



Town of Yacolt Town Council Meeting Minutes

Monday March 9, 2026
7:00 PM
Town Hall

Call to Order

7:00 PM

Flag Salute

Roll Call

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

Absent: Marina Viray

Also present: Mayor Ian Shealy, Attorneys David Ridenour and Brian Gerst, 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

Late Changes to the Agenda

None

Approve Minutes of 2/9/2026 Meeting:

Motion was made to approve the minutes with a change to note that Mayor Shealy had appointed Kim Glassett to act as Town Clerk Pro Tem.

Motion: Carothers

2nd: Carroll

Aye: Carothers, Glassett, Carroll, Russell

Nay: 0

Absent: Viray

Motion Carried

Approve Minutes of 2/19/2026 Special Meeting:

Motion was made to approve the minutes with a change to note that Mayor Shealy had appointed Kim Glassett to act as Town Clerk Pro Tem.

Motion: Russell

2nd: Carroll

Aye: Glassett, Carroll, Russell

Nay: 0

Absent: Viray

Abstain: Carothers

Motion Carried

Citizen Communication

- Dave Ayers asked when the Conex Box down next to the Public Works Building will be moved away from there. After some discussion, Public Works Director Gardner was asked to look into

the cost, and Attorney Gerst was asked to look into the legal right for the Town to store the conex on the property it currently sits on until the Town has the final spot to move it to, since it is not obstructing a Right-of-Way, and ultimately will be getting moved to a different spot which the Town hopes to acquire very soon anyway.

- Christine Roberts spoke on behalf of the Range Riders 4-H Club, stating that they will be having a fundraiser selling hanging flower baskets and wanted to know if the Town wanted to buy its baskets from them this year.

New Business

Eliason Family Request to Keep Chickens

Motion was made to allow the Eliasons to keep chickens on their property, pursuant to Yacolt Municipal Code, Ch. 6.10.

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

Resolution #644 re: RMSA Mandatory Member Standards

After a quick Q & A, a motion was made to adopt Resolution #644 as written.

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

Unfinished Business

Nominate Citizen of the Year and Other Award

Several names were put out as possible winners. In the end, a motion was made to present a special Historical Significance Award to the Chelatchie Prairie Railroad, as they have been the heart of the Town since the beginning, and their staff has been all volunteers for many years.

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

A motion was then made to nominate Melissa Yahn as Citizen of the Year for all she does for this community.

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

Library Plumbing Repairs RFP Responses

Council discussed the bids and how, even after an RFP was published, the bids were not apples-to-apples. Public Works Director Gardner said he feels that his department alone or in collaboration with a plumber should be able to get the job done for a lot less money than the qualified bids which were submitted. Council decided to table the decision and bring it back to the next meeting, once other options were explored.

Resolution #645 re: Purchase of a Truck from City of Ridgefield

Councilmember Carroll described the truck and the tests he put it through when he and PWD Gardner went to check it out. Gardner listed the new things which have been installed on the truck and said we could really use another truck capable of pushing a snowplow. They said there is some cosmetic work

which needs to be done due to some rust, but the truck is otherwise in great shape. They both recommended the Town purchase the truck. Mayor Shealy and the Council looked at comparable trucks and their prices, and they agreed, so a motion was made to adopt Res. #645, authorizing the purchase.

Motion: Carothers

2nd: Carroll

Aye: Carothers, Glassett, Carroll, Russell

Nay: 0

Absent: Viray

Motion Carried

Update on Search for Equipment

PWD Gardner described some equipment he found for sale – a lift truck and a backhoe - and the prices being asked for them. Councilmember Carothers feels we should focus on a street sweeper, and Councilmember Carroll said he feels like a backhoe would be a versatile tool that would get a lot of use. A gentleman in attendance said he would be willing to do some negotiating for equipment on the Town's behalf. Mayor Shealy mentioned that another private citizen also offered to donate the use of a 20-foot scissor-lift to the Town for things like changing out banners and putting up Christmas lights, etc. Attorney Ridenour reminded staff to have RMSA review any contracts the Town may consider, before signing them.

Update on C-Tran Board Composition Matter

Councilmember Glassett reported that she attended the Feb. 10th C-Tran Board Composition Committee meeting. She said they basically tabled everything, and they were still looking at the 4-3-2 plan, while adding special taxation sub-districts. Attorney Ridenour filled in some history and details on the matter, saying the core issue is what the statute actually requires. The Mayor and Council held some discussion regarding taxes C-Tran collects vs. the service value they provide. Councilmembers Glassett and Russell both said they would be unable to attend the C-Tran meeting on March 10th, so Mayor Shealy said he'd try to attend. If not, the Clerk will check with our C-Tran Rep Rian Davis of Ridgefield to be sure he'd be able to attend and represent Yacolt.

Update on One Way Trigger Lawsuit

Attorney Gerst gave a brief report on the case, stating that the judgement is in favor of the Town, but he advised that just in case of an appeal, the gravel should not be moved for at least 30 days.

Update on Nuisance Code Violations at 301 N Pine Ave.

Attorney Gerst reported that Judge Bennett entered his Judgement on February 18th, giving Mr. Crisman until March 3rd to pay a fine and abate all of the violations. The fine was paid, and a significant amount of the trash has been removed, as have the RVs in which people were staying. But not all of the violations have been abated. Council suggested we find out a little bit more about the situation there and have another discussion at the next meeting before deciding how the Town wants to move forward on this.

Update on the Proposed Community Center

Mayor Shealy reported that he understands we may be awarded full funding to purchase the property for a Community Center, thanks to a great effort by Rep. Abbarno. The budget gets signed by the Governor on March 12th, so we should to wait until the ink dries before taking the funding for granted. Clerk Fields mentioned how we could tap into the LGIP fund to help pay for the property, and then pay that fund back upon reimbursement by the State, and that we may need to pass a Budget Amendment before finalizing the purchase. On a somewhat related note, Mayor Shealy mentioned that we

submitted an application to Marie Gluesenkamp Perez for federal funding for the storm drain rehabs the Town needs done.

Discussion re: Property Setbacks and ADU Regulations

After Mayor Shealy mentioned how many things need to be discussed regarding ADUs, he asked if Council wanted to set a date and time for a special meeting to discuss these and the earlier topics which were tabled to the next meeting. Council decided on next Monday, March 16th, at 5pm.

Proposed Updates to Personnel Policies and Procedures Manual

Councilmembers began going through the proposed changes. They discussed emergency after-hours call-ins, trial periods, clothing allowances, Town-provided PPE, and health insurance coverage. After getting about halfway through, they decided to finish the discussion at the next regular meeting, as it was getting very late and they still had a long executive session ahead of them.

Town Clerk's Report

- Congressional Bill HR 2289 proposes to effectively eliminate local authority regarding Communication Tower placement and permitting. A flyer is on the table for all interested parties; they should contact Marie Gluesenkamp Perez with their opinion.
- At this morning's UCPB meeting, decisions were made to award funding for various CDBG and HOME grants, and also to sell the SeaMar building in Battle Ground for market value, then dumping the proceeds from that into funding more CDBG and HOME grants.
- Just about ready for the April 4th Easter Egg Hunt. Working on arrangements for Town CleanUp April 25th. The next Events planning meeting will be March 23rd at 6pm.
- Submitted app to Marie Gluesenkamp Perez for federal funding to re-do the Town Hall siding.

Public Works Department Report

- Attended RR Advisory Board meeting: Insurance issues are holding them up. Also, it was feared that property along the RR would all be required to be re-zoned to commercial, but that is no longer the case. Will be re-appointing 2 board positions. Randy said that BYCX will start running the big engine again, beginning Mothers' Day weekend, and on July 4th will make 3 shorter runs for about half price.
- Keeping leaves picked up; and storm drains clean.
- Tuning up equipment in the shop on days with heavy rain.
- Closed park bathrooms and moved porta-potty there.

Attorney's Comments

Gerst: said the Crisman Code violation hearing was a great way for him to dive into and learn about the Town's Municipal Code. This experience will help him greatly as he begins to draft Code updates.

Citizen's Communication

None

Council's Comments

None

