



Town of Yacolt

Yacolt Town Council Meeting Agenda

Monday, October 19, 2020
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 Meeting Minutes- Oct. 5th, 2020
- [2.](#) Draft Meeting Minutes- Budget Workshop- October 6th, 2020

Unfinished Business

- [3.](#) Schedule of Regular Meetings

New Business

- [4.](#)

Rotate Finance Committee

Town Clerk's Report

Public Works Department Report

5. Fence Repair and Gate Addition Update

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

Adjourn

Town of Yacolt- Meeting Minutes

Monday, October 5th, 2020

Regular Council Meeting of the Yacolt Town Council

Virtual attendance only via Go To Meetings video and telephone conferencing.

(Council Member Boget designated Clerk Pro-Tempore for the purpose of taking minutes.)

Call to Order: Mayor Listek called the meeting to order at 7:00 p.m.

Pledge of Allegiance:

Roll Call:

Council:

Mayor Katelyn J. Listek:	Present
Position #1 - Amy Boget:	Present
Position #2 - Michelle Dawson:	Present
Position #3 - Malita Moseley:	Present
Position #4 - Herbert Noble:	Present
Position #5 - Marina Viray:	Present

Staff:

Town Attorney:	David Ridenour
Public Works Director:	Tom Esteb

Late Change to the Agenda: New Business Item 5. Chain-link Fence repair and gate

Approve Minutes of Previous Meeting(s):

1. Draft Council Meeting Minutes 9-21-2020

Motion by: Moseley
Seconded by: Viray
Voting Yea: Noble, Viray, Boget, Dawson, Moseley
Voting Nay: None
Absent: None
Motion Passed

Unfinished Business: None

New Business:

2. Misconceptions about the Yacolt General Sewer Plan:

Attorney Ridenour presented information regarding triggering a sewer.

- It is not possible under our current circumstance
- Yacolt created a sewer engineering plan over 40 years ago.
- Documents are all available upon request
- The council has no authority to approve any action that will require a sewer system to be created as we do not have one now.
- Without a sewer we cannot go down for 4000 sq ft parcels.
- Our existing lots would need to be cut into thirds for this to occur.
- We are not able to expand past our urban growth boundary without a sewer.

3. Schedule of Regular Meetings:

Council Member Noble expressed a desire to move to 1 meeting per month.

- Two meetings are more than sufficient as we do not have much to do through the month.
- Potentially paying employees only once a month

Attorney Ridenour-

Pros:

- Save costs and employee time
- We could do a special meeting instead of a regular meeting

Cons:

- Bills may only be paid at a regular meeting
- Special meetings

Council Member Moseley-

- Would like one meeting but schedule the second way in advance
- Would like to reach out to other towns and cities to get ideas on pros and cons.

Mayor Listek-

- Workshops and public hearings could be that second meeting
- People may be more inclined to attend town meetings

Council Member Boget-

- Long meetings and unable to remember topics

Council Member Viray-

- Understands both sides

4. Consider Use of Municode and Cloud-Based Data Storage Services:

Mayor Listek

- Municode updates website and agenda and minutes.
- There are usernames and passwords for each council member that could be used instead of sending it via email.

Council Member Boget

- We have Microsoft Teams as well

Attorney Ridenour

- There are a lot of options ranging from Teams, Dropbox, Google Docs etc.

- Teams does connect to Dropbox

5. Chain-link Fence repair and gate

- Repair proposal vs replacing with a 4ft gate
- \$1,084 with tax for the repair and upgrade
- Unsure if it will be like the town park or not with the offset entry to prevent ATV access.
- “I make a motion to approve the repair and gate installation at the damaged Ball Field fence not to exceed \$1,300 in the style matching the Town Park so long as the procurement falls within legal limits and is facilitated by the Mayor and Public Works director.”
 - Motion by: Council Member Boget
 - Seconded by: Council Member Noble
 - Voting Yea: Boget, Viray, Moseley, Dawson, Noble
 - Voting Nay: none
 - Motion Passed

Town Clerks Report:

Mayor Listek:

- Held interviews last week and final decision will be made this week.

Public Works Report:

Tom Esteb:

- Painting curbs
- Mowing is beginning again after the rains as allows
- Working on invasive weeds and limiting herbicide usage (Weed Master)
 - Staying away from property lines
- End of the month will bring low hanging branch trimming and leaves

Attorney’s Comments:

- Legislature extended COVID through Nov 9th
- Special Meeting tomorrow for Budget discussion

Citizen Communication:

Mary Rowe:

- Nitrates- what is our nitrate level now? What is the max number allowed? How will we know if we are getting close?

Attorney Ridenour addressed her questions .

Kim Shealy:

- Non-profit for tutoring
- Located at the old post office and will be open 2-4

Council Comments:

Council Member Viray:

Thank you Mayor Listek for your dedication in doing the Clerks job.

Mayors Comments:

- Budget Workshop is tomorrow(10/6/2020) at 6 pm
- We are figuring out additional community markets.
Please email the clerk's email, Mayor Listek, or Council Member Viray if interested.

Approve to Pay Bills on Behalf of the Town:

Motion to pay the bills on behalf of the Town:

Motion by: Council Member Moseley

Seconded by: Council Member Viray

Voting Yea: Boget, Viray, Moseley, Dawson, Noble

Voting Nay: none

Motion Passed

Adjourn: Mayor Listek adjourned the meeting at 8:26 PM

Amy Boget, Council Member, Position #1
Clerk *Pro Tempore* / Secretary for Meeting

Katelyn J. Listek, Mayor

These Minutes were approved by the Town Council at its regular meeting on _____.

**Town of Yacolt- Meeting Minutes
Special Meeting- Budget Workshop
October 6th, 2020**

Virtual attendance only via Go To Meetings video and telephone conferencing.
(Council Member Boget designated Clerk Pro-Tempore for the purpose of taking minutes.)

Call to Order: Mayor Listek called the meeting to order at 6:00 p.m.

Pledge of Allegiance:

Roll Call:

Council:

Mayor Katelyn J. Listek:	Present
Position #1 - Amy Boget:	Present
Position #2 - Michelle Dawson:	Present
Position #3 - Malita Moseley:	Present
Position #4 - Herbert Noble:	Present
Position #5 - Marina Viray:	Present

Staff:

Town Attorney:	David Ridenour
Public Works Director:	Tom Esteb

Purpose:

The Council went over priorities for the upcoming budget year. Priorities included:

- Public Safety- Security Cameras, Police Presence, Street Lighting
- Town Events- Spring Cleanup, Saturday Markets, Tree Lighting
- Public Works Shop behind Ball Fields
- Cemetery Gravel Road
- Employee additions – Paralegal, Building Dept Official/Permit Administrator
- Community Enrichment – Reader board, Trail, Use of available property

The Council elected to schedule the second Budget Workshop for 10-21-2020 at 6 PM.

Adjourn: Mayor Listek adjourned the meeting at 8:24 PM

Amy Boget
Council Member, Position #1
Clerk *Pro Tempore* / Secretary for Meeting

Katelyn J. Listek
Mayor

These Minutes were approved by the Town Council at its regular meeting on _____.



Town of Yacolt

Request for Council Action

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

Names: Herb Noble **Group Name:** Council

Address: 202 W Cushman St.
Yacolt, WA 98675 **Phone:** (360) 831-2189

Email Address: Herb.Noble@townofyacolt.com **Alt. Phone:** (360) 686-3922

ITEM INFORMATION:

Item Title: Schedule of Regular Meetings

Proposed Meeting Date: Monday, October 19th, 2020 @ 7pm

Action Requested of Council: Amend section 2.05.010 of the Yacolt Municipal Code to read as follows:
2.05.010 Place and Time of meetings.
“Regular meetings of the town council shall be held on the second Tuesday of each month beginning at 7:00pm.”

Proposed Motion: “I make a motion that staff prepare an ordinance to amend the YMC 2.05.010 to state that regular council meetings will be on the 2nd Tuesday of each month at 7pm.”

Summary/Background: The town council currently meets on the 1st and 3rd Mondays of each month.

Staff Contact(s): Herb Noble, Councilmember

Attachments:



Town of Yacolt Request for Council Action

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

Names: Katelyn J. Listek **Group Name:** Mayor
Address: P.O. Box 160 **Phone:** 360-686-3922 (Town Hall)
Yacolt, WA 98675
Email Address: mayorlistek@townofyacolt.com **Alt. Phone:** n/a

ITEM INFORMATION:

Item Title: Rotate Finance Committee
Proposed Meeting Date: Monday, October 19th, 2020.
Action Requested of Council: Rotate position (Councilmember Moseley out)
Proposed Motion: I make a motion to nominate Councilmember _____ to the Finance Committee. “

Finance Committee members rotate positions every 6 months.

Summary/ Background:

Staff Contact(s): Katelyn J. Listek, Mayor.

Attachments: none