

TOWN OF YACOLT, WASHINGTON
TOWN COUNCIL MEETING MINUTES

DATE: November 7, 2016

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL ATTENDANCE

PRESENT: Mayor Carothers

Councilmember(s): Dave Hancock, Katie Listek, Jason Wallway, Tester

ABSENT: Councilmember(s): Myers

STAFF: Town Clerk: Cindy Marbut

Public Works Director: Pete Roberts

Town Attorney: David Ridenour

APPROVE MINUTES OF PREVIOUS MEETING

Motion to approve the minutes from the previous meeting w/ changes: Councilmember Listek with noted changes

SECOND: Councilmember Wallway

VOTE: 4-0

YES: Councilmember(s): Hancock, Wallway, Tester and Listek

NO:

ABSENT: Myers

*Motion unanimously passed.

LATE CHANGES TO THE AGENDA

Item G. Eagle Scout Project Ben Withee

CITIZEN COMMUNICATION

None

OLD BUSINESS:

A. Repealer's Ordinances- David Ridenour

David Ridenour, town attorney, gave background history to the process that has been taking place as the town moves to a Municipal Code. He talked about inviting the council to view the book of Ordinances that was placed in share folder drop box. He invited any citizen that would like to view it also to provide their email address to him and they could also see the progression. He talked about the council's authority to amend or eliminate ordinances. There was no action to take at this time.

Discussion Only

B. Mobilitie Contract Update –David Ridenour

David Ridenour, town attorney, talked about the general principals of the upcoming proposed contract. He talked about eh recovery of fees to the Town and the attorney and timeline of potential build out to be 2 years. The contract proposed would be for 2 years initially with options to revisit for purposes of proper tax

and fee collections as they develop and change as the telecommunications industry changes as well. This contract would be placed on the back burner for now.

Discussion Only

C. Playground Equipment – Public Works

Pete Roberts, public works director, there is still a quote that has not been received on this equipment. This discussion will resume at the next meeting.

Discussion Only

D. Amelia Shelley – Yacolt Library Express

Cindy Marbut, clerk treasurer, stated that Ms. Shelley was not present. There was some discussion on the renewal of the contract with the Library Express in relation to increased cleaning costs and building repairs and how that will translate in the expense budget workshop.

Discussion Only

E. Variance Application- Zoning Discussion- David Ridenour, Clerk Treasurer

Cindy Marbut, clerk treasurer, gave history to the town zoning ordinance and how the application for various did not apply in this situation therefore the money paid by Roger Foley was refunded. David Ridenour, town attorney, explained the sections in Ordinance 371 that applied in support of the refund given. There was discussion from the council and citizens that were present to speak on the subject. Herb Noble, Kim and Tom Glassett, the Councilmembers Mayor and Roger Foley engaged in conversation/discussion about the proposed tri-plex placement, surroundings, health department requirements and the need for multi-family homes in Yacolt. The council instructed staff to move forward in the process to amend Ordinance # 371 and review necessary information that may be restrictive.

Discussion Only

F. Addendum to Employee Contract Pete Roberts – David Ridenour

At a previous meeting in October the council discussed adding an amendment to Pete Roberts's employee contract for the purpose of transparency in that he is allowed to operate his personal business without the appearance of a conflict of interest. There was discussion on a change in verbiage.

Motion to approve Resolution # 544 Amendment to Pete Roberts Employee Contract with noted changes

Councilmember: Tester

SECOND: Councilmember: Hancock

VOTE: 4-0

YES: Hancock, Listek, Wallway and Tester

NO:

ABSENT: Councilmember(s) Myers

ABSTAIN:

Motion passed unanimously

G. Addendum to Employee Contract Cindy Marbut- David Ridenour

At a previous meeting in October the council discussed the need for a clerks bond and as a result the need to have it added to the clerk's employee contract.

Motion to approve Resolution # 545 Amendment to Cindy Marbut Employee Contract Councilmember:

Hancock

SECOND: Councilmember: Listek

VOTE: 4-0

YES: Hancock, Listek, Wallway and Tester

NO:

ABSENT: Councilmember(s) Myers

ABSTAIN:

Motion passed unanimously

H. Proposed Ordinance Requiring a Clerks Surety Bond – David Ridenour

As discussed in previous meetings the council determined the amount of a surety bond and requested the item be brought back for adoption.

Motion to approve Ordinance # 546 creating the requirement for the Clerk Treasurers Surety Bond:

Councilmember: Tester

SECOND: Councilmember: Wallway

VOTE: 4-0

YES: Hancock, Listek, Wallway and Tester

NO:

ABSENT: Councilmember(s) Myers

ABSTAIN:

Motion passed unanimously

I. Proposed Ordinance to Adopt Yacolt Municipal Code – David Ridenour

David Ridenour, town attorney, discussed the clean-up of ordinances to get to the point of adopting the Yacolt Municipal Code. This document is a draft ordinance to review as we get to ready for adoption of the code.

Discussion Only

NEW BUSINESS:

A. WA-UTV Allowance in Yacolt- Dennis Corn

Dennis Corn addressed the council on this issue. He explained the Dept. of Licensing laws that he had met and the need for the allowance. He provided the council with a letter of explanation. There was discussion on the matter. The council requested that this issue be brought back to the next meeting with more information and examples from other municipalities.

Discussion Only

B. Resolution Approval of Community Block Grant- Clerk Treasurer

Cindy Marbut, clerk treasurer, talked about previous meetings discussions on what the town should request in block grant funding.

Motion to accept Resolution # 546 Community Block Grant submission for Welcome Signs and Parking lot paving at the Recreation Park Councilmember: Wallway

SECOND: Tester

VOTE: 4-0

YES: Listek, Wallway, Hancock and Tester

NO:

ABSENT: Myers

ABSTAIN

Motion passed unanimously

C. Chelatchie Prairie RR _ Douglas Auberg

Douglas Auberg, provided the council with drawings and map of the area where they will be building a prefabricated shop to house railroad cars for repairs. He apologized to the council for not coming to speak

to them sooner on the RR plans for commercial development. He talked about the process they went through to get funding for the project and the challenges they still faced.

Discussion Only

D. Forest Practices Ordinance Draft – Clerk Treasurer

Cindy Marbut, clerk treasurer, gave background to the property known as Yacolt Crossing and how the town got involved in the need for an ordinance/ policy to address forest practices. She talked about there being no current policy and how the Town will be responsible for lifting a moratorium that has been assigned to the property known as Yacolt Crossings. She noted that the town attorney may not agree. David Ridenour, spoke to some language he had discovered that may make the Dept. of Natural Resources the lead agency. Cindy Marbut stated that all contacts she had spoken to would disagree. It was clear that this ordinance was not in final form for adoption and each party pointed out. The issue is to be brought back to a future meeting.

Discussion Only

E. C-Tran Affirmation of Representative Bylaws -

David Ridenour, town attorney reviewed the Interlocal agreement details with the council and those present. There was much discussion on representation and who should or should not represent Yacolt in the next year. Councilmember Tester stated it would be difficult for her to commit now that she has a full time job that requires her to work night, Councilmember Wallway stated he could be an alternate but he too would find difficulty in the commitment. Councilmember Tester noted that the current representative does a great job for Yacolt and the other municipalities he represents. There are some risks in having someone else take our turn as David Ridenour, town attorney pointed out. No definite decision has to be made until December 31, 2016. Councilmember Tester will discuss with the other municipalities what their thoughts are and report back to the council at the next meeting.

Discussion Only

F. Animal Control – Coming County Proposal to Increase Rates – David Ridenour

David Ridenour, town attorney talked about the Town's Interlocal agreement and the desire of Paul Scarpelli the representative for Clark County Animal Control to increase rates. The basis of the rates increases are due to no increases in the past 13 years and the short staffing that is occurring. He gave examples of the possible increased costs.

Discussion Only

G. Eagle Scout Project

Ben Withee was present to discuss his Eagle Scout project with the council. The project details were outlined in a handout. Mayor Carothers noted he was happy to see that he would be completing the project in Yacolt. Ben was given applause for the project being funded by donations no funding was needed by the town for the project. Mayor and Councilmember Wallway offered tools and labor assistance if he needed it.

Discussion Only

Mayor Carothers, Comments:

Mayor thanked the room full of people for being present we need ideas and input for moving forward. He reminded the audience about rumors and gossip how they needed to be addressed by finding out the truth by attendance at meetings or to come and speak to him personally. He appreciates those who set the facts straight. He talked about recent car prowls and how not one citizen called in to the Sheriff's Dept. to report it, he expressed to those present the very real need to call in to Sheriff's Dept. and report incidents like these and others. Looking for volunteers for events. We are digging into improvements and we want to get it right so it might take a little longer. The town website has information that is important, information is key.

Town Attorney, David Ridenour

J and N Cable has stop their services there would no further action on his part. The issue with Joel Becker has been addressed and that issue should be behind us.

Public Works, Pete Roberts Comments:

Devin Jackson is going to help find the markers for the right of way with the Becker property.

Clerk Treasurer, Cindy Marbut Comments:

The town will have an audit from AWC/RMSA on Tuesday, she reviewed the types of things the organization will be looking for and felt confident in the outcome. She talked about website designs and directed council member's to look at one that she felt was the best update for the Town, it is user friendly and it mobile friendly. She then discussed programs that have been looked at for the agenda process and the improvements to transparency could be realized with this program type. She talked about the ease of the agenda process, paperless, savings to the town, reduction in supplies costs and even public records requests. She would be bringing a proposal to the budget work session next week. She reminder staff of the work session next week on budget expenses. She explained the green lights at town hall and the representation of Veterans. The newsletter is complete and copies are available at town hall and will be emailed out Tuesday. She explained the reasoning for not doing mailings any further due to the costs associated with it and returned mailings.

WARRANTS

*Current Expenses:	\$10,578.22
*City Streets:	\$47,276.08
*Cemetery	\$191.69
*Storm Water	\$3,906.15

Pay Bills presented in the amount of \$65,269.83

MOTION TO APPROVE PAYMENTS: Councilmember Tester

SECOND: Councilmember Hancock

VOTE: ⁴5-0

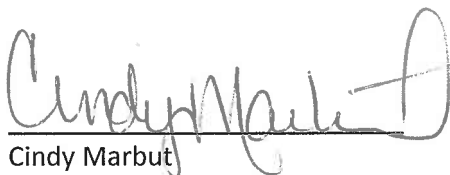
YES: Councilmember(s): Wallway, Tester, Listek and Hancock

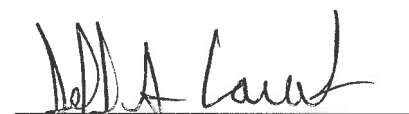
NO:

ABSENT: Councilmember Myers

Motion unanimously passed.

ADJOURN: 9:15 pm


Cindy Marbut
Town Clerk


Jeff Carothers
Mayor

Minutes approved on November 21, 2016