**Town of Yacolt, Washington**

Town Council Meeting Minutes

**DATE**  September 7, 2010

**CALL TO ORDER**

**PLEDGE OF ALLIEGIANCE**

**ROLL CALL ATTENDANCE**

**PRESENT:** Mayor, Joe Warren

Councilmember(s): Ron Madler, Karen Holyk, Cindy Marbut, James Weldon, Dave Hancock

**ABSENT:** None

**STAFF:**  Pete Roberts: Public Works Director

 Tim Wedding: Public Works

 Crystal Bielec: Customer Service Clerk

**ABSENT:** Lynne Oldham: Town Clerk

**MINUTES OF PREVIOUS MEETING**

MOTION: Councilmember: Marbut moved to approve the minutes

SECOND: Councilmember: Weldon

VOTE: 5-0

YES: Councilmember(s): Madler, Holyk, Marbut, Weldon, Hancock

NO: None

Motion unanimously passed.

**LATE CHANGES TO THE AGENDA**

\*None

**CITIZEN COMMUNICATION**

Resident Patrick Knowles and resident Carol Hockey are from Alcoholics Anonymous and would like to use either New Town Hall or Old Town Hall for meetings. They would meet Saturdays from 6 P.M. – 7:30 P.M. Councilor Hancock asked how many people attend these meetings. Carol said about 10 to 15 people. AA will provide their own coffee and coffee pot. Holyk made a motion to approve AA to use Old Town Hall and Councilor Marbut seconded motion with the condition that rules and regulations would be written for the use of the building. The Mayor also mentioned that the building had plans for renovation and at that time would discuss other arrangement for AA. Resident Zeb Cameron came to speak to the Mayor. The Mayor said he would speak to him privately after the meeting.

**OLD BUSINESS**

 **A. Clock Tower Design Update: Karl Johansson Architecture:**

Karl wanted to show up to a meeting since he hadn’t been to one in a while. He did come in last week to discuss billing with Lynne. Karl feels the clock tower on top of the elevator would not look as good as a clock tower on the center of the roof. The thought is the clock tower on top of the elevator would be too tall. Also a clock tower on top of the elevator would be more expensive than a clock tower on top of the building. All councilors were in favor of copula design on top of the building. They thanked Karl for his input.

**NEW BUSINESS**

 **A. Authorize Mayor to sign Proclamation declaring Constitution Week**

MOTION: Councilor: Marbut made a motion for the Mayor to sign Proclamation.

SECOND: Councilor: Holyk

VOTE: 5-0

YES: Councilors: Madler, Holyk, Marbut, Weldon, Hancock

NO: None

\*Motion passed unanimously

 **B. Citizens Committee Update: Karen Holyk, Councilor**

The next Citizen’s Committee Event would be a Jack-O-Lantern contest. The committee was looking into charging a fee, but all councilors were in favor of them not charging a fee. Karen said there needs to a more transparent financial report for the committee and was wondering if the council wanted to have an agreement with the YCC to obtain monthly financial reports from them.

\*No action taken/information only

 **C. Yacolt Citizen’s Committee Request: Sara Uhacz, Chairperson**

Sara was unable to attend the meeting, but sent an e-mail to Town Hall in regards to the request to use Town Hall for upcoming Halloween Event. Councilor Karen Holyk read the e-mail out loud. Mayor would rather YCC use Old Town Hall for the event.

MOTION: Councilmember: Madler made a motion to approve the use of Old Town Hall for event as long as there was not an entry fee.

SECOND: Councilmember: Marbut

VOTE: 5-0

YES: Councilmember: Madler, Holyk, Marbut, Weldon, Hancock

NO: None

\*Motion passed unanimously.

 **D. Request for outdoor garden spigot for Christmas Tree & Train Station**

Pete told the council the railroad would do all the work free of charge of the Town as long as they were able to use it too. Pete also got permission from group that owns land where Christmas tree is located.

MOTION: Councilmember: Marbut made a motion to approve spigot.

SECOND: Holyk

VOTE: 5-0

YES: Councilmember: Madler, Holyk, Marbut, Weldon, Hancock

NO: None

\*Motion passed unanimously.

 **E. Request for clarification on property: Resident: David Farber, 203 E Yacolt Rd.**

David Farber was not present at this meeting. The Mayor told the council that David has put a side gravel driveway next to his existing driveway. There is also gravel between the yard and the street with no barrier. The concern is that gravel is going to end up on the road and will damage vehicles or possibly injure someone. Councilor Marbut suggested sending them a letter stating we expect them to correct this.

\*Information only no action taken

 **F. Request for Building Permit: Sarah Allen, 304 E Farrer**

The Allen’s brought a detailed packet for the council with their As-built that did not show a reserve drain field. Mayor told the Allen’s to take this packet to the Health Department and get their approval and then the Town would sign off on it.

MOTION: Councilor: Marbut made a motion to approve building permit after Health Department approval.

SECOND: Councilor: Holyk

VOTE: 5-0

YES: Councilor: Madler, Holyk, Marbut, Weldon, Hancock

NO: None

\*Motion passed

 **G. Request for Building Permit: Harmony & Edgar Kysar, 408 E Jones St**.

The Kysars were not present at the meeting. The size of the shed needs county approval and it does not meet setbacks.

MOTION: Councilor: Marbut made a motion to deny request without proper setbacks. If the Kysars are willing to move the shed to meet setbacks then they will approve it.

SECOND: Councilor: Madler

VOTE: 5-0

YES: Councilor: Madler, Holyk, Marbut, Weldon, Hancock

NO: None

\*Motion passed

 **H. Resolution #438: Adopting the Six-Year Street Improvement Program for 2011-2016:**

Pete told the council every year we have to update it, since there is no funding this year it just carries over from last year. Crystal and I applied for $50,000 from TIB for chip sealing.

MOTION: Councilor: Holyk made a motion for the Mayor to sign Resolution #438.

SECOND: Councilor: Hancock

VOTE: 5-0

YES: Councilors: Madler, Holyk, Marbut, Weldon, Hancock

NO: None

\*Motion passed

**MAYORS COMMENTS:** The Mayor stated National Night Out was a huge success again with around 400 people served. Councilor Marbut suggested more activities for kids next year. There was discussion about not having the soda machine next year and have cans or liters instead. Councilor Holyk suggested there be more structure in the food service area since it was elbow to elbow. Councilor Weldon updated everyone about the Linderman Auction. He said there were around 115 people there. The dinner raised about $15,000 for the Linderman’s. The jewelry box the council donated didn’t sell at auction and will be returned to us for future use. The Mayor also reminded everyone of the Workshop next Monday at 7 P.M. to discuss Personnel Policy.

**PUBLIC WORKS:** None at this time.

**CLERK/TREASURER’S REPORT: Crystal Bielec, Customer Service Clerk**

Crystal told the council that she attended a “Request for Proposal” class in Vancouver that was very helpful. She and Pete mailed off the TIB Grant and the award announcements will be in November. Lynne went to Dept. of Retirement Training in Kelso in August. Lynne is also going to Tumwater for Levy training Sept 14 and 15. There is $971,000.00 in General Operating Account including Impact Fees.

**WARRANTS:**

Current Expenses: $66,792.39

Streets: $17,770.70

Cemetery: $789.68

Storm Water: $2,043.41

Sewer: $117.97

Parks/001: $831.08

Payroll: $21,150.37

Warrants presented in the amount of $88,345.23

MOTION: Marbut moved to approve warrants.

SECOND: Holyk

VOTE: 5-0

YES: Councilmember(s): Madler, Holyk, Marbut, Weldon, Hancock

NO: None

\*Motion passed unanimously.

**Adjourn: 7:59 P.M.**

Crystal Bielec Joe Warren

Customer Service Clerk Mayor

Minutes approved on