



Town of Yacolt

Town Council Meeting Minutes

Monday August 10, 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, and Marina Viray
Also present: Mayor Ian Shealy, Public Works Director Terry Gardner, Attorney Brian Gerst, and Clerk Stephanie Fields

Late Changes to the Agenda

Add: Item 13: Town Park bathroom roof repair
Item 14: Town Hall trim replacement
Item 15: Lift rental for repairs to Town Christmas Tree

Approve Minutes of 7/7/2026 Special Meeting:

Motion was made to approve the minutes as written.

Motion: Carothers 2nd: Carroll

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

Motion Carried

Approve Minutes of 7/13/2026 Council Meeting:

Motion was made to approve the minutes as written.

Motion: Carroll 2nd: Viray

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

Motion Carried

Approve Minutes of 7/15/2026 Special Meeting:

Motion was made to approve the minutes as written.

Motion: Carroll 2nd: Carothers

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

Motion Carried

Citizen Communication

- Mike Garrison of the Silver Star Lodge of Freemasons made a presentation regarding planting a

Liberty Tree in Yacolt.

- Tina Cox introduced her idea of having a senior girls travel baseball team using the ballfields. She will bring a full presentation to a future Council meeting.

New Business

Presentation: Clark County Commission on Aging Annual Report

Ellen Rogers and Megan Anderson presented the Annual Report of what the Commission did in 2025 regarding healthy communities and civic involvement. Their focus for 2026 is on housing and mobility. Mayor Shealy suggested looking into a partnership with them for helping seniors in our community at our new Community Center, and Megan said she'd love to get together and chat about that. Councilmember Carothers noted that often the hardest part is finding out who to talk to about what, and the Commission on Aging can help with that. They also said that battlegroundseniorcitizens.com would be a great resource for us.

Petrusewicz Permission to Keep Goats and Ducks in Town

After Mr. Petrusewicz presented his case on keeping his two goats and five ducks in his backyard, a motion was made to allow them to keep up to two goats and five ducks in his yard, and that he must conform to the same standards as the current rules in the Town's Code for keeping chickens in Town.

Motion: Carroll

2nd: Viray

Aye: Carothers, Glassett, Carroll, Russell, Viray

Nay: 0

Motion Carried

Ordinance #608 re: Increasing Stormwater Service Fees

Much discussion was had on this, including attendees at the meeting who supported a fee increase to cover the Town's increasing costs. Council agreed that an increase needs to happen, but decided they wanted more time to consider the impacts of a fee increase, and calculate how much of an increase they might want to impose. So they tabled the issue until the next meeting.

Ordinance #609 re: Horses in Town

Mayor Shealy introduced the Ordinance and asked attendees for their input. Quite a bit of discussion took place among all present, and the biggest sticking point seemed to be regulation of the speed of the horses. After going through the speed portion of the Ordinance, it was decided that the top speed allowed should be a trot. A motion was made to adopt the Ordinance, with the Clerk first making the change to reflect the agreed-upon language regarding speed. The Clerk also mentioned that the Ordinance number would need to be changed to 608, in order to maintain the correct Ordinance order, since the Stormwater Ordinance did not get adopted yet.

Motion: Carroll

2nd: Russell

Aye: Carothers, Glassett, Carroll, Russell, Viray

Nay: 0

Motion Carried

Tree Trimming

After going over the bids The Public Works Director got, Council decided to have Arbor Science do the trimming on parts of trees where the Town might be liable due to overhang or broken branches over public areas – at 304 E Yacolt Rd, 105 W Humphrey, and at the Cemetery. A motion was made to do that, and to send letters to other residents whose trees pose a potential hazard.

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

Schedule Special Meeting(s)

Clerk Fields asked Council to schedule Special Meetings for Budget Workshops and possibly discuss other issues. They decided they would like to discuss the following issues at one or both of the special meetings: 2027 Budget, Building Inspector ILA, Community Center PSA, Lift Rental, and the Stormwater fee Ordinance. They decided on meetings on August 17th and 27th, both at 6pm.

Unfinished Business

Elevator Services Contract Update

Clerk Fields reported that Lift You Up is still reviewing the contract, but is expected to sign it any day now. She is also trying to get some of the funds we paid to Schindler refunded, due to their lack of service, but is doubtful anything will happen with that.

Ratify Mayor's Signature on UCPB Participation Agreement

The Mayor had to sign the 3-year UCPB Participation Agreement before today, as it was due to be turned in to the Dept. of Commerce by today. At the June 8th Council meeting, the Council had agreed to this, but UCPB's contract had not yet been completed, so after Council had a chance to review the final contract, a motion was made to ratify the Mayor's signature.

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

Resolution #646 re: Purchasing the lot at 206 W. Cushman St.

Council discussed the purchase of the property at 206 W. Cushman, and a motion was made to adopt Resolution #646, thereby authorizing all arrangements for the purchase.

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

EV Backhoe

Council, Public Works, Mayor Shealy, and Attorney Gerst, and meeting attendees continued their discussion regarding leasing an EV backhoe. Attorney Gerst mentioned that the Town still has some wiggle-room, as we have not yet signed a lease agreement. Councilmember Carroll pointed out that a 3-year lease agreement would buy the Town some time to save money to purchase a backhoe. Councilmember Russell wants to look into buying a used diesel unit. With the thought in mind that signing the initial Purchase Agreement did not legally lock us into following through with the whole deal, a motion was made to authorize Mayor Shealy to sign the initial Purchase Agreement, to keep us in the cue for the WAZIP program, as long as all the red-lined items Attorney Gerst was concerned about were corrected in it.

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

Bathroom Roof Replacement at the Town Park

Councilmembers Carroll and Russell said they could do the work if the Town provided the materials, since they both have construction/roofing backgrounds. Public Works Director Gardner presented the bids he got for materials needed, with the best prices from Woodland Wood Connections for 30-yr. material. Councilmembers Carroll and Russell offered to do the work on August 28-29, at no cost to the Town. A motion was made to go ahead with the above, getting materials from Woodland Wood Connections.

Motion: Carroll

2nd: Viray

Aye: Carothers, Glassett, Carroll, Russell, Viray

Nay: 0

Motion Carried

Replacement of Town Hall Trim

Again, the best bid for new trim was from Woodland Wood Connections. A motion was made to purchase the materials for this project from Woodland Wood Connections and have the Public Works staff do the labor. (Mayor Shealy is pretty sure he has a painter who can do the painting at a significantly discounted cost to the Town once the trim has been replaced and caulked.)

Motion: Carothers

2nd: Glassett

Aye: Carothers, Glassett, Carroll, Russell, Viray

Nay: 0

Motion Carried

Repair to Top of Town Christmas Tree

Public Works Director Gardner reported that the ring at the top of the Town Christmas Tree needs to be made larger one way or another, as the size of the ring causes the lights to be immersed within the boughs of the tree enough that the upper lights are now hard to see from the ground. This project will require a very tall lift. There is a lift currently being used in Town at the cell tower, and we may be able to get a real deal on that, since it's already in Town. A motion was made to have Terry seek price quotes for a lift rental, up to \$10,000.

Motion: Carothers

2nd: Russell

Aye: Carothers, Glassett, Carroll, Russell, Viray

Nay: 0

Motion Carried

Town Clerk's Report

- Mr. Hood's check cleared through our account
- All Treasurer's reports and financials are now up-to-date and posted on the Town's website
- Attended UCPB meeting this morning: they're refining and clarifying grant qualifications, and going forward, CDBG funds may be required to be paid back if a building is sold or its use has changed, or if there is any income from the property's use or its sale.
- Registered for AWC/RMSA conference Oct. 6-8
- Hope to see everyone at Yacolt Night Out, which was re-scheduled to Aug. 18th.

Public Works Department Report

- Reported on RR Advisory Board meeting: next year they want have a booth at the Clark County Fair.
- Will be meeting with Alex from FVRL next Wednesday.
- Ordered: Fall protection gear for high jobs, and the ADA swing for the Town Park.
- Broke down PW hour for the past month. This month, they'll be doing a lot of painting on the

streets (curbs, crosswalks, bumps).

Attorney's Comments

None

Council's Comments

- Carothers – No EMS board meeting now until September. Had his pacemaker battery replaced, and joked that he's good for another ten years.
- Glassett – Asked what time to show up for Yacolt Night Out (5pm).
- Carroll – Said it's good for PW to be taking fall prevention gear seriously, as he knows someone who had a bad fall accident.
- Russell – Quoted: "Diapers and politicians – both need changed often, for the same reasons."
- Viray – Thanked Public Works for taking care of her requests; told everyone about the Bill Douglas Memorial Golf Tournament and BBQ to take place Aug. 28th.

Mayor's Comments

None

Approve to Pay Bills on Behalf of the Town

Motion: Carroll

2nd: Viray

Aye: Carothers, Glassett, Carroll, Russell, Viray

Nay: 0

Motion Carried

Executive Session

Mayor Shealy closed the regular meeting and opened a 15-minute executive session to discuss real estate acquisition and potential litigation at 10:12pm, to last until 10:27pm. It was announced that there may be Council action afterward. At 10:27pm, he closed the Executive Session and re-opened the regular meeting. A motion was made to authorize Mayor Shealy to execute a settlement agreement with Mr. Nylund as discussed in the executive session.

Motion: Carothers

2nd: Carroll

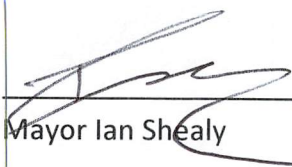
Aye: Carothers, Glassett, Carroll, Russell, Viray

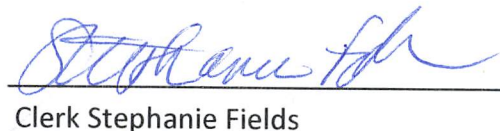
Nay: 0

Motion Carried

Adjourn

10:28 pm



Mayor Ian Shealy

Clerk Stephanie Fields

Approved by Council vote on September 14, 2026