



**Town of Yacolt**  
**Yacolt Town Council Meeting Agenda**  
**Monday, May 10, 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 Meeting April 12, 2021

**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.](#) Embankment Slide Purchase for Park at Town Tree

**New Business**

- [3.](#) Rotate Finance Committee
- [4.](#) Chip Seal Project Bid Ads
- [5.](#) Rendezvous Days Planning

**Town Clerk's Report**

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

**Public Works Department Report**

**Attorney's Comments**

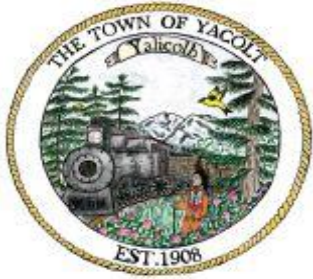
**Citizen Communication**

*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**



**Yacolt Town Council- Meeting Minutes  
Monday, April 12, 2021  
Town Hall Virtual/ Telephonic- 7:00 PM**

**Call to Order**

Mayor Listek called the meeting to order at 7:00 pm

**Flag Salute**

**Roll Call**

PRESENT

Mayor: Katelyn Listek

Council Members: Michelle Dawson, Herb Noble, Marina Viray

Town Attorney: David Ridenour

Public Works Director: Tom Esteb

EXCUSED ABSENCES: Amy Boget, Malita Moseley

**Late Changes to the Agenda**

Additional Items # 10 and #11:

10: Veterans' Memorial Flag Pole Project

11: Streetlight Maintenance Agreement with Clark Public Utilities

**Approve Minutes of Previous Meetings**

**Motion was made to approve minutes of the March 8, 2021 Council meeting, with the change as read by Mayor Listek.**

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

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

**Motion Passed**

**Citizen Communication**

Mary Rowe asked if anything can be done about the logging trucks using the Town's side roads to access the area being logged north of Town. She fears it is destroying the road surface.

Mayor Listek responded that she will see what can be done to prevent the large trucks' use of the side roads. She will keep us updated.

### **Unfinished business**

Ordinance #585 re: Personnel Policy and Procedures Manual Update, update of YMC 2.10.010 and Repeal of Resolution #571

**Motion was made to adopt Ordinance #585 as written.**

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

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

**Motion Passed**

### **New Business**

#### **NCEMS Tax Levy**

Mayor Listek introduced Chief Sean Ford of NCEMS, who explained the Levy and the need for it.

**Motion was made to approve Resolution #601, allowing the Levy to be put onto the August Ballot for the voters to vote on; and also to approve Resolution #602, which allows for the Levy to be put onto the November Ballot if it does not pass in August.**

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

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

**Motion Passed**

#### **KWRL Field Use Agreement**

**Motion was made for the Town to enter into the new Field Use Agreement for KWRL/Babe Ruth/Centerfield Baseball League to continue using Field #4 for their games and activities for the next 3 years.**

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

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

**Motion Passed**

#### **National Poetry Month Proclamation**

Mayor Listek read a Proclamation recognizing April as National Poetry Month in Yacolt.

#### **Resolution #600 re: Selling off Surplus Items**

In addition to the items on the Appendix to Resolution #600, Public Works Director Esteb added that he would also like to sell the 2 oldest of the 3 big water pumps at the Public Works Shop, since their need has been all but alleviated. He suggested that they should sell for in the \$250-

300 price range. Mayor Listek asked that we keep the old brown folding chairs with yellow seats, and said that she may want to sell some of the items with prices reduced more.

**Motion was made to approve Resolution #600, allowing the sale of the Town’s surplus items to the general public at reasonable prices.**

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

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

**Motion Passed**

### **Selling Excess Fill Dirt**

Public Works Director Esteb explained how we can and should get rid of the fill dirt material behind the ball fields. He said there’s in the neighborhood of 1200-1500 cubic yards, and we should sell it cheap in order to have it gone quickly. He will reserve what we may need for upcoming projects.

**Motion was made to allow for the sale of the excess fill material behind the ball fields for \$1/ cubic yard.**

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

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

**Motion passed**

### **Developing a Park around the Town Tree**

Mayor Listek presented her vision for creating a park on the property adjacent to the Town Christmas Tree. The Town already owns the land, and it is rarely used; yet it is in the perfect central location for a Town Square and gathering place, with log benches, an embankment slide and community garden, and perhaps later add some shipping containers with a western-style façade for Market vendors to use. The cost of developing the ground will be minimal and at least the first phase is within this year’s budget. The square itself would be an Arts and Culture project, with Townspeople being able to participate by decorating some of the bricks for the square, and a local artist creating the Town Seal in the center. Attorney Ridenour advised that once final costs are determined, we follow reasonable policies regarding costs and procurement by using competitive bidding.

**Motion was made to move forward with the Town Tree Park’s development.**

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

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

**Motion Passed**

### **DOC Work Crew Agreement**

The contract sent by the Department of Corrections to have the Larch Work Crew work for us throughout the year has been sent to us to approve and sign, to be effective about May 1st.

**Motion was made for the Town to execute the DOC Agreement as written.**

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

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

**Motion Passed**

### **Veterans' Memorial Flag Pole Project**

Vince Myers presented a project that the VFW would like to sponsor: They will pay for the materials to have 2 new 20-foot flag poles installed at the Veterans' Memorial by the Town Tree. One of the poles would add a Space Force Flag, and the other would fly either a state flag or one with the Yacolt seal on it. The project will enable a Boy Scout to earn his Eagle Scout status.

**Motion was made to allow the VFW/Eagle Scout flag pole project to take place, as proposed.**

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

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

**Motion Passed**

### **Clark Public Utilities Streetlight Maintenance**

Clark Public Utilities has agreed to resume maintenance of Town-owned streetlights, after they initially said they were discontinuing that service. Before they will create a service contract, we need to send them notice that we want to enter into that agreement. We must notify them by April 15<sup>th</sup>.

**Motion was made to notify Clark Public Utilities of our intent, and to enter into a new streetlight service agreement with them.**

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

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

**Motion Passed**

### **Town Clerk's Report**

- In addition to normal daily activities, has been helping prepare for the Easter Egg Hunt, Surplus Sale/ Community Yard Sale, and Town Cleanup events.
- Starting classes next week for the Annual Report, which is due to the State Auditor's Office before the end of May.

### **Approval to Pay Bills on Behalf of the Town**

**Motion was made to pay bills on behalf of the Town.**

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

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

**Motion Passed**

### **Public Works Report**

- Tom Esteb said it was fantastic how much was accomplished at tonight's meeting.
- They should be able to start on the new Tree Park this week, and shortly thereafter, begin work on the Cemetery.
- Great news: Terry was able to mow the entire Rec Park with the new wing-mower in 3-4 hours today. In the past, it used to take more like 24-32 man-hours to get that done!

### **Attorney's Comments**

- The Town can put weight restrictions on its streets by ordinance if they so desire. (With exemptions for firetrucks and the like.) The signage can be expensive, but it must be in place before any restrictions may be enforced.
- In regard to relaxing COVID rules on meetings, he advised that although Governor Inslee initially established the restrictions, they have since been authorized by state legislature to continue.

### **Citizens' Communication**

- Ron Homola mentioned that when he goes to the Rec Park, he notices a lot of dog poop all over. He wishes people would clean up after their dogs.
- Mary Rowe referred once again to the log trucks on Town roads, asking if they might possibly break water lines? Also, regarding the Town Tree Park, can people buy bricks to possibly help fund the park? Mayor Listek explained that we will be re-purposing bricks which were "rescued" from vandalism at the Rec park, and that they will be used as an art project in the new Tree park.
- Kim Shealy wanted to let everyone know that she will be on the map for the Community Yard Sale, and that her restrooms will be open to the public during this event and all Market events.
- Vince Myers wanted to tease all geocachers by saying that there is a hidden geocache at the Veterans' Memorial.
- Josh Beck said he noticed the 5<sup>th</sup>-wheel travel trailer has re-appeared at Tallman's. Mayor Listek said she will be sending a letter to the owners of Tallman's.

## **Council's Comments**

### **Noble:**

- Noted that in the past, log trucks have broken water mains on streets in Town.
- Thanks to Vince for the Veterans' Memorial project.

### **Made a motion to excuse the absences of Council Members Boget and Moseley**

**2<sup>nd</sup>:** Viray   **Ayes:** Dawson, Noble, Viray      **Nays:** 0      **Absent:** Boget, Moseley

### **Motion Passed**

### **Viray:**

- Thanked the Mayor, Clerk, and Public Works for all their work on the Easter Egg Hunt.
- Saturday Market went well; thanks to the vendors and the community for their support.
- Next Market will be May 1 from 10-2. Still looking for produce and plant vendors.

### **Dawson:**

- Has had people approach her re: vaccinations. Can we protect the rights of people who cannot wear a mask or get vaccinated? Can we protect businesses who choose not to require masks? (Attorney Ridenour responded that there is little we can do to overturn or supersede the COVID regulations by any sort of ordinance.)
- Perhaps we can lure some vendors from Saturday Markets in other areas? (Mayor Listek will supply her with Market fliers.)

## **Mayor's Comments**

- Thanks to all who helped with the Easter Egg Hunt; it was a great success, but she realized that we really need a megaphone for events. Thanks to all who donated, namely Sam Fox who donated 21 (!) baskets, Council Member Amy Boget who donated a gorgeous basket, and Betsy who donated 2 great baskets. The Market and Kids' Craft were very successful as well.
- She has created separate binders for each Town event, which will facilitate better organization not only this year, but for the years to come.
- Benches for the new park will be made out of some big logs.
- Additional light poles are in the plans for this year, for the darker locations along Yacolt, Amboy, and Railroad
- Condensing seasonal items and storing them in the attic
- Preparing for the Sale on April 24 and Town Clean Up and Market on May 1.
- If you see any vandalism, please call the police. Because of citizens calling in and documentation, we have had some success catching vandals recently.

## **Adjourn**

**Meeting was adjourned at 8:28pm**



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Katelyn J. Listek, Mayor

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Stephanie Fields, Clerk

DRAFT



## 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:**

**Alt. Phone:**

### ITEM INFORMATION:

**Item Title:** Embankment Slide Purchase for Park at Town Tree

**Proposed Meeting Date:** May 10, 2021

**Action Requested of Council:** Decide on a price limit for an embankment slide to be purchased for the park at the Town Tree

**Proposed Motion:** "I move that we purchase an embankment slide for the park around the Town Tree, with a price including (or excluding) tax not to exceed \$\_\_\_\_\_".

**Summary/ Background:** One of the elements planned to be included in the development of the park around the Town Tree is an embankment slide set onto the ridge created by the excavation for the Town Square.

**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



# Columbia Cascade Company

Makers of TimberForm® PipeLine® Playground Equipment and Outdoor Fitness Systems, TimberForm Site Furniture and CycLoops® CycLocker® Bicycle Management Products.

PO Box 1039  
Camas, WA 98607-0039 U.S.A.  
Telephone 503/223-1157  
e-mail HQ@timberform.com

mayorlistek@townofyacolt.com

Date: Apr 15, 2021

Pages: 1 of 2

To: Town of Yacolt  
Attn: Mayor Katie Listek  
Reference: Town Tree Park  
Yacolt, WA

Thank you for your interest in Embankment Slide Chutes. We are pleased to offer our quotations for the above-referenced project as follows:

### TIMBERFORM - OPTION ONE

Quote No. Q-21-91729-A1

<u>Quantity</u>	<u>Model No. and Description</u>	<u>Price Each</u>	<u>Total</u>
1 each	1650-83-01-EMB Curved Embankment Slide Chute for 8 ft. drop in elevation, standard color CASPAX-7 powder-coated accessible entrance platform, TAN or YELLOW plastic	\$ 6,805.00	\$ 6,805.00
8.40% WASHINGTON SALES TAX			\$ 571.62
<b>TOTAL F.O.B. FACTORY</b>			<b>\$ 7,376.62</b>

### TIMBERFORM - OPTION TWO

Quote No. Q-21-91729-A2

<u>Quantity</u>	<u>Model No. and Description</u>	<u>Price Each</u>	<u>Total</u>
1 each	1650-193-01-EMB Curved Embankment Slide Chute for 19 ft. drop in elevation, standard color CASPAX-7 powder-coated accessible entrance platform, TAN or YELLOW plastic	\$ 14,255.00	\$ 14,255.00
8.40% WASHINGTON SALES TAX			\$ 1,197.42
<b>TOTAL F.O.B. FACTORY</b>			<b>\$ 15,452.42</b>

NOTE: Price is for Will Call at our Vancouver, WA factory and includes a Hometown Discount.

LEAD TIME: Shipment can occur within 60-75 days after our receipt of an acceptable order and final specifications.

This quotation is good for 30 days and subject to our confirmation thereafter.

Shipping packages are usually heavy and awkward and require mechanical handling to accomplish truck unloading at destination. Truck unloading and job site work are extra and not included.

To enter your order, simply notify us and we will promptly prepare a written order Confirmation to begin processing your order. Our standard terms of sale will apply.



## Products In Your Cart

Item ID	Description	Quantity	Price	Add Ons / Options	Total
	Embankment Slides (3 foot drop to 35 foot drop)	1	\$6,788.95	Embankment Slide <u>15'</u> -	\$6,788.95
	Embankment Slides (3 foot drop to 35 foot drop)	1	\$8,908.95	Embankment Slide <u>20'</u> -	\$8,908.95
	Embankment Slides (3 foot drop to 35 foot drop)	1	\$11,028.95	Embankment Slide <u>25'</u> -	\$11,028.95
	Embankment Slides (3 foot drop to 35 foot drop)	1	\$13,148.95	Embankment Slide <u>30'</u> -	\$13,148.95
	Embankment Slides (3 foot drop to 35 foot drop)	1	\$15,268.95	Embankment Slide <u>35'</u> -	\$15,268.95

Update Quantities

**Total Price**  
**\$55,144.75**

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# Aluminum Trough Slide Chute for 9 foot Deck Height

• Product Code: TR418C

*Dunrite Playgrounds  
www.dunriteplaygrounds.com*

• **\$9,110.99**

4/5/2021

50454 Aluminum Trough Slide Chute for 9 foot Deck Height



## • [Description](#)

9 foot deck height slide

We offer complete service from design, detailed engineering ,through manufacturing to installation. Many playground slides may be utilized as a pool slide or water slide (also called a FLUME slide). A DRY SLIDE may be used as an outdoor slide or indoor slide. On a hill, slope or architectural buildout, you may be looking for an embankment slide, hill slide, or slope slide. A THEME SLIDE may incorporate unique colors, or added theme events or features. A CUSTOM SLIDE may be designed to fit your unique space, theme, concept or idea. Many office, business or commercial venues are looking for a STAINLESS STEEL slide.

Metal Slide testing finds results contrary to popular belief as cooler than plastic slides. Temperature testing finds surfaces an average of 8 degrees cooler. This means even in the most adverse positioning toward the sun they maintain cooler temperatures than even the lightest plastic color slides. So, no, metal playground slides are NOT hotter than plastic! No more worries about color fading from UV exposure. Cold temperature cracking is eliminated. Aluminum and metal slides are more accommodating to children with cochlear hearing implants with reduced static electricity. A plastic slide can generate up to 60,000 volts of electricity! These slides also provide superior vandal resistance such as graffiti and burning. Repair or repainting is also easier.

Trough slide designs have been created for indoor and outdoor applications. Outdoor applications include the increasingly popular hillside design. This lightweight aluminum slide can be manufactured to any length. Standard and custom colors available in a tough powder coated finish of an electrostatically applied TGIC polyester powder. Custom designs available for a variety of applications. Does not include deck, stairs or platform barriers.

**PRICING NOTE:** Many slides have a "\$0.00" price displayed on the product page. This isn't to annoy you or make things intentionally difficult. With some slides there are multiple options and configuration choices available, not to mention custom solutions. Creating an account on our site does not make the price appear. Please call or email us with details about your project. We will work with you to find the correct solution and best pricing. DunRite Playgrounds is YOUR source for a metal playground slide and many creative or fun playground slides.

**FREIGHT NOTE:** Slides are big and can become costly when trying to ship. With only a few exceptions, slides must ship by common carrier (freight truck). Our online estimator will not provide the correct price for these items. Freight pricing is a complex formula including factors



## 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

**Alt. Phone:**

### ITEM INFORMATION:

**Item Title:** Rotate Finance Committee

**Proposed Meeting Date:** May 10, 2021

**Action Requested of Council:** Decide who will take Marina Viray's place on the Finance Committee

**Proposed Motion:** "I move that \_\_\_\_\_ be rotated onto the Finance Committee."

**Summary/ Background:** The Finance Committee has one member rotate out and a new one rotated in about every three months, to serve a 6-month term. Marina Viray has been on the Finance Committee for just over 6 months, so it is time to replace her.

**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



## Town of Yacolt Request for Council Action

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

**Name:** Devin Jackson, Jackson Civil Engineering

**Group Name:**

**Address:** 704 E Main St., Ste. 103  
Battle Ground, WA 98604

**Phone:** 360-723-0381

**Email Address:**

**Alt. Phone:**

### ITEM INFORMATION:

**Item Title:** Authorization for ad for the Railroad Avenue Chip Seal Project

**Proposed Meeting Date:** May 10, 2021

**Action Requested of Council:** Authorize project advertisement.

**Proposed Motion:** "I move that we authorize the advertisement for bids in regards to the Railroad Avenue Chip Seal Project."

**Summary/ Background:** The Transportation Improvement Board's Small City Preservation Program has awarded the Town of Yacolt a grant for our project to Chip Seal Railroad Avenue from Yacolt Road southward to just beyond E. Hoag. This project is in keeping with our 6-year Transportation Plan, and is necessary to maintain one of our Town's main roads. The current engineer's estimated cost for the project is approximately \$47,000. We must now get bids from several contractors and submit the bids to the TIB for final approval and authorization to award the project to the winning bidder. At that point, we can begin the project. With road construction season commencing, it behooves us to advertise for bids as soon as possible.

**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



## 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:**

**Alt. Phone:**

### ITEM INFORMATION:

**Item Title:** Rendezvous Days Planning

**Proposed Meeting Date:** May 10, 2021

**Action Requested of Council:** Plan Rendezvous Days Events

**Proposed Motion:** none

**Summary/ Background:** Traditionally, the Town of Yacolt has held Rendezvous Days events on or around the 4<sup>th</sup> of July. In recent years, events have included a Parade, Sidewalk Chalk Contest, Bigfoot Fun Run, and of course Fireworks. Last year, an Outdoor Market was added.

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

Mayor Katelyn Listek

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