

Town of Yacolt Town Council Meeting Minutes

Monday July 8,2024 7:00 PM Town Hall

Call to Order 7:00 PM

Flag Salute

Roll Call

Council Members Present: Jeff Carothers, Kandi Peto, Ronald Homola, Marina Viray

Council Members Absent: Craig Carroll

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

Motion to excuse Craig Carroll's absence:HomolaAye:Carothers, Peto, Homola, VirayNay:0Motion CarriedNay:0

2nd: Viray Absent: Carroll

Late Changes to the Agenda

Add "Adjourn" to end of Agenda

Approve Minutes of 6-10-24 MeetingMotion: Carothers2nd: VirayAye: Shealy, Peto, Homola, VirayNay: 0Motion CarriedAbsent: Carroll

Citizen Communication

Tracie Gorbet spoke about her new non-profit, White Wolf Woman's Foundation, and community involvement.

Josh Beck would like Town to pay for the fireworks shows and provide the location in the future.

Unfinished Business

ORD	599 to amend Code regard	ding keeping up to 12 C	hickens in yard	ds within Town	
	Motion: Homola	2 nd : Carothers			
	Aye: Carothers, Peto, Homola, Viray		Nay: 0	Absent: Carroll	
	Motion Carried				

Status of Work on Real Estate Purchase

Attorney Ridenour reported that a legal lot determination has been filed and will take 30-60 days; Mayor Shealy will discuss more details in Executive Session.

Yacolt Town Council Meeting July 8, 2024

Update on Staff Workload Challenges

Clerk gave summary; still needs to work extra days or evenings to complete projects. Attorney said this can't keep up, being behind is becoming normal, taking toll on health; he's been working 7-day work weeks at 10-12 hrs a day.

Examples of items of concern:

oPutting off computer updates such as records management systems

oInability to prioritize records request responses as we would like to/need to

- •Code enforcement efforts: many citizens cutting corners, not applying for permits, noncompliance with codes, taking up more of our time to deal with
- o Town has grown and accomplished many goals in ten years. Due to growth, new state requirements, audits, permits, violations, events, need a new ten-year plan, including upgrading computer systems Introduced challenges prior to budget meetings, hoping to find solutions.

Status on Retaining Law Firm for Procurements and Requests for Proposals

Mayor Shealy has two firms to review, will email them Friday. Carothers – camera RFP is an urgent priority.

Status on Security Camera Consultant

Peto talked with one; said he would send her an email, wants to work on project but is traveling a lot, has not gotten back to her. Homola met someone in town who might be able to be a consultant. Clerk will contact clerks from Battle Ground, LaCenter & MRSC small works roster. Mayor wants meeting by next council meeting. (Local: NW Security, Justin Smith, referral from audience.)

New Business

ORD 600 Town Hall Business Hours

All suggested open Monday – Friday with Administrative Assistant, authorize the Mayor to close Town Hall for legitimate reasons at any time. Homola proposed a motion with minor change then rescinded motion. Motion to table until next meeting to revise ordinance, get bond, get schedule in order.

Motion: Homola2nd: PetoAye: Carothers, Peto, Homola, VirayNay: 0Absent: CarrollMotion Carried

ORD 601 Increasing Annual Cap on Council Compensation

Homola suggested \$5k cap. Discussion: could Council Members donate? Can they reach the \$3k and continue to serve without compensation? Cap will only affect new, not seated, council members. Mayor Shealy asked if a council member can donate stipend if someone has some \$\$ available? Attorney will review and report. Motion to table until next meeting.

Motion: Peto	2 nd : Carothers		
Aye: Carothers, Peto, Homola, Viray		Nay: 0	Absent: Carroll
Motion Carried			

Ratification of Right of Way Agreement with Rotschy Inc

Ratification of Right of Way Agreement of June 13th, 2024 to extend rights to Rotschy Inc to perform Right of Way sidewalk, curb and driveway drops beyond the specified lots within the Railroad Avenue Subdivision.

Motion: Homola	2 nd : Viray		
Aye: Carothers, Peto, Homola, Viray		Nay: 0	Absent: Carroll
Motion Carried			

Rotschy Completion Bond Releas Motion: Homola	se Update 2 nd : Viray				
Aye: Shealy, Peto, Carroll, H Motion Carried	Homola, Viray	Nay: 0	Absent: Carroll		
Rotate Mayor Pro Tempore					
Councilmember Peto nominated	Councilmember Jeff C	Carothers			
Motion: Peto	2 nd : Viray				
Aye: Shealy, Peto, Carroll, I	Homola, Viray	Nay: 0	Absent: Carroll		
Motion Carried		·			
Rotate Finance Committee					
Councilmember Homola nominated Councilmember Viray					
Motion: Homola	2 nd : Viray	•			
Aye: Carothers, Peto, Hom	•	Nay: 0	Absent: Carroll		
Motion Carried	,,	,			

Town Clerk's Report

- Had initial meeting re: cybersecurity pilot program; they will come July 24th and will need all laptops at Town Hall prior to that date
- Working with Jackson Civil to get grant reimbursement for expenditures on GMA Update
- Completed DRS Review; had exit meeting (Peto attended); will send corrections end of this week
- National Night Out orders and preparations begin this week
- Ordering name tag for Carothers for next meeting

Public Works Department Report

- Thanked Council for all the help with Town events
- Getting caught back up with mowing
- Gave details about multiple incidents of vandalism at the Town's parks
- Attended Railroad meeting; gave a report on what was discussed there

Attorney's Comments

- Three Public Records Requests long and difficult; one closed end of June, one anticipated at end of the week, one anticipated at end of the month
- Tidbit Public Records Act designates the Town Clerk as Public Records Officer, we have a form for PRR (Public Record Request) but request can be made any way, to any Town Employee or Elected Official. Gave examples of stealth requests, gave examples of quality checks.

Citizen's Communication

Tracie Gorbet asked about cameras. Levi Vainaikka also asked and talked about surveillance cameras.

Council's Comments

Councilmember Peto thanked everyone who has been helping get things done, especially for Rendezvous Days. Feedback from public: Was more organized; need more food options; adjust times for activities.

Mayor's Comments

Expressed thanks to Rendezvous Days volunteers, so glad community members and council members stepped up and made it happen. Hopes community continues to get involved.

Approve to Pay Bills on Behalf of the Town

Motion: Peto2nd: HomolaAye: Carothers, Peto, Homola, VirayMotion Carried

Nay: 0

Absent: Carroll

Executive session

Mayor Shealy closed the public meeting and adjourned to an executive session to discuss potential real estate acquisition at 9:10 pm. Mayor Shealy, all members of Council, the Town's Attorney,

Public Works Director, and Clerk attended the executive session. The session was set to end at 9:25pm. At 9:25, the Mayor extended the executive session through 9:35pm. At 9:35 pm, Mayor Shealy closed the executive session and reconvened the regular meeting.

Adjourn: 9:36pm

Mayor Ian Shealy

Clerk Stephanie Fields

Approved by Council vote on _