



**Town of Yacolt**  
**Yacolt Town Council Meeting Agenda**  
**Monday, June 14, 2021**  
**7:00 PM**  
**Town Hall**

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**Call to Order**

**Flag Salute**

**Roll Call**

**Late Changes to the Agenda**

**Approve Minutes of Previous Meeting(s)**

- [1.](#) Draft Minutes from May 10th Council Meeting

**Citizen Communication**

***Anyone requesting to speak to the Council regarding items not on the agenda may come forward at this time. Comments are limited to 3 minutes. Thank you.***

**Unfinished Business**

- [2.](#) Chip Seal Bid Acceptance Sierra Santa Fe

**New Business**

- [3.](#) Council Member Resignation

**Town Clerk's Report**

**Approve to Pay Bills on Behalf of the Town**

**Public Works Department Report**

**Attorney's Comments**

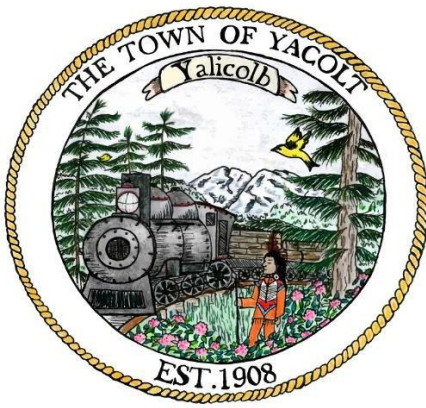
**Citizen Communication**

***Anyone requesting to speak to the Council regarding items not on the agenda may come forward at this time. Comments are limited to 3 minutes. Thank you.***

**Council's Comments**

**Mayor's Comments**

**Adjourn**



**Town of Yacolt**  
**Yacolt Town Council Meeting**  
**Minutes**  
**Monday, May 10, 2021**  
**7:00 PM**  
**Town Hall / Virtual / Telephonic**

**Call to Order**

7:00 PM

**Flag Salute**

**Roll Call**

Present:

Mayor Listek, Town Attorney David Ridenour, and Council Members Michelle Dawson, Malita Moseley, Herb Noble, Marina Viray

Absent: Council Member Amy Boget

**Late Changes to the Agenda**

Mayor Listek invited any Council Member to bring up a motion to excuse Council Member Boget's absence from this meeting. No motion was raised; thus her absence is considered unexcused.

**Approve Minutes of Previous Meeting(s)**

**Motion was made to approve the Minutes from the meeting April 12, 2021**

**Motion:** Noble      2<sup>nd</sup>: Dawson

**Aye:** Dawson, Moseley, Noble, Viray      **Nay:** 0      **Absent:** Boget

***Motion Carried***

**Citizen Communication**

Mary Rowe asked if the homes at the east end of Jones Street have been annexed into the Town. And if not, shouldn't their addresses be changed to 5-digit addresses? Should those residents be allowed to access that area via town streets, or should they have their own road(s)? Mayor Listek responded that no, that area is not annexed into Town, and the address issue will be worked on, but the roads are open to the public for all to use. Councilmember Moseley brought up the fact that we still benefit from road taxes distributed through the state. Councilmember Noble brought up that we could have weight restrictions on our roads.

## Unfinished Business

### **Embankment Slide Purchase**

The height and cost of the embankment slide were discussed. A plastic slide is preferred over aluminum, as well as an earthy color tone vs. bright. It was brought up that more lighting (motion lights, perhaps) and cameras would be necessary in the new park. Also, the preference is to have the slide's manufacturer install it.

**Motion was made to authorize the mayor to solicit bids for an embankment slide for the park around the Town Tree, with a price targeting \$12,000.**

**Motion:** Viray      **2<sup>nd</sup>:** Dawson

**Aye:** Dawson, Moseley, Noble, Viray      **Nay:** 0      **Absent:** Boget

***Motion Carried***

## New Business

### **Rotate Finance Committee**

**Motion was made to rotate Amy Boget onto the Finance Committee to replace Marina Viray**

**Motion:** Noble      **2<sup>nd</sup>:** Dawson

**Aye:** Dawson, Moseley, Noble, Viray      **Nay:** 0      **Absent:** Boget

***Motion Carried***

### **Chip Seal Project Bid Ads**

**Motion was made to authorize advertisement for bids for the Railroad Avenue Chip Seal Project**

**Motion:** Dawson      **2<sup>nd</sup>:** Viray

**Aye:** Dawson, Moseley, Noble, Viray      **Nay:** 0      **Absent:** Boget

***Motion Carried***

### **Rendezvous Days Planning**

Mayor Listek asked if we should do the BigFoot Run this year at all, as a live event, or as a virtual event? There is a chance that we will not be able to do the big Fireworks show this year, so should we channel funds from the Run and/or Fireworks to other activities? We should have no problem doing the Parade, Chalk Art Contest, and Outdoor Market, while remaining COVID restriction compliant. What other activities would people like to see take place? Talk was had of holding foot races, potato races, sack races, baseball games, and the like. Councilmember Noble suggested we form a planning committee to begin organizing the activities. The big decisions made were to not have the BigFoot Run and the Town Fireworks display this year, hoping to resume those activities next year. Budgeted funds for those activities this year will be diverted to other home-town style activities.

## Town Clerk's Report

- The Annual Report is coming along; due the end of May, but hoping to submit by end of this week or next if possible.
- Info is available at Town Hall for anyone interested in running for the 2 Council Positions that will be opening up this year. You must live within Town limits to run. You can go online to [clarkvotes.org](http://clarkvotes.org) to sign up or for more info. (Link is on Town website.)

- Town events so far this year have brought in the following revenues:
  - Outdoor Market (Peddler’s Licenses): \$310
  - Easter Egg Hunt: \$223
  - Surplus Sale: \$711
  - Spring CleanUp: \$2375
 These funds will be reinvested into improving supplies, facilities, and so on for these events in the future, ie: tall propane heaters, trash cans, craft supplies, etc.

**Approve to Pay Bills on Behalf of the Town**

**Motion was made to approve paying the bills on behalf of the Town**

**Motion:** Moseley     2<sup>nd</sup>: Viray

**Aye:** Dawson, Moseley, Noble, Viray     **Nay:** 0     **Absent:** Boget

***Motion Carried***

**Public Works Department Report**

- Focus lately has been on mowing, creating the new park, and carving benches out of logs for the new park and elsewhere around Town.
- In coming weeks, activity will shift to include sprucing up the Cemetery and beginning a project there to put in a short road; clean-up behind the ball fields; and continuing with organization at the Public Works Shop.

**Attorney's Comments**

None

**Citizen Communication**

- Rhonda Rowe-Tice asked how soon we will get the Larch Crew? She said she is willing to volunteer around Town, and wonders where other volunteers are this year? She noted that our Municipal Code only refers to “Town Park”, but it should include all parks. She said if the Town is open to taking in donations for the new park, she is willing to help with the cost of shipping on the new slide. She then asked if the upcoming cemetery work would include creating walking paths, and Mayor Listek answered that a small road within the cemetery is actually in the budget and will be started this spring or summer.
- Mary Rowe asked if our 2021 budget is on our website. It is, as adopted in the December 21, 2020 Meeting. It is viewable in that meeting’s agenda packet.
- Rhonda Rowe-Tice asked if the Town employs a certified welder to run the newly-purchased welder.
- Ron Homola suggested that Town officials have their cameras on during virtual meetings, for the townspeople to see them.
- Mike Ranweiler said he hasn’t heard from Amy Boget, who had been working on trying to get better high-speed broadband into Yacolt, and she missed an important meeting she had set up regarding this. He said someone needs to pick up that baton. He also found out that public/private partnerships (lots of money available through grants even), are available for bringing in better internet service and asked if any council members will please help make this happen? Mayor Listek invited Mr. Ranweiler to meet and discuss this with her. Councilmember Viray expressed that she would be willing to help with this also.

### **Council's Comments**

Viray - Another successful Market on May 1<sup>st</sup>! 16 vendors and 1 Craft project participated. Thank you to Kim Shealy at Inspired Learning for opening up her parking lot for one of the vendors to set up. Preparing for the next Saturday Market, June 5<sup>th</sup>; still accepting new vendors.

Noble – Town CleanUp and Market were both home runs! Thank you to all who helped. The Town is heading in a positive direction. Thank you to our Mayor.

Dawson – Thanks to the Mayor and Council members who show up and participate in the Town's events. It's very important for our officials to interact and engage with their community. Also thank you to all who helped with the Town CleanUp.

### **Mayor's Comments**

- Thank you to the many people who helped with the Town CleanUp and Market: Rhonda, Casey, Niko, Tom, Terry, Herb, Marina, and Desiree. Everyone's help is so appreciated!
- VFW Quartermaster Vince Myers informed us that the Boy Scout project at the Veteran's Memorial Flag site did not work out for the Boy Scout to do it. However, the VFW will take on the project themselves, hopefully by Memorial Day.
- Beautifying the Town's Cemetery is a high priority. Are there any volunteers to help with that?
- Does anyone have any suggestions to improve the Town CleanUp for next year?
- Markets are working out very well. We will continue with them as well as the craft projects at the markets.
- Dane's Place opened May 1, and Thiselle Creek Farm Stand just opened too.
- Soon the log benches will start to be placed around Town.
- Does anyone want to help with weeding or planting flowers around Town?
- Thank you to our clerk, Stephanie for all she does.

### **Adjourn**

Meeting was adjourned at 8:21 p.m.

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Mayor Katelyn Listek

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Clerk Stephanie Fields



## Town of Yacolt Request for Council Action

### CONTACT INFORMATION FOR PERSON/GROUP/DEPARTMENT REQUESTING COUNCIL ACTION:

**Name:** Mayor Listek

**Group Name:**

**Address:** 202 W. Cushman  
Yacolt, WA 98675

**Phone:** 360-686-3922

**Email Address:** [mayorlistek@townofyacolt.com](mailto:mayorlistek@townofyacolt.com)

**Alt. Phone:**

### ITEM INFORMATION:

**Item Title:** Chip Seal Bid Acceptance

**Proposed Meeting Date:** June 14, 2021

**Action Requested of Council:** Vote on acceptance of Bid for Railroad Avenue Chip Seal Project

**Proposed Motion:** "I move that we accept (or do not accept) the bid from Sierra Santa Fe for the Chip Seal Project on Railroad Avenue and to authorize the Mayor to execute a contract with them to commence the Project."

**Summary/ Background:** On November 20, 2020, the Town was informed that we would be awarded a Transportation Improvement Board Grant of 95% of eligible project costs (up to \$42,751) to apply a new seal coat and paint on Railroad Avenue. The total cost of the project is now estimated to be \$50,504, with Yacolt's portion of the cost to be \$7,753. A call for bids was advertised in at least 3 publications beginning May 17<sup>th</sup> and closing June 4<sup>th</sup> at 2pm. At that time, bids were opened publicly and read aloud by the Town clerk via GoToMeeting. By then, only 1 bid had been turned in, from Sierra Santa Fe. By default, that bid is the apparent low bid, at \$49,985.

**Staff Contact(s):** Clerk Stephanie Fields

[clerk@townofyacolt.com](mailto:clerk@townofyacolt.com)

Mayor Katelyn Listek

[mayorlistek@townofyacolt.com](mailto:mayorlistek@townofyacolt.com)

(360) 686-3922

**BID PROPOSAL**

**TOWN OF YACOLT  
2021 CHIP SEAL**

The undersigned hereby certifies that they have examined the location of the project and have read and thoroughly understand the plans and specifications governing the work.

The undersigned hereby agrees to construct the project in accordance with the following bid proposal.

**2021 CHIP SEAL**

<b>Bid No.</b>	<b>Bid Item</b>	<b>Bid Quantity</b>	<b>Unit Bid Price</b>	<b>Bid Amount</b>
1.	Mobilization, Clean Up, and Demobilization (SS 1-09.7)	1 LS	\$ 2,118.50	\$2,118.50
2.	Project Temporary Traffic Control (SP 1-10.5)	1 LS	\$ 4,890.00	\$4,890.00
3.	Chip Seal (SP 5-02.5)	6,590 SY	\$ 4.00	\$26,360.00
4.	Fog Seal (SP 5-02.5)	6,590 SY	\$ 2.00	\$13,180.00
5.	Painted Stop Line (SS 8-22.5)	18 LF	\$12.65	\$ 227.70
6.	Painted Crosswalk Line (SS 8-22.5)	192 SF	\$12.65	\$ 2,428.80
7.	Painted Line (SS 8-22.5)	1,950 LF	\$ 0.40	\$ 780.00
<b>Total Bid Amount</b>			<b>\$ 49,985.00</b>	

BIDDER acknowledges that quantities are not guaranteed, and final payment will be based on actual quantities determined as provided in the Contract Documents.

BIDDER agrees that the CONTRACTING AGENCY reserves the right to reject and or all Proposals and to waive any minor irregularities and informalities in any Proposal.

 **SSSF** P.O. Box 1058  
Sierra Santa Fe Ridgefield, WA 98642





## Town of Yacolt Public Announcement

### CONTACT INFORMATION FOR PERSON/GROUP/DEPARTMENT REQUESTING COUNCIL ACTION:

**Name:** Mayor Listek

**Group Name:**

**Address:** 202 W. Cushman  
Yacolt, WA 98675

**Phone:** 360-686-3922

**Email Address:** [mayorlistek@townofyacolt.com](mailto:mayorlistek@townofyacolt.com)

**Alt. Phone:**

### ITEM INFORMATION:

**Item Title:** Council Member Herb Noble's Resignation

**Proposed Meeting Date:** June 14, 2021

**Action Requested of Council:** none

**Proposed Motion:** none

**Summary/ Background:** Council Member Herb Noble (Position #4) submitted his resignation as of June 4<sup>th</sup> due to his moving out of the area. With Position #4 vacant, we will now be accepting applications to fill the position through the end of its term in 2023.

**Staff Contact(s):** Clerk Stephanie Fields

[clerk@townofyacolt.com](mailto:clerk@townofyacolt.com)

Mayor Katelyn Listek

[mayorlistek@townofyacolt.com](mailto:mayorlistek@townofyacolt.com)

(360) 686-3922