Town of Yacolt
Town Council Agenda
Monday, August 20, 2018
7:00 PM
Town Hall

Call to Order

Flag Salute

Roll Call

Late Changes to the Agenda

Minutes of Previous Meeting(s)

1.   Approve 8-6-18 Regular Meeting Minutes

Citizen Communication
Anyone requesting to speak to the Council regarding items not on the agenda may come forward at this time. Comments are limited to 3 minutes. Thank you.

Old Business

2.   Bill Rowe

3.   BYCX- Update

New Business

4.   Mosquito Control Board - Vince Myers update

5.   Municode Meeting and Agenda Management Software Program

Mayor's Comments

Attorney's Comments

Council's Comments

Public Works Department Report

Town Clerk's Report

Pay Bills on Behalf of the Town

6.   Executive Session- Potential Litigation for Debt Collection, Town Practices and Procedures, and Performance Review of Personnel. Action may be taken after executive session.

Adjourn

Town of Yacolt
Town Council Minutes
Monday, August 06, 2018
7:00 PM
Town Hall

Call to Order

Mayor Myers called the meeting to order at 7:00pm.

Flag Salute

Roll Call

PRESENT: Mayor Myers and Council members Boget, Bryant, Noble, Moseley, Rowe-Tice

Late Changes to the Agenda

Mayor Myers moved item #4 Executive session to Item #10.

Minutes of Previous Meeting(s)

1.　　Approve Minutes from 7/16/2018 Meeting

MOTION: Council member Rowe-Tice motioned to accept minutes from July 16th meeting.
SECOND: Council member Bryant
AYES: Council members Boget, Bryant, Noble, Moseley, Rowe-Tice
ABSENT: None
VOTE: Motion carried

Citizen Communication

Michael Leonard –NCLL representative – short discussion on maintenance of ball field property responsibilities.

Tom Larry- requests speed bumps be placed on West Humphrey to help slow traffic as there are no stop signs to slow down travel.

Old Business

2.　　Bill Rowe – Town clerk to get with Bill Rowe to discuss possible solutions

3.　　Yacolt Library-Holland Christie – Mayor Myers read email attached as exhibit A from Holland Christie. Town clerk to research camera system for library building.

4.　　Executive Session- moved to item #10

New Business

5.   ***CRESA-Comprehensive Emergency Management Plan*** (CEMP) which has been revised for 2018. CRESA staff is asking for any feedback on this plan by Friday, September 7.

Mayor Myers and all Council members reviewing plan and have no questions or concerns at this time.

6.   **RESOLUTION # 570- CLARK REGIONAL NATURAL HAZARD MITIGATION PLAN.**

Updating Resolution #549 by replacing text in line item 6.) "Authorizes the Town of Yacolt, Clerk Treasurer, Cindy Marbut to make any required FEMA revisions to Clark Regional Natural Hazard Mitigation Plan required by FEMA for final approval." to read "Authorizes the Town of Yacolt Clerk, to make any required FEMA revisions to Clark Regional Natural Hazard Mitigation Plan required by FEMA for final approval.

MOTION: Council member Rowe-Tice moved to approve Resolution #570.
SECOND: Council member Bryant
AYES: Council members Boget, Bryant, Moseley, Noble, Rowe-Tice
ABSENT: none
VOTE: Motion carried

7.   **New Business Licensing Requirements**

Information only...new draft ordinance will be brought before council for approval by Oct 17th, 2018

 8.   **Zone Districts-** Tabled till 9/20/18 meeting. Council members Noble and Boget agreed to work with town staff on researching this issue.

Mayor's Comments

Updated information for National Night Out. Updated council on CRESA request for feedback on going to a public domain agreement.

Attorney's Comments

None

Council's Comments

Council member Noble thanked council members for taking care of business during his vacation. Updated about requests for more CTRAN service to our area.

Public Works Department Report

Logs for Town signs are done and have been delivered. Will be installed soon.

Town Clerk's Report

9.   **2019 Budget Suggestions**-Information given for budget preparation

Pay Bills on Behalf of the Town

MOTION: Council member Rowe-Tice moved to pay the bills on behalf of the Town.
SECOND: Council member Bryant
AYES: Council members Boget, Bryant, Moseley, Noble, Rowe-Tice
ABSENT: none
VOTE: Motion carried

10. Executive Session

Mayor Myers closed public meeting for executive session at 8:18 pm to discuss possible litigation, town procedures and practices, and performance review of personnel. Mayor Myers reconvened regular council meeting at 9:18 pm. No action taken.

Adjourn

Meeting adjourned at 9:18 pm.

MOTION: Council member Rowe-Tice moved to adjourn the meeting
SECOND: Council member Boget
AYES: Council members Boget, Bryant, Moseley, Noble, Rowe-Tice
ABSENT: none
VOTE: Motion carried

Town of Yacolt
Request for Council Action

CONTACT INFORMATION FOR PERSON/GROUP/DEPARTMENT REQUESTING COUNCIL ACTION:			
Name:	Dawn Salisbury	**Group Name:**	
Address:	Town Hall	**Phone:**	3606863922
Email Address:	dawn.salisbury@townofyacolt.com	**Alt. Phone:**	

ITEM INFORMATION:	
Item Title:	Municode Meeting and Agenda Management Software Program
Proposed Meeting Date:	8/20/2018
Action Requested of Council:	Council to approve agreement with Municode Meetings to replace the Agendeaze Meeting Management program
Proposed Motion:	Move to have Mayor Myers sign the agreement with Municode to subscribe to their meeting and agenda program for the next year.
Summary/ Background:	Staff was previously using Agandeaze meeting management software. That particular software was not user friendly and was difficult for staff and council to navigate. Municode is the company that is hosting our website. Their program will automatically update meeting agendas and minutes to our website. They are able to customize forms to our needs and their program is user friendly and will save time when assembling council agendas and packets. More importantly it will make it easier for the mayor and council members to access, navigate and read their council packets. Testing this software for the last 2 meetings has proven the time savings and ease of use. Council had previously approved the $1800 yearly fee for Agendeaze. Municode's yearly fee is $2200 but the additional customizations and ease of use are worth the additional fee.
Staff Contact(s):	Dawn Salisbury

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