



**Town of Yacolt
Council Meeting Agenda
Monday, January 13, 2025
7:00 PM
Town Hall**

Call to Order

Flag Salute

Roll Call

Late Changes to the Agenda

Approve Minutes of Previous Meeting(s)

- [1.](#) DRAFT Minutes from 12-9-24 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.](#) Update on C-Tran Board Representative
- [3.](#) Update on Improving the Building Department
- [4.](#) Update on Meetings with the Town's Lobbyist
- [5.](#) Update on Procuring Additional Legal Services
- [6.](#) Update on Security Cameras

New Business

Town Clerk's Report

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.

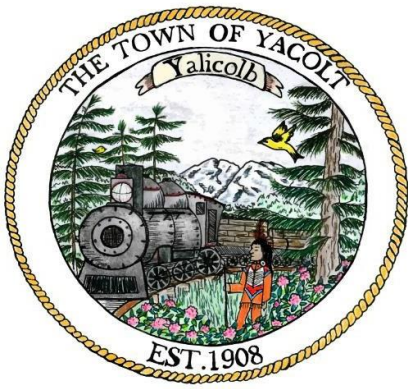
Council's Comments

Mayor's Comments

Approve to Pay Bills on Behalf of the Town

Executive Session

Adjourn



Town of Yacolt

Town Council Meeting Minutes

Monday, December 9, 2024
7:00 PM
Town Hall

Call to Order

7:00 PM

Flag Salute

Roll Call

Council Members Present: Jeff Carothers, Craig Carroll, Brandon Russell, Marina Viray

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

Late Changes to the Agenda

Add as Item #14: Discussion of 2025-2026 Goals

Approve Minutes of 11-12-24 Meeting

Motion: Carothers 2nd: Carroll

Aye: Carothers, Carroll, Russell, Viray

Nay: 0

Absent: Peto

Motion Carried

Approve Minutes of Special Council Meeting 11-18-24

Motion: Carroll 2nd: Carothers

Aye: Carothers, Carroll, Russell, Viray

Nay: 0

Absent: Peto

Motion Carried

Citizen Communication

None

Unfinished Business

Continuation of Public Hearing re: Jorgensen Timber Harvest DNS

Mayor Shealy closed the regular meeting and opened the public hearing at 7:03 pm. After he gave hearing instructions, he read the one written comment the Town received, and copies of the comment were made available for all attendees. Jens Jorgensen then was sworn in to speak on behalf of the Applicant, stating that they plan to log about 8.5 of the 10 acres. He addressed the 4 main questions brought up at the previous meeting, saying:

- The Applicant did not complete its own SEPA checklist; they hired HFI Field Services to do this.
- They will respect appropriate setbacks of 140 feet from the stream, so will not affect fish and wildlife in or right near the stream.

- There is no actual historic site on the property; it was his great-grandfather’s home, and all that’s left is parts of an old foundation. Somehow a rumor was started long ago that the home used to be a castle, and that a prince used to live there, neither of which is true.
- They will not be building, only logging. Eventually, a developer will likely build homes on the property, but at this point, there is no specific number of homes which may be built there.
- They will access the property west of the stream from their own property at the west end of Humphrey St.
- They will leave at least 20 trees per acre, near the stream.

Mary McCarthy was sworn in, and asked how many homes will be built on the property, and who set the distance for the stream setback? Mr. Jorgensen repeated that no homes are planned at present, and that DNR set the stream setback distance.

Devin Jackson noted that the comments/questions being received at this hearing indicate that there seems to be some misunderstanding regarding what this hearing is about. He explained that the Applicant proposes to log only, and not replant, so they will be converting the use of the property from forest to residential. The SEPA Determination of Non-Significance (DNS) means that project’s environmental impacts are legal and in compliance, as per an independent 3rd-party biologist, who reviewed the project. He confirmed his position of supporting the DNS.

When no more questions were posed, Mayor Shealy closed the Public Hearing and re-opened the regular meeting at 7:32 pm. Motion was made to approve the DNS.

Motion: Carothers 2nd: Russell
Aye: Carothers, Carroll, Russell **Nay:** 0 **Abstain:** Viray **Absent:** Peto
Motion Carried

Proposed Agreement for 2025 Engineering Services

Councilmember Carothers stated that Jackson Civil Engineering (JCE) has been working for the Town since 2017, and that they’ve always worked in the best interests of the Town. Although the Principal Engineer’s rate will be increasing, he will be working fewer hours, as he is depending more and more on his staff. A motion was made to approve the updated Agreement with JCE for 2025.

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

Proposed Agreement for Legal Services

Attorney Ridenour sent out a letter to Mayor Shealy prior to the November Council Meeting. In it, he lined out expectations and increased rates beginning in 2025. Councilmember Carroll made a motion to approve the Agreement with David Ridenour for Legal Services, with his new rate as of January 1, 2025.

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

Legal Services Procurement

No one responded to the RFP for Legal services which the Town advertised last month. Bill Ehling will be able to work for us only hit-and-miss. Attorney Ridenour made several suggestions for finding more legal help, and said he would continue to look, and be in contact with the Mayor and Council.

Proposed Agreement for Lobbying Services

Mayor Shealy explained how he found this firm, and what they may be able to do for the Town. After a brief discussion, council members agreed that this will be a worthwhile investment. A motion was made to authorize Mayor Shealy to execute the Agreement.

Motion: Viray 2nd: Russell

Aye: Carothers, Carroll, Russell, Viray

Nay: 0

Absent: Peto

Motion Carried

Security Camera Procurement Update

Attorney Ridenour made sure everyone had a copy of the supplemental “updated” agenda item packet for this subject. The supplement will be included in the minutes. Mayor Shealy presented a short history of the Town’s search for security cameras, and summarized what areas in Town he proposes to install them, and how they would work. A motion was made to authorize the Mayor to procure systems similar to the ones he presented, and proceed with having them installed.

Motion: Carroll 2nd: Carothers

Aye: Carothers, Carroll, Russell, Viray

Nay: 0

Absent: Peto

Motion Carried

New Business

Citizen Request to Name a Park After Tom McDowell

After some discussion, Council felt it might be more appropriate for the Fire/EMS station to name something after Tom McDowell. Councilmember Carroll will bring up the subject at the next EMS meeting he attends, and report back at our regular Council meeting in February.

Citizen Request to Keep Chickens

After reviewing the Applicant’s request, a motion was made to approve her request.

Motion: Carroll 2nd: Viray

Aye: Carothers, Carroll, Russell, Viray

Nay: 0

Absent: Peto

Motion Carried

(At 8:27 pm, the meeting was paused for a two-minute break.)

C-Tran Board Representative

Attorney Ridenour explained how C-Tran’s letter is unclear, as to how it relates to the Town’s Resolution #621. He clarified the positions and when they are available. Clerk Fields will reach out to LaCenter to see if they have someone planning to take the lead role for 2025. Councilmember Russell expressed interest in attending some of the C-Tran meetings. Motion was made to appoint Councilmember Russell to attend at least some of the C-Tran meetings and be the Town’s point of contact for C-Tran.

Motion: Russell 2nd: Carroll

Aye: Carothers, Carroll, Russell, Viray

Nay: 0

Absent: Peto

Motion Carried

Nuisance Declaration/Notice of Violation

A motion was made and passed to declare a Nuisance and give a Notice of Violation to the owner of the property at 106 S Dylans Ct.

But then Attorney Ridenour explained that there are two elements to the issues at the subject address: Nuisance declaration and Enforcement of a Stop Work Order. So a new motion was made to declare a nuisance regarding the mess at the property, but to also have Mayor Shealy pursue enforcement of the Stop Work Order.

Citizen's Communication

None

Council's Comments

Russell - Asked for details about a fire sprinkler inspection the Town has required on a build.

Mayor's Comments

The Christmas Tree Lighting was the best one ever!

Approve to Pay Bills on Behalf of the Town

Motion: Carothers **2nd:** Viray

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

Motion Carried

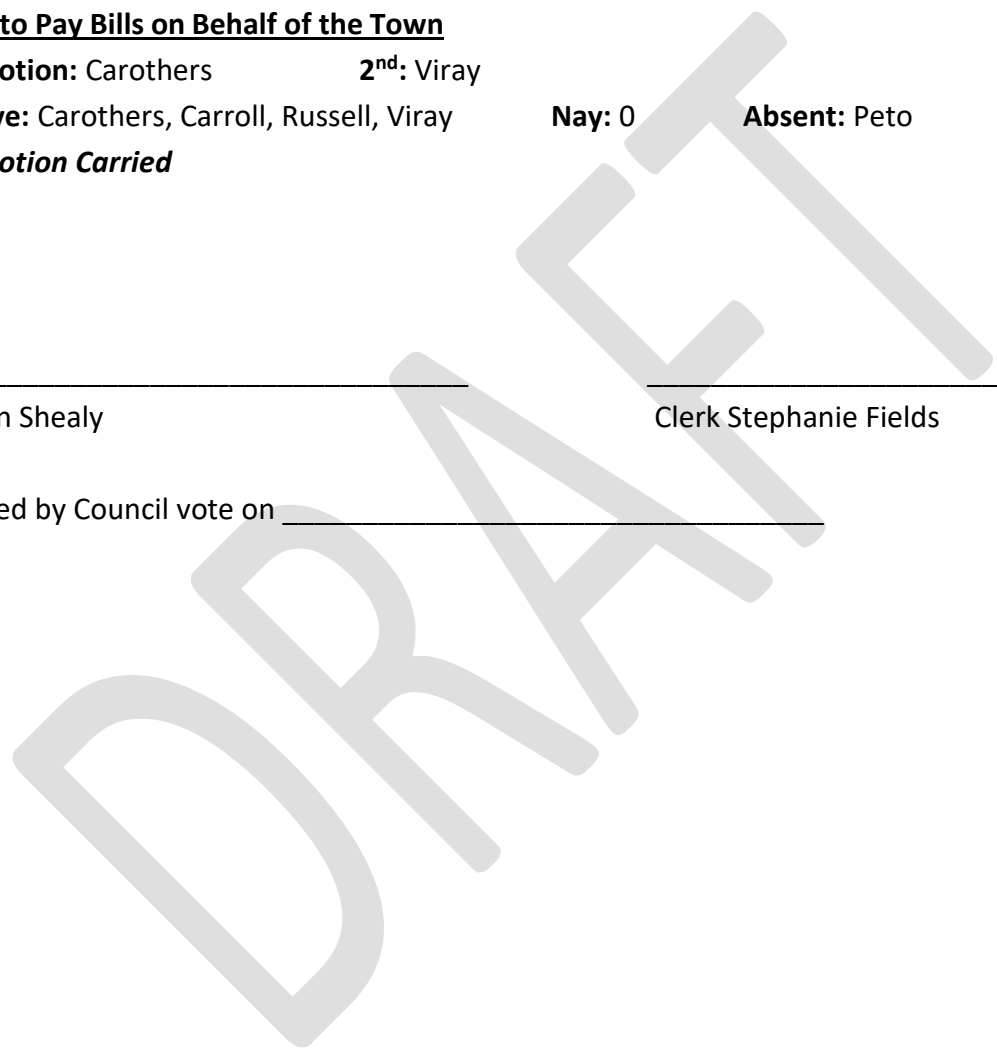
Adjourn

9:38 pm

Mayor Ian Shealy

Clerk Stephanie Fields

Approved by Council vote on _____





Town of Yacolt Agenda Request

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

Name: Clerk Fields

Group Name: Staff

Address: 202 W Cushman St
Yacolt, WA 98675

Phone: (360) 686-3922

Email Address: clerk@townofyacolt.com

Alt. Phone:

ITEM INFORMATION:

Item Title: Update on C-Tran Board Representative

Proposed Meeting Date: January 13, 2025

Action Requested of Council: Listen to the update given by Clerk Fields

Proposed Motion: None; Update only

Summary/ Background: At the December 9, 2024 Council meeting, discussion was held regarding Yacolt having someone act as our Representative on the C-Tran Board. Per our Interlocal Agreement, the City of Ridgefield is to provide an alternate for 2025, and the primary representative is to come from either LaCenter or Yacolt. Councilmember Russell said he could attend some meetings but would not be able to make the commitment for all of them, and the Council voted to authorize that. The Clerk was instructed to contact LaCenter's Clerk to see if they have someone who is able to act as the primary rep for 2025.

Staff Contact(s): Clerk Fields

clerk@townofyacolt.com

(360) 686-3922



Town of Yacolt Agenda Request

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

Name: Mayor Shealy and Clerk Fields

Group Name: Staff

Address: 202 W Cushman St
Yacolt, WA 98675

Phone: (360) 686-3922

Email Address: mayor@townofyacolt.com

Alt. Phone:

ITEM INFORMATION:

Item Title: Building Department Improvements Update

Proposed Meeting Date: January 13, 2025

Action Requested of Council: Hear the latest updates from Mayor Shealy and Clerk Fields

Proposed Motion: None; Update only

Summary/ Background: The Town Council previously expressed their desire to streamline the building permit process. The Mayor and Clerk's office have been taking steps toward doing so. Mayor Shealy has been in talks with LaCenter about possibly joining in with them on an online permitting grant they hope to get. Tonight they will give an update.

Staff Contact(s): Mayor Shealy

mayor@townofyacolt.com

(360) 686-3922

Clerk Fields

clerk@townofyacolt.com



Town of Yacolt Agenda Request

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

Name: Mayor Shealy

Group Name: Staff

Address: 202 W Cushman St
Yacolt, WA 98675

Phone: (360) 686-3922

Email Address: mayor@townofyacolt.com

Alt. Phone:

ITEM INFORMATION:

Item Title: Update on Meetings with the Town's Lobbyist

Proposed Meeting Date: January 13, 2025

Action Requested of Council: Listen to the report given by Mayor Shealy regarding his meetings with the Lobbyist Hanna Jones with Gordon Thomas Honeywell Government Relations (GTH).

Proposed Motion: N/A; Update only

Summary/ Background: At the December 9th Council meeting, the Town Council voted to have Mayor Shealy move forward with a lobbying firm he had spoken with. On Monday, December 16th, Mayor Shealy, Clerk Fields, and Public Works Director Gardner met with Hanna Jones. After her review of the Town's Legislative Priorities, Hanna recommended that the Town focus on the Public Works facility as its main priority for this first legislative budget session. She gave advice on how legislative budgeting works, and what/when to submit requests, and she mentioned more upcoming grants. Mayor Shealy will fill in the details.

Staff Contact(s): Mayor Shealy
mayor@townofyacolt.com
(360) 686-3922



Town of Yacolt Agenda Request

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

Name: Mayor Shealy

Group Name: Staff

Address: 202 W Cushman St
Yacolt, WA 98675

Phone: (360) 686-3922

Email Address: mayor@townofyacolt.com

Alt. Phone:

ITEM INFORMATION:

Item Title: Update on Procuring Additional Legal Services

Proposed Meeting Date: January 13, 2025

Action Requested of Council: Listen to tonight's report(s) regarding the status of the Town's search.

Proposed Motion: N/A

Summary/ Background: The Town has been hoping to find an additional Attorney, to take some of the burden off of Attorney Ridenour. Several options have been considered. Bill Ehling has expressed interest in helping out with issues such as the Nuisance Declaration and Stop Work Order enforcement which Council recommended at the December 9th meeting. Mayor Shealy will give a status report, and Attorney Ridenour will likely have some additional information.

Staff Contact(s): Mayor Shealy
mayor@townofyacolt.com
(360) 686-3922



Town of Yacolt Agenda Request

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

Name: Mayor Shealy

Group Name: Staff

Address: 202 W Cushman St
Yacolt, WA 98675

Phone: (360) 686-3922

Email Address: mayor@townofyacolt.com

Alt. Phone:

ITEM INFORMATION:

Item Title: Update on Security Cameras

Proposed Meeting Date: January 13, 2025

Action Requested of Council: Listen to the report from Mayor Shealy

Proposed Motion: None; Update only

Summary/ Background: The Town is working toward installing a security camera system throughout various areas of Town as soon as possible. Tonight, Mayor Shealy will give a status report on that project.

Staff Contact(s): Mayor Shealy
mayor@townofyacolt.com
(360) 686-3922