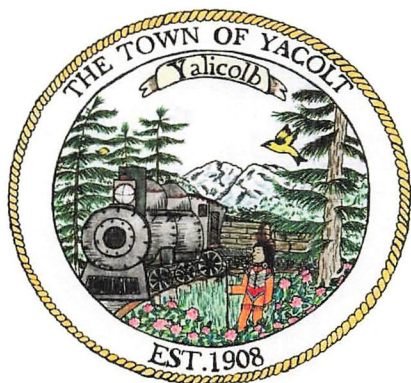




Town of Yacolt

Town Council Meeting Minutes

Monday September 8, 2025

7:00 PM

Town Hall

Call to Order

7:00 PM

Flag Salute

Roll Call

Council Members Present: Jeff Carothers, Kandi Peto, Brandon Russell, Marina Viray

Also present: Mayor Ian Shealy, Attorney David Ridenour, Public Works Director Terry Gardner, and Clerk Stephanie Fields

A motion was made to excuse Councilmember Carroll's absence.

Motion: Carothers 2nd: Peto

Aye: Carothers, Peto, Russell, Viray **Nay:** 0 **Absent:** Carroll

Motion Carried

Late Changes to the Agenda

Possible Council action to follow tonight's executive session; also add to item #8: schedule dates for 2026 Budget Public Hearings.

Approve Minutes of 8/11/2025 Meeting:

Motion was made to approve the minutes as written.

Motion: Carothers 2nd: Peto

Aye: Carothers, Peto, Russell, Viray **Nay:** 0 **Absent:** Carroll

Motion Carried

Approve Minutes of 8/20/2025 Special Council Meeting/Budget Workshop:

Motion was made to approve the minutes as written.

Motion: Peto 2nd: Carothers

Aye: Carothers, Peto, Russell, Viray **Nay:** 0 **Absent:** Carroll

Motion Carried

Approve Minutes of 9/3/2025 Special Council Meeting/Budget Workshop:

Motion was made to approve the minutes as written.

Motion: Peto 2nd: Viray

Aye: Carothers, Peto, Viray **Nay:** 0 **Absent:** Carroll **Abstain:** Russell

Motion Carried

Citizen Communication

Dave Ayers expressed that he feels it's too messy around the Public Works shop, and that the Town owns too much equipment. Councilmembers Carothers and Russell responded to his concerns, and Mayor Shealy said he'd like two Councilmembers to meet him at the shop to assess the situation.

Unfinished Business

DRAFT Fire Marshal InterLocal Agreement

Attorney Ridenour stated that the Fire Marshal is ready to turn the DRAFT ILA over to the County for further review. He asked Councilmembers to bring any suggestions or questions regarding the Draft ILA to the October Council meeting.

DRAFT InterLocal Agreements with LaCenter for Building, Planning, Permitting, and Code Enforcement

After a short discussion, motion was made to table action on this until the October Council meeting.

Motion: Peto

2nd: Carothers

Aye: Carothers, Peto, Russell, Viray

Nay: 0

Absent: Carroll

Motion Carried

New Business

Heritage Corporate and Legacy Advisors Introduction: New Attorneys

Glenn Slate introduced two people (Gabriella Kim and Matt Jewell) who have taken the BAR exam and just waiting for their results to become attorneys. He said they could collaborate or work separately on various projects for the Town, and have plenty of time to turn things over quickly. He would only charge \$175-\$250/hour for their services at first, working up to \$350/hour in the future. He would not re-bill for them to go through the training Mat Cleary and Patricia have already gone through. Mr. Slate asked that the Council consider using them, and if they decide not to, to let him know as soon as they decide, so that they are not left hanging.

C-Tran Board Representative for 2026

After Attorney Ridenour explained that the Town is technically not scheduled to have a C-Tran Board Representative next year, just in case, Brandon Russell offered to serve if called upon. In essence, he would be an Alternate to the Alternate. Motion was made to accept Brandon as the Town's C-Tran Rep if need be.

Motion: Carothers

2nd: Peto

Aye: Carothers, Peto, Russell, Viray

Nay: 0

Absent: Carroll

Motion Carried

Schedule Next Budget Workshop(s)

Council decided on the following dates for Special Meetings:

Budget Workshop: Thursday Sept. 11th at 5:30 pm

Budget Hearing #1: Monday October 20th at 6:00 pm

Budget Hearing #2: Monday November 10th at 7:00 pm (during the Regular Council Meeting)

Town Clerk's Report

- Been doing lots of training; Shannon is doing very well.
- Windhaven Ride was well-attended; was too hot for dogs to come out for Mutt-Strut, but plenty of people still showed up; last Saturday's Market was one of the biggest yet; next Events meeting will be Sept. 22nd at 6:30 pm, to plan Oktoberfest/Harvest Market/ Pumpkin Contest, and Christmas and New Years events.
- Have made lots of headway at Budget meetings so far; got just about 50% through next year's budget at the last workshop.
- Putting out notices for Engineering RFQ and Budget Hearings; ads to be published October 1st.

Public Works Department Report

- Cleaned out storm drains in prep for rainy weather.
- Finished painting bumps, curbs, crosswalks throughout Town.
- Street sweeping to start tomorrow.
- Has been talking with other cities about getting equipment.

Attorney's Comments

- Love Street Theater in Woodland is currently featuring a play involving Yacolt's history.
- Legal tidbit: There is actually a state law which authorizes the sale of toy paper caps; just an example of there being a rule for everything.

Citizen's Communication

None

Council's Comments

Peto – Heard reports of a lot of racing taking place on Yacolt Rd. lately.

Russell – Reported on C-Tran Board Composition Committee meeting; they approved the "3:3:3" plan and requested a stay on grant funding.

Viray – Must step down from UCPB Board, and hopes to have another Councilmember replace her. Meetings are almost monthly, on Monday mornings, and can be attended virtually. Council said they'd like to appoint a new Rep at the October Council Meeting.

Peto – Got an offer on her house, and may be moving out of Town, which would disqualify her from holding a Town Council position.

Mayor's Comments

Hosted Maria Gleusenkamp-Perez on a Town tour. She doesn't know of federal funding that will work for our needs, but her in-house grant person will help target grants for us.

Rep. Abbarno is in full support of a community/senior center for the Town. He advised that getting written letters of support from non-profits who will use the facility is crucial to our being awarded funding (with focus on food distribution, mental health/addiction counseling, senior services, early childhood education/services, medical services). Rep. Orcutt is also in support of the Town's plans, and they are working to get Sen. Braun fully on board as well.

Approve to Pay Bills on Behalf of the Town

Motion: Peto

2nd: Viray

Aye: Carothers, Peto, Russell, Viray

Nay: 0

Absent: Carroll

Motion Carried

Executive Session

Mayor Shealy closed the regular meeting and opened an executive session to discuss real estate acquisition and potential litigation at 7:58pm, to last until 8:20 pm. At 8:20pm, he extended the executive session to 8:35 pm, at which time he re-opened the regular meeting. Council moved to authorize Mayor Shealy to negotiate for the purchase of real estate within the limits set in tonight's executive session, including the exchange of written offers, but reserving any final decision on a purchase for the Council at a future public meeting.

Motion: Viray

2nd: Russell

Aye: Carothers, Peto, Russell, Viray

Nay: 0

Absent: Carroll

Motion Carried

Agenda Item #5 re: ILAs with LaCenter was then re-opened

Clerk Fields described the Cloud Permit process and trainings so far. Attorney Ridenour voiced his concern that some legalities may be getting overlooked in the software and that their system may not be serving our citizens as we'd need it to. He's unsure how LaCenter intends to deal with Yacolt's Code Enforcement, and that they've lacked follow-up when requested. Council agreed that the Cloud Permit and Code Enforcement system may not quite fit the Town's needs. Mayor Shealy suggested that we still consider an Interlocal Agreement with LaCenter (and perhaps other municipalities as well) regarding services such as plan reviews and inspections, etc. Motion was made to graciously decline LaCenter's offer for us to use their grant for Cloud Permit.

Motion: Russell

2nd: Carothers

Aye: Carothers, Peto, Russell, Viray

Nay: 0

Absent: Carroll

Motion Carried

Then a motion was made for the Town to look deeper into services (such as plan reviews and inspections, etc.) which could be worked into an Interlocal Agreement with LaCenter and /or other municipalities after holding workshops with them to cover all mutually beneficial details.

Motion: Carothers

2nd: Peto

Aye: Carothers, Peto, Russell, Viray

Nay: 0

Absent: Carroll

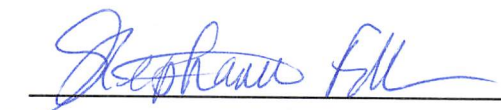
Motion Carried

Adjourn

9:08 pm



Mayor Ian Shealy



Clerk Stephanie Fields

Approved by Council vote on 10-13-2025