a motion to approve 3-16-2020 Declaration of Emergency Proclamation, approve 3-17-2020 Mayor's Emergency Declaration letter, and approve 3-27-2020 Emergency Declaration Amendment Proclamation. Seconded by Council Member Moseley.

Voting Yea: Council Member Boget, Council Member Dawson, Council Member Moseley,
Council Member Noble, Council Member Viray

9. Corona Virus- Financial Impacts

Mayor Listek went over decision to have staff stay home and financial concerns that the town may face due to the COVID-19 pandemic and how it may affect our revenue sources for remainder of year. Discussed remaining town events hoping they will just be postponed not

cancelled. Easter Egg hunt has been cancelled. Town Clean Up postponed for now. Will discuss future town events at May 4th meeting.

Discussed lay off and reduced hours versus furloughing of staff due to cost of health benefits the town will still have to incur if furloughing employees. Town Clerk will continue to investigate COVID-19 financial assistance for small town governments.

Council Member Moseley wanted to make sure if layoffs did happen that employees laid off would be called back first when work was available.

Council Member Boget brought up unemployment benefits including the extra \$600 a week and the stimulus checks that would help employees. She was most concerned about taking health care insurance away from employees and the struggle and cost to replace those benefits if laid off. She suggested the town does on call status for the Assistant Clerk and Public Works Assistant.

Council Member Dawson suggested looking into the workshare program and see if that would benefit the town financially.

Public Works Department Report

Public Works Director Esteb is willing to cut back hours if needed. He also stated that Assistant Gardner had other options for health benefits.

Public Works Director Esteb went over job priorities for public works. Tried street sweeper. Pump did not work so water could not be sprayed to keep dust down. Sweeper is awesome. Asked if there were funds available for banners or flowers. Mayor Listek would like to see if we could get those items donated to keep costs down. Public works will continue to work on necessary items only.

Town Clerk's Report

Clerk Salisbury has been busy keeping up on COVID-19 information and getting the town set up under FEMA grant portal for possible reimbursement of COVID-19 expenses. February bank statement and treasurers report waiting for Mayor's signature before being posted on website.

Council's Comments

Council Member Noble asked about procedure for paying bills. Clerk Salisbury will have financial committee review and approve the bills to be paid prior to or right after the council meeting. The other council members will review and sign them as soon as they are able to.

Council Member Dawson asked about getting a piece of property donated for a community garden. Mayor Listek stated it would violate the stay home order.

Council Member Noble stated that the council needed to stick together during this time.

Mayor's Comments

Mayor Listek talked to Shaun Ford at Fire District 13 and he wanted everyone to know how well the stay home orders are working to keep people safe. Emergency calls have decreased during this time showing residents are taking this seriously.

Mayor Listek is available by phone or email with any questions or concerns.

Attorney's Comments

Attorney Ridenour stated that the governor will most likely extend the stay home order.

Hardin property is on hold at this time due to the court system being cut back.

Town has very little control over health insurance costs as we are in a pool with many other government entities. Clerk Salisbury will look into any options or discounts available during this time.

Attorney Ridenour is mindful of the town's budgetary constraints and his future bills will reflect that.

Citizen Communication

None

Approve to Pay Bills on Behalf of the Town

Motion to approve to pay the bills on behalf of the town after review by the finance committee made by Council Member Viray and seconded by Council Member Dawson.

Voting Yea: Council Member Boget, Council Member Dawson, Council Member Moseley, Council Member Viray

Voting Nay: Council Member Noble

001 General Fund	9,064.61	
101 Streets	9,614.91	
103 Cemetery	453.72	
105 REET/Real Estate Excise Tax	53.87	
403 Storm Water	<u>5,605.82</u>	Check # 17107-17124
	64,792.93	#17131-17143
		Claims: 34,536.66
		Payroll: 30,256.27

Executive Session

None

Adjourn

Mayor Listek adjourned meeting at 8:19 pm.



Katie Listek, Mayor



Dawn Salisbury, Clerk