**TOWN OF YACOLT, WASHINGTON**

**TOWN COUNCIL MEETING MINUTES**

**DATE: MARCH 3, 2014**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL ATTENDANCE**

**PRESENT:** Mayor Carothers

Councilmember(s): Lewis Gerhardt, Vince Myers. Rick Urias, David Hancock

**ABSENT:** Councilmember(s): Josh Karl

 **STAFF:** Town Clerk: Cindy Marbut

 Public Works Director: Pete Roberts

 Town Attorney: David Ridenour

 **APPROVE MINUTES OF PREVIOUS MEETING**

MOTION: Councilmember: Urias

SECOND: Councilmember: Myers

VOTE: 4- 0

YES: Councilmember(s): Urias, Myers, Gerhardt, Hancock

NO:

ABSENT: Josh Karl

\*Motion unanimously passed.

**LATE CHANGES TO THE AGENDA**

Item D executive session was added under new business

**CITIZEN COMMUNICATION**

None

**OLD BUSINESS**

 **A. Software update**

Cindy, Clerk Treasurer explained that she had been in touch with the State Auditor help desk and MRSC to be sure they were following the proper procedures in getting quotes for the new computers that were needed. She assured them as long as they stayed below the 7500.00 threshold they were ok getting quotes from multiple places in the area. She discussed all the quotes she had received she wanted to save money and do the best for the town she noted it was best just to purchase new computers rather than upgrade their programs from Windows XP to Windows 7.She talked about the differences in quotes and the costs to just purchase outright from a retailer. She had provided them with cost comparisons from retailers also. She talked about the quotes that included a server as a backup system, she expressed she really didn’t know anything about a server vs. a NAS device and relied on the council to give direction in that area. She noted the cost differences in the quotes and that A&D computer was the lowest quote. Council Myers and Gerhardt agreed that there was a need for backup system, Council Gerhardt explained the NAS system and felt that was what the town needed not an actual server. Council Urias stated there was no need for cables the town had what it needed for that. Council Gerhardt asked why Windows 2010 vs. 2013, Clerk stated that the costs were if they couldn’t find or obtain the key code from the previous computer service who installed 2010 version on the current computers. She stated that she had been in touch to get the key and that cost would be saved. He also asked why not upgrade to 2013 version. Clerk stated they could it was compatible with the 2010 version; motion was made to approve with revised proposal to NAS instead of server, with Windows 2013 upgrade using A&D computer.

MOTION: Gerhardt

SECOND: Myers

VOTE: 4-0

YES: Councilmember(s): Gerhardt, Urias, Myers, Hancock

NO:

ABSENT: Karl

\* Motion Passed

**NEW BUSINESS:**

 **A. Storm-water- Revenue Discussion**

Pete, Public Works, talked to council about storm water fees in the town. He gave history as to how it was determined to charge for the fee. He stated that there was lots of work that goes into maintaining the storm drains and the swales. He talked about the work that needs to be done and how the costs are not supported by the funding currently brought in. He went over what other surrounding municipalities charge and how they have structured their fees. He noted that the town fees were based off if you had a water meter not the amount of impervious surface. He stated several streets needed repairs. it is up to the council to decide how they want to move forward, there is always and expense and we don’t cover it by what we are bringing in. Council Urias stated that the public should be allowed to have input and suggested it be brought back to a later preferably the first meeting in April for further discussion. He also asked for a copy of what other municipalities charged to be emailed to the council. Clerk asked if the council wanted it set for public comment, that she would put it on the website and reader board and for a motion since it was going to be added to a future agenda item for further review and possible ordinance.

MOTION: Urias

SECOND: Hancock

VOTE: 4-0

YES: Councilmember(s): Gerhardt, Urias, Myers, Hancock

NO:

ABSENT: Karl

\*Motion Passed.

 **B. Discussion Parking Restrictions Town Limits/Ankeny St. – Weather Related**

Pete, Public Works, stated this was a 2 part discussion, 1st of all, the road on Ankeny by Twin Fall/Clark streets is only 18ft wide and adding a car parked on the side of the road makes it difficult for EMS, Fire and Buses to get by including other vehicles. Residents are parking in the swales and on the sidewalks causing damage to the town property. He was asked by a resident to put “no parking” signs up on one side of the street. There was discussion on the matter which moved to the winter storms of late and the difficulty of getting street plowed in that area. The question was raised if the town should pass an ordinance that people are not allowed to park on the streets during inclement weather. There was a lot of discussion on if that was really necessary, how would it be enforced and was that truly needed. It was determined that prior to bad weather the information to remove cars from the street would be placed on the reader boards and website to remind citizens. This would be a trial to see if at a later date a ordinance was really needed. The conversation turned back to the no parking signs, Council Urias, was in favor of the no parking signage. Clerk was instructed to draft an ordinance for the no parking on Ankeny St to be brought back at future meeting.

\* Discussion Only

 **C. Discussion on Sidewalk Maintenance Ordinance**

Pete, Public Works, talked about how at the conferences and through emails and other exchanges of late the question has been proposed by AWC and other insurance providers about how municipalities address sidewalks in their prospective cities. He stated that in most responses it was the homeowner who was responsible for the maintenance outside of the tree roots causing damages.

Council Myers stated he thought that was a given, that he was surprised to see this on the agenda since he thought it was every homeowners responsibility. Pete stated the town has no ordinance or anything in place that requires that. The discussions with other cities prompted the need to look into how the town handles these circumstances. He also stated in the snow events he cannot be expected to shovel the whole town sidewalks. He asked if we could put together some kind of ordinance to address this issue. A question from citizen in the audience was isn’t the sidewalk part of the town right of way/ easement or is it owned by the homeowner? Town attorney, David Ridenour, was asked to address the question. He stated that this was not a simple answer. He stated the right of ways may be different throughout the town; there was no way to know without doing further research. The question remains what does the town really own, he is fearful of what the town authority/law is in this circumstance. It is possible the issue has already been addressed but further research was necessary. Council Urias stated that most developments have sidewalks on only one side. David recounted that this to was an issue where there certain clauses in the developments of sidewalks that spelled out who had responsibility and would the town be able to find that information. Tabled for more research to be brought back at future meeting

\* Discussion Only

**Mayor Comments:**

Mayor thanked the citizens for being present it he noted that the meetings were having good turnouts even when the agenda didn’t have items of huge controversy. He reminded citizens that volunteers were still needed for events and for the spring clean up on April 12th. He said he was meeting with the new reporter for the Columbian newspaper on Wednesday afternoon, he was leery of meeting with them since they only print what they believe is news worthy not the facts. He said most of the local mayors refuse to meet with them anymore because they don’t print facts. He stated that the Parks Foundation extended an invitation to him and several of the kids who use the skate park to come and speak on behalf of the town for the latest grant submission on the skate park. He was looking forward to hopefully getting another grant this year to help complete the skate park.

**Public Works:**

Pete went over the Spring Clean up event on April 12th and told citizens that the hazardous waste would be at Yacolt Primary from 9-2pm and that they would take up to 5 tires this year no rims. They would have a shredding event and even take block foam. There was no charge but they asked that citizens donate canned food. Flyers will be going out to citizens soon with further details. He asked if there was some way to recognize long time citizens who pass away, there was some discussion on this request, most of which went back to how to be fair about the process without offending families with deaths the town staff might not know about. Clerk stated it was a nice thought but unrealistic to follow through with.

**Clerk Treasurer:**

None

**WARRANTS**

\*Current Expenses: $ 12,683.37

\*City Streets: $12,668.29

\*Cemetery $ 348.11

\* Storm Water $ 238.23

Pay Bills presented in the amount of $25,938.00

MOTION: Hancock

SECOND: Gerhardt

VOTE: 4-0

YES: Councilmember(s): Gerhardt, Urias, Myers, Hancock

NO:

ABSENT: Karl

Motion unanimously passed.

**ADJOURN** 8:15 P.M.

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Cindy Marbut Jeff Carothers

Town Clerk Mayor

Minutes approved on March 17, 2014