

Town of Yacolt

Town Council Meeting Minutes

April 14, 2025

7:00 PM

Town Hall

Call to Order

7:00 PM

Flag Salute

Roll Call

Council Members Present: Jeff Carothers, Kandi Peto, Brandon Russell, Marina Viray

Council Member Absent: Carroll

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

Late Changes to the Agenda

None

Approve Minutes of 3/10/2025 Meeting:

Motion was made to approve the minutes as written.

Motion: Carothers 2nd: Peto

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

Motion Carried

Approve Minutes of 3/26/2025 Special Meeting:

Motion was made to approve the minutes as written.

Motion: Russell 2nd: Carothers

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

Motion Carried

Citizen Communication

None

Unfinished Business

Resolution #631 Interlocal Agreement re: Yard Debris Collection

The Agreement presented at the previous meeting was updated per recommendations from Yacolt's Attorney Ridenour, and a motion was made to adopt Resolution #631, thereby approving the Yard Debris Collection Interlocal Agreement as presented.

Motion: Carothers 2nd: Viray

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

Motion Carried

Proposal for Ballfield Stadium Lights

North Clark Little League (NCLL) President Ken Pierce introduced the topic, saying he'd gotten a third bid which was around \$180,000, making it cost-prohibitive. He described the lights and shared details on the bids. Clark Public Utilities has agreed to set the poles which NCLL already owns. He said the lights must be paid for by May 1st in order to avoid extra costs due to upcoming tariffs. There was some discussion regarding prevailing wages, and Attorney Ridenour said he'd look into that further before finalizing the Agreement between the Town and NCLL. Motion was made as follows:

"I move that the Council direct Staff to prepare and authorize the Mayor to sign any necessary and appropriate Agreements with NCLL and, if needed, with Clark Public Utilities, for the construction of stadium lighting at the Yacolt Ballfields, with the Town to reimburse no more than \$28,100 of the actual cost of the stadium lights and related equipment described in the March 24, 2025 bid by Westgate Manufacturing, Inc., with the Council finding that the cost of the stadium lights is competitive and advantageous under the circumstances; with Clark Public Utilities to donate volunteer labor and a bucket truck to assist with the installation of the light poles, with NCLL to donate labor and materials for the construction of underground trenching, the installation of underground conduit and electrical cable, backfill of the trench, and the installation of the stadium lighting along with all related materials and equipment to complete the project, with NCLL to donate the costs of all permitting associated with the project, and requiring the compliance of all parties with all applicable laws and regulations, including competitive bidding and prevailing wage laws, as well as with any exceptions to such laws."

Motion: Russell

2nd: Viray

Aye: Carothers, Peto, Russell, Viray

Nay: 0

Absent: Carroll

Motion Carried

Fee Agreement with Heritage Corporate and Legacy Advisors

Councilmember Peto confirmed with Attorney Ridenour that hiring this new firm would help him out. Ridenour said that he would need to help the new firm get on track, steering them toward the Town's goals. Mayor Shealy stated that we really need to get Ridenour some help, but his biggest worry is that Heritage has little to no experience with municipal law. He's concerned about paying Heritage while they're still learning. Councilmember Carothers pointed out that we have to start somewhere, and this Agreement allows us to cancel at any time. Ridenour mentioned that when he first started with the Town, he also had no experience in municipal law. A motion was then made to authorize Mayor Shealy to sign the Agreement with Heritage.

Motion: Carothers

2nd: Russell

Aye: Carothers, Peto, Russell, Viray

Nay: 0

Absent: Carroll

Motion Carried

Ratification of Release and Settlement Agreement with Joseph Boget

Motion was made to ratify the Agreement with Mr. Boget (which was amended, per Council recommendations at the March 10th meeting) as presented.

Motion: Peto

2nd: Viray

Aye: Carothers, Peto, Viray

Nay: Russell

Absent: Carroll

Motion Carried

Re-painting the Tennis Court at Town Park for Pickleball

Councilmember Russell pointed out that because this is maintenance, it should not trigger prevailing

wage requirements. After comparing the bids presented, a motion was made to select Centre Court Sport Services for the job.

Update on Legislative Funding for Public Buildings

Mayor Shealy reported that none of the funding the Town was hoping for was approved, although new grants from the Dep't. of Commerce are scheduled to open in May. Also in May, a couple of our Legislators (Abbarno and Braun) should be coming to tour Yacolt and draft letters of recommendation in support of the Town's projects for the Commerce grants.

Remote Deposit Capture and Check Fraud Protection

Clerk Fields reported that there will be no charges for the remote deposit machine or service, and that we also qualify for free check fraud protection, due to the balance the Town usually carries in its account.

New Business:

County Planning Process: CDBG and HOME Grants

Michael Torres from Clark County explained how CDBG and HOME grants work. He said the Town participates through our Interlocal Agreement with the Urban County Policy Board, so is eligible to apply for these grants. He explained that these grants target low to moderate income level areas, and that they can be used to make upgrades to government facilities, but not to maintain them. He noted that the next submittal window is in October, with a December 1st deadline to get proposals turned in.

Hanging Flower Baskets in Town

There was a short discussion regarding maintenance costs, availability, look of the baskets, and if it's worth the money spent to hang flower baskets around Town. A motion was made for the Town to purchase 25 baskets, already pre-made (not order baskets sight-unseen).

Motion: Peto

2nd: Viray

Aye: Carothers, Peto, Russell, Viray

Nay: 0

Absent: Carroll

Motion Carried

Porta-Potties for Events, Specifically the WHY Racing Events Runs

Councilmembers discussed how events benefit the Town, and how many porta-potties would be needed for the Race Events. Public Works Director Gardner announced that he recently purchased two more ADA porta-potties for the Town, so the Town now owns 3 ADA and one regular porta-potty. These can be placed near the Bigfoot Run starting/finish line, and then at least 2 of them moved to the Ballfields for the 4th of July. A motion was made to rent 2 regular porta-potties and one hand-washing station for the Rec Park for the runners who will be camping there.

Motion: Peto

2nd: Russell

Aye: Carothers, Peto, Russell, Viray

Nay: 0

Absent: Carroll

Motion Carried

Six-Yr. Transportation Improvement Plan for 2026-2031

Clerk Fields reported that the W. Hoag Street Improvements need to be moved ahead on the schedule because the Town qualified for a grant to do this job this year or next. The other big priority Council recommended is N. Hubbard Street, from Jones to Yacolt Rd. The Clerk asked Council and any interested parties to come to the May meeting ready to express their priorities for the 6-Yr. plan.

Resolution #632 re: Express Building Permits in Specified Circumstances

Attorney Ridenour and Clerk Fields both spoke regarding different areas of the Resolution. The biggest change this will make is that it will streamline processing of permits. While the Resolution does not require that *all* 3 consultants review every single permit application, it gives the option for that. The requirement is that the *appropriate* consultant(s) review applications. A motion was made to adopt Res. 632 as presented.

Motion: Viray

2nd: Peto

Aye: Carothers, Peto, Russell, Viray

Nay: 0

Absent: Carroll

Motion Carried

Town Clerk's Report

- Finished the ARPA (SLFRF) Annual Report on April 1st (was due April 30th). Now beginning the Annual Report for the WA State Auditor's Office (due May 29th).
- Just got in a great Application/Resume for a new Assistant; will hold an interview tomorrow.
- All Easter Eggs are stuffed and ready for this Saturday's Easter Egg Hunt. The following Saturday is the Town Clean-up. We can use volunteers for both of these events.
- At the next Events meeting (April 28) we will be discussing Rendezvous Days.
- Reminder: All Council Members please sign up with the Clark County Elections office between May 5th and 9th.

Public Works Department Report

- Asked Council for guidance on what to do about the Town Park bathrooms to prevent vandalism; also reported on vandalism in general
- Hired a new permanent F/T employee and started 2 seasonal P/T employees.
- April 17th there will be a Public Hearing at Clark County re: the mining overlay at Chelatchie.

Attorney's Comments

- Legal tidbit: Contractor bonds went up this year from \$20,000 to \$30,000.
- Clark County has added their own version of Express permitting
- Engineers have almost finalized the Keller Short Plat, so we will need to re-visit the issue of assigning addresses in May or June.
- Hopes to have the Fire Marshal Interlocal Agreement done to present at the May meeting.
- Handed out questionnaires re: ADUs, asked Council to bring their comments either to the May meeting or possibly to a special workshop. (Council thought it would be a good idea to have a special workshop during the last couple of weeks of May.)

Citizen's Communication

Lars Uskoski asked if there has been any movement with the UGA update, and also about the gravel in the Rec Park parking lot.

Council's Comments

- Carothers – Went to a Parks Foundation meeting, and will attend another on May 8th. Went to an EMS Board meeting: They're in the process of updating an Interlocal Agreement to reconfigure their board; they will be updating their protective gear and standardizing radios; 3 new firefighters will be coming on board soon; they have 8 F/T crew + staff and flex medics; they have ongoing trainings; were denied funding for their new building; reviewing their budget.

- Peto – Will be at the Easter Egg Hunt, and plans to also come to the Events meeting.
- Viray – Went to Mosquito Board meeting: will be doing more community outreach, as this looks like it may be a big mosquito year; citizens can contact them to request that they spray in their area.

Mayor's Comments

All volunteers for the Easter Egg Hunt will be appreciated; please be at the Ballfields about 7 a.m.; we need help at the field gates just before and during the hunts. Up to 2 Council members should attend Events meetings if they can, especially this one to help plan Rendezvous Days. We We also need volunteers for the Town Clean-Up.

Approve to Pay Bills on Behalf of the Town

Motion was made to pay the bills with two exceptions: The NCLL check needs to be held back until after the Agreement is drafted and signed, and the Invictus check should be held back until we are sure we have the right boxes.

Motion: Peto **2nd:** Carothers

Aye: Carothers, Peto, Russell, Viray

Nay: 0

Absent: Carroll

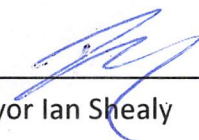
Motion Carried

Executive Session

Mayor Shealy closed the regular meeting and called for a 20-minute executive session from 10:00-10:20 pm. To discuss potential litigation and potential real estate purchase. At 10:20, he extended the session for up to another 10 minutes. At 10:26, with no audience members remaining, he closed the executive session and re-opened the regular meeting.

Adjourn

10:27 pm



Mayor Ian Shealy



Clerk Stephanie Fields

Approved by Council vote on 5-12-2025