

Town of Yacolt
Town Council Special Meeting
Minutes
Monday March 16, 2026
5:00 PM
Town Hall

Call to Order

5:00 PM

Flag Salute

Roll Call

Council Members Present: Jeff Carothers, Kim Glassett, Craig Carroll, Brandon Russell

Absent: Marina Viray

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

Motion was made to excuse Councilmember Viray's absence.

Motion: Carroll **2nd:** Carothers

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

Motion Carried

Unfinished Business

Library Plumbing Repairs

Mayor Shealy described an offer made by a local licensed plumber to do a collaboration with the Town and Public Works staff. The Town will have to do the trenching, boring, backfilling, permitting, etc. and buy all the materials. He will come in and do all of the work required to be done by a licensed plumber. Public Works Director Gardner will reach out to him to get details (like warranty, price, availability, etc.). He feels this project will take a short period of time once they get started. Motion was made to have staff move forward with this option.

Motion: Carroll **2nd:** Carothers

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

Motion Carried

Mayor Shealy then mentioned the repairs needed to the roof on the bathroom at the Town Park. Councilmembers Russell (who was previously a roofer) and Carroll said they would donate their time and skills to do the roof repairs this summer, if the Town purchases all the materials and supplies.

Nuisance Code Violations Follow-Up

The Mayor and PWD gave a status report, saying that the violations have almost all been taken care of. The Council decided to allow until the next meeting for final clean-up before they made any forward movement toward pursuing a case in Clark County Court. PWD Gardner is to notify the Clerk when all of the violations have been cleared. Daily penalties will end that day, and the Clerk will then send an

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invoice Mr. Crisman for the fines accrued to that date.

Financing for Proposed Community Center

Mayor Shealy announced that he was told the State will fully fund the purchase of the building the Town wants to use as a Community Center. The funds won't be available until July 1st, and will be a reimbursement after the purchase is completed. The Town owes a huge Thank You to Rep. Peter Abbarno and Hanna from GTH. The Church asked if the Town wants to keep any of the furniture that the Church leaves behind. Councilmembers Russell and Carroll will do a walk-through soon to see what might be useful to the Town. The Budget Amendment must be approved at the May Council meeting, and the check cut for the purchase in June, to be reimbursed hopefully in July. There was some discussion about making a lower offer since it will be a cash purchase. Ultimately a motion was made to have Attorney Gerst begin drafting a PSA with contingencies on appraisal, inspection, title insurance, etc.

Motion: Carroll **2nd:** Carothers
Aye: Carothers, Glassett, Carroll, Russell **Nay:** 0 **Absent:** Viray
Motion Carried

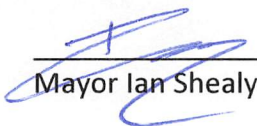
Setbacks and ADU Regulations Workshop

Councilmember Carroll and Mayor Shealy explained that this discussion was actually meant to focus on setbacks, as opposed to all of the subjects relating to ADUs. Mayor Shealy asked all Councilmembers and staff to review the ADU packets they have and write down their comments, to be brought back to a workshop to focus solely on ADUs and Mother-in-Law quarters. A long discussion followed regarding setbacks, with regard to rights-of-way, utilities, and future development. When a decision was made on setbacks, the Clerk was asked to draft an Ordinance to change the Code regarding setbacks in residential zones. A motion was made to change side and rear setbacks to all be five feet, while continuing to reserve the Town's Right-of-Ways.

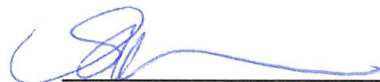
Motion: Carroll **2nd:** Russell
Aye: Carothers, Glassett, Carroll, Russell **Nay:** 0 **Absent:** Viray
Motion Carried

Adjourn

6:48 pm



Mayor Ian Shealy



Clerk Stephanie Fields

Approved by Council vote on 4/13/2026