

**Town of Yacolt
Council Meeting Minutes
Monday, May 04, 2020
7:00 PM
Town Hall**

Call to Order

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

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
Attorney David Ridenour

Absent

Public Works Director Esteb

Late Changes to the Agenda

1. CenturyLink Proposal - add to New Business item #5

Minutes of Previous Meeting(s)

2. Approve 4-20-2020 Council Meeting Minutes

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

Citizen Communication

None

Unfinished Business

3. Corona Virus Items

A. 4-23-2020 Emergency Proclamation Amendment

Approve 4-23-2020 Emergency Proclamation Amendment

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

B. Draft Resolution #595 -Requesting that the Governor of the State of Washington, remove unreasonable restrictions imposed by the Governor's Emergency "Stay Home- Stay Healthy Proclamations.

Council Member Noble stated he liked the resolution and wants it to move forward. Council Member Boget stated that the governor has relaxed some of his restrictions and questioned whether the resolution needs to be more specific. Council Member Noble thinks it needs to be left in its general context. Council Member Boget asked if council members should write and sign a letter to accompany the resolution. Mayor Listek sent a letter to our state representative about this issue. Attorney Ridenour commented that Section 3 of the resolution directs the town clerk to forward the resolution to the governor's office and it could be accompanied by a letter if the council wishes. Council Member Dawson volunteered to hand deliver the resolution to the governor. Mayor Listek stated that the town would need to be represented in a professional manner and respect shown for the governor's position. Council Member Boget voiced concern that if the resolution was hand delivered by a council member that it be done as a private citizen and not part of any other political group. Council Member Dawson stated she loves this town and would present the resolution as a private citizen and not as a representative of the town. She would not want to disrespect the town in any way. Council Member Noble volunteered to deliver the resolution with Council Member Dawson.

Council Member Boget made a motion to approve Resolution #595. Seconded by Council Member Noble.

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

C. Discuss Town Events

Clerk Salisbury and Assistant Clerk Younce suggested the cancellation of the 2020 Bigfoot Fun Run due to the governor's orders and lack of donations for raffle prizes. Council approved cancelling the Bigfoot Fun Run for 2020.

4th of July events- Chalk Art Contest will still be held practicing social distancing. Mayor Listek will oversee to make sure we follow current stipulations. Discussion about the parade took place. A suggestion of a drive thru town parade was discussed but concerns over how to control big groups of people was brought up. A suggestion was made to do some Facebook polls to see what the residents would like for the 4th of July. Council Member Boget suggested

setting up the big tent and having residents drive through. That way we could hand out candy or goody bags without worrying about the social distancing stipulations. Council Member Noble and Council Member Dawson feel that people should be able to decide for themselves to stay home or go out and feel we should hold parade and fireworks show. Mayor Listek stated that no matter what individuals feel, we must abide by the laws of the state and the proclamations of the governor. Council Member Boget stated that the Citizens Committee that was brought up a few meetings ago might be interested in handling the fireworks show and this might be a good time to look into that. Council Member Boget will reach out to those citizens to see if they would be interested in talking about this. Joshua Beck stated that he will still do his own fireworks show in his driveway this year. Council Member Moseley likes the idea of banking this year's fireworks budget for next year and do one heck of a show. Council Member Boget suggested we do a big fireworks show for New Year's Eve.

D. Update on Status of Town Employees

No decision has been made at this time. Mayor Listek will keep the council informed if any changes in staff is made. Council Member Noble mentioned the volunteers that were helping with the mowing. They will continue to help out as needed. Council Member Boget brought up concerns about the volunteers and the liability to the town. Mayor Listek stated volunteer waivers were filled out by all volunteers and that they are necessary to protect the town. The volunteers are greatly appreciated.

E. Discuss Building Permit Applications

Clerk Salisbury stated that with Governor Inslee's proclamation to open construction, that we should look at accepting and processing all building department applications. Attorney Ridenour stated the town can relax the hiatus on accepting applications by setting a date to accept all applications. The public hearing phase of the application will not take place until orders from the Governor are received that allow public hearings. All Council Members agreed to update the emergency proclamation to reflect those changes.

New Business

4. 6 Year Transportation Plan - discussion only

Mayor Listek updated the council that the 6-year transportation plan is being worked on by public works to update the Town's road and street needs and will be presented to the council at the 6-15-2020 meeting. Clerk Salisbury stated that it does require a public hearing so we will need to plan for that. Council Member Boget asked if Council Member Noble might want to get involved with this as he is the representative for CTRAN and might have useful information.

5. CenturyLink Proposal to move pedestal for CDBG project

Clerk Salisbury stated that in preparation for the CDBG Hoag St project that the town engineer came across a CenturyLink pedestal that must be moved. CenturyLink sent a proposal to the town with an estimate for \$3,168.73. As there was no easement agreement found between the

town and CenturyLink, Clerk Salisbury is asking the council to approve the mayor to sign the agreement so the project may move forward. Council Member Boget asked if we had an existing easement agreement with CenturyLink for any locations in town. Clerk Salisbury stated no agreement has been located. Attorney Ridenour stated it might be possible to do a title search to see if any agreement exists. He will reach out to a title company to get an estimate. Council Member Moseley reminded the council that we have already received a year extension on this project and that it is important to move forward as to not jeopardize any future CDBG funding.

Motion to approve the mayor to sign the CenturyLink proposal made by Council Member Boget, seconded by Council Member Moseley.

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

Voting Abstaining: Council Member Dawson

Public Works Department Report

Mayor Listek stated that Public Works is finishing the mowing, spraying the borders around the edge of the recreation park and wherever else is necessary. Public Works Director Esteb is working with the town engineer on the 6-year transportation plan. Public Works Director Esteb is very grateful for the volunteers help.

Town Clerk's Report

Clerk Salisbury explained that the 2% of liquor profits bill that we pay to the county is a mandatory fee charged to any entity that receives liquor profits to help fund drug and alcohol programs.

Year to date budget figures were emailed to all council members. The town is on track for the Business License Services project. CDBG project should be ready to be advertised for bid next week. 2019 Annual report is being worked on and flower baskets are being purchased for the town. We have already received a donation from a town resident towards the baskets.

Council's Comments

Council Member Boget voiced concern from a couple of citizens concerning the pedestrian gate at the recreation park. It never seems to get closed and a child ran into it. She suggested that we remove the man gate as it is a potential hazard. Mayor Listek suggested maybe getting a slide gate.

Council Member Boget asked why the building department was handled by the clerk's office and not the public works department. Clerk Salisbury stated that the amount of paperwork involved would make it difficult for public works to handle. Council Member Boget stated that the clerk's office and public works department should be separate entities. Council Member Noble agreed.

Council Member Dawson voiced concern from a citizen about the resident's safety concerning food shortages or criminal activity if it increased due to the current situation and what the council's plan is

to protect our residents. Mayor Listek would like the town to start a farmer’s market to be more self-sustainable and promote growth from within. This would be a good opportunity to do a Facebook poll to see who might be interested in this. Council Member Viray thinks the farmers market is a good idea.

Council Member Boget suggested the town start a 1st Friday or 1st Saturday to promote town and surrounding area businesses.

Council Member Dawson would like a thank you sent out to Julie White for her donation table she has set up and keeps up daily. Mayor Listek stated the council could send one as a whole or individually if they would like.

Mayor's Comments

Mayor Listek has sent a letter to the representative of the Governor to ease restrictions.

Mayor Listek, Attorney Ridenour and Council Member Noble attended a conference call on Clark County's Buildable lands Committee meeting as the town is being excluded from the meetings. It is important for the town to be involved for future planning.

Mayor Listek wants to promote the farmers market and would welcome anyone to help that would like to.

Mayor Listek thanked and is grateful for Council Member Noble and Bill Rowe for volunteering to mow for the town.

Attorney's Comments

Attorney Ridenour stated how impressed he is with the mayor, council and staff and the work they do.

Approve to Pay Bills on Behalf of the Town

001 General Fund	8,627.30	
101 Streets	4,013.51	
103 Cemetery	194.50	
105 REET/Real Estate Excise Tax	405.63	
403 Storm Water	<u>2,602.10</u>	Check # 17155 - 17164
	15,843.04	Claims: 1,598.91
		Payroll: 14,244.13

Council Member Noble asked if it was necessary for the council to approve the bills if they don't see them. Council Member Boget stated that there is trust in the finance committee, mayor and clerk to make sure the bills are correct, within scope and can be paid. Council Member Moseley stated that any council member can come in and review the bills at any time. Council Member Noble just wanted to confirm that this was the correct process.

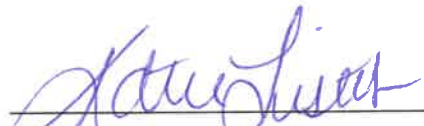
Motion made by Council Member Dawson, Seconded by Council Member Viray.
Voting Yea: Council Member Boget, Council Member Dawson, Council Member Moseley, Council Member Noble, Council Member Viray

Citizen Communication

None

Adjourn

Meeting was adjourned at 8:54 pm.


Katie Listek, Mayor
Dawn Salisbury, Clerk