**TOWN OF YACOLT, WASHINGTON**

**TOWN COUNCIL MEETING MINUTES**

**DATE: July 21, 2014**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL ATTENDANCE**

**PRESENT:** Mayor Carothers

Councilmember(s): Lewis Gerhardt, Vince Myers. Dave Hancock,

**ABSENT:** Councilmember(s): Rick Urias and Josh Karl

**STAFF:** Town Clerk: Cindy Marbut

Public Works Director: Pete Roberts

Town Attorney: David Ridenour

**APPROVE MINUTES OF PREVIOUS MEETING**

MOTION: Councilmember: Hancock

SECOND: Councilmember: Myers

VOTE: 3- 0

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

NO:

ABSENT: Urias, Karl

\*Motion unanimously passed.

**LATE CHANGES TO THE AGENDA**

None

**CITIZEN COMMUNICATION**

None

**OLD BUSINESS**

**A. Executive Session Enforcement of Right of Way Ordinances**

Mayor read a statement siting RCW 42.30.110 (1)(i)(A)(C) for executive session. Council and staff will be in attendance the meeting will reconvene in 10 min. Council meeting closed at 7:05pm Meeting was reopened at 7:15 pm.

**B. Employee Cell Phone Policy Discussion**

Cindy Marbut, Clerk Treasurer, spoke to council reminding them they had asked for some comparison plans for cellular companies. She noted that council Myers asked for the information to be sure we were doing our due diligence. Council Myers thanks the clerk for getting the council the information. She went over the plans available from Sprint, Cricket and AT&”T. She told the council that these plans carried a 2 year contract or you must put a credit card on file for auto pay. She discussed the different pricing from each plan and noted that currently the Verizon plan in place was contract free and only 1 line was active and it was still cheaper than any of the other plans offered but only had one phone. She went over the value of having in place a reimbursement policy verses an actual plan. Employees were satisfied using their personal phones. Council Gerhardt asked the amount of the reimbursement being asked for, clerk responded 3.50 per week per employee designated to have a working phone. The total costs was far greater than even the most current plan in place. Council Myers stated that saving the town money was worth putting the policy together. Clerk stated she could use the example policy given to put it together.

**\*\*** Discussion only no action taken

**C. Public Hearing on Verizon CUP for Satellite Dish Installation**

Mayor closed the council meeting and opened the public hearing at 7:20 pm. There was some discussion on the trees and screening of the dish. Representative Colleen Groff was present and explained that she had been asked if there was any issues at the previous meeting with the lease agreement allowing the satellite installation, she reported that the property owner was aware and that the lease agreement provided for the changes and there were no changes to anything at the site with the exception of installing a new dish. Mayor closed public hearing and reopened the council meeting at 7:24pm.

**NEW BUSINESS:**

1. **Verizon CUP Staff Report/ Approval of Satellite Dish**

Pete Roberts, public works director, stated he did not see any problem with the approval of the installation he just noted a few things as conditions for the permit. He expressed that the permit should be for 2 years, and the current screening should be maintained, he noted that all contractors needed to be licensed in the town of Yacolt and that Clark County codes for building and health be met. Council Gerhardt motioned to accept conditional use permit with the provision that all staff recommendations are met.

MOTION: Councilmember: Hancock

SECOND: Councilmember: Myers

VOTE: 3- 0

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

NO:

ABSENT: Urias, Karl

\*Motion unanimously passed.

**B. Marc Caughie- Community Center**

Marc handed out information about his proposal. He stated he had obtained his 501C status last August and had been working with the Benge Trust to obtain the property which housed the building he wants to use for the community center. It was taking much to long to negotiate with the trust and he wants to move forward on his project. He is unable to obtain funding without securing a valid address. He asked the council if he could use the Town Hall until he could finalize the details with the Benge Trust or purchase another property/ building for the community center. The proposed center would include exercise for all ages, before and after school help, game rooms, promote health and welfare. In the future he would like to add in medical clinic, nutritionist, and other special projects. Council Myers asked if he was looking for the Town Hall to be his PO Box, Marc stated yes, he didn’t anticipate using any part of the town hall at this point in time. He really needed to get the ball rolling for funding. Council Hancock asked if there was any progress on the Benge Trust and Marc stated that Ed Huffman owned the building and wanted to donate the building to the community center. There was discussion on whether or not this was permissible. Town Attorney, David Ridenour stated that the town’s facility use policy would probably cover any issue but he would like to review it to be sure. Mayor recommended that this be tabled to next meeting pending further review.

\*\* Informational Only

**C. Public Hearing Six Year Transportation Plan**

Mayor closed the council meeting and opened the public hearing at 7:33 pm. There was no discussion from citizens, Pete Roberts, public works explained that the plan is updated every year and the importance of having those updates prioritized in the event they are used to qualify for grants or other funding that is available. He explained that this has been what has helped us in the past. Council Myers asked if there were any new updates since he received the information, Pete stated no. Mayor closed public hearing and reopened the council meeting at 7:35 pm.

**D. Resolution Approval of Six Year Transportation Plan**

MOTION: Councilmember: Myers

SECOND: Councilmember: Gerhardt

VOTE: 3- 0

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

NO:

ABSENT: Urias, Karl

\*Motion unanimously passed.

**E. Recreational Park Rules Ordinance**

Pete Roberts, Public Works, stated he wanted to have something in place that deterred motorized vehicles in the new recreational area especially on the BMX track. Clerk provided the council with the 2 ordinances that were adopted for park rules. There was much discussion as the council and staff went through the ordinances. Specifically Ordinance 422. Council Hancock asked if skate boarding would be allowed at the new park. There was discussion on Ordnance 511 and how it was written to state that only skate boarding was allowed in designated areas. The Clark County Sheriff was present and stated that more rules you put in place the more they would be challenged. He also stated that if a motor vehicle was on the BMX track they would definitely confiscate the vehicle. It would still be up to the town to impose the fines. A citizen asked if archery could be added to the park. Mayor stated that would have be discussed at a later date. The discussion among the council, staff, mayor and town attorney was in relation to items section 2 E-G and I, J, K. There was discussion regarding liquor being allowed at the park. Clerk stated that she as a citizen would not want alcohol around children in park. Council Gerhardt stated that the future there may be a wedding or party or event that warranted liquor, but it would have be by permitted process and fenced. Council Myers was particularly interested in making it possible for hobbies like flying aircraft could be possible by citizens. There was discussion on firearms at the park, council Gerhardt stated that it was illegal for the town to restrict firearms especially in WA. Town Attorney, David Ridenour stated that this would need to be researched more. Council asked for draft form at next meeting if possible.

\*Discussion only no action taken

**F. Discussion on Grand Opening of Parks**

Mayor stated that the skate park was completed and ready for use, and the recreational area also was ready for use. He felt it would be a good idea to have those who gave us the grants for both projects out for a ribbon cutting ceremony of some type. He said it would be a late afternoon on one day that would work for everyone in the near future. He this was a positive thing. He said we could have the county commissioners and newspapers out for photos. He wants to get the word out to the local surrounding areas that these parks are ready and open for use. Mayor said between the clerk and himself they would get it set up. Council Gerhardt asked that it not be on August 15th due to the event planned the next day. Clerk stated it would be after that since there might be some vacation schedules that needed to be considered and thought the last 2 weeks in August would be when it could be arranged.

**Mayor Comments:**

Mayor thanked everyone for attending the meeting. He stated that Grants are what get things done around town and ingenuity. It is time to start thinking about grant proposals, we are a town not a city so our grants have to be competitive against the larger municipalities. We have proven we have a passion for our projects and that is shown in the awards we have received. He gave an example of how the representatives on the CDBG bus tour talk about their projects. He asked for ideas from citizens and stated he was open for suggestions. He asked anyone with ideas to bring them to the staff or himself.

**Public Works:**

Pete stated that the engineering for the next CDBG project the Pavilion would be ready soon and that bids for the project would be in about 2 weeks. He figures the project should take about 6-8 weeks to be completed. Bill Roe is doing a fantastic job helping out with mowing. He really has stepped up to help out.

He also noted that due to the fires in the state that he did not have any inmate help as all the guards are away helping with the fires.

**Town Attorney:**

David stated that the staff and mayor had met to review and improve on policy and procedures. He stated the clerk’s office put together a master list spreadsheet of the all the Interlocal agreements and other types of agreements and sent it to him, he was not aware of some of the agreements. He said he was very impressed with the work that was done.

**Clerk Treasurer:**

Cindy noted to the council that they had been provided the cash flow statement and the treasures report, she gave a report on the ending totals from the Bigfoot Fun Run and Rendezvous. She noted the differences between 2013 and 2014. She gave costs of the T shirt purchases. She noted to the council that this year we had purchased signs that were reusable and banners for the event. We also increased the cost for the music performers and that was part of the differences. She reminded council and citizens about National Night out being on August 5th @ 6 pm. She stated that they had donations from the Red Fir for root beer and ice cream from Amboy Market and another location. She stated the EMS would be present and the friends of the library would also be there. She was not sure about which Sheriff’s division would attend yet. She noted that she tried to get the Dog Watch program but it would be next year before we could have that program.

**# 12 WARRANTS**

\*Current Expenses: $ 35675.70

\*City Streets: $1563.42

\*Cemetery $ 425.38

Pay Bills presented in the amount of $37654.50

MOTION: Myers

SECOND: Hancock

VOTE: 3-0

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

NO:

ABSENT: Urias, Karl

Motion unanimously passed.

**ADJOURN** **8:15 pm**

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Cindy Marbut Jeff Carothers

Town Clerk Mayor

Minutes approved on August4, 2014