

January 10, 1994

The Chehalis City Council met in regular session on Monday, January 10, 1994, in the Chehalis City Hatfield called the meeting to order at 3:00 PM and the following council members were present: Scott Hamilton; Dr. Isaac Pope, Bob Spahr, Joyce Venemon, Dave Zylstra and Bud Hatfield. Councilor Vivian Roewe arrived at 3:40 PM. Staff members present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director/City Clerk; Randy Hamilton, Chief of Police & Fire Services; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Ray Muyskens, Community Services Director; Joanne Schwartz, Personnel Officer; Becky Fox, Municipal Court Administrator; and Caryn Foley, Deputy City Clerk. Members of the news media present included John Pierce of The Chronicle.

1. **Plaque of Appreciation to Bob Spahr.** Mayor Hatfield presented a plaque to Bob Spahr on behalf of the City Council and citizens of Chehalis for his dedicated service as Mayor from 1990 to 1993.

2. **Consent Calendar.** Councilor Zylstra moved to approve the January 10, 1994, Consent Calendar comprised of the following items:

- a. Minutes of the regular City Council meeting of December 27, 1993;
- b. December 28, 1993, Claims Vouchers No. 29953 - 30063 in the amount of \$74,923.93;
- c. Award bids for yearly supplies of liquid aluminum sulfate to General Chemical; sodium silicofluoride to Van Waters & Rogers; and maintenance rock and asphalt to Lakeside Industries, Breen Construction and Good Construction.

The motion was seconded by Councilor Hamilton and carried unanimously.

3. **Ordinance No. 532-B, Second Reading - Establishing Procedures for the Control and Placement of Regulatory Traffic Control Signs on the Public Streets.** Councilor Pope moved to pass Ordinance No. 532-B on second and final reading. The motion was seconded by Councilor Venemon and carried unanimously. The ordinance authorizes administrative determination for the placement of regulatory traffic control signs.

4. **Resolution No. 10-93, Second Reading – Providing for the Acceptance of Grant Funds from the Washington State Department of Community Development to Implement the Growth Management Act of 1990.** Councilor Spahr moved to adopt Resolution No. 10-93 on second and final reading. The motion was seconded by Councilor Zylstra.

Mr. Campbell noted that there have been revisions made to the attachments to the resolution. He stated that the revisions do not change the City's participation in the agreement.

The resolution provides for the acceptance of funding from the State for carrying out the growth management act. The Lewis County planned growth committee will act as the local intergovernmental body for coordinating GMA planning for Lewis County. The resolution commits the City in participating in that process. The motion carried unanimously.

5. **Interlocal Agreement with Lewis County for Provision of Public Health Services.** Mr. Campbell explained that last year the Lewis County Health District was disestablished. Lewis County has established a new health department to be governed by the Commissioners; however, an advisory committee to the Commissioners is proposed in the interlocal agreement. The cost to the City in 1994 will be \$3.00 per capita and has been included in the budget. Mr. Campbell stated that the agreement is for a one-year period.

Councilor Spahr moved to approve the attached interlocal agreement, authorize the mayor to sign it on behalf of the City, and appoint Councilor Pope to represent the City on the Public Health Advisory Committee. The motion was seconded by Councilor Venemon and carried unanimously.

6. **Acceptance of Sewer Line and Easement.** Barry Heid requested that the Council accept a sewer line that was installed by Mr. Charles McGovern along the Bishop Road in the area of Sturdevant Road. Mr. Heid stated that the line was constructed to City standards so that it could be dedicated to the City and allow the connection of additional services in the future. Mr. McGovern has included a late-comer fee arrangement that will require a reimbursement to the McGovern Family Trust, in addition to the payment of City connection charges, for any future connections made to the line.

Councilor Hamilton moved to approve the acceptance of the sanitary sewer line and easement and authorize the City Manager to sign the easement agreement. The motion was seconded by Councilor Pope and carried unanimously.

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7. **Garbage Fund Unreserved Retaining Earnings.** Jo Ann Hakola stated that during a budget work session, Councilor Roewe asked if the unreserved retained earnings in the Garbage Fund could be transferred to another fund, or used for another purpose since the County formed a solid waste disposal district to help pay for closure and clean-up costs of the Centralia landfill. She stated that at this time staff would feel more comfortable leaving the balance in the Garbage Fund to use for such things as the recycling program or a yard waste composting program.

8. **Council Representatives to Various Boards and Committees.** The Council reviewed and changed assignments to the list of various boards and committees that they currently serve on.

9. **Burglary Arrests.** Chief Hamilton reported that the Chehalis Police Department recently arrested two men believed to have committed over 250 burglaries from Canada to Oregon, including several break-ins in Chehalis and Centralia. He stated that on a hunch, and information from local motel employees, the suspects were apprehended.

10. **Proposed Airport Property Development.** Councilor Spahr stated that a meeting was held with staff from the Department of Transportation, along with local merchants, in regard to the proposed Wal-Mart development at the airport to discuss traffic flow problems in that area. He stated that no solutions were reached but planning will continue.

Mayor Hatfield read a letter from Mr. Buck Hubbert of Tires, Inc., thanking the City for facilitating the meeting that Councilor Spahr spoke of.

11. **Conflict of Interest.** Mayor Hatfield distributed a memorandum from the City Attorney addressing conflict of interest and appearance of fairness for the Council's information.

12. **Council GMA Planning Committee.** Councilor Spahr stated that representatives from Tanger Factory Outlet Centers would like to meet with the Council's GMA Planning Committee about their proposed factory outlet center near Rush Road. The Committee agreed to meet at 7:00 AM, on January 12, at the Kit Carson Restaurant.

There being no further business to come before the Council, the meeting adjourned at 3:45 PM.

January 24, 1994

The Chehalis City Council met in regular session on Monday, January 24, 1994, in the Chehalis City Hall. Mayor Hatfield called the meeting to order at 3:00 PM and the following Council members were present: Dr. Isaac Pope, Bob Spahr, Joyce Venemon, Dave Zylstra and Bud Hatfield. Councilors Scott Hamilton and Vivian Roewe were absent. Staff members present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director/City Clerk; Randy Hamilton, Chief of Police & Fire Services; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Ray Muyskens, Community Services Director; Joanne Schwartz, Personnel Officer; Becky Fox, Municipal Court Administrator; and Corene Jones-Litteer, Librarian. No members of the news media were present.

1. **Citizens Business - Lewis County EDC Quarterly Report.** Kevin Webb, Interim Executive Director, presented the EDC's fourth quarterly report of 1993. Highlights during the quarter included formation of the economic development district in partnership with Cowlitz County; the establishment of a foreign trade zone; the development of an industrial development cooperation; and the economic adjustment initiative. Mr. Webb announced the resignation of Executive Director Pam Brown and stated that he would be acting in that capacity until a replacement is found.

2. **Public Hearing - Six-Year Transportation Improvement Plan.** Mr. Campbell explained that the purpose of the public hearing is to take public comment and consider revisions to the existing six-year transportation improvement program.

Mr. Campbell stated that staff have become concerned about the traffic situation on Chamber of Commerce Way and the exit 79 interchange, especially with the announcement of a major retail store development on airport property immediately west of that area. Mr. Campbell stated signalization for this interchange is currently listed as priority number 25 on the City's TIP. He stated that although funding from the State would not be guaranteed if the Council chooses to move it to a higher priority it would not hurt.

Mayor Hatfield closed the regular meeting and opened the public hearing at 3:05 PM.

Billie Dawson, owner of the Camera Exchange located on the "Miracle Mile," spoke in favor of the signalization of Chamber of Commerce Way. She asked the Council to consider better signage to let people know about downtown businesses and also those located on the "Miracle Mile."

There being no further comment, the public hearing was closed and the regular meeting was reopened.

Councilor Zylstra moved to amend the current transportation improvement program by moving priority number 25 to priority number 1. The motion was seconded by Councilor Pope and carried unanimously.

3. **Resolution No. 1-94, First Reading – Adopting the Six-Year Transportation Improvement Plan for 1994-99.** Councilor Spahr moved to adopt Resolution No. 1-94, including the amended TIP, for the City for 1994-99. The motion was seconded by Councilor Zylstra and carried unanimously.

4. **Citizens Business - Washington Citizens for Fairness/Hands Off Washington.** William Marney Stone, 486 N.E. Adams Avenue, asked for the Council's endorsement and active participation in Washington Citizens for Fairness/Hands Off Washington, in support of passage of Senate House Bill 1443 - the Lesbian/Gay Anti-Discrimination Bill.

The Council agreed to defer action on the matter until they had time to review the materials distributed by Mr. Stone.

5. **Citizens Business - Proposed Tanger Factory Outlet Center Near Rush Road.** Mr. Steve Hatten, representing the Tanger Corporation, stated that Tanger is proceeding with preliminary studies relating to a proposed factory outlet center near Rush Road. He stated that Tanger hopes to submit for a substantial development permit as soon as the first of February if the Council can provide water and sewer service. Mr. Hatten asked if the Council could make a decision about water and sewer service by their next regular meeting.

6. **Consent Calendar.** Councilor Zylstra moved to approve the January 24, 1994, Consent Calendar comprised of the following items:

- a. Minutes of the regular City Council meeting of January 10, 1994;
- b. Appointments to Library Board - Larry Fazzari to a 5-year term expiring December 31, 1998; Tim Fuller to fill the unexpired term of Janelle Williams expiring December 31, 1995; and Mattie Kirk to fill the unexpired term of Darlene Stone expiring December 31, 1994; and

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- c. Approval to change mileage reimbursement for employee travel from 24 cents to 29 cents per mile.

The motion was seconded by Councilor Spahr and carried unanimously.

7. **Cable Television Advisory Committee Appointments.** Mr. Campbell stated that five citizens applied to serve on the cable television advisory committee, recently created by interlocal agreement between the cities of Chehalis and Centralia. The committee will make recommendations about rates and other matters pertaining to cable television service in accordance with federal law.

After a vote by the Council, Tim Fuller was elected to serve a four-year term expiring December 31, 1998; and Ed Stanton and Michael Browning were elected to two-year terms expiring December 31, 1995. Other applicants included Sue Hackney and Bruce Longnecker.

8. **City Council/City Manager Reports.**

- a. Mayor Hatfield read a letter received from the Mayor of Bremerton thanking Deputy Fire Chief Bill Cavinder for his service as a panel member during the recent interview and examination process for fire captain for Bremerton.

- b. Mayor Hatfield reported that he recently attended a workshop for newly elected council members sponsored by AWC. He stated that the workshop was very beneficial.

- c. Mr. Campbell reminded the Council about the special city council meeting scheduled for January 31, at 5:00 PM to begin the 1994-95 goal-setting process.

- d. Mayor Hatfield noted that the annual AWC Legislative Conference is scheduled for February 2-3 and that a dinner with the legislators has been set for February 2, at 7:30 PM.

9. **Executive Session.** Mayor Hatfield closed the regular meeting and convened the Council in executive session pursuant to R.C.W. 42.30.140(4).

Following conclusion of the executive session, the regular meeting was reopened and immediately adjourned at 3:30 PM.

January 31, 1994

The Chehalis City Council met in special session on Monday, January 31, 1994, in the Chehalis City Hall. Mayor Hatfield called the meeting to order at 5:00 PM and the following council members were present: Scott Hamilton, Dr. Isaac Pope, Vivian Roewe, Joyce Venemon, Dave Zylstra and Bud Hatfield. Councilor Bob Spahr arrived at 5:12 PM. Staff members present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director/City Clerk; Randy Hamilton, Chief of Police & Fire Services; Bill Hillier, City Attorney; Ray Muyskens, Community Services Director; Joanne Schwartz, Personnel Officer; Becky Fox, Municipal Court Administrator; Corene Jones-Litteer, Librarian; Bill Cavinder, Deputy Chief for Fire Services; and Bob Nacht, Community Development Director. No members of the news media were present.

1. **Growth Management Act Consulting Services Contract.** In 1977, the City of Chehalis adopted its comprehensive plan that has been amended a number of times throughout the years to ensure the City's compliance with state and federal regulations. In 1993, Lewis County became a "growth management county", and in September the Council authorized staff to develop a strategy for the development of a new comprehensive plan inclusive of all state growth management act criteria. In a cooperative planning process with the City of Centralia, staff received twenty-one proposals for consulting services. Five firms were selected to present their proposals to staff and the firm of Michael Aippersbach & Associates was chosen as the one that both cities could work with.

Councilor Hamilton moved to authorize the City Manager to sign the appropriate contract documents with Michael Aippersbach & Associates to provide comprehensive planning services inclusive of all growth management criteria not to exceed \$85,000. The motion was seconded by Councilor Pope and carried unanimously.

2. **Work Session - 1994-95 City Council Goals.** The Council reviewed their goals for 1992-93 – the accomplishments and the things that didn't go well during those two years. The Council then began the goal-setting process for 1994-95 by listing those items that they would like to see accomplished during the next two years.

The Council agreed to conduct a special meeting on February 22, beginning at 5:00 PM to complete the 1994-95 goal-setting process.

There being no further business to come before the Council, the meeting adjourned at 6:30 PM.

February 14, 1994

The Chehalis City Council met in regular session on Monday, February 14, 1994, in the Chehalis City Hall. Mayor Hatfield called the meeting to order at 3:00 PM and the following council members were present: Scott Hamilton, Dr. Isaac Pope, Vivian Roewe, Bob Spahr, Dave Zylstra and Bud Hatfield. Councilor Joyce Venemon was absent (excused). Staff members present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director/City Clerk; Randy Hamilton, Chief of Police & Fire Services; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Ray Muyskens, Community Services Director; Joanne Schwartz, Personnel Officer; Bob Nacht, Community Development Manager; Corene Jones-Litteer, Librarian; Dennis Dawes, Deputy Chief for Police Services; Becky Fox, Municipal Court Administrator; John Jurgens, Electronic Home Monitoring/Bailiff; and Caryn Foley, Deputy City Clerk. Members of the news media present including John Pierce of The Chronicle.

1. **Citizens Business - CRSS Power Generation Project Update.** Mr. Paul Margaritis, representing CRSS, reported that CRSS was successful with their bid to the Bonneville Power Administration (BPA) as one of three power generation projects being developed by BPA. He stated that a weather station has been constructed at the site in the Chehalis Industrial Park to gather data that serves as the basis for an air permit. Work is also being done to solve the water source and water discharge situation with the project. Mr. Margaritis stated that a meeting is scheduled with Barry Heid later this week to discuss this issue.

Councilor Pope asked if CRSS chooses to treat its water at the plant would it possible for other businesses to participate with them.

Mr. Margaritis stated that it might be difficult to coordinate, but it could be looked at.

Councilor Hamilton asked how soon CRSS could be up and running after BPA gives its okay.

Mr. Margaritis stated that the first project is supposed to be announced in the summer of 1995. If CRSS is chosen he would expect the plant to begin running about March, 1997.

2. **Citizens Business - Library Board Report.** Mr. Walt King, Chair of the Chehalis Library Board, stated that the Board would like the Council's permission to establish a citizens committee to review past planning efforts, revisit library requirements and develop current facility priorities. He also requested that the Council add to their goals for 1994-95, the needs of library housing and accessibility.

3. **Citizens Business - Demonstration of Electronic Home Monitoring (EHM) Equipment.** Becky Fox introduced the City's new EHM/Bailiff, John Jurgens, who was hired January 11 of this year.

Mr. Jurgens stated that he has been developing policies and procedures for the program and has been working with Mr. Ed Bourdache, from the Washington Association of Sheriffs and Police Chiefs (WASPC) to get the program running. He stated that there are currently thirteen candidates for home monitoring. The program will be implemented this Thursday by setting up five candidates.

Mr. Ed Bourdache gave a brief demonstration of the equipment that Mr. Jurgens will be using.

4. **Consent Calendar.** Councilor Zylstra moved to approve the February 14, 1994, Consent Calendar comprised of the following items:

- a. Minutes of the regular City Council meeting of January 24, 1994;
- b. Minutes of the special City Council meeting of January 31, 1994;
- c. December 30, 1993, Payroll Vouchers No. 25172 - 25316 in the amount of \$325,892.16; Transfer Voucher No. 1359 in the amount of \$573.31; Transfer Voucher No. 1369 in the amount of \$2,500; December 31, 1993, Claims Vouchers No. 30066 - 30269 in the amount of \$180,124.85; and January 27, 1994, Claims Vouchers No. 30273 - 30404 in the amount of \$147,702.84;
- d. Award bid for detergent oils to Olympia Oil & Wood;
- e. Pay Estimate No. 9 in the amount of \$41,402.18 to Dent's Construction for the 1993 Sanitary Sewer Rehabilitation Project; and

f. Award bid for rehabilitation of sewer basin 4082 to James W. Fowler in the amount of \$832,383.25.

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The motion was seconded by Councilor Pope and carried unanimously.

5. **Resolution No. 1-94, Second Reading – Adopting the Six-Year Transportation Improvement Program for the Years 1994-99.** Dave Campbell stated that the resolution adopts an amended six-year transportation improvement program that moves signalization of Chamber of Commerce Way from item number 25 to item number 1.

Councilor Roewe moved to adopt Resolution No. 1-94 on second and final reading. The motion was seconded by Councilor Pope and carried unanimously.

6. **Resolution No. 2-94, First Reading – Accepting Financial Assistance from the State Department of Community Development Housing Resource Team.** Mr. Campbell stated that the resolution is required for use of funds from the State for the housing needs analysis and action plan for low and moderate income housing for the county. A consultant has been selected to coordinate the study with all the jurisdictions within the County.

Councilor Hamilton moved to suspend the rules requiring two readings of the resolution. The motion was seconded by Councilor Zylstra and carried unanimously. Councilor Hamilton then moved to adopt Resolution No. 2-94 on first and final reading. The motion was seconded by Councilor Zylstra and carried unanimously.

Mayor Hatfield stated that staff has requested that a member of the Council serve on the housing resource team. Councilor Zylstra volunteered to represent the Council on the team.

7. **Acceptance of Final Plat Approval - Kuehner Replat of Blocks 40 and 60, W.M. Urquhart's Addition (William Avenue Subdivision).** Councilor Spahr left the table due to a potential conflict of interest.

Bob Nacht stated that preliminary plat approval was given by the Council on October 25, 1993. He stated that Mr. Kuehner has been working with the Public Works Department to install the infrastructure. Final plat approval is being requested for a portion of the subdivision (Blocks 40 and 60, Urquhart's Addition).

Councilor Roewe moved to approve the final replat of Blocks 40 and 60 of W.M. Urquhart's Addition and authorize the delay of the construction of the public facilities commensurate with Public Works Department requirements. The motion was seconded by Councilor Zylstra and carried unanimously.

Mr. Mike Kuehner stated that he has enjoyed working with the City, especially with staff from the Public Works and Community Services Departments, during development of his subdivision.

8. **Provision of 20 ERUs of Water Capacity to Rainier General Development, Inc., Within the Area of the Wallace Road/Jackson Highway L.I.D. and 20 ERUs of Water Capacity to South Bay Homes, Inc., Along Jackson Highway.** Barry Heid stated that the first request, from Rainier General Development, is for a proposed subdivision in the Wallace Road area. The developer will have to meet City standards for fire protection and utility extension requirements.

The second request comes from South Bay Homes for the third phase of their Jackson View subdivision, located south of town on the Jackson Highway. Mr. Heid stated that this request is contingent upon relocation of the south-end pump station because there is not currently enough capacity for the request. Relocation of the pump station near the Macomber Road should be completed by March 25. Mr. Heid added that both developers would be required to pay for the last five connections up-front per City ordinance.

Councilor Roewe asked if annexation agreements were being required and if they would hold up.

Mr. Hillier stated that annexation agreements are being required and are being filed with the County Auditor's office.

Councilor Hamilton moved to grant the requests of Rainier General for 20 ERUs of water capacity and South Bay Homes for 20 ERUs of water capacity (contingent upon relocation of the south-end pump station for South Bay Homes). The motion was seconded by Councilor Zylstra and carried unanimously.

Councilor Spahr returned to the table.

9. **1994-95 Goal Setting- (Continued)**. Dave Campbell stated that included in the agenda report are a list of possible goals as developed by the Council during their January 31 work session, and possible additional goals developed from staff. Mr. Campbell asked the Council to review the goals and indicate which goals are important and should be included on the final list.

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He stated that the goals receiving at least three votes will be incorporated into a list to be prioritized by the Council at their work session on February 22.

10. **Status Report on Process of Considering Utility Extension Request by Tanger, Inc.** Mr. Campbell stated that several weeks ago, Tanger, Inc. approached the Council requesting water and sewer capacity for a proposed factory outlet mall near the Rush Road interchange. The request was referred to the GMA subcommittee of the Council. During review of the request, an agreement dated in 1976, between Chehalis, Napavine and Lewis County Sewer District No. 1 was located. The agreement discusses the process of allocations of sewer capacity along the sewer interceptor. It was the consensus of the entities that the agreement should be revised to reflect the current ways of operating and current capacities. A new draft of the agreement should be ready for review within a week or two.

Mr. Steve Hatten, representing Tanger, requested that the City Council write a letter or resolution by February 28 in favor of the project, so that Tanger can show that letter to potential retailers.

The Council stated that no decision would be made until a new interlocal agreement was agreed upon.

11. **City Council/City Manager Reports.**

a. Dave Campbell reminded the Council about the special work session scheduled for February 22 to continue the 1994-95 goal-setting process.

b. Dave Campbell stated that a letter has been received from the Washington Cities Insurance Authority (WCIA) regarding training for those people who are involved in the land-use decision making process. The Council agreed that a training session would be valuable and directed staff to set a date for the work shop.

12. **Executive Session.** Following a short recess, Mayor Hatfield closed the regular meeting and convened the Council in executive session pursuant to R.C.W. 42.30.110(g) at 4:20 PM.

Following conclusion of the executive session, the regular meeting was reopened and immediately adjourned at 4:35 PM.

February 22, 1994

The Chehalis City Council met in special session on Tuesday, February 22, 1994, in the Chehalis City Hall. Mayor Hatfield called the meeting to order at 5:00 PM and the following council members were present: Scott Hamilton, Dr. Isaac Pope, Vivian Roewe, Bob Spahr, Joyce Venemon, and Bud Hatfield. Councilor Dave Zylstra was absent (excused). Staff members present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director/City Clerk; Randy Hamilton, Chief of Police & Fire Services; Barry Heid, Public Works Director; Mark Scheibmeir, Assistant City Attorney; Ray Muyskens, Community Services Director; Joanne Schwartz, Personnel Officer; and Becky Fox, Municipal Court Administrator. No members of the news media were present.

1. **Work Session - Airport Area Water and Sewer Surcharges.** Barry Heid stated that in evaluating the airport area water and sewer improvement surcharges as they currently exist, it appears that a surcharge based on area is not equitable, particularly now that there is some development activity and greater interest in the area. The result of the evaluation determined that surcharges based on capacity would be more equitable.

Councilor Hamilton moved to direct staff to prepare an ordinance providing for capacity-based airport area development surcharges. The motion was seconded by Councilor Pope and carried unanimously.

2. **Work Session - 1994-95 Goal-Setting (Continued).** Dave Campbell stated that the agenda report lists those goals that were identified as important by the Council in the initial goal-setting meeting. He stated that the next step is to prioritize them into various levels of importance.

Mayor Hatfield distributed a list of how he thought the goals should be prioritized.

Councilor Hamilton moved to accept Mayor Hatfield's recommendation of prioritized goals. The motion was seconded by Councilor Spahr and carried unanimously.

There being no further business to come before the Council, the meeting adjourned at 5:20 PM.

February 28, 1994

The Chehalis City Council met in regular session on Monday, February 28, 1994, in the Chehalis City Hall. Mayor Hatfield called the meeting to order at 3:00 PM and the following council members were present: Scott Hamilton, Vivian Roewe, Bob Spahr, Dave Zylstra and Bud Hatfield. Councilors Isaac Pope and Joyce Venemon were absent (excused). Staff members present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director/City Clerk; Randy Hamilton, Chief of Police & Fire Services; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Ray Muyskens, Community Services Director; Joanne Schwartz, Personnel Officer; and Caryn Foley, Deputy City Clerk. Members of the news media present included John Pierce of The Chronicle.

1. **Employee Service Award.** Mayor Hatfield presented a 15-year service award pin to Sergeant Gerry Fiola of the Police & Fire Services Department and thanked him for his many years of dedicated service to the City.

2. **Certificate of Achievement to Finance Department.** The Mayor presented Finance Director Jo Ann Hakola and Assistant Finance Director Peggy Morant a plaque for excellence in financial reporting for the City's 1992 Comprehensive Annual Financial Report. The award is given out by the Government Finance Officers Association. The Mayor commended the Finance Department for their achievement.

3. **Fourth Quarter 1993 Analysis of Revenues and Expenditures.** Jo Ann Hakola stated that the City ended up ahead in revenues, close in expenditures, and received a little more sales tax than anticipated. She stated that telephone utility taxes did quite well. The year was also started with a greater beginning fund balance than was expected. On the water-sewer side, operating revenues were very close to being overall projections and total expenses for operations went a little over due to sewer construction work being done.

4. **Proclamation.** Mayor Hatfield read and presented a proclamation to the W.F. West High School girls basketball team honoring them for taking first place in the Black Hills League. Coach Kerry Abbott and representatives of the team accepted the proclamation.

5. **Consent Calendar.** Councilor Zylstra moved to approve the February 28, 1994, Consent Calendar comprised of the following items:

- a. Minutes of the regular City Council meeting of February 14, 1994;
- b. Minutes of the special City Council meeting of February 22, 1994; and
- c. January 31, 1994, Payroll Vouchers No. 25317 - 25461 in the amount of \$322,898.01; and February 16, 1994, Claims Vouchers No. 30405 - 30607 in the amount of \$342,471.98.

The motion was seconded by Councilor Spahr and carried unanimously.

6. **Ordinance No. 533-B, First Reading - Creating a Sister City Committee.** Dave Campbell stated that staff have prepared an ordinance establishing a citizens committee to provide leadership, direction and advice for our sister city program and relationship with Inasa, Japan. The committee would consist of seven members, one being a representative of the City Council.

Councilor Zylstra moved to suspend the rules requiring two readings of the ordinance. The motion was seconded by Councilor Spahr and carried unanimously. Councilor Zylstra then moved to pass Ordinance No. 533-B on first and final reading. The motion was seconded by Councilor Spahr.

Councilor Spahr asked if language in the ordinance relating to the feasibility of the committee becoming a non-profit organization was necessary.

Bill Hillier stated that a non-profit corporation can be set up without their participation. Staff felt it was important that the committee participate in the process.

Councilor Spahr stated that the ordinance does not provide for the collection of dues.

Bill Hillier stated that once the non-profit corporation is set up, it would have the ability to set up its own program and collect dues.

Councilors Spahr and Roewe volunteered to serve on the committee. The motion carried unanimously.
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7. **Proclamation.** Coach Dennis Bowers and members of the W.F. West boys basketball team accepted a proclamation from Mayor Hatfield honoring the team for winning the Black Hills League championship and proclaiming March as Bearcat Month in Chehalis.

8. **City Council/City Manager Reports.**

- a. Councilor Roewe reported that Lewis County is retiring two people on LEOFF I disability.
- b. Mr. Campbell stated that May 16 has been set for a land use law and liability training seminar. The seminar will begin at 6:00 PM and is being sponsored by the Washington Cities Insurance Authority.
- c. Mr. Campbell reminded the Council subcommittee on GMA planning (Councilors Hamilton, Pope and Spahr) that their next meeting will be on March 2, beginning at 7:00 AM at the Kit Carson Restaurant.
- d. Mr. Campbell also announced that the newly established Cable Television Advisory Committee will hold its first meeting at Centralia City Hall on March 3, at 6:00 PM.
- e. Mr. Campbell stated that students from Seirei Gakuen High School will be visiting in March. He stated that housing is still needed for a few more people.

9. **Executive Session.** Following a short recess, Mayor Hatfield closed the regular meeting and convened the Council in executive session pursuant to R.C.W. 42.30.110(i) at 3:30 PM.

Following conclusion of the executive session, the regular meeting was reopened and immediately adjourned at 3:40 PM.

March 14, 1994

The Chehalis City Council met in regular session on Monday, March 14, 1994, in the Chehalis City Hall. Mayor Hatfield called the meeting to order at 3:00 PM and the following council members were present: Scott Hamilton, Dr. Isaac Pope, Vivian Roewe, Bob Spahr, Joyce Venemon, Dave Zylstra and Bud Hatfield. Staff members present included: Dave Campbell, City Manager; Peggy Morant, Assistant Finance Director; Randy Hamilton, Chief of Police & Fire Services; @ Heid, Public Works Director; Mark Scheibmeir, Assistant City Attorney; Ray Muyskens, Community Services Director; Joanne Schwartz, Personnel Officer; Becky Fox, Municipal Court Administrator; and Caryn Foley, Deputy City Clerk. Members of the news media present included John Pierce of The Chronicle.

1. **Consent Calendar**. Councilor Hamilton moved to approve the March 14, 1994, Consent Calendar comprised of the following items:

- a. Minutes of the regular City Council meeting of February 28, 1994; and
- b. February 25, 1994, Claims Vouchers No. 30608 - 30714 in the amount of \$187,890.58.

The motion was seconded by Councilor Zylstra and carried unanimously.

2. **Ordinance No. 534-B. First Reading - Establishing a Gambling Tax and Repealing Ordinance No. 49-B.** Dave Campbell explained that the City's current gambling tax ordinance provides for amusement games/ devices to be taxed at the rate of ten percent; however, state law has a maximum tax rate of two percent for such games/devices.

Councilor Zylstra moved to suspend the rules requiring two readings of the ordinance. The motion was seconded by Councilor Spahr and carried unanimously. Councilor Zylstra then moved to pass Ordinance No. 534-B on first and final reading. The motion was seconded by Councilor Spahr and carried unanimously.

3. **New Rates for Solid Waste Collection and Disposal Service.** Dave Campbell stated that the Centralia landfill will close on April 1 and the County's new transfer station will open. As a result, tipping fees will increase 73% and local solid waste will be hauled to south central Washington. The current solid waste collection and disposal contract with Superior Refuse obligates them to absorb 4% of any tipping fee increases. Mr. Campbell stated that staff has proposed a schedule of new rates for garbage service. Residential customers would see a 55% increase for all levels of service. Commercial can rates would be adjusted so that they would be equal to the residential can rates. Mr. Campbell stated that some (specifically, one and two can) commercial can rates have been somewhat less than residential rates in the past, and others have been higher, so their increases would range from 36% to 89%. Commercial dumpsters rates would also vary in their rate of increase, because they currently have different portions going to tipping fees and operational costs and profit margins. Commercial drop box and compactor rates would also increase for the same amount of garbage, even though the hauling fees wouldn't change.

Councilor Hamilton asked why commercial can rates have cost less in the past than residential rates.

Jeff Meling, manager of Superior Refuse, explained that during the bidding process in 1985, the word "commercial" was left out of the specifications, so a supplemental bid was made for just commercial cans. He explained that it was a close bid and Superior Refuse bid the commercial rates a little lower to ensure that they got the bid.

Councilor Hamilton did not feel that raising some of the commercial can rates as much as 89% was fair. He stated that he would like to see more equitable rates for all types and levels of service.

Following further discussion, Councilor Hamilton moved to table the issue and direct staff to prepare another rate schedule that was more equitable between residential and commercial users, and to prepare the necessary legislation for adopting a new rate schedule. The motion was seconded by Councilor Pope and carried by a vote of 5 ayes and 2 nays. Councilors Roewe and Venemon cast the dissenting votes.

4. **City Council/City Manager Reports.**

a. **GMA Committee Recommendation on Provision of Utility Services to Tanger Development.** Councilor Spahr stated that the Tanger property development firm requested water and sewer service for factory outlet stores near the Rush Road/Exit 72 I-5 interchange about three months ago. The request was referred to the Council's GMA committee (Councilors Hamilton, Pope and Spahr) for a recommendation. Councilor Spahr stated that Tanger had proposed sewer and water line improvements that would enable the City to serve Tanger's site and to have additional capacity for other future development south of town, including in the industrial park.

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During the review of Tanger's request, it was determined that the agreement for sewer interceptor service between Chehalis, Napavine and Lewis County Sewer District No. 1 needed to be updated. Councilor Spahr stated that the updated agreement would be ready for review by all three entities soon. He stated that all three entities' sewer operating board representatives have decided that, instead of drawing service areas by designated geographic areas, service areas should be dictated by ERU equivalencies on the sewer lines, allowing the growth management boundary areas to become each entity's service areas. Councilor Spahr stated that the GMA committee recommends that the City grant Tanger's request.

Dave Campbell stated that staff have some concerns. He explained that if the City provides utility services to the Tanger site, it will probably mean that the City will want to consider extending its urban growth boundaries that far. In extending those boundaries that far, it may be determined to be more expensive to provide other services and infrastructure than the City might be able to afford in the long run.

Councilor Roewe moved to approve the utility services agreement with Tanger, contingent upon reaching final agreement among the three parties to an updated sewer interceptor service agreement. The motion was seconded by Councilor Spahr.

Dave Campbell requested that the proposed agreement be amended to include specific language which states that Tanger would not be obligated to pay the normal connection fees for the 220 ERUs of water and sewer capacity because of the increase in capacity that they will be providing by the improvements to the water and sewer lines. The Council also agreed to include an expiration date of 18-36 months for the agreement.

The motion was carried by a vote of 6 ayes and 1 nay. Councilor Venemon cast the dissenting vote.

b. Mr. Campbell stated that the 1994 AWC Convention would be held June 14-17 in Spokane. He asked those council members who were interested in attending to contact Caryn Foley as soon as possible so that housing reservations can be made.

c. Councilor Roewe stated that she recently attended a Lewis County Law & Justice Committee meeting. She stated that construction of a new jail facility was the topic of discussion.

5. Executive Session. Following a short recess, Mayor Hatfield closed the regular meeting and convened the Council in executive session pursuant to R.C.W. 42.30.110(b) and 42.30.110(i) at 3:40 PM relating to real estate and personnel matters.

Following conclusion of the executive session, the regular meeting was reopened and immediately adjourned at 4:10 PM.

March 28, 1994

The Chehalis City Council met in regular session on Monday, March 28, 1994, in the Chehalis City Hall. Mayor Hatfield called the meeting to order at 3:00 PM and the following council members were present: Scott Hamilton, Dr. Isaac Pope, Vivian Roewe, Bob Spahr, Joyce Venemon, Dave Zylstra and Bud Hatfield. Staff members present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director; Randy Hamilton, Chief of Police & Fire Services; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Ray Muyskens, Community Services Director; Joanne Schwartz, Personnel Officer; Becky Fox, Municipal Court Administrator; Bob Nacht, Community Development Director; Dennis Dawes, Deputy Chief for Police Services; and Caryn Foley, Deputy City Clerk. Members of the news media present included John Pierce of The Chronicle.

1. **Certificates of Recognition to Sandy Hill and Mary Metzger**. Mayor Hatfield, Chief Hamilton and Deputy Chief Cavinder presented certificates of recognition to Sandy Hill and Mary Metzger for performing CPR on Carla Wiseman after she had gone into full cardiac arrest. Chief Hamilton stated that their actions made the difference between life and death. Carla Wiseman was also in attendance and explained what had happened and how very grateful she was to her two friends and the Chehalis Fire Services Division for saving her life.

2. **Proclamation - Earthquake Awareness Week**. Mayor Hatfield read and proclaimed April 10-16 as Earthquake Awareness Week.

3. **Public Hearing - Application for a Shorelines Management Development Permit**. The Mayor adjourned the regular city council meeting at 3:10 p.m. for a public hearing regarding an application for a shorelines management development permit. The public hearing was conducted by the Community Services Director. Following the public hearing the regular city council meeting was reopened at 3:25 p.m.

4. **Citizens Business - Penny Playground Status Report**. Norm Forsyth, representing the Community Playground Association, gave a brief report on the status of the Penny Playground. He stated that a committee was formed and funded to oversee major maintenance items not handled by the City; the playground will soon be 100% handicapped accessible; corporate donations were received for a lighting system, landscaping, sidewalks and the replacement of underground sprinklers. He stated that the dedication and one year birthday of the playground will be held on Sunday, May 1, at 3:00 p.m.

5. **Citizens Business - Complaint Regarding Water Hookup**. Sandra Rife, 486 Coal Creek Road, stated that in March of 1993 she spoke with Barry Heid about getting a water hookup to a home she was purchasing just outside of the city limits on Coal Creek Road. At that time she was told that the connection would cost \$3,200 to \$3,600, including the cost to connect to the city's water system. About two weeks ago, she again approached Mr. Heid and was told that city regulations have changed since the adoption of the Chehalis Fire Service Master Plan, and that the connection would now cost about \$45,000.

Following further discussion the Council agreed to refer the matter to staff to work with Mrs. Rife to come up with a more manageable cost.

6. **Consent Calendar**. Councilor Zylstra moved to approve the March 28, 1994, Consent Calendar comprised of the following items:

- a. Minutes of the regular City Council meeting of March 14, 1994;
- b. February 28, 1994, Payroll Vouchers No. 25462 - 25610 in the amount of \$321,766.82; Transfer Voucher No. 1363 in the amount of \$908.59; Transfer Voucher No. 1364 in the amount of \$2,500; Transfer Voucher No. 1365 in the amount of \$533.81; and March 15, 1994, Claims Vouchers No. 30715 - 30901 in the amount of \$146,032.80;
- c. Changing the Employee Incentive Program Awards rules by increasing the minimum which may be awarded when a suggestion cannot be accurately measured from \$25 to \$50; and
- d. Acceptance of Port of Chehalis water and sewer line extensions and late comers' agreements.

The motion was seconded by Councilor Hamilton.

In regard to item "d", Councilor Roewe asked how many connections will be hooked to the system.

Barry Heid stated that there is quite a lot of capacity potential in both the water and sewer lines. The agreements will allow the Port to recoup a portion of the money expended to extend the water and sewer lines above their benefit. He stated that the connection charge for water will be a minimum of \$2,000 plus \$235 per ERU. For sewer, the minimum charge will be \$2,000 plus \$400 per ERU.

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The motion carried unanimously.

7. New Rates for Solid Waste Collection and Disposal Service and Resolution No. 3-94, First Reading - Approving the Agreement for Collection and Disposal of Solid Waste With Superior Refuse. Mr. Campbell stated that at their last regular meeting, the Council reviewed a new solid waste collection and disposal service rate schedule that included a 55% increase for all residential customers. The same schedule also included 36% to 89% increases for commercial can customers designed to make them the same as residential rates. At that time, a majority of the Council asked staff to prepare an alternative schedule to reflect all can customers' rates to increase by the same percentages. He stated that an alternative schedule was prepared and reflects a 58% increase for all can customers. In addition, Mr. Campbell explained that under the current contract with Superior Refuse, the City currently retains 12% of the residential billing costs since the City is responsible for billing those accounts. If the retainage fee was reduced to 10%, it would enable the City to reduce the can customer rate increases by 1%.

Councilor Zylstra moved to suspend the rules requiring two readings of the resolution. The motion was seconded by Councilor Spahr and carried unanimously. Councilor Zylstra then moved to adopt Resolution No. 3-94 on first and final reading using the Alternative No. 2 rate schedule. The motion was seconded by Councilor Hamilton.

Following much discussion, Councilor Spahr moved to amend the main motion to include the reduction of the retainage fee from 12% to 10% and to take that savings and apply it towards the residential customer rates only. The motion was seconded and carried by a vote of 4 ayes and 3 nays. Councilors Pope, Roewe and Venemon cast the dissenting votes.

The main motion, as stated by Councilor Zylstra, carried by a vote of 4 ayes and 3 nays. Councilors Pope, Roewe and Venemon voted strongly against the motion.

8. Ordinance No. 535-B, First Reading – Amending Ordinance No. 373-B, Providing for the Water and Sewer Surcharges in the Area of the Chehalis-Centralia Airport. Councilor Zylstra moved to suspend the rules requiring two readings of the Ordinance. The motion was seconded by Councilor Venemon and carried unanimously. Councilor Zylstra then moved to pass Ordinance No. 535-B on first and final reading. The motion was seconded by Councilor Spahr and carried unanimously. The ordinance provides for capacity-based airport area water and sewer connection surcharges and establishes a schedule that increases these charges annually to reflect inflation.

9. Resolution No. 4-94, First Reading - N.W. New York Avenue Boundary Adjustment. Councilor Spahr excused himself from the table because of a conflict of interest.

Mr. Hillier explained that Mrs. Mildred Betts and her late husband acquired a piece of property including Lots 11 and 12, Chehalis Land & Timber Company's Subdivision of Block 6, Donahoe's Addition, from the school district in 1957. While the property was owned by the school district the City acquired two accesses to the property for traffic maintenance and control of the school. For some reason, one of the lots was never properly transferred to the school district when they chose to terminate the property for school purposes. Since the property has been under the control of the Betts for all those years and is of no benefit to the City, staff recommends that the City relinquish any future ownership to the Betts.

Councilor Hamilton moved to suspend the rules requiring two readings of the resolution. The motion was seconded by Councilor Zylstra and carried unanimously. Councilor Hamilton then moved to adopt Resolution No. 4-94 on first and final reading and direct staff to prepare the appropriate quit claim deed transferring ownership of the property to Mrs. Betts. The motion was seconded by Councilor Zylstra and carried unanimously.

Councilor Spahr returned to the table.

10. Request for 71 ERUs of Water and Sewer Capacity - Phase II, Alderwood Heights Subdivision. Mr. Campbell stated that Mr. Harvey Breen has requested 71 ERUs of water and sewer capacity for the second phase of his Alderwood Heights subdivision which is located just outside of the city limits. He reminded the council that a little over a year ago, they authorized 20 ERUs of water and sewer capacity for the first phase of the development.

Barry Heid discussed the conditions that will have to be met by Mr. Breen if his request is granted by the Council, including the construction of a new reservoir, the extension of water and sewer lines, and the eventual formation of an L.I.D. for water system improvements that would bring the system into full compliance with city fire protection standards.

Councilor Pope expressed his concern about fire protection needs before the water system improvements are made.

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Mr. Heid stated that since the property is located in the County, it would receive fire protection from Lewis County Fire District No. 6.

Chief Hamilton stated that Fire District No. 6 can provide adequate fire protection to the development, but if the property is annexed to the City, it must meet city standards.

Larry Fagerness, attorney for the Breens, stated that the Breens intend to work with the City to come up with an agreement that would satisfy the Council's concerns.

Councilor Hamilton moved to authorize 71 ERUs of water and sewer capacity for Phase II of Alderwood Heights Subdivision, contingent upon the execution of an acceptable agreement between the City and the developer, and also contingent upon an evaluation and acceptance by the Public Works Department of the proposed water and sewer infrastructure. The motion was seconded by Councilor Zylstra and carried unanimously.

11. **Request to Purchase Former South-end Water Pump Station Site.** Dave Campbell stated that a letter was received from the Chehalis Valley Drive Homeowners' Association in which they requested to buy the city's former Jackson Highway water pump station. He stated that since the pump station has been relocated, the City no longer needs the piece of property. The homeowners' association will pay for an appraisal to determine the value of the property.

Councilor Spahr moved to consider declaring the property surplus and consider selling it, contingent upon receiving a real property appraisal, establishment of a mutually agreeable price and acceptance by the County of the access it would create. The motion was seconded by Councilor Zylstra and carried unanimously.

12. **Parkland/Interstate Intersection Signalization Project.** Barry Heid stated that in order to alleviate congestion at this intersection, Lewis County, the Port of Chehalis and businesses in the Industrial Park are requesting the City's participation in a signalization project. The cost of the project is approximately \$130,000 to \$140,000, and the City's share would be about \$35,000.

Councilor Spahr moved to approve and authorize participation in the Parkland/Interstate intersection signalization project, for one-quarter of the costs, and that funding for the City's portion come from ISTEA funds to be received by the County. The motion was seconded by Councilor Pope and carried unanimously.

13. **Sewer Interceptor Agreement.** Mr. Campbell stated that a new sewer interceptor agreement between the cities of Chehalis and Napavine, and Lewis County Sewer District No. 1 has been drafted. The new agreement includes language about the responsibility and purpose of the sewer operating board, responsibility for the sewer interceptor line and related facilities, and the process for addressing sewer service charges and capital costs. In addition, the new agreement reaffirms the City's responsibilities for the sewage treatment plant and establishes user fees and charges for the sewage system.

Councilor Spahr moved to approve the new sewer interceptor agreement and authorize the mayor to sign the agreement on behalf of the City. The motion was seconded by Councilor Venemon and carried unanimously.

14. **Neighborhood Cleanup Day.** Sharon Larson and Bill Shannon explained that The Chronicle is planning to sponsor and promote a community/neighborhood cleanup day in the Twin Cities on Earth Day (April 22). The purpose is to clean up streets, parks, school grounds, parking lots and other general visible areas. Dumpsters and drop boxes will be provided and monitored throughout the two cities. In addition, Superior Refuse has agreed to absorb the tipping fee costs for the first ton of material picked up.

Councilor Zylstra moved to endorse the community/neighborhood cleanup day, and also commit the city to covering the tipping fee costs in excess of one ton of trash picked up in the corporate limits. The motion was seconded by Councilor Pope and carried unanimously.

Ms. Larson requested that the City prepare and present a proclamation at their next regular meeting in recognition of Earth Day.

15. **City Council/City Manager Reports.**

a. **Electronic Home Monitoring (EHM) Status Report.** Becky Fox and John Jurgens, EHM Coordinator, gave a brief status report on the new EHM program, and stated that five defendants have been enrolled in the program since the first of the year. They added that the program is already showing a cost savings.
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b. **Computerized Parking Enforcement Status Report.** Dennis Dawes reported that a new handheld computer system has been purchased to monitor downtown parking and should be up and running by June 1. He explained that the system will monitor parking in zones. A committee of downtown representatives has been formed to establish what the zones will be.

c. Mr. Campbell distributed "A Handbook for the Land Use Decision Maker" to the Council in light of the issues that will be facing the Council relating to the growth management act.

d. Mr. Campbell showed the Council the gifts that he will be taking with him during his trip to the City's sister city of Inasa, Japan, April 3-13.

e. Mr. Campbell stated that if the Council agrees, the Southwest Washington fair manager would like to address the Council regarding the City's support of a marketing study of the fairgrounds. The Council agreed to have the fair manager come before the Council.

f. Mr. Campbell asked for the Council's guidance regarding financing options that the City wants and does not want to pursue in the next phase of the sewer rehabilitation program.

The Council agreed to seek financing through the Department of Ecology and Environmental Protection Agency, and hold off on the Farmers Home Administration grant preapplication that was recently submitted.

16. **Executive Session.** Following a short recess, Mayor Hatfield closed the regular meeting and convened the Council in executive session pursuant to R.C.W. 42.30.110(b) at 5:30 PM, relating to real estate.

Following conclusion of the executive session, the regular meeting was reopened and immediately adjourned at 5:40 PM.

April 11, 1994

The Chehalis City Council met in regular session on Monday, April 11, 1994, in the Chehalis City Hall. Mayor Hatfield called the meeting to order at 3:00 PM and the following Council members were present: Scott Hamilton, Dr. Isaac Pope, Vivian Roewe, Bob Spahr, Joyce Venemon, Dave Zylstra and Bud Hatfield. Staff members present included: Jo Ann Hakola, Finance Director/City Clerk; Randy Hamilton, Chief of Police & Fire Services; Barry Heid, Public Works Director (Acting City Manager); Bill Hillier, City Attorney; Ray Muyskens, Community Services Director; Becky Fox, Municipal Court Administrator; Corene Jones-Litteer, Librarian; and Caryn Foley, Deputy City Clerk. Members of the news media present included John Pierce of The Chronicle.

1. **Proclamations**. Mayor Hatfield read and presented the following proclamations:

- a. Community College Month, April;
- b. D.A.R.E. Day, April 21;
- c. Earth Day, April 22; and
- d. National Library Week, April 17-23.

2. **Citizens Business - Library Quarterly Report**. Walter King, Chairman of the Library Board, distributed the first quarterly report of 1994 to the Council. Mr. King stated that the board is looking forward to working with the City Council towards the remodeling/rebuilding of the library.

3. **Citizens Business - Request from Southwest Washington Fair for Tourism Support**. Earl Spencer, Fair Manager, explained that the Southwest Washington Fair is undertaking a strategic planning project which will consist of three phases, including a marketing study, facilities planning and financing. Mr. Spencer stated that the purpose of the project is to help the fairgrounds to eventually become a financially self-supporting facility. He requested that the City contribute \$1,000 to the marketing study, which will be done by Landerman and Moore Associates in Olympia.

Councilor Hamilton asked what makes this study different from ones conducted in past years.

Mr. Spencer stated that the fairgrounds are more "sellable" (e.g., population growths in the Seattle and Portland areas make our area more inviting, and the fairgrounds now have larger, more accommodating buildings).

Councilor Roewe moved to support the marketing study and contribute \$1,000 from the Tourism Fund reserve account. The motion was seconded by Councilor Spahr.

Councilor Spahr spoke in favor of the motion, stating that it is a chance to do something for those that pay hotel/motel taxes. In addition, Councilor Spahr invited fair representatives to take part in a 'tourism summit' that will be held in the future between local agencies.

The motion carried by a vote of 5 ayes and 2 nays. The dissenting votes were cast by Mayor Hatfield and Councilor Pope. Mayor Hatfield stated that he is not against the study, but that he and Councilor Pope voted no because when Chehalis asked Lewis County to participate in a long-term financing plan for the City's swimming pool, they declined.

4. **Consent Calendar**. Councilor Spahr moved to approve the April 11, 1994, Consent Calendar comprised of the following items:

- a. Minutes of the regular City Council meeting of March 28, 1994;
- b. March 25, 1994, Claims Vouchers No. 30902 - 31000 in the amount of \$68,314.67.
- c. Corrections to the 1994 salary schedule:
 1. Correct pool personnel salary from \$4.25 to \$4.90 an hour.
 2. Change title of lifeguard/instructor to water safety instructor.
 3. Correct municipal court judge's monthly salary from \$1,136 to \$1,131;

d. Pay Estimate No. 10 in the amount of \$18,334.51 to Dent's Construction for 1993 sanitary sewer rehabilitation project basin 3012-B; and

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e. Change Order No. 1 in the amount of \$46,082.94 for 1993 sanitary sewer rehabilitation project basin 3012-B.

The motion was seconded by Councilor Zylstra.

In regard to item "e", Councilor Spahr asked Barry Heid to give more detail about the change order. Barry Heid stated that many estimates are included in a bid, but there are also many unknowns, such as line locations. Those unknowns are not found until the actual construction occurs. As a result, those differences must be reconciled.

Councilor Venemon asked if the new sewer lines are being mapped.

Mr. Heid stated that all new sewer lines, including residential side sewers, are being mapped.

The motion carried unanimously.

5. **Ordinance No. 536-B, First Reading – Creating the Office of City Attorney and Repealing Prior Ordinances.**

Councilor Spahr moved to suspend the rules requiring two readings of the Ordinance. The motion was seconded by Councilor Venemon and carried unanimously. Councilor Spahr then moved to pass Ordinance No. 536-B on first and final reading. The motion was seconded by Councilor Zylstra and carried unanimously. The ordinance combines multiple ordinances relating to the city attorney's office.

6. **Ordinance No. 537-B, First Reading – Repealing Certain Ordinances Relating to Bonds of Certain City Officers.** Councilor Hamilton moved to suspend the rules requiring two readings of the ordinance. The motion was seconded by Councilor Roewe and carried unanimously. Councilor Hamilton then moved to pass Ordinance No. 537-B on first and final reading. The motion was seconded by Councilor Roewe and carried unanimously. The ordinance repeals bonds of certain city officers that are no longer needed.

7. **Appointment of Comprehensive Planning Task Force.** Councilor Spahr stated that the Council's GMA subcommittee recommended that a task force be created to address the issue of a new comprehensive plan for the City. He stated that volunteers have been selected to serve on the two-year project.

Councilor Spahr moved to establish the Comprehensive Planning Task Force and appoint the following members: Bob Close, Richard Dawson, Buck Hubbert, Kyle Heaton, Rob Newgard, John May, Pete Tuohy, Fred Rider, Dave Muller, Elly Kaylor, Jim Hubenthal, Connie Bode, Robin Fuller and Mary Metzger. The motion was seconded by Councilor Hamilton and carried unanimously.

Councilor Roewe suggested that a letter of thanks be written to each member for their service to the City. The Deputy City Clerk was directed to draft such a letter for the Mayor's signature.

8. **City Council/City Manager Reports.**

a. **New Rates for Solid Waste Collection and Disposal Service.** Mayor Hatfield stated that the agenda report included the final rate schedule that was approved by the City Council at their last meeting. The schedule reflects the Council's decision to reduce the city's retainage fee for residential billing and collection costs from 12% to 10% and to use those savings to offset the increases for residential accounts only.

Councilor Roewe requested that it again be noted that the residents of Chehalis are still paying \$2.10 more than commercial accounts for the same service.

Councilor Hamilton stated that it should also be noted that residential customers have the ability to recycle while commercial customers do not.

b. **Proposed Lake Near National Avenue.** Councilor Spahr stated that the Chamber of Commerce, along with other interested parties, are looking into the idea of developing a man-made lake on property along National Avenue. He stated that a proposal will be brought to the Council in the near future.

c. **Public Disclosure Reports.** Mayor Hatfield reminded the Council that public disclosure reports are due by April

There being no further business to come before the Council, the meeting adjourned at 3:45 PM.

April 25, 1994

The Chehalis City Council met in regular session on Monday, April 25, 1994, in the Chehalis City Hall. Mayor Hatfield called the meeting to order at 3:00 PM and the following Councilmembers were present: Scott Hamilton, Dr. Isaac Pope, Vivian Roewe, Bob Spahr and Bud Hatfield. Councilors Joyce Venemon and Dave Zylstra were absent (excused). Staff members present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director/City Clerk; Randy Hamilton, Chief of Police & Fire Services; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Ray Muyskens, Community Services Director; Joanne Schwartz, Personnel Officer; Becky Fox, Municipal Court Administrator; Dennis Dawes, Deputy Chief for Fire Services; and Caryn Foley, Deputy City Clerk. Members of the news media present included John Pierce of The Chronicle.

1. **Proclamations**. Mayor Hatfield read and presented the following proclamations:

- a. Better Hearing and Speech Month, May; and
- b. National Historic Preservation Month, May.

2. **Employee Service Awards**. Mayor Hatfield presented service awards to two employees from the Community Services Department; Sharon Ferrier for 10 years and Bob Nacht for 15 years.

3. **Historic Preservation Commission Annual Report**. Dr. Hank Kirk, Chair of the Chehalis Historic Preservation Commission, presented the 1993 annual report to the Council. Dr. Kirk highlighted some of the accomplishments and activities of the Commission during 1993.

4. **Gift from Inasa, Japan**. Dave Campbell stated that he recently returned from a wonderful trip to the City's sister city of Inasa, Japan. Mr. Campbell presented a gold vase to the Council from the town of Inasa.

The Mayor directed staff to prepare a letter of thanks to the town of Inasa for the gift.

5. **Citizens Business - Rail Passenger Service**. Jeff Schultz of the Rail Branch of the Washington State Department of Transportation showed a video regarding enhanced rail passenger service in the state. It is hoped to add additional rail passenger service between Seattle and Portland over the next six years to take pressure off 1-5. Mr. Schultz stated that DOT has been visiting every community along the corridor from Seattle to Blaine and asking them to adopt a resolution supporting the overall program objectives.

Councilor Pope asked if the old depot which is now the Lewis County Historical Museum would be used.

Mr. Schultz stated that DOT is only interested in existing Amtrak stations.

Councilor Hamilton asked what it costs to ride from Seattle to Portland.

Mr. Schultz stated that the costs vary depending on the day of the week, but it is about \$31.

6. **Consent Calendar**. Councilor Pope moved to approve the April 25, 1994, Consent Calendar comprised of the following items:

- a. Minutes of the regular City Council meeting of April 11, 1994;
- b. March 31, 1994, Payroll Vouchers No. 25611 - 25757 in the amount of \$333,908.49; and Transfer Voucher No. 1366 in the amount of \$699.19; and
- c. Sanitary sewer rehabilitation basin 30I2B project closeout and release retainage.

The motion was seconded by Councilor Spahr and carried unanimously.

7. **Repeal of Ordinances**.

a. **Ordinance No. 538-B, First Reading – Repealing Certain Ordinances Relating to Salaries of City Officials and Employees.**

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b. **Ordinance No. 539-B, First Reading – Repealing Certain Ordinances Relating to the Construction of Sidewalks.**

c. **Ordinance No. 540-B, First Reading - Repealing Certain Ordinances Relating to the Graveling, Draining, and Planking of Streets.**

d. **Ordinance No. 541-B, First Reading - Repealing Certain Ordinances Relating to Parking and Traffic.**

Mr. Campbell stated that all of the proposed ordinances eliminate other ordinances that are no longer needed or in effect. For some reason the ordinances were not repealed when new standards or regulations were adopted.

Councilor Roewe moved to suspend the rules requiring two readings of the ordinances. The motion was seconded by Councilor Pope and carried unanimously. Councilor Roewe then moved to pass Ordinance Nos. 538-B, 539-B, 540-B and 541-B on first and final readings. The motion was seconded by Councilor Spahr and carried unanimously.

8. **City Council/City Manager Reports.**

a. **Pedestrian Access Along Prospect Street.** Dave Campbell stated that a letter was received from several Prospect Street residents in which they requested that some type of pedestrian access or sidewalk be constructed to provide pedestrian safety.

Mr. Campbell stated that in a letter to the residents, he explained that no funds were budgeted in 1994 for improvements to Prospect Street. In addition, the City has not historically installed sidewalks at its own expense. Sidewalks have either been constructed by a developer or through a neighborhood L. I. D.

Councilor Pope stated that there are many streets in the City that do not have sidewalks. He felt it would be unfair for the City to pay for a sidewalk on Prospect Street.

Councilors Spahr and Hamilton both agreed that the construction of sidewalks is important and should be included as a future Council goal.

b. **Downtown Parking Zone Concept.** Dennis Dawes, Deputy Chief for Police Services, stated that staff decided to involve downtown merchants in establishing parking zones. A committee was gathered and charged with setting up a zone parking concept for the central business district. Deputy Dawes reviewed the results of the meeting which included the establishment of three zones; and a free two hour parking zone once per day. Other items that were discussed, that will be reviewed further, included creating a commercial permit; establishing a parking validation system; and developing an informational flyer.

Councilor Hamilton asked what it will cost to provide signage for the new parking system.

Deputy Dawes stated that he did not know at this time, but he would look into it.

Councilor Roewe asked if any plans were being made for zone parking around the courthouse.

Deputy Dawes stated that he would like to see less time parking around the courthouse since people are generally in and out of the courthouse within short time periods. He stated that the zone parking concept is only being looked at in the central business district.

Councilor Spahr asked is the amount of a parking fine could be increased after so many tickets are received by one person.

Deputy Dawes stated that he would like to see how the new system works out before implementing something like that.

c. **LEOFF Board and Twin Transit Reports.** Councilor Roewe stated that she recently attended LEOFF Board meeting and a Twin Transit meeting as the City's representative. She reported that the para-transit buses are seeing much use and ridership on the regular bus system reached 22,000 last month.

d. **Tri-Agency Meeting.** Dave Campbell stated that minutes of the recent tri-agency meeting will be distributed soon.

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e. **Penny Playground.** Mr. Campbell reminded everyone that the dedication ceremony of the Penny Playground will take place on its first birthday on Sunday, May 1, beginning at 3:00 p.m.

f. **Emergency Management.** Mr. Campbell stated that an emergency management functional exercise has been scheduled for Thursday, May 19, at the fairgrounds, beginning at 10:00 a.m. Mr. Campbell stated that council members are invited to participate.

9. **Executive Session.** The Mayor closed the regular meeting and convened the Council in executive session at 4:21 p.m. pursuant to R.C.W. 42.30.140(4) relating labor relations; R.C.W. 42.30.110(i) relating to potential litigation; and R.C.W. 42.30.110(i) relating to litigation due to agency enforcement actions. Mayor Hatfield stated that the executive session would last until 5:17p.m.

Following conclusion of the executive session, the Mayor reopened the regular meeting at 4:56 p.m. He announced that no action was taken during the executive session.

10. **Proposed Revisions to Utility Service Agreement with Tanger Properties.** Bill Hillier reminded the Council that last month they approved an agreement with Tanger for the installation of infrastructure for the development of an outlet shopping center near the Rush Road intersection south of Chehalis.

Tanger has run into a problem of having to acquire a wetlands construction permit from the U.S. Army Corps of Engineers to construct the proposed new sewer line which will run parallel with the existing interceptor line near the freeway. Tanger is requesting that the City amend the agreement to allow them to connect to the City's existing system, pending approval and construction of the new line which they anticipate having completed by December, 1995. They would like to get their shopping center up and g prior to that date.

Mr. Hillier stated that staff recommends that Tanger provide a performance bond in an amount sufficient to guarantee that the City could construct the new line at its costs, if necessary.

Mr. Hillier stated that staff also have some additional concerns, however. Does the City want to allocate 220 ERUs of sewer capacity, leaving only 40-50 ERUs unallocated for potential new customers in the Industrial Park for the next 12 to 18 months? If Tanger cannot obtain the necessary permits for construction of the new line, it would be difficult to terminate service to them and re-allocate the capacity after the fact without a specific agreement.

Barry Heid discussed the concept of installing a pump station and constructing the new sewer line along Bishop Road which would avoid the permitting process through the Army Corps of Engineers. Tanger representatives stated that the installation of a pump station was a viable option, although they would prefer installing the new sewer line closer to the existing interceptor.

Following much discussion, the Council directed staff to work with representatives of Tanger to draft an agreement that would best protect the interests of the City and to discuss both the construction of a new sewer line or installation of a pump station for the May 9 council meeting.

There being no further business to come before the Council, the meeting adjourned at 5:35 PM.

May 9, 1994

The Chehalis City Council met in regular session on Monday, May 9, 1994, in the Chehalis City Hall. Mayor Hatfield called the meeting to order at 3:00 PM and the following council members were pre-sent: Dr. Isaac Pope, Vivian Roewe, Bob Spahr, Joyce Venemon, Dave Zylstra and Bud Hatfield. Councilor Scott Hamilton was absent (excused). Staff members present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director/City Clerk; Randy Hamilton, Chief of Police & Fire Services; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Ray Muyskens, Community Services Director; Joanne Schwartz, Personnel Officer; Corene Jones-Litteer, Library Coordinator; and Caryn Foley, Deputy City Clerk. Members of the news media present included John Pierce of The Chronicle and Jim Cook of KELA Radio.

1. **Proclamations**. Mayor Hatfield read and presented the following proclamations:

- a. Public Works Week, May 15-21; and
- b. Police Week, May 8-14.

2. **Swearing-in of Police Officer Stacy Denham**. Chief Hamilton stated that Officer Denham graduated from the Washington State Criminal Justice Training Academy on April 29. Chief Hamilton then conducted the swearing-in of Officer Denham.

3. **Consent Calendar**. Councilor Zylstra moved to approve the May 9, 1994, Consent Calendar comprised of the following items:

- a. Minutes of the regular City Council meeting of April 25, 1994; and
- b. April 15, 1994, Claims Vouchers No. 31001 - 31183 in the amount of \$172,256.51; Claim Vouchers corrections for the month of February to correct a computer error (new system); April 28, 1994, Claims Vouchers No. 31184 - 31296 in the amount of \$128,303.25; April 29, 1994, Payroll Vouchers No. 25758 - 25912 in the amount of \$327,038.44; Transfer Voucher No. 1362 in the amount of (\$1,067.22); and Transfer Voucher No. 1367 in the amount of \$533.05.

The motion was seconded by Councilor Pope and carried unanimously.

4. **Citizens Business - EDC Quarterly Report**. Kevin Webb, Interim Executive Director, reported on the first quarter activities of the EDC which related to Chehalis. Mr. Webb then introduced Mr. Bill Lotto, the newly appointed executive director of the EDC. Mr. Lotto stated that he feels very fortunate to have been hired and looks forward to working with the City of Chehalis.

5. **Citizens Business - "Miracle Mile Lake"**. Gary Simms, representing the Chamber of Commerce, stated that a task force was created, comprised of members from the Visitors & Convention Bureau and merchants from the "Miracle Mile", to look at the possibility of creating a lake on property located along National Avenue. Mr. Simms explained that the purpose of his attendance at the meeting was to ask the City, as owners of the property, if it was interested in having the land developed.

Mayor Hatfield stated that the Council was not ready to make that decision, but could have an answer by the next regular meeting as to whether the task force should pursue the idea. Mayor Hatfield asked for volunteers to serve on a council subcommittee to study the issue. Councilors Roewe, Spahr and Zylstra volunteered.

6. **Citizens Business - Wal-Mart Status Report**. Jack McCullough, attorney for Wal-Mart, stated that Wal-Mart is in the final stages of purchasing property at the airport for its new store. Building plans should be submitted to the City within a few days with construction beginning in mid-summer. Mr. McCullough projected that the new store would probably be open in March or April of next year.

Councilor Roewe asked how many jobs would be created.

Mr. McCullough stated that it could range from 150-175 total employees with this size of store.

Councilor Pope asked what the salary structure for Wal-Mart was.

Mr. McCullough stated that he did not know, but would provide that information at a later meeting.

7. **Citizens Business - Garbage Rate Increase.** Mr. Jerry Smith, 440 N. Market Boulevard #201, addressed the Council regarding a rent increase in his apartment building. He explained that after garbage rates were increased by the May 9, 1994

Council, he was informed by his landlord, T.J. Guyer, Inc., that his rent would increase by \$10.00 due to the garbage increase imposed by city officials. Mr. Smith researched the increase and found that Mr. Guyer would only have to increase rents by \$3.60 to make up for the garbage rate increase. Subsequently, Mr. Guyer notified his residents that rent rates would only be increased by \$5.00. Mr. Smith stated that Mr. Guyer is still over-charging and added that his lease states that T.J. Guyer, Inc. will pay for garbage service. He stated that T.J. Guyer, Inc., should apologize to the City for implicating them in over-charging tenants.

8. **Citizens Business - Request from Will Garrett.** Will Garrett stated that he is going on a Rotary exchange program for one year to western Australia. He stated that there is a program involving the trading of hat pins and requested to have some City of Chehalis pins to take on his trip. The Council authorized staff to give Mr. Garrett the pins for his trip.

9. **Proposed Revisions to Utility Service Agreement with Tanger Properties.** Mr. Campbell stated that at their last regular meeting, the Council directed staff to revise the existing agreement with Tanger for the installation of infrastructure to serve their development of a factory outlet center near the Rush Road. The agreement provides for an alternate route for the sewer line in the event Tanger is unable to timely acquire construction permits.

Councilor Roewe moved to approve the amended agreement with Tanger for signature by the City Manager. The motion was seconded by Councilor Pope.

Brian Kelly, attorney for Tanger, requested a few amendments to the agreement. The Council concurred that they were not comfortable with the amendments that Mr. Kelly was suggesting and stated that they would approve the agreement as written, and Mr. Kelly could work with the City's attorney if Tanger did not want to accept the agreement.

The motion, as stated by Councilor Roewe, carried unanimously.

10. **Ordinance No. 542-B, First Reading – Establishing Water/Sewer Customer Deposits.** Jo Ann Hakola stated that the current ordinance requires a \$50.00 deposit for owner-occupied residents and \$100.00 for residences occupied by residential customers other than the owner. The proposed ordinance would extend the \$50.00 deposit to rental units of property owners who open their own accounts and are billed for the service.

Councilor Zylstra moved to suspend the rules requiring two readings of the ordinance. Councilor Spahr seconded the motion which carried unanimously. Councilor Zylstra then moved to pass Ordinance No. 542-B on first and final reading. Councilor Roewe seconded the motion which carried unanimously.

11. **Resolution No. 4-94, First Reading – Supporting the Pacific Northwest Rail Corridor Passenger Service Objectives.** Councilor Zylstra moved to suspend the rules requiring two readings of the resolution. The motion was seconded by Councilor Pope and carried unanimously. Councilor Zylstra then moved to adopt Resolution No. 4-94 on first and final reading. The motion was seconded by Councilor Pope and carried unanimously. The resolution includes emphasis on the City's concern about the safe operation of high-speed rail service.

12. **Investment Policy.** Jo Ann Hakola presented a proposed investment policy for the Council's approval. She highlighted some the items within the policy, which included that the City will only deal with investors within the State of Washington. She added that the primary objectives will be safety, liquidity and return of investment.

Councilor Roewe moved to adopt the investment policy with an effective date of June 1, 1994. The motion was seconded by Councilor Zylstra and carried unanimously.

13. **City Council/City Manager Reports.**

a. **First Quarter 1994 Analysis of Revenues and Expenditures.** Jo Ann Hakola reported on the revenue and expenditure activity during the first quarter of 1994. Sales and use tax receipts were a little ahead for the first quarter, as was the telephone utility tax. Overall, the operating revenues for 1994 are ahead of the 1993 numbers in actual receipts and show the same percentage of collection, while operating expenditures for 1994 are slightly more than the 1993 numbers. Water and sewer revenues were slightly ahead, but the percentages of collection were almost the same.

b. **Selection of 1994 AWC Annual Business Meeting Voting Delegates.** Mayor Hatfield and Councilors Roewe and Spahr were selected as the 1994 AWC annual business meeting voting delegates.

May 9, 1994

c. **Appointment of City Representative to Lewis County Solid Waste Advisory Committee.** Councilor Venemon agreed to continue to serve as the City's representative to the Lewis County Solid Waste Advisory Committee.

d. **Appointment of Cit Representative to LEOFF Board.** Councilor Roewe announced that her term on the LEOFF Board, representing the cities and towns of Lewis County, expires May 31, 1994. Councilor Roewe was selected by the City Council to serve another two-year term on the board.

e. **Chamber of Commerce Way Traffic Analysis.** Councilor Spahr asked about the status of the traffic study for Chamber of Commerce Way.

Barry Heid stated that an application has been submitted for signalization of National Avenue and State Street.

f. **NW Maryland Avenue Neighborhood Meeting.** Mr. Campbell stated that a neighborhood meeting will be held on May 10, beginning at 7:00 p.m., for NW Maryland Avenue residents to discuss truck traffic in the area.

g. **Zone Parking Public Hearing.** Mr. Campbell stated that a public hearing will conducted at the Council's next regular meeting regarding the proposed downtown zone parking program.

There being no further business to come before the Council, the meeting adjourned at 4:15 PM.

May 23, 1994

The Chehalis City Council met in regular session on Monday, May 23, 1994, in the Chehalis City Hall. Mayor Hatfield called the meeting to order at 3:00 PM and the following council members were present: Dr. Isaac Pope, Vivian Roewe, Bob Joyce Venemon, Dave Zylstra and Bud Hatfield. Councilor Scott Hamilton arrived at 3:03 p.m. Staff members present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director/City Clerk; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Ray Muyskens, Community Services Director; Becky Fox, Court Administrator; Dennis Dawes, Deputy Chief for Police Services; Bill Cavinder, Deputy Chief for Fire Services; and Caryn Foley, Deputy City Clerk. Members of the news media present included John Pierce of The Chronicle.

1. **Proclamations**. Mayor Hatfield read and presented the following proclamation:

a. Buckle Up America! Week, May 23-30.

2. **Certificates of Recognition to Reg Macomber and Rob Gebhart**. Deputy Chief Cavinder recognized Reg Macomber and Rob Gebhart for their efforts in training two new firefighters that were recently hired. Mayor Hatfield read and presented certificates of recognition to each of them, and Deputy Chief Cavinder presented pins which read, 'Chehalis Fire Department Expects Excellence.'

3. **Consent Calendar**. Councilor Pope moved to approve the May 23, 1994, Consent Calendar comprised of the following items:

a. Minutes of the regular City Council meeting of May 9, 1994;

b. Reappointment of Wayne Galvin to the Board of Zoning Adjustment for a 5-year term expiring December 31, 1998;
and

c. Accept offer of \$900 from the Chehalis Valley Drive Road Maintenance Association for the former south-end water pump station site with title for the property going to Lewis County.

The motion was seconded by Councilor Zylstra and carried unanimously.

4. **Resolution No. 5-95, First Reading – Establishing the Order of Business for City Council Meetings**.

Councilor Zylstra moved to suspend the rules requiring two readings of a resolution. The motion was seconded by Councilor Venemon and carried unanimously. Councilor Zylstra then moved to adopt Resolution No. 5-94 on first and final reading. The motion was seconded by Councilor Hamilton.

Councilor Spahr asked why adjournment was not included in the proposed resolution.

Mayor Hatfield stated that it did not have to be a part of the agenda. The adjournment is done by the chair when needed.

Councilor Roewe felt public hearings should be after citizens businesses so that audience members do not have to sit through lengthy public hearings.

Mayor Hatfield stated that the Council does not conduct very many public hearings. He added that the agenda can be adjusted if a long public hearing is expected.

Councilor Spahr felt that roll call should not be deleted from the agenda and moved to amend the main to add it back to the order of business proposed in Resolution No. 5-94. The motion was seconded by Councilor Pope and failed by a vote of 2 ayes and 5 nays. The dissenting votes were cast by Councilors Hamilton, Hatfield, Roewe, Venemon and Zylstra.

The motion carried by a vote of 6 ayes and 1 nay. Councilor Spahr voted against the motion.

5. **Market Boulevard Overlay**. Mr. Campbell stated that staff is recommending an overlay of Market Boulevard from Park Street to 6th Street, and possibly to 10th Street. The remainder of Market Boulevard, from 11th to 13th Streets, would be scheduled at another time because of sewer rehabilitation work that will be done in that area. The estimated cost of an overlay from Park Street to somewhere between 6th and 10th Streets would be \$140,000. Mr. Campbell reviewed the budget adjustments that would be necessary to accomplish the work.

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Councilor Spahr moved to re-allocate \$40,000 in the arterial street fund from the Chamber Way bridge painting project to the Market Boulevard overlay project, and that an additional \$150,000 be appropriated in the general fund, allocating \$100,000 for the overlay project and increasing by \$50,000 the transfer to the automotive/ equipment reserve fund for fire apparatus. The motion was seconded by Councilor Zylstra.

Councilor Spahr requested that before the project is awarded and a decision is made on how far down Market Boulevard the overlay will be, that the award recommendation be brought back to the Council.

Mr. Campbell stated that the Council would have the obligation of awarding the bid.

The motion was carried unanimously.

6. City Council/City Manager Reports.

a. **1994-95 Council Goals Update.** Mr. Campbell reviewed the status of some of the top and moderate goals that were adopted by the Council in February of this year. Those goals included:

1. Growth management planning.
2. Chamber of Commerce Way traffic control improvements. Mayor Hatfield asked Airport Board Chair Dennis Dawes if the board would contribute any funds to a traffic study.

Mr. Dawes stated that the board would definitely consider the idea.
3. Improve fire protection rating. Councilor Pope stated that the concept of consolidating functional services with Centralia and local fire districts was discussed at a recent tri-agency meeting. The Council agreed to have staff participate in a task force to discuss the idea.
4. Street improvements.
5. Increase city's financial resources.
6. Plan for city hall/library space improvements and public safety building relocation.
7. Computerized parking enforcement for downtown area.
8. Development of community disaster preparedness plan. Councilor Roewe suggested moving this goal from a moderate priority to a top priority. She felt that public education was very important. The Council concurred to move the goal to a top priority.
9. Sewer pump station needs study.

Mr. Campbell stated that several council members have suggested adding other potential goals to the list. He stated that the Council should consider whether and how to incorporate any additional goals to the list. The Council agreed to discuss adding potential goals to the list at their next meeting.

Ray Muyskens asked where flooding was on the Council's priority list. He stated that a task force was created as a result of a recent tri-agency meeting, and a large amount of time will be devoted to such an issue. Mr. Muyskens asked if the Council wanted him to serve on the task force.

Councilor Roewe felt that the City should not participate on the task force because when the Salzer Creek flood project was proposed and supported by Chehalis, Lewis County and Centralia declined to participate.

Mr. Muyskens felt that it would be in the best interest of the City to have a representative on the task force. Councilor Spahr volunteered to serve on the task force with Mr. Muyskens.

b. **Tri-agency Report - Transportation.** Councilor Roewe reported that she was a member of the transportation task force at the last tri-agency meeting. It was decided to get the consent of each council to establish a sub-regional transportation planning organization. She explained that Lewis County is overwhelmingly outnumbered on the board of directors by Cowlitz and
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Wahkiakum counties when it comes to approval of what grant monies are used for. Staff stated that a letter of support for a sub-regional board has been sent to the appropriate person.

c. **Law & Justice Committee Report.** Councilor Roewe reported that bids will be called for in June to construct a new jail which will be a four-story facility. This will increase the existing jail by 50 beds.

d. **Transit Authority Report.** Councilor Roewe stated that a bid opening was conducted for a new bus at a cost of \$194,000. Ridership is over 20,000 and ridership on the para-transit buses is over 600. She requested that an article be included in the next issue of the Chehalin to let people know about the para-transit busses, and to inform citizens about free lifetime bus passes for those over the age of 75.

e. **"Miracle Mile" Lake.** Councilor Spahr announced that a meeting will be held on May 24, beginning at noon at Michael's Restaurant to discuss the proposed lake.

f. **Fairgrounds Improvement Study.** Mayor Hatfield stated that on May 24, beginning at 7:00 p.m. at the Courthouse annex, there will be a report from Earl Spencer regarding the consultant that has been hired to study improving the marketability of the fairgrounds.

7. **Executive Session.** After a short recess, the Mayor convened the Council into executive session at 4:10 p.m. pursuant to R.C.W. 42.30.110(c) relating to real estate and R.C.W. 42.30.110(i) regarding pending litigation. Councilor Hatfield stated that the executive session would last until approximately 4:40 p.m.

Following conclusion of the executive session, the regular meeting was reopened at 4:24 p.m. and Mayor Hatfield stated that no action was taken.

There being no further business to come before the Council, the meeting was adjourned at 4:25 PM.

June 13, 1994

The Chehalis City Council met in regular session on Monday, June 13, 1994, in the Chehalis City Hall. Mayor Pro-tem Pope called the meeting to order at 3:00 PM and the following council members were present: Scott Hamilton, Vivian Roewe, Bob Spahr, Joyce Venemon, Dave Zylstra and Dr. Isaac Pope. Mayor Hatfield was absent (excused). Staff members present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director/City Clerk; Dennis Dawes, Deputy Chief for Police Services; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Ray Muyskens, Community Services Director; Joanne Schwartz, Personnel Officer; Becky Fox, Court Administrator; and Caryn Foley, Deputy City Clerk. Members of the news media present included John Pierce of The Chronicle.

1. **Certificate of Recognition to Johnny Chenoweth.** Mayor Pro-tem Pope re-ad and presented a certificate of completion to Johnny Chenoweth, a Public Works Department employee, for receiving certification as a Wastewater Collection Specialist - Level I.

2. **Employee Service Award.** Finance Director Jo Ann Hakola was presented a 20-year service award pin from Mayor Pro-tem Pope.

3. **Consent Calendar.** Councilor Roewe moved to approve the June 13, 1994 Consent Calendar comprised of the following items:

- a. Minutes of the regular City Council meeting of May 23, 1994;
- b. May 16, 1994, Claims Vouchers No. 31297 - 31466 in the amount of \$177,477.54; May 27, 1994, Claim Vouchers No. 31467 - 31576 in the amount of \$72,570.01; May 31, 1994, Payroll Vouchers No. 25913 - 26060 in the amount of \$324,661.23; and Transfer Voucher No. 1368 in the amount of \$897.08;
- c. Award bids for chlorine and sulfur dioxide to All Pure Chemical Company (chlorine) and Van Waters & Rogers (sulfur dioxide);
- d. Award bids for street cleaning to Best Parking Lot Cleaning (schedule I) and Everson's Econo-Vac, Inc. (schedule III);
- e. Pay Estimate No. 1 in the amount of \$63,290.64 to James W. Fowler Company for 1994 sanitary sewer rehabilitation project, basin 4082; and
- f. Amendment to agreement with Tanger Properties.

The motion was seconded by Councilor Spahr and carried unanimously.

4. **Sovran Lewis Project.** Councilor Hamilton excused himself from the table during this issue due to a potential conflict of interest.

Mrs. Virginia Hoyt addressed the Council in regard to the Sovran Lewis project located at 2520 North National Avenue. The proposed project includes filling about 90,000 cubic yards and constructing retail and office buildings, and associated parking facilities. She stated that when there are floods the lower income housing units suffer the most, and in turn cause heavy burdens on local service agencies. Mrs. Hoyt stated that members of the Washington State Joint Select Committee on Flood Damage Reduction have brought evidence for non-structural approaches - flood management rather than flood control. In addition, Lewis County Public Works commented recently that they are committed to non-structural approaches to flood control. For all the reasons stated above, Mrs. Hoyt suggested that the Sovran Lewis project site be converted into a park to hold water during times of flooding.

The Council thanked Mrs. Hoyt for her presentation and Councilor Hamilton returned to the table.

5. **Wal*Mart Project.** Mr. Jack McCullough, attorney for Wal*Mart, gave a brief status report on the construction of the facility on Louisiana Avenue. He reported that closing and signing of final documents should occur on June 15. Bid documents were sent out this morning and construction is expected to begin by mid-summer, with an opening date of the first part of 1995. Mr. McCullough stated that about 95% of the employees will be hired locally. The wages that are paid are at retail levels, but are based on the high end of the local average. Employees are referred to as associates and have medical and stock option benefits if they work more than 28 hours per week. He estimated that first year sales tax revenue to the City

would be about \$350,000. Mr. McCullough added that since Wal*Mart will benefit from the utility and infrastructure improvements that will have to be made in that area, Wal*Mart will be responsible for its fair share of those costs.

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Mayor Pro-tem Pope requested specific hourly wage rates that will be paid to Wal*Mart employees. Mr. McCullough stated that he would find out and bring that information back at another meeting.

6. **Water Connection for Widowed Neighbor.** Mr. Wayne Gleason, 48 S.W. 1st Street, stated that his neighbor, Dana Gutierrez is a widow. She recently had her water service disconnected by the City. The amount to get the water turned back on now is about \$415.00. In addition, she received a \$250.00 citation from the Police Department.

In another issue, Mr. Gleason stated that in May, 1993, he replaced his side sewer. In February, 1994, he was contacted by the Public Works Department that he must replace his side sewer. Mr. Gleason stated that this is inefficient and from now on he will only deal with the Police & Fire Services Department and the City Manager.

Mr. Gleason requested that the City Council make an exception to policy and drop the charges against Ms. Gutierrez.

Councilor Hamilton asked if the water service was disconnected for delinquency, and what the citation was for. Mr. Gleason stated that it was disconnected for delinquency.

Mr. Campbell stated that Mr. Gleason was providing water through a hose to Ms. Gutierrez's home which is illegal.

Councilor Hamilton asked if Mr. Gleason explored any local agencies for help.

Mr. Gleason stated that his own church will be able to help Ms. Gutierrez in a couple of months.

Bill Hillier stated that the City has no authority to drop the charges owed unless it is shown that there are circumstances which are beyond the control of the person that used the water service. Mr. Hillier stated that the City has not been provided with that information.

Mr. Gleason stated that he would like to be able to provide water to Ms. Gutierrez.

Councilor Roewe felt that there are social agencies that could help Ms. Gutierrez.

Councilor Spahr told Mr. Gleason that running a hose from his property to Ms. Gutierrez's is not legal.

Mayor Pro-tem Pope thanked Mr. Gleason for his comments.

7. **Ordinance No. 543-B, First Reading - Establishing a Returned Check Charge.** Councilor Zylstra moved to suspend the rules requiring two readings of the ordinance. The motion was seconded by Councilor Spahr and carried unanimously. Councilor Zylstra then moved to pass Ordinance No. 543-B on first and final reading. The motion was seconded by Councilor Spahr and carried unanimously. The ordinance establishes a \$20.00 returned check charge. Jo Ann Hakola stated that it is hoped that raising the charge to \$20.00 will discourage people from writing "bad" checks.

8. **Ordinance No. 544-B, First Reading - Adopting the Washington Model Traffic Ordinance.** Mr. Campbell stated that the Washington MTO, currently contained in the Revised Code of Washington, will expire July 1, 1994. The Washington MTO has been readopted and will be contained in the Washington Administrative Code. The proposed ordinance delete those parts of the WAC that are covered in other City ordinances or are unnecessary. Therefore, the City must pass Ordinance No. 544-B to adopt the MTO under the WAC code.

Councilor Hamilton moved to pass Ordinance No. 544-B on first reading. The motion was seconded by Councilor Spahr and carried unanimously.

9. **City Council/City Manager Reports.**

a. **Review of 1994-95 Council Goals.** Mr. Campbell stated that the Council expressed its desire to review its goals and to possibly revise or add new goals to the list.

After discussing some potential goals, Councilor Spahr suggested that the Council conduct this review in a work session setting instead of at a regular meeting.

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b. **Sister City Visit.** Councilor Roewe stated that a delegation of 27 visitors from the City's sister city of Inasa, Japan will be here from August 16 - 23. She stated that housing is needed for them and hoped that all the Councilors would consider hosting at least two people.

c. **Law & Justice Committee Report.** Councilor Roewe reported that members of the Law & Justice Committee toured Fircrest, a minimum security prison in Seattle, that offers a very successful drug and alcohol rehabilitation program for its prisoners.

d. **GMA Report.** Councilor Spahr stated that the Lewis County Planned Growth Committee met on June 9. Topics of discussion included population growths and urban growth boundaries.

10. **Executive Session.** After a short recess, the Mayor Pro-tem convened the Council into executive session at 4:10 p.m. pursuant to R.C.W. 42.30.110(c) relating to real estate and R.C.W. 42.30.140(4) regarding personnel issues. The Mayor Pro-tem stated that the executive session would last until approximately 5:10 p.m.

Following conclusion of the executive session, the regular meeting was re-opened at 4:55 p.m. and Mayor Pro-tem Pope stated that no action was taken. There being no further business to come before the Council, the meeting adjourned at 4:55 p.m.

June 27, 1994

The Chehalis City Council met in regular session on Monday, June 27, 1994, in the Chehalis City Hall. Mayor Bud Hatfield called the meeting to order at 3:00 PM and the following council members were present: Scott Hamilton, Vivian Roewe, Bob Spahr, Joyce Venemon, Dave Zylstra and Dr. Isaac Pope. Staff members present included: Dave Campbell, City Manager; Randy Hamilton, Chief of Police Services; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Ray Muyskens, Community Services Director; Joanne Schwartz, Personnel Officer; and Judy Schave, Acting Deputy City Clerk. No members of the news media were present.

1. **Consent Calendar.** Councilor Scott Hamilton moved to approve the June 27, 1994, Consent Calendar comprised of the following items:

- a. Minutes of the regular City Council meeting of June 13, 1994;
- b. June 15, 1994, Claims Vouchers No. 31577 - 31763 in the amount of \$216,429.71.

The motion was seconded by Councilor Zylstra and carried unanimously.

2. **Wal*Mart.** Ms. Helen Reader of the United Food & Commercial Workers Union Local 367 was unable to gather all of the data she needed for her report and called to request to speak to the Council at a later date.

3. **First Amendment Rights.** Mr. Chuck Haunreiter requested to speak to the Council on First Amendment Rights in Chehalis. Mayor Hatfield allowed Mr. Haunreiter three minutes to speak and each council member three minutes if they wished to respond.

Mr. Haunreiter expressed concern for a Mr. Wilder, publisher of the Sub Rosa, who has been renting a house from Herman and Virginia Adolphsen. He felt Mr. Wilder's first amendment rights had been violated when he received an eviction notice that morning from Mr. and Mrs. Adolphsen. Mr. Haunreiter urged Councilor Spahr to reconsider the eviction notice.

Councilor Spahr responded by saying Adolphsen's Real-Estate did not rent the house to Mr. Wilder, but Mr. and Mrs. Adolphsen did, and that this was the first he had heard of it.

Councilor Pope also requested that Mr. Haunreiter let Mr. Wilder know that he did not want the publication left on his front steps anymore.

Mr. Haunreiter informed the Council that he was not afraid of any of them.

Mayor Hatfield thanked Mr. Haunreiter for his comments.

4. **Ordinance No. 544-B, Second Reading – Adopting the Washington Model Traffic Ordinance.** Councilor Zylstra moved to pass Ordinance No. 544-B on second and final reading. The motion was seconded by Councilor Spahr and carried unanimously.

5. **Ordinance No. 545-B, First Reading – Imposing a Use Tax on Electric Utility Businesses and Repealing Prior Ordinances.**

Ordinance No. 546-B, First Reading Imposing a Use Tax on Gas Distribution Businesses and Repealing Prior Ordinances.

Ordinance No. 547-B, First Reading – Imposing a Use on Telephone Businesses and Repealing Prior Ordinances.

Ordinance No. 548-B, First Reading – Creating and Imposing a Utility Tax on Water and Sewer Utility Businesses and Repealing Prior Ordinances.

Ordinance No. 549-B, First Reading – Adopting RCW 63.32 Relating to Unclaimed Property in the Hands of City Police by Reference and Repealing Prior Ordinances.

Ordinance No. 550-B, First Reading – Amending Chapter 11.56 of the Chehalis Municipal Code Providing for Penalties for Misdemeanors and Gross Misdemeanors.

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Resolution No. 6-94, First Reading - Declaring Personal Property to be Surplus.

Resolution No. 7-94, First Reading - Declaring Personal Property to be Surplus.

Resolution No. 8-94, First Reading – Authorizing the Submission of a Public Works Trust Fund Loan Application.

Councilor Roewe made a motion to suspend the rules. The motion was seconded by Councilor Spahr and carried unanimously.

Councilor Roewe moved to pass the Ordinances and Resolutions on the first and final reading. The motion was seconded by Councilor Zylstra. The motion carried unanimously.

6. City Council/City Manager Reports.

a. **AWC Conference.** Councilor Roewe stated that this year's conference had a lot of good information and was handled very well. They had good speakers and the AWC staff was outstanding. She felt that the whole conference was on leadership ability and knowing how to work together with each other and the public. Councilor Roewe also thank Councilor Spahr for the use of his motor home as transportation to this year's conference.

h. **LC Health Public Health Contract.** Councilor Pope reported to Councilor Spahr that he did get a response to the letter he wrote to the LC Commissioners. He reported he had a meeting set up for the following morning. Councilor Pope assured Mayor Hatfield that the letter was not personal and had nothing to do with his personal business.

Mayor Hatfield stated he felt the city was receiving the services that the city had contracted for with the County and the Public Health Department and has not had any complaints about the quality or quantity of service.

Councilor Venemon felt that all the cities should have some representation at the meetings just to speak, they don't necessarily have to act on anything.

Councilor Venemon wondered if letters hereafter could be signed by the City Manager, Councilor Pope agreed, and Mayor Hatfield also agreed.

c. **Youth Violence Centers.** Councilor Spahr reported that last week he was asked to sit on a committee, in the Twin Cities dealing with Youth Violence. The AWC Convention supplied a lot of information on that particular subject and was he able to bring a lot of materials back with him.

d. **Permits to Burn Houses.** Randy Hamilton reported that he has been working with the property owner that just purchased the Menke property near Adams and School Streets. The Fire Department has secured a permit from the State to use four of the houses for practice bums, which will take place on July 6th, 16th, and 19th. The Fire Department is in the process of notifying the property owners in the areas around where the burning will take place.

e. **Sewer District Agreement.** Mayor Hatfield reported that the new Sewer District Agreement was ready to sign.

f. **Snorkel Use.** Randy Hamilton reported that the Fire Department had another occasion to use the snorkel at the Darigold Milk plant fire on June 19th.

g. **1995 Preliminary Budget Workshop.** Mr. Campbell reported that next month the staff work will begin on the preparation of the 1995 Annual Budget. The Council agreed to meet after the July 11th council meeting for the preliminary budget workshop.

h. **1995 Communication Fees.** Mr. Campbell reported that the County Communications Operations Administrator Board is having a meeting on Thursday at 1:30 at the Courthouse Annex to discuss the increased proposals. Both himself and Randy Hamilton will be representing the city. Any others who wish to attend, please do so.

There being no further business to come before the Council, the meeting adjourned at 3:35 p.m.

July 11, 1994

The Chehalis City Council met in regular session on Monday, July 11, 1994, in the Chehalis City Hall. Mayor Hatfield called the meeting to order at 3:00 p.m. and the following council members were present: Bud Hatfield, Scott Hamilton, Dr. Isaac Pope, Bob Spahr, and Dave Zylstra. Councilors Vivian Roewe and Joyce Venemon were absent (excused). Staff members present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director/City Clerk; Randy Hamilton, Chief of Police & Fire Services; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Ray Muyskens, Community Services Director; Joanne Schwartz, Personnel Officer; Becky Fox, Court Administrator; Corene Jones-Litteer, Library Coordinator; and Caryn Foley, Deputy City Clerk. No members of the news media were present.

1. **Employee Service Awards.** Mayor Hatfield presented service awards to Sharon Douglas of the Police Services Division for five years of service, and to Barry Heid for fifteen years of service with the Public Works Department.

2. **Consent Calendar.** Councilor Zylstra moved to approve the July 11, 1994, Consent Calendar comprised of the following items:

- a. Minutes of the regular City Council meeting of June 27, 1994;
- b. June 30, 1994, Payroll Vouchers No. 26061 - 26239 in the amount of \$361,304.87; Transfer Voucher No. 1369 in the amount of \$122,827.00; Transfer Voucher No. 1370 in the amount of \$646.16; and June 27, 1994, Claims Vouchers No. 31764 - 31859 in the amount of \$74,526.04;
- c. Pay Estimate No. 2 in the amount of \$332,489.68 to James Fowler Company for 1994 sanitary sewer rehabilitation project, basin 4082;
- d. Interlocal agreement between the City of Chehalis, Lewis County and the Port of Chehalis for Parkland and Interstate Signalization Project;
- e. Reject all janitorial service bids opened June 3, 1994; and
- f. Authorize city manager to sign service contract with the Mason County Housing Authority.

The motion was seconded by Councilor Hamilton.

In regard to item 2.d., Councilor Spahr asked if the project cost estimate of \$100,000 was realistic. Mr. Campbell stated that Lewis County has consistently stated that they expect the bids to be under \$100,000.

The motion carried unanimously.

3. **Lewis County Waste Reduction and Recycling Activities.** Melanie Case introduced herself to the council as Lewis County's new recycling coordinator. She stated that she will be setting up waste recycling and reduction programs for local businesses and will also be providing education programs in schools.

Councilor Hamilton asked if Ms. Case would be working on commercial recycling, such as for demolition materials.

Ms. Case stated that one of her assignments is to create a brochure on construction demolition and land clearing debris. A proposed site for such material is being sought and that information will be included in the brochure.

Councilor Hamilton asked what the rationale was for fees being added by the recycling center for land closure costs. He stated that the material does not actually go into the landfill, and yet it increases the cost for recycling which makes it less attractive to recycle.

Ms. Case stated that being new to the department, she did not know, but she would find out.

4. **Sale/Use of Fireworks in Chehalis.** Mr. Martin Musser, 525 NE Washington Avenue, addressed the Council about fireworks. He stated that many firework remains were found on his property, some of which he believed were illegal.

Chief Hamilton stated that the sale and use of fireworks are regulated through the State Fire Marshall's Office. He added that illegal fireworks are easy to obtain with such a close proximity to tribal reservations in this area.

Ms. Musser requested that all fireworks be banned in the City of Chehalis.

July 11, 1994

Councilor Pope agreed with Mr. Musser. As a physician he has seen many children that have been injured by fireworks.

5. **Demolition of Houses on School Street.** Mr. Ron Leventon stated that he recently purchased several properties on School Street. He explained that the homes on the properties were in very bad shape. With the help of the Police & Fire Services Department, Public Works Department and Community Services Department, the homes were used as practice bums for the Fire Services Division. Mr. Leventon thanked the city for all of their help in getting rid of the homes.

6. **Presentation to Ray Muyskens.** Mr. Ken Hinkle, representing the Chehalis-Centralia Railroad Association, presented a plaque of appreciation to Ray Muyskens for his outstanding services to the association. He was also presented a lifetime pass to ride the train.

7. **Bid Award - Market Boulevard Paving Project.** Mr. Campbell stated that only one bid was received for the Market Boulevard paving project.

Before discussing the bid results, Mr. Heid introduced Sharon Lane, the new wastewater laboratory technician. He stated that Sharon began on the first of the month and comes to the City with about fifteen years of lab experience. Mayor Hatfield welcomed Ms. Lane to the City.

In regard to the bid results, Mr. Heid stated that one bid was received from Lakeside Industries. He stated that the bids were higher than anticipated. As a result, paving will only be able to be done for Schedule I which includes Park Street to 6th Street at a bid price of \$122,760.70.

Councilor Spahr moved to award the bid for the Market Boulevard overlay project to Lakeside Industries for Schedule I in the amount of \$122,760.70. The motion was seconded by Councilor Zylstra and carried unanimously.

8. **Request for Participation - Miracle Mile Cleanup.** Mr. Campbell stated that the City received a request from the Miracle Mile committee of the Chamber of Commerce to participate in cleanup work along Kresky Avenue, Gold Street and National Avenue during the weekend of July 16 and 17.

Councilor Hamilton moved to authorize participation in the Miracle Mile Cleanup project to provide plastic bags, collection and disposal of the trash/litter for the streets within the city, and that the costs for this participation be taken from the Garbage Fund reserves. The motion was seconded by Councilor Pope and carried unanimously.

9. **Planning for Public Safety/Library/City Hall Space Improvements and/or Building Relocations.** Mr. Campbell stated that this project was established as a moderate priority of the Council. As a means of getting started, Mr. Campbell stated that he has drafted a request for letters of interest and statements of qualifications to be published. The Council concurred to publish the request for letters of interest and statements of qualifications to be published.

10. **City Council/City Manager Reports.**

a. **Possible Cable Television Franchise Renewal (Extension) Negotiations with TCI.** Mr. Campbell stated that the Centralia-Chehalis Cable Television Advisory Committee has suggested that Chehalis consider asking TCI to negotiate an extension of its current franchise for cable communications. The suggestion was made because Centralia is currently negotiating for an extension of their franchise which expires at the end of this year. The Committee believes there may be some advantage in the two cities negotiating jointly with TCI.

Councilor Spahr stated that he did not understand why the City should consider opening up negotiations.

Mayor Hatfield agreed that there would be no advantage for the City to engage in any further extension of the franchise agreement.

Mr. Hillier added that until there is a handle on cable re-regulation and until the City knows the parameters of its authority to re-regulate, he would advise against opening negotiations with TCI.

The Council agreed not to open up discussions for franchise renewal with TCI at this time.

July 11, 1994

b. **1995 Public Safety Dispatching.** Mr. Campbell stated that Lewis County scheduled the city's costs for public safety dispatching to increase by 30% for 1995. All other users of the system in the county would increase by 25% and Centralia's rate would not increase at all. A meeting was held to discuss the proposal, at which time Commissioner Hemenway pledged that the city's rate would not go up more than any other smaller jurisdiction. He stated that 25% is still a high increase. Mr. Campbell stated that the city will continue to look at what it would cost the city to dispatch on its own or other ways of providing those services.

c. **GMA Meeting.** Councilor Pope stated that the Council subcommittee on GMA planning met today. Topics of discussion at the meeting included a review of growth boundaries. A recommendation will be coming to the council soon.

d. **VCB Meeting.** Councilor Spahr stated that the Visitors & Convention Bureau held a tourism summit last week which was well attended and very positive. Another meeting will be held in August.

11. **Work Session - Mid-Year 1994 Budget Status Report.** Jo Ann Hakola reviewed the second quarter 1994 analysis of revenues and expenditures. All funds are close to where they should be. The telephone utility tax continues to come in above estimates. Operating expenditures are higher than in 1993. In the water-sewer fund, unreserved retained earnings for sewer were less than budgeted because more was reserved in the sewer rehabilitation fund. She added that sewer rehab work is going more slowly in 1994.

12. **Work Session - 1995 Budget Preparation Guidelines.** Mr. Campbell stated that it is time to begin work on the 1995 budget. Guidelines that will be followed include: no new general taxes or user fees, and no existing tax or user fee rate increases; existing fund reserve/ending cash balance levels and reserve contributions will be maintained, and increased where possible; the emergency medical services property tax rates will remain the same as 1994; merit salary step increases for qualifying employees will be budgeted and non-union employees' compensation adjustments will be at least comparable with those due to or negotiated with union-represented employees under their contracts; and if any program or service level increases are recommended, they should be related to the council's 1994-95 goals.

Following some discussion the council confirmed the 1995 budget preparation guidelines.

There being no further business to come before the Council, the meeting adjourned at 4:10 p.m.

July 25, 1994

The Chehalis City Council met in regular session on Monday, July 25, 1994, in the Chehalis City Hall. Mayor Hatfield called the meeting to order at 3:00 p.m. and the following council members were present: Bud Hatfield, Scott Hamilton, Dr. Isaac Pope, Vivian Roewe, Joyce Venemon, and Dave Zylstra. Councilor Bob Spahr arrived at 3:04 p.m. Staff members present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director/City Clerk; Randy Hamilton, Chief of Police & Fire Services; John , Barton, Water Superintendent; Patty Talbott, Assistant City Attorney; Ray Muyskens, Community Services Director; Joanne Schwartz, Personnel Officer; Becky Fox, Court Administrator; and Caryn Foley, Deputy City Clerk. No members of the news media were present.

1. **Consent Calendar**. Councilor Hamilton moved to approve the July 25, 1994, Consent Calendar comprised of the following items:

- a. Minutes of the regular City Council meeting of July 11, 1994;
- b. July 15, 1994, Claims Vouchers No. 31860 - 32072 in the amount of \$514,793.15;
- c. Reject bid for main reservoir cover opened July 14, 1994; and
- d. Reject all bids for a 10,000 pound gross vehicle weight trailer opened June 2, 1994.

The motion was seconded by Councilor Zylstra and carried unanimously.

2. **Format of Lewis County Planning Policies**. Mr. Campbell stated that the growth management act planning process has begun at the city level, as well as county-wide. One of the first things that the county must do is adopt county-wide planning policies. The county has determined that the format of Skagit County's growth management policies would work well for Lewis County. The policies were submitted to the city's comprehensive planning task force and they are recommending that the city council recommend to the Lewis County Planned Growth Committee to adopt the format of the policies for development of Lewis County's planning policies.

Councilor Pope moved to approve the format of Skagit County's planning policies and recommend adoption of the format to the Lewis County Planned Growth Committee. The motion was seconded by Councilor Venemon and carried unanimously.

3. **City Council/City Manager Reports**.

a. **Appointment of City Representative to Lewis County Sesquicentennial Celebration Committee**. The council appointed Mayor Hatfield to serve as the City's representative to the Lewis County sesquicentennial celebration committee.

b. **Condition of City Streets**. Councilor Spahr stated that he has received calls about the condition of several streets that have sewer rehabilitation work going on.

Mr. Campbell stated that the contractor doing the sewer work will be required to restore the street to the condition it was in prior to construction. He added that several streets are also scheduled for oiling.

c. **Market Boulevard Overlay Project**. Mayor Hatfield asked when the Market Boulevard overlay project would begin.

Mr. Campbell stated that work will begin on August 5.

d. **Community Networking**. Councilor Roewe asked if the city would have a representative on the community networking committee.

Chief Hamilton stated that he has been involved with the project.

There being no further business to come before the Council, the meeting adjourned at 3:08 p.m.

August 8, 1994

The Chehalis City Council met in regular session on Monday, August 8, 1994, in the Chehalis City Hall. Mayor Hatfield called the meeting to order at 3:00 p.m. and the following council members were present: Bud Hatfield, Dr. Isaac Pope, Vivian Roewe, Joyce Venemon, and Dave Zylstra. Councilor Bob Spahr arrived at 3:02 p.m. and Councilor Scott Hamilton arrived at 3:03 p.m. Staff members present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director/City Clerk; Sharon Douglas, Department of Police & Fire Services; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Ray Muyskens, Community Services Director; Joanne Schwartz, Personnel Officer; Becky Fox, Court Administrator; and Caryn Foley, Deputy City Clerk. Members of the news media in attendance included John Pierce of The Chronicle.

1. **Consent Calendar.** Councilor Pope moved to approve the August 8, 1994, Consent Calendar comprised of the following items:

- a. Minutes of the regular City Council meeting of July 25, 1994;
 - b. July 25, 1994, Claims Vouchers No. 32073 - 32154 in the amount of \$123,363.94;
 - c. Pay Estimate No. 3 in the amount of \$259,077.20 to the James W. Fowler Company for 1994 sanitary sewer rehabilitation project, basin 4082;
 - d. Award bids for janitorial services to Phil's Janitorial for Schedules A, B, C, E and F in the amount of \$26,600.00; and Schedule D to Reliable Enterprises in the amount of \$3,780.00;
 - e. Award bid for lining and floating cover for water reservoir to C.W. Neal Corporation in the amount of \$278,535.00;
- and
- f. Amendment No. 1 to the 1990 agreement for engineering services with Gibbs & Olson regarding upgrading the capacity of primary components of the wastewater treatment plant.

The motion was seconded by Councilor Zylstra.

Some of the councilors expressed concern that covering the reservoir was not actually required at this time. Mr. Campbell explained that at this time it is not required, but it is anticipated that it will be required in the near future. He added that the project was also included in the 1994 budget.

The motion carried unanimously.

2. **Citizens Business – Dog Complaint.** Dana Dorland, on behalf of Hazel Johnson, addressed the council regarding the attack of Ms. Johnson's dog by another dog. Ms. Dorland explained that Ms. Johnson's sister was walking the dachshund dog which was on a leash, when it was attacked by a large Labrador dog. The Labrador was on a leash and in the yard of the owner when it broke loose from the owner's hand and attacked the dachshund on the sidewalk. Ms. Johnson was told by city officials that based on statements, there was no violation of the leash law and that it was determined that the dachshund had provoked the Labrador in some manner. Ms. Dorland stated that Ms. Johnson would like the leash law to be enforced to mean control of an animal, not just having the animal on a leash.

Mr. Hillier stated that there is technically not a leash law, although there is a requirement that if you have a dog at-large, they must be on a leash. The issue is whether the dog is deemed to be a potentially dangerous dog or not. The city's ordinance, which adopts the statute by reference, says that if an animal is provoked into attacking another animal, it is determined to be in defense. Community Services staff determined that the dachshund provoked the Labrador in some way. Mr. Hillier stated that it is a civil matter and she has the right to seek recourse from the owners of the Labrador.

Mr. Muyskens stated that the owners of the Labrador have been informed that they must keep their dog confined and if there is another problem with the dog it would be picked up. The owners of the dog are keeping the dog in a kennel at their home and have agreed to remove the dog from the premises at the City's request.

Ms. Hazel Johnson stated that this is the third time her dog has been attacked by dogs owned by these people. She felt that these people should not be allowed to own dogs.

The Council agreed to request the owners of the Labrador to remove the dog from the premises immediately.

August 8, 1994

3. **Ordinance No. 551-B, First Reading - 1994 Mid-Year Budget Amendment.** Mr. Campbell stated that the ordinance reflects actions by the council that approved or appropriated additional expenditures that were not included in the 1994 budget.

Councilor Zylstra moved to suspend the rules requiring two readings of the ordinance. The motion was seconded by Councilor Venemon and carried unanimously. Councilor Zylstra then moved to pass Ordinance No. 551-B on first and final reading. The motion was seconded by Councilor Spahr and carried unanimously.

4. **Award Bid for SW 20th Street Resurfacing Project to Lakeside Industries in the Amount of \$70,425.20, and Consider Other Overlay Work.** Mr. Campbell stated that one bid was received from Lakeside Industries and was less than the budget amount appropriated for the project. Staff would like to use the extra funds to overlay SW 1st Street from Market Boulevard to Cascade Avenue and School Street.

Mayor Hatfield asked when the Market Boulevard overlay project would begin. Mr. Heid anticipated that work should start by the end of the month or first part of September.

Councilor Roewe moved to award the bid for the 20th Street overlay project to Lakeside Industries in the amount of \$70,425.20 and approve the expenditure of remaining budgeted funds to overlay SW 1st Street from Market Boulevard to Cascade Avenue and School Street. The motion was seconded by Councilor Hamilton and carried unanimously.

5. **City Council/City Manager Reports.**

a. **Street Oiling.** Mr. Heid stated that a petition was received from the Prospect Street area residents not to chip-seal Westside Drive, Valley View Way, and a portion of Prospect Street. Staff have agreed not to do the work.

Councilor Hamilton asked if delaying the work would cause long-term damage to the street. Mr. Heid did not believe that delaying the project for one year would be a problem.

b. **Transit Authority Report.** Councilor Roewe reported that the Transit Authority is in the process of selling its only non-handicapped bus. Community service continues with the use of the trolley bus which will be used to transport the delegation from Inasa, Japan during their visit. The Transit Authority is also donating buses while the delegation is here.

c. **Regional Transportation Planning Organization.** Councilor Hamilton, the city's representative on the RTPO stated that he does not receive agendas for the meetings until the day before or the day of the meetings, so he has not attended many of the meetings.

Councilor Roewe stated that it was discussed at a tri-agency meeting that Lewis County form their own RTPO. Councilor Spahr thought that that idea had been denied.

Mayor Hatfield asked the city manager to confirm whether the idea of a Lewis County RTPO was denied.

d. **Washington State Chapter of the American Planning Association.** Mayor Hatfield stated that he received information from this organization regarding a planning conference in Portland on October 5-8. He stated that information about the conference is available if any councilmember was interested.

e. **Invitation.** Mayor Hatfield stated that the council is invited to tour Morton's new water treatment facility on August 17, from 1:00 to 5:00 p.m.

6. **Executive Session.** Following a short recess the Mayor announced that the council would convene into executive session to discuss labor contract negotiations at 3:45 p.m. and would last approximately thirty minutes. Following conclusion of the executive session, the Mayor reopened the regular meeting at 4:08 p.m.

7. **Employee Reclassifications.** Councilor Hamilton moved to approve 1) the union-represented reclassifications and authorize staff to seek the concurrence of the Chehalis Employees' Association for the pay ranges proposed for the new classifications; 2) approve two Public Works Department classification title changes that don't involve pay range changes; and 3) approve the recommended pay range reassignments for the non-union (management and mid-management) positions which include:

1) CHEHALIS EMPLOYEES' ASSOCIATION POSITIONS

Current Title and Pay Range

Department Assistant II - 10A/E
Equipment Maintenance Technician - 19A/E
Equipment Maintenance Worker - 16A/E
Equipment Maintenance Worker - 16A/D
Engineering Technical Aide - 18A/E
Public Works Maintenance Worker - 16A/E
Public Works Maintenance Worker - 16A/D
Water Treatment Plant Operator - 17A/E
Water Treatment Plant Operator - 17A/B
Wastewater Treatment Plant Operator - 18A/E
Wastewater Treatment Plant Operator - 18A/C
Public Works Maintenance Worker - 16A/E
Public Works Maintenance Worker - 16A/E
Public Works Maintenance Worker - 16A/E

Proposed Title, and Pay Range

Public Works Secretary - 13A/C
Lead Equipment Maintenance Technician - 20A/E
Equipment Maintenance Technician - 18A/D
Equipment Maintenance Technician - 18A/C
Engineering Technician - 19A/E
Water Distribution Specialist - 18A/D
Water Distribution Specialist - 18A/C
Water Treatment Operator - 18A/E
Water Treatment Operator - 18A/B
Water Treatment Operator - 19A/E
Wastewater Treatment Operator - 19A/C
Traffic Control Technician - 18A/D
Storm/Waste Water Collection Specialist - 17A/E
Equipment Operator II - 18A/D

2) PUBLIC WORKS TITLE CHANGES

Current Title

Public Works Maintenance Worker
Equipment Maintenance Tech. (Automotive)

Proposed Title

Equipment Operator I
Vehicle Maintenance Technician

3) MANAGEMENT AND MID-MANAGEMENT POSITIONS

Current Title and Pay Range

Public Works

Public Works Director - 27N/E
Street Superintendent - 23N/E
Wastewater Superintendent - 23N/D
Water Superintendent - 23N/C
Technical Services Supervisor - 20N/E

Proposed Title and Pay Range

Public Works Director - 31N/B
Street Superintendent - 25N/D
Wastewater Superintendent - 25N/C
Water Superintendent - 25N/B
Technical Services Manager - 25N/A

Community Services

Property Manager - 23N/E
Recreation Manager - 18N/E

Property Manager - 25N/D
Recreation Manager - 20N/D

The motion was seconded by Councilor Pope and carried unanimously.

There being no further business to come before the Council, the meeting adjourned at 4:10 p.m.

August 22, 1994

The Chehalis City Council met in regular session on Monday, August 22, 1994, in the Chehalis City Hall. Mayor Hatfield called the meeting to order at 3:00 p.m. and the following council members were present: Scott Hamilton, Bud Hatfield, Dr. Isaac Pope, Vivian Roewe, Bob Spahr, and Joyce Venemon. Councilor Dave Zylstra was absent (excused). Staff members present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director/City Clerk; Randy Hamilton, Chief of Police & Fire Services; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Ray Muyskens, Community Services Director; Joanne Schwartz, Personnel Officer; Dennis Dawes, Deputy Chief for Police Services; Corene Jones-Litteer, Librarian; and Caryn Foley, Deputy City Clerk. Members of the news media in attendance included John Pierce of The Chronicle.

1. **Certificates of Welcome and Presentation of City Pins to Sister City Delegation.** The Mayor and Mayor Pro-tem presented certificates and city pins to members of the city's sister city of Inasa, Japan, who spent the last week in Chehalis.

2. **Consent Calendar.** Councilor Spahr moved to approve the August 22, 1994, Consent Calendar comprised of the following items:

- a. Minutes of the regular City Council meeting of August 8, 1994;
- b. July 29, 1994, Payroll Vouchers No. 26240 - 26435 in the amount of \$352,172.85; and Transfer Voucher No. 1371 in the amount of \$905.61;
- c. Appointment of John Mosier to the Parking Commission to fill the unexpired term of Caro Johnson Expiring August 31, 1995;
- d. Change Order No. 3 (reconciliation) in the amount of \$11,452.52 to Pape & Sons Construction, Inc. and Acceptance of 1992 sanitary sewer rehab project, basin 3012A; and
- e. Final acceptance and release of retainage for curb ramp installation project.

The motion was seconded by Councilor Pope and carried unanimously.

3. **Citizens Business - Visitors & Convention Bureau Report.** Gary Simms and Richard DeBolt of the Chamber of Commerce reported on the activities of the VCB during the first half of 1994. Mr. Simms distributed and discussed new and updated brochures to promote tourism in the area, and stated that a video of historic homes in Lewis County is being developed. The VCB also hosted a tourism summit and it is hoped to hold these summits on a quarterly basis.

4. **Interim Urban Growth Boundaries Study Area.** Councilor Spahr stated that the subcommittee has agreed on what the interim urban growth boundaries should be which will be submitted to the Lewis County Planned Growth Committee. Councilor Spahr outlined the area for the Council.

Councilor Hamilton moved to approve the interim urban growth boundaries as recommended and submit the information to the Lewis County Planned Growth Committee for its consideration and referral to the county itself. The motion was seconded by Councilor Pope and carried unanimously.

5. **Agreement for Engineering Services for Chamber of Commerce Way Corridor Traffic Study.** Barry Heid stated that Transportation Solutions, Inc. (TSI) has been chosen to conduct a traffic engineering study of the Chamber of Commerce Way corridor between Louisiana Avenue and National Avenue. The cost of the study will not exceed \$12,995, plus tax, and will be funded through the 1982-85 CDBG Fund.

Councilor Roewe moved to authorize acceptance of the agreement with TSI for traffic engineering services for an amount not to exceed \$12,995 plus tax. The motion was seconded by Councilor Venemon and carried unanimously.

6. **Resolution No. 9-94, First Reading – Approving a Memorandum of Understanding Regarding the Provision of City Utility Service to Chehalis Power, Inc.'s Proposed Natural Gas-Fired Power Plant.** Bill Hillier explained that the city was approached by Chehalis Power, Inc., to try to come up with an agreement regarding the transfer of treated wastewater to enhance and assist in the development and operation of their plant. Mr. Hillier added that the agreement for utility services may enhance the city's ability to maintain the current water permit rights that the City holds.

Following discussion by the city council, Councilor Roewe moved to adopt Resolution No. 9-94 on first reading. The motion was seconded by Councilor Spahr and carried unanimously.

August 22, 1994

7. **Workers Compensation Insurance Retrospective Rating Program.** Joanne Schwartz reported that during the 1992-93 period, the City received a refund of \$5,389. A policy set by the Council last year designates that half of the refund go to the safety committee and the other half for additional premiums incurred in the future. Ms. Schwartz stated that since the program has been successful, she would recommend being a little more risky for the next retro year, going with Plan A2 with a Maximum Premium Ratio of 1.15.

Councilor Hamilton moved to authorize the city manager to sign the retrospective rating plan agreement for the next fiscal year (October 1, 1994 to September 30, 1995) in Plan A2, at the MPR level of 1.15. The motion was seconded by Councilor Roewe and carried unanimously.

8. **Infrastructure Cost-Sharing Agreement with Wal*Mart.** Dave Campbell stated that a few months ago the attorney for Wal*Mart, Jack McCullough, talked to the council about the development of the new store on property purchased from the Chehalis-Centralia Airport. At that time the concept of the city and Wal*Mart sharing in the costs related to infrastructure that would benefit the public was discussed. City staff have met with Mr. McCullough on several occasions and discussed alternatives for how the cost sharing might be implemented. Mr. Campbell reviewed the draft agreement that would have both the City and Wal*Mart put up front, a portion of the costs that relate to public benefit for the infrastructure. In addition, the costs that are not put up front would be recovered by the City and Wal*Mart over the period of several years under the form of a late comers agreement that the Council would have to enact by ordinance.

Following much discussion several council members agreed that the city should not put up any money to fund the infrastructure costs.

Councilor Hamilton moved that the city enter into negotiations with Wal*Mart to assist Wal*Mart in providing infrastructure west of the freeway with the understanding that the City look at \$213,000 coming in from the Airport, and that the remaining portion be funded by Wal*Mart. In addition, provide to Wal*Mart the ability to recapture their fair share of those additional improvements to City property through later comers fees that Wal*Mart would collect rather than the City. The motion was seconded by Councilor Pope.

Jack McCullough stated that the last time he addressed the council he was left with the impression that the City was willing to share in the costs of the infrastructure. He stated that Wal*Mart paid the leasehold excise tax in one payment with the expectation that the City would use that money to share in the costs of the infrastructure. Mr. McCullough stated that he can contact the Department of Revenue and change the lump sum payment of the tax to annual payments.

The motion was carried by a vote of 4 ayes and 2 nays. The dissenting votes were cast by Councilors Roewe and Spahr.

9. **City Council/City Manager Reports.**

a. **Lead and Copper Monitoring Update.** Barry Heid stated that the third phase of lead and copper testing, as required by the state, was completed and was successful. The city will not have to do additional testing until July, 1995.

b. **Budget Work Session.** The Council agreed to hold a budget work session on November 1, 1994, beginning at 5:00 p.m.

c. **1994-95 Council Goals Update.** Mr. Campbell presented the second quarter status report on the 1994-95 city council goals.

There being no further business to come before the Council, the meeting adjourned at 4:40 p.m.

September 12, 1994

The Chehalis City Council met in regular session on Monday, September 12, 1994, in the Chehalis City Hall. Mayor Hatfield called the meeting to order at 3:00 p.m. and the following council members were present: Bud Hatfield, Dr. Isaac Pope, Vivian Roewe, Bob Spahr, and Dave Zylstra. Councilors Joyce Venemon and Scott Hamilton were absent (excused). Staff members present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director/City Clerk; Randy Hamilton, Chief of Police & Fire Services; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Ray Muyskens, Community Services Director; Joanne Schwartz, Personnel Officer; Becky Fox, Municipal Court Administrator; Caryn Foley, Deputy City Clerk. Members of the news media in attendance included John Pierce of The Chronicle.

1. **Certificate of Achievement to Ernie Petermann upon Becoming a Certified Building Inspector.** Mayor Hatfield presented Ernie Petermann of the Community Services Department a certificate issued by the International Conference of Building Officials for obtaining certification as a building inspector.

2. **Certificate of Appreciation to Community Services Employees – Andy Sennes, Richard Trotter, Jerry Fischer, John Smith and Joni Howard.** Mayor Hatfield presented outstanding service awards to the employees for their work on the remodeling of several city buildings during the last year.

3. **Recognition of Finance Director and Assistant Finance Director.** Jo Ann Hakola and Peggy Morant were recognized by the Mayor for their continuing membership in the Washington Finance Officers' Association. Mayor Hatfield congratulated Jo Ann for nine years and Peggy for seven years in the Association.

4. **Presentation of Gift to the City of Chehalis.** Christian Larsen, a Rotary exchange student from Ringsted, Denmark, presented a crystal vase to the City of Chehalis from the Mayor of Ringsted.

5. **Consent Calendar.** Councilor Spahr moved to approve the September 12, 1994, Consent Calendar comprised of the following items:

a. Minutes of the regular City Council meeting of August 22, 1994;

b. August 17, 1994, Claims Vouchers No. 32155-32362 in the amount of \$440,684.06; August 29, 1994, Claims Vouchers No. 32363-32459 in the amount of \$185,701.60; August 31, 1994, Payroll Vouchers No. 26437-26610 in the amount of \$390,879.45; Transfer Voucher No. 1372 in the amount of \$50,000; and Transfer Voucher No. 1373 in the amount of \$608.92;

c. Pay Estimate No. 4 in the amount of \$127,443.71 to the James W. Fowler Company for 1994 sanitary sewer rehabilitation project, basin 4082; and

d. Corrections of steps in new classification ranges for certain Public Works employees:

<u>Current Title and Pay Range</u> (correction shows step as of 12/31/93)	<u>Proposed Title and Pay Range</u>
Equipment Maintenance Worker 16A/D (s/b "C")	Equipment Maintenance Technician 18A/C (s/b "B")
Public Works Maintenance Worker 16A/D (s/b "C")	Water Distribution Specialist 18A/C (s/b "B")
Water Treatment Plant Operator 17A/B (s/b "A")	Water Treatment Operator 18A/B (s/b "A")
Wastewater Superintendent 23/D (s/b "E")	Wastewater Superintendent 25E (s/b "D")

The motion was seconded by Councilor Pope.

Mr. Campbell stated that there was a correction to item "d". One position that was listed in fact correct and should not have been included, and one position that should have been listed was not included in the agenda report. The corrections as stated by Mr. Campbell are listed above.

The motion carried unanimously.

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6. **Citizens Business – Report of Lewis County Sesquicentennial Committee.** Rose Bowman, chair of the committee, spoke about the Lewis County sesquicentennial celebration which will take place in 1995. Ms. Bowman reviewed the plans of the committee and what the committee is requesting from all Lewis County cities. She noted that a financial contribution of at least \$5,000 is being requested.

Councilor Roewe stated that the City may have some material from its 100th year anniversary that can be useful for the sesquicentennial celebration.

The Mayor suggested that the Council accept the information included in the agenda report as the committee's mission statement and budget their request for funding in the City's 1995 budget.

7. **Citizens Business - Chuck Haunreiter.** Mayor Hatfield informed Mr. Haunreiter that he had a three-minute time limit on his request to discuss the Parking Commission. Mayor Hatfield stated that the last time Mr. Haunreiter addressed the Council he made personal attacks on members of the Council and put Mr. Haunreiter on warning that that kind of behavior would not be tolerated. The Mayor stated that if Mr. Haunreiter did not comply his time would be up and he would be asked to sit down.

Mr. Haunreiter stated that he has been to enough city council meetings to know that other citizens are not timed and that he was not leaving until he had his say.

Mayor Hatfield told Mr. Haunreiter flat there would be no personal attacks made at the meeting. Mayor Hatfield adjourned the regular meeting for a five minute recess and announced that the Council would convene into executive session after the recess.

8. **Executive Session Pursuant to R.C.W. 42.30.140(4) Labor Contract Negotiations, and 42.30.110(i) Potential Litigation.** Following the five minute recess, the Mayor convened the Council into executive session at 3:35 p.m. and stated that the executive session would last about five minutes. The executive session concluded at 3:40 p.m. and the Mayor stated that no action would be taken.

9. **Resolution No. 9-94, Second Reading - Approving a Memorandum of Understanding Regarding the Provision of City Utility Service to Chehalis Power, Inc.'s Proposed Natural Gas-Fired Power Plant.** Dave Campbell stated that the resolution including the MOU is not an agreement itself, but is rather a statement of policy and frame-work for a legal agreement that needs to be drafted and agreed upon by the City and Chehalis Power, Inc.

Councilor Roewe moved to adopt Resolution No. 9-94 on second and final reading. The motion was seconded by Councilor Zylstra.

Councilor Pope stated that he has had several citizens ask if there would be any public hearings during this process.

Mr. Campbell stated that there have been and will be several public hearings during the process, especially in connection with the environmental impact statements.

The motion carried unanimously.

10. **Suggested Revision to Cable TV Franchise Regarding Changing of Channels.** Mr. Campbell stated that a complaint was received earlier this year regarding the deletion of radio service by the local cable operator and elimination of a number of stations that the cable television operator provided voluntarily through its cable service. He stated that he conducted a hearing with the complainant and cable operator, and as a result of information provided at the hearing, dismissed the complaint.

In retrospect, Mr. Campbell felt that if the City's franchise for cable television required the cable operator to go through a public hearing process, either in front of the city council or Cable TV Advisory Committee, it would offer the opportunity for the public/cable customers to provide input.

Mr. Michael Sturza of Lacey stated that he owns property in Chehalis. He asked if the City can negotiate on cable rights so that the local Seattle and Portland TV stations have to be carried by TCI Cablevision.

Mr. Campbell stated that that is not regulated at the city level.

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The council agreed to seek TCI's concurrence with new franchise language that would provide for a public hearing(s) before the council and/or cable TV advisory committee prior to deleting channels or relocating them on the cable operator's line-up of stations.

11. **Request for Water and Sewer Capacity East of the City Limits Near Kresky Avenue.** Barry Heid stated that a request has been received from Thomas Lee (Altier Acquisitions & Development) for 150 ERUs of water and sewer capacity to serve a proposed subdivision east of Kresky Avenue located in Lewis County, but bordering the current city limits. The property is also included in the proposed urban growth boundaries of the City. The developer has indicated that city street improvements will be made, including curbs, gutters, sidewalks and street lighting. Mr. Heid stated that there is sufficient capacity to serve the development although additional improvements may be needed to the north end system. Mr. Heid recommended that the council grant the request for 150 water and sewer connections.

Councilor Roewe asked if there would be any erosion problems.

Mr. Lee stated that any ground that is disturbed will be replaced with impervious cover, such as asphalt and concrete. The lots themselves would not be disturbed until such time as that construction took place, and at that point, soil erosion conditions could be put into place to prevent that.

Councilor Pope asked if the developer would be required to pay for the connections up front.

Mr. Heid stated that pursuant to city ordinance, the developer would be required to put up 25% of the cost for water and sewer capacity and since the volume exceeds 27 ERUS, the city council has the authority to negotiate with the developer on how payment is to be made.

Mayor Hatfield asked if the property was contiguous to the city limits, why not annex the property.

Councilor Zylstra asked about the cost of improvements to the north end water system.

Mr. Heid stated that based on the fact that there is not sufficient fire protection now you cannot add that much potential volume without adding some additional improvements. Those improvements would be to add a reservoir on the north end and possibly another reservoir at the top of the development to serve the subdivision. He added that the costs would be home by the developer.

Councilor Roewe moved to grant Altier 150 ERUs of water and sewer capacity subject to the developer's agreement to annex to the city and the negotiations for water costs are made.

Mr. Heid pointed out it is not negotiation of water costs, but how the costs are to be paid.

Following further discussion, Councilor Roewe withdrew her motion. Councilor Roewe then moved to approve the request of 150 ERUs of water and sewer capacity to Altier subject to the agreement of the developer to annex the property to the Chehalis city limits upon completion and approval of the preliminary plat. The motion was seconded by Councilor Zylstra and carried unanimously.

12. **Appointment of City Councilor to Building Needs Analysis Committee.** Mr. Campbell stated that a request for proposals for architectural planning services was advertised for a building needs study relating to the public safety building, library and city hall. About eighteen proposals were received from firms and consultants interested in the project. Mr. Campbell requested that a member of the council participate with staff in reviewing the proposals and coordinating the study.

Councilor Zylstra volunteered to serve as the council's representative on the committee.

13. **City Council/City Manager Reports.**

a. **LEOFF Board**. Councilor Roewe reported that several applications for retirement have been received from local firemen and police officers within Lewis County. The board felt, in the interest of fairness, it was necessary that all requests be examined by the same organization. As a result, all applications for disability retirement are submitted to Objective Medical Assessment Corporation (OMAC).

b. **Law & Justice Committee**. Councilor Roewe stated that the committee is reviewing the concept of alternative sentencing for certain crimes.

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c. **Meeting Reminders**. Mr. Campbell reminded the council about several upcoming meetings/events:

1. GMA citizen task force, September 12, 7:00 p.m., Activity Building.
2. Penny Playground sealing project, September 13, 5:00 p.m.
3. Lewis County RTPO concept, September 14, 7:00 p.m., County Public Services Building.
4. County Planned Growth Committee, September 22, 1:30 p.m., Activity Building.
5. Household hazardous waste collection days, September 17-18.

d. **Scout Lodge Parking Lot**. Councilor Pope stated that he has been approached by an organization about developing and sharing in the cost of a parking lot on city property next to the Scout Lodge. He asked if the council was interested in pursuing the idea. The council agreed to pursue the idea.

There being no further business to come before the Council, the meeting adjourned at 4:15 p.m.

September 26, 1994

The Chehalis City Council met in regular session on Monday, September 26, 1994, in the Chehalis City Hall. Mayor Hatfield called the meeting to order at 3:00 p.m. and the following council members were present: Scott Hamilton, Bud Hatfield, Dr. Isaac Pope, Bob Spahr, Joyce Venemon, and Dave Zylstra. Councilor Vivian Roewe was absent (excused). Staff members present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director/City Clerk; Randy Hamilton, Chief of Police & Fire Services; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Bob Nacht, Community Development Manager; Joanne Schwartz, Personnel Officer; and Caryn Foley, Deputy City Clerk. Members of the news media present included John Pierce of The Chronicle.

1. **Proclamation - National Domestic Violence Awareness Month**. Kim Megeysi of Hotline and C.A.R.E services accepted a proclamation from the mayor proclaiming October as National domestic violence awareness month.

2. **Employee Incentive Awards**. Mayor Hatfield presented employee incentive awards to Bob Serl and Dan Chitwood of the wastewater treatment plant in the amount of \$335 each for an idea that the two submitted together. Ron Moeller, also an employee from the wastewater treatment plant, received \$600 for his idea.

3. **Consent Calendar**. Councilor Zylstra moved to approve the September 26, 1994, Consent Calendar comprised of the following items:

a. Minutes of the regular City Council meeting of September 12, 1994; and

b. September 15, 1994, Claims Vouchers No. 32460-32628 in the amount of \$415,735.28.

4. **Citizens Business - Resignation of Don Younghans from the Airport Board**. Don Younghans announced that he was resigning from the board due to health problems. He stated that he has enjoyed serving on the board and asked that the council consider appointing Dennis Dawes to fill his term which expires December 31, 1999.

5. **Southwest Washington Fair Program & Facilities Development Strategy Phase 1: Program, Market & Use Analysis**. Fair manager Earl Spencer reviewed phase 1 of the fair's three-part planning effort regarding the future of the fairgrounds. The study showed that for the viability of the fair in the future the fair must learn how to earn more money and to redevelop the facility to allow that. Mr. Spencer talked about some ideas to accomplish that idea. He stated that a meeting was held recently at which staff from Lewis County, Centralia, Chehalis, and the fair board were present. The consensus was to direct the consultant to prepare a grant application for the last two phases of the study. He stated that if the grant is not successful, he may be back to request that the city contribute additional funding for the study.

Mr. Campbell stated that the city's share of the grant application will be taken from one of the city's community development funds.

6. **Resolution No. 10-94, First Reading – Adopting the City of Chehalis Community Rating System Repetitive Loss Plan**. Bob Nacht stated that citizens of Chehalis, and the city's itself, have a chance to reduce their flood insurance premiums by at least 5% if the city participates in the National Flood Insurance Program Community Rating System. A repetitive loss plan must be adopted by the city to participate in the CRS. Mr. Nacht explained what the repetitive loss plan is.

Councilor Hamilton moved to suspend the rules requiring two readings of the resolution. The motion was seconded by Councilor Zylstra and carried unanimously. Councilor Hamilton then moved to adopt Resolution No. 10-94 on first and final reading. The motion was seconded by Councilor Zylstra and carried unanimously.

7. **Wallace Road Sewer L.I.D. Capacity Totals and Request for Water and Sewer Capacity South of Town in the Vicinity of Jackson Highway**. Barry Heid stated that the county has submitted the final list of sewer capacity requests (176 ERUS) to the recently installed sewer lines constructed for the Wallace Road sewer L.I.D. project that is being administered by Lewis County. He stated that property owners requesting multiple connections must obtain council approval. In addition, prior to the city receiving any fees/charges and before connection to the sewer line can be made, property owners must sign an annexation agreement. Mr. Heid added that the county still must finalize the late-comers agreement that would require anyone requesting connections to the system to pay a different amount from those property owners that were original participants in the L.I.D.

In regard to the request for water and sewer capacity south of town in the vicinity of Jackson Highway, Mr. Heid stated that a request for four ERUs of water and sewer capacity has been received from Steven Bergstrom of the Piculell

Group, Inc. to short plat a parcel to develop four single-family homes. The property is within the Wallace Road sewer L.I.D. boundary and also

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requires council approve. Since three of the sewer ERUs were not allocated for the parcel, the developer will have to pay the late-comer fees for them.

Councilor Spahr moved to approve the Wallace Road sewer L.I.D. capacity list and allocate 176 ERUs of sewer capacity to the project, contingent upon the other multiple connections (above three) petitioning and receiving approval from the city council individually, and to approve the request by Mr. Bergstrom for three additional ERUs of water and sewer capacity contingent on the county approving L.I.D. costs and late-comer fees. The motion was seconded by Councilor Pope and carried unanimously.

8. City Council/City Manager Reported.

a. **Petition for L.I.D. to Provide Water and Sewer Service in the Hamilton Road Area.** Barry Heid stated that a petition has been received by property and business owners requesting the city to consider forming a L.I.D. to provide water and possibly sewer service to the Hamilton Road area on the west side of the freeway. The request stems from the testing of domestic wells which identified the presence of tetrachloroethylene which is a toxic or carcinogenic compound. The area is within the city's proposed interim urban growth boundary. Mr. Heid stated that the issue is preliminary and no action is requested from the council at this time.

b. **Public Safety Dispatching/Communications Services.** Mr. Campbell stated that a few months ago staff informed the council that the city's costs for contracting with Lewis County for public safety dispatching/ communications services would increase by 25% in 1995. Staff evaluated the idea of the city providing those services in-house, but at this time it is not cost effective for the city to do that. Mr. Campbell added that staff has some concerns about the quality and nature of some of the communications services provided currently, and intends to discuss those concerns with the county commissioners.

The council agreed to direct staff to negotiate with the county for the most favorable contract language possible for 1995 dispatching and communications services.

c. **Total Maximum Daily Load (TMDL) Study of the Upper Chehalis River by the State Department of Ecology.** Barry Heid stated that the Upper Chehalis River TMDL Study released by the State Department of Ecology was received this week. The report is a result of water quality problems with sections of the Chehalis River basin that allegedly were impacting aquatic life and fisheries habitat. One recommendation of the study provides for water quality improvements that would preclude the city from discharging into the Chehalis River from the Newaukum River down to the Skookumchuck River during certain summer months. Mr. Heid stated that staff will be attending meetings held by DOE to discuss the specifics of the plan.

d. **Health Advisory Committee Report.** Councilor Pope reported that the Health Advisory Committee held its first meeting. He stated that the vice chairman resigned his position this morning.

e. **Lewis County Growth Management Report.** Councilor Spahr stated that the committee recently met and established that by the year 2013 Lewis County's population will be about 79,500. Each city must now analyze what they can accept in their interim urban growth boundary areas.

f. **Southwest Washington RTPO Report.** Councilor Hamilton reported that at the last meeting a presentation was made regarding the support of the Labree overpass interchange project.

There being no further business to come before the council, the meeting adjourned at 4:25 p.m.

October 10, 1994

The Chehalis city council met in regular session on Monday, October 10, 1994, in the Chehalis city hall. Mayor Hatfield called the meeting to order at 3:00 p.m. and the following council members were present: Scott Hamilton, Bud Hatfield, Dr. Isaac Pope, Vivian Roewe, Bob Spahr, and Joyce Venemon. Councilor Dave Zylstra was absent (excused). Staff members present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director/City Clerk; Dennis Dawes, Deputy Chief for Police Services; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Ray Muyskens, Community Services Director; Joanne Schwartz, Personnel Officer; Becky Fox, Municipal Court Administrator; Corene Jones-Litteer, Librarian; and Caryn Foley, Deputy City Clerk. There were no members of the news media present.

1. **Proclamation - Fire Prevention Week.** Deputy Chief Cavinder and Captain Slater accepted a proclamation from the mayor proclaiming October 9-15 as Fire Prevention week.

2. **Consent Calendar.** Councilor Spahr moved to approve the October 10, 1994, Consent Calendar comprised of the following items:

- a. Minutes of the regular city council meeting of September 26, 1994;
- b. September 28, 1994, Claims Vouchers No. 32629-32714 in the amount of \$58,712.20; September 30, 1994, Payroll Vouchers No. 26611-26776 in the amount of \$356,647.64; and Transfer Voucher No. 1374 in the amount of \$973.45;
- c. Pay Estimate in the amount of \$164,350 to C.W. Neal Corporation for the reservoir liner and cover project; and
- d. Award bid for 15,000 GVW 4X4 cab and chassis to Uhlmann Motors in the amount of \$32,375.

The motion was seconded by Councilor Pope and carried unanimously.

3. **Ordinance No. 552-B, First Reading - Establishing Policies and Procedures for the Maintenance of or Continuation of Water and/or Sewer Capacity.** Councilor Roewe moved to pass Ordinance No. 552-B on first reading. The motion was seconded by Councilor Spahr. The ordinance provides for the control of water and sewer capacity allocated to commercial and industrial accounts.

Councilor Hamilton stated that he agreed with the intent of the ordinance, but had some concerns. He felt that provisions should be included to address situations such as a customer using below or above what was originally allocated and either reimbursing the customer or collecting additional charges after the first year. He stated that he would like an appeal process added to the ordinance also.

Councilor Pope did not agree with reimbursing any account.

Councilor Roewe did not feel that Councilor Hamilton should be voting on this issue since he is a member of the Industrial Commission Board.

The motion to pass Ordinance No. 552-B was defeated by a vote of 1 aye and 5 nays. Councilors Hamilton, Pope, Spahr and Venemon, and Mayor Hatfield cast the dissenting votes.

4. **Ordinance No. 553-B, First Reading - Repealing Various Ordinances.** Councilor Pope moved to suspend the rules requiring two readings of the ordinance. The motion was seconded by Councilor Spahr and carried unanimously. Councilor Pope then moved to pass Ordinance No. 553-B on first and final reading. The motion was seconded by Councilor Hamilton and carried unanimously. The ordinance repeals prior ordinances that are no longer needed or in effect.

5. **Ordinance No. 554-B, First Reading - Providing for the Regulation of Parking of Motor Vehicles on City Streets and Avenues.** Dennis Dawes stated that over the past two years alternatives have been looked at for parking enforcement. He stated that a zone concept for the downtown area has been chosen and explained the zone concept. He stated that a parking guide has been developed to be distributed to downtown businesses and the Chamber. The ordinance also provides for a validation system that will be developed by the Police Services Division, Court and downtown businesses.

Councilor Roewe noted that the parking guide states that parking will not be enforced on Saturdays, Sundays or legal holidays, but the ordinance states that parking will not be enforced on Sunday or holidays.

Deputy Dawes stated that the ordinance should be amended to include Saturdays.

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Councilor Roewe moved to pass Ordinance No. 554-B on first reading. The motion was seconded by Councilor Spahr.

Chuck Haunreiter, 464 N. Market Boulevard, stated that he would like to address the council about the proposed ordinance.

Mayor Hatfield stated that Mr. Haunreiter would have two minutes to address the Council about the proposed ordinance.

Mr. Haunreiter questioned the legality of the proposed ordinance, since the Parking Commission has not been acting legally since October, 1993, due to some members' terms having expired and never being reappointed.

Mayor Hatfield stated that the Parking Commission has nothing to do with on-street parking or the proposed ordinance.

Mr. Haunreiter asked to be allowed to finish what he had to say. He stated that the Parking Commission voted to contribute to the purchase of the new computer to monitor parking which they did illegally since they do not have anything to do with on-street parking.

Mayor Hatfield stated that the two minute time limit was up and adjourned the meeting at 3:50 p.m. for a five minute recess. He stated that the meeting would continue in executive session following the recess. (See 10-24-94 minutes for corrections this paragraph.)

Following the recess, the Mayor reopened the meeting and allowed Mr. Haunreiter to continue his discussion. (See 10-24-94 minutes for corrections this paragraph.)

Councilor Spahr asked Mr. Hillier if there was any validity to what Mr. Haunreiter was saying in so far as the Parking Commission acting illegally and that affecting the proposed ordinance.

Mr. Hillier informed the council that it had no bearing on the ordinance. It does not matter where funding comes from to purchase equipment and it does not tie the Parking Commission to the enforcement of on-street parking.

Mr. Haunreiter reiterated that the members of the current Parking Commission are there illegally. He added that when the Parking Commission voted on contributing funds toward the purchase of the computer only three members were present and only two voted in favor of funding part of the computer which is illegal according to state law. In closing, Mr. Haunreiter thanked the council for allowing him to speak.

Councilor Hamilton added that the council did allocate and authorize the purchase of the computer last year.

Councilor Roewe moved to amend the main motion to include the word "Saturdays" in Section 6 of Ordinance No. 554-B in the following sentence: ". . . provided these limitations shall not apply on Saturdays, Sundays or those public holidays . . ." Councilor Spahr seconded the motion which carried unanimously.

The main motion to pass Ordinance No. 554-B on first reading was carried unanimously.

6. City Council/City Manager Reports.

a. **Twin Transit Report.** Councilor Roewe announced that Jim Carroll has retired as Twin Transit's manager and Patty Alvord, the assistant administrator, has been selected to fill his position.

7. **Executive Session - Pursuant to R.C.W. 42.30.140(4) and 42.30.110(i), Relating to Labor Contract Negotiations and Potential Litigation.** After a two minute recess, the Mayor announced that the Council would convene into executive session at 4:15 p.m. and would last until 4:30 p.m. Following the executive session, the mayor reopened the regular meeting and immediately adjourned the regular meeting at 4:30 p.m.

October 24, 1994

The Chehalis city council met in regular session on Monday, October 24, 1994, in the Chehalis city hall. Mayor Hatfield called the meeting to order at 3:00 p.m. and the following council members were present: Scott Hamilton, Bud Hatfield, Dr. Isaac Pope, Vivian Roewe, Bob Spahr, and Dave Zylstra. Councilor Joyce Venemon was absent (excused). Staff members present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director/City Clerk; Dennis Dawes, Deputy Chief for Police Services; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Bob Nacht, Community Development Manager; Joanne Schwartz, Personnel Officer; Becky Fox, Municipal Court Administrator; and Caryn Foley, Deputy City Clerk. Members of the news media present included John Pierre of The Chronicle.

1. **Plaque of Appreciation to Don Younghans.** Mayor Hatfield presented a plaque to Don Younghans expressing appreciation for many years of service on the Airport Board. Mr. Younghans recently resigned his position due to health reasons.

2. **Plaque of Appreciation to Ray and Virginia Muyskens, Sr.** The Muyskens received a plaque of appreciation from the mayor for their dedicated service as caretakers of Stan Hedwall Park since 1990.

3. **Employee Service Award.** Ron Parkhill of the Public Works Department was presented a 15-year service pin from Mayor Hatfield.

4. **Consent Calendar.** Councilor Zylstra moved to approve the October 24, 1994, Consent Calendar comprised of the following items:

- a. Minutes of the regular city council meeting of October 10, 1994;
- b. October 14, 1994, Claims Vouchers No. 32715-32879 in the amount of \$439,250.08;
- c. Change Order No. 1 in the amount of \$44,221.88 and Change Order No. 2 in the amount of \$9,583.13 to the James W. Fowler Company for the 1994 Sanitary Sewer Rehabilitation Project, Basin 4082;
- d. Pay Estimate No. 5 (Final Acceptance) in the amount of \$62,695.51 to the James W. Fowler Company for the 1994 Sanitary Sewer Rehabilitation Project, Basin 4082; and
- e. Set date of November 14 at 3:10 p.m. for a public hearing regarding the city's six-year transportation improvement program.

The motion was seconded by Councilor Spahr.

Mayor Hatfield requested corrections to the minutes of October 10, which included changing paragraph 10 under item number 5 to read, "Mayor Hatfield stated that the two-minute time limit was up and closed the meeting at 3:50 p.m. for a five minute recess . . ."; and changing paragraph 11 under item number 5 to read, "Following the recess, the Mayor opened the executive session and decided to further the discussion without an executive session and closed the executive session and reconvened the regular meeting. At this time, 4:00 p.m., Mr. Haunreiter was allowed to continue his discussion."

Councilor Roewe asked why Washington Avenue keeps moving down the list of the six-year TIP.

Mr. Campbell stated that staff is only requesting that the council set a date for public hearing on the six-year TIP at which time Councilor Roewe's concern about Washington Avenue can be addressed.

The motion, including Mayor Hatfield's changes to the minutes, carried unanimously.

5. **Public Hearing - Performance by Superior Refuse Removal.** Mr. Campbell stated that the purpose of the public hearing is to take comments from the public regarding the performance of Superior Refuse under the terms and conditions of the current solid waste collection and disposal agreement. The existing contract expires April 30, 1995, but Superior has an option to extend the contract for an additional five years if the city determines that the contractor is satisfactorily performing the contract terms in all respects.

The mayor closed the regular meeting and opened the public hearing at 3:14 p.m.

Tom Guyer, president of T.J. Guyer, Inc., stated that Superior's performance has been excellent. Every time there has been a problem, Superior has taken care of it.

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Ron Leventon, 160 SE Monroe, stated that he has no complaint about residential service, but stated that he has been hauling his own garbage rather than being over-charged by Superior for his commercial service. He feels that Superior should put scales on their trucks to accurately weigh dumpsters. Mr. Leventon explained that he owns an apartment complex and sometimes fills the dumpsters to the top, but not overflowing. He stated that Superior sometimes charges him extra when he does that.

Jeff Meling of Superior Refuse stated that Mr. Leventon has only been charged extra two times when he was called to come and assist the driver in moving the dumpster to hook it to the truck because the driver could not move it on his own.

There being no other public comment, the public hearing was closed and the regular meeting was reopened at 3:22 p.m.

The council concurred that they did not intend at this time to not approve the extension of the contract with Superior Refuse.

6. **Citizens Business - Introduction of Sarah Jenkins.** John Pierce of The Chronicle introduced Sarah Jenkins, the new editor. Ms. Jenkins stated that she is glad to be with The Chronicle. The council welcomed Ms. Jenkins.

7. **Ordinance No. 554-B, Second Reading – Providing for the Regulation of Parking of Motor Vehicles on City Streets and Avenues.** Mr. Campbell stated that staff would like to amend the ordinance to include an effective date of January 1, 1995, instead of the October 31, 1994, date which was established in the first reading of the ordinance. The new date would give staff time to implement the necessary changes and would avoid confusion that could come about with the Christmas shopping season approaching.

Councilor Roewe moved to pass Ordinance No. 544-B on second and final reading. The motion was seconded by Councilor Zylstra.

Chuck Haunreiter, 464 N. Market Boulevard #4, stated his opposition to the ordinance since the Parking Commission acted illegally in purchasing the computer for zone parking enforcement. He stated that he will file an injunction to stop the ordinance. He felt the issue should be investigated.

Councilor Roewe moved to amend her motion to include an effective date of January 1, 1995. The motion was seconded by Councilor Zylstra.

Councilor Spahr pointed out that the city attorney and state auditor's office have investigated the issue of the Parking Commission sharing in the funding of the computer and both have determined that the Parking Commission acted legally.

Mr. Haunreiter stated that he has spoken to the auditor's office and they have not yet made their final report.

The motion to pass Ordinance No. 554-B on second and final reading, including an effective date of January 1, 1995, carried unanimously.

8. **Ordinance No. 555-B, First Reading – Establishing Policies and Procedures for the Maintenance of or Continuation of Water and/or Sewer Capacity.** Barry Heid stated that the ordinance provides for and establishes a policy for the maintenance and adjustment of allocated water and/or sewer capacity. He stated that language has been included in the ordinance as requested by the council at their October 12 meeting when they defeated Ordinance No. 552-B. Those provisions include: a requirement and procedure for notification; an appeal process; a method for dealing with capacity increases that may occur over time with commercial and/or industrial customer accounts; a method for annually reviewing or evaluating and correcting capacity; a method for rebinding capacity charges when capacity allocations are reduced; and a charging mechanism for those customers desiring to maintain or reserve unused capacity.

Councilor Roewe moved to pass Ordinance No. 555-B on first reading. The motion was seconded by Councilor Pope and carried unanimously.

9. **Ordinance No. 556-B, First Reading – Repealing Various Ordinances.** Councilor Pope moved to suspend the rules requiring two readings of the ordinance. The motion was seconded by Councilor Zylstra and carried unanimously. Councilor Pope then moved to pass Ordinance No. 556-B on first and final reading. The motion was seconded by Councilor Zylstra and carried unanimously. The ordinance provides for the repeal of ordinances that are no longer needed or in effect.

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10. **Final Plat Approval for William Avenue Subdivision, Phase 2.** Councilor Roewe moved to remove this matter from the agenda because the developer intends to make changes to the proposal. The motion was seconded by Councilor Hamilton and carried unanimously.

Councilor Pope expressed concern that the fences put up around the homes in phase 1 make it difficult to see at intersections. He asked if this could be addressed in phase 2.

Bob Nacht stated that Councilor Pope's concern could be discussed when the issue is brought up again.

11. **Appointment of Member to the Airport Board.** Dennis Dawes was appointed to fill the unexpired term of Don Youngmans on the Airport Board which expires December 31, 1999. Mr. Dawes received three votes from Councilors Hamilton, Spahr and Zylstra. John McKerricher was appointed to fill the unexpired term of Dennis Dawes, who currently holds the rotating position on the Airport Board, expiring December 31, 1995. Mr. McKerricher received votes from Mayor Hatfield Councilor Pope. John Nacht received one vote from Councilor Roewe. Other applicants included Stephen G. Allen, Jr., John C. Fear and John D. Wilson.

12. **Appointment of Members to the Comprehensive Planning Task Force.** Councilor Spahr moved to expand the membership of the task force from fifteen to nineteen members and appoint Bob Pehl, Jennifer Strozyk, Bill Van der Hoeff, Tom Guyer, Patti McKerricher, Mike Petra and Daryl Lund to the Comprehensive Planning Task Force. The motion was seconded by Councilor Pope and carried unanimously.

13. **Appointment of Members to the Sister City Committee.** Since there were six positions to fill on the committee and there were six applicants, the council voted to determine which three applicants would serve the four-year terms. Paula Hughart, Crystal Ingalls and Ray Podmore were appointed to four-year terms expiring September 30, 1998. Russell and Paula Barr, George Blomdahl and Patti McKerricher were appointed to two-year terms expiring September 30, 1996.

14. **Total Maximum Daily Load Study of the Upper Chehalis River.** Mr. Campbell stated that the council heard a report from staff about DOE's TMDL report of the upper Chehalis River at their last meeting. He reported that there is a 30-day comment period for interested parties. He stated that staff attended a couple of meetings regarding this issue. One of the meetings included other affected parties and permitted dischargers to discuss ideas about how to focus comments to DOE. Mr. Campbell reviewed the thoughts and ideas that were a result of the meeting. The council directed staff to prepare a letter from the mayor to DOE incorporating the thoughts and ideas from the meeting, and to prepare a separate letter to be signed by other interested parties suggesting the idea of a regional, advanced wastewater treatment plant.

15. **City Council/Citl Manazer Reports.**

a. **Third Quarter 1994 Analysis of Revenues and Expenditures.** Jo Ann Hakola reported that the sales and use tax continues to come in well as does the telephone use tax. She stated that revenues are ahead of expenditures in the General Fund.

Councilor Hamilton asked if Ms. Hakola could project what the overage of revenues might be.

Ms. Hakola stated that if things continue as they are a \$200,000 increase in the ending fund balance could be expected.

b. **Referendum 43.** Mr. Campbell stated that Councilor Roewe requested more information about this referendum at the last council meeting. The referendum, on the November 8 general election ballot, asks if taxes on sales of cigarettes, liquor and pop syrup shall be extended to fund violence reduction and drug enforcement programs. Mr. Campbell stated that AWC supports Referendum 43, but added that it would be inappropriate for staff to recommend a position on the issue.

Following some discussion, Councilor Hamilton moved to take no position on the referendum.

The motion was seconded by Councilor Spahr and carried by a vote of 5 ayes and 1 nay. Councilor Roewe cast the dissenting vote.

c. **Meeting Reminder.** Mayor Hatfield reminded the council that a budget work session on the 1995 budget will be held on Tuesday, November 1 at 5:00 p.m.

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d. **Sister City Report.** Joanne Schwartz stated that she and her husband spent last week in Japan and on Wednesday visited Inasa. She reported that Inasa officials send their regards and are making plans to celebrate their 40th year as the town of Inasa, and the 5th anniversary of the sister city relationship with Chehalis.

e. **Solid Waste Advisory Committee.** Councilor Roewe reported that the budget for the committee was presented and there is enough money in retained earnings to assure that the tipping fees will not advance over \$95 per ton. The idea of inviting others to use the transfer station was also discussed because the more tonnage that is sent through the transfer station, the more assurance there is that those rates will remain stable.

f. **GMA Report.** Councilor Hamilton stated that all entities have established their interim urban growth boundaries and Chehalis and Napavine have over-lapped some of their respective boundaries. He stated that at the next meeting it will be discussed who will have priorities of development of those areas.

16. **Executive Session - Pursuant to R.C.W. 42.30.110(2) and 42.30.140(4) Relating to Personnel Matters and Labor Contract Negotiations.** Following a short recess, the Mayor announced that the Council would convene into executive session at 4:35 p.m. until approximately 4:50 p.m. and that no action would be taken. At 5:00 p.m. the mayor reopened the regular meeting which was immediately adjourned.

November 1, 1994

The Chehalis city council met in special session on Tuesday, November 1, 1994, in the Chehalis city hall. Mayor Hatfield called the meeting to order at 5:00 p.m. and the following council members were present: Scott Hamilton, Bud Hatfield, Dr. Isaac Pope, Vivian Roewe, Bob Spahr and Joyce Venemon. Councilor Dave Zylstra was absent (excused). Staff members present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director/City Clerk; Randy Hamilton, Chief of Police & Fire Services; Barry Heid, Public Works Director; Ray Muyskens, Community Services Director; Joanne Schwartz, Personnel Officer; Becky Fox, Municipal Court Administrator; Bob Nacht, Community Development Manager; Dennis Dawes, Deputy Chief for Police Services; Andy Sennes, Property Manager; and Lilly Wall, Recreation Manager. Members of the news media present included John Pierce of The Chronicle.

Dave stated this was the first meeting on the recommended 1995 budget. A public hearing will be held November 14, 1994.

He gave a brief overview of the budget, indicating the overall budget is \$700,000 less than in 1994. This is primarily due to a reduction in the water-sewer fund. The first phase of the inflow and infiltration project will soon be complete, and there is no money for the second phase. There are other, smaller reductions in other funds. Page 19 shows a summary of all funds. Taxes and fees are the same and there is no increase in the number of regular employees.

The general fund is up by \$500,000. This is due to a bigger beginning fund balance, higher sales tax revenues, and an increase in the telephone utility tax. All other revenues are flat.

Water-sewer is less by \$1,500,000. This budget could be amended due to further inflow/infiltration work or the TMDL requirements.

Page 23 of the budget shows the departmental chart. The same services are being provided with no significant changes. There are no reductions or eliminations of programs.

The community services budget includes the addition of a hearing examiner, and more money was budgeted for better ground maintenance and additional part-time help to increase swimming classes.

The non-departmental budget increased because the audit charges for the general fund were centralized and the sister city program was added to this budget. The county health services are decreasing in 1995 because mid-year the county takes over this function.

The city council's budget has no change at all except a decrease in benefits.

Becky Fox presented the municipal court budget. She stated it was generally the same as always except for more supplies necessitated by changes in forms required by state law.

Mr. Campbell presented the city manager's budget, explaining there were no changes.

Jo Ann presented the finance department's budget, stating there was no real change except the movement of audit costs to non-departmental. She also presented the garbage fund, indicating the increase in this fund is driven by the tipping fee increase earlier this spring.

Mr. Campbell explained there was no change in the city attorney's budget.

Joanne stated the personnel office's budget had no significant changes.

Randy Hamilton indicated the overall increases in the police and fire budgets were less than the cost-of-living increase. He stated their supply categories had increased due to a more realistic budget as well as the fact that items less than \$500 are now considered a supply rather than a capital acquisition. He indicated there had been a cutback in overtime costs in fire due to the new personnel from the EMS levy funding, but that those dollars had been reallocated. Dispatch costs are up. There is an increase in training that will help our fire service rating.

Police also has an increase in supplies. Otherwise, this budget is pretty much status quo.

Dennis Dawes reviewed the parking commission budget, pointing out that there was no real change.

November 1, 1994

Barry stated the street budget includes summer help that had previously been budgeted in the arterial street fund, more supplies for sidewalk maintenance, a new street light maintenance program, and more traffic control supplies (due to more sign regulations and requirements).

The public facilities reserve fund includes more ADA work on curb cuts, which will be done in-house next year. This will increase the number of curb cuts that can be accomplished.

The arterial street fund includes a decrease in wages (moved to the street fund) and a portion of the Market street overlay.

The water-sewer fund includes some professional services for a water rights program study, money to paint the Yankis reservoir, and additional testing and leak programs.

He then drew their attention to the capital budget section, highlighting the capital items within his budget.

Dr. Pope questioned if the capital improvements included an increase in water capacity. Mr. Heid said no, but the capital improvement budget that will be presented soon includes an upgrade to the filter plant to add capacity in the amount of \$7,000,000.

Barry indicated the storm drainage utility included some money for GMA utility planning (as had water-sewer) and includes replacement of a few storm drainage lines.

Ray Muyskens reviewed the service categories of the community services budget, as well as the community development block grant funds, the housing assistance fund, and the HUD block grant fund.

Dave stated the revenues are flat in the tourism fund. He pointed out that the expenditures include a contribution to the Lewis County Sesquicentennial Celebration. He also pointed out that the fund balance is decreasing since contributions are exceeding annual revenue collections.

He also reviewed the public facilities reserve fund projects, and the capital projects/acquisitions budgeted for 1995.

There being no further questions, the meeting adjourned at 6:50 P.M.

November 14, 1994

The Chehalis city council met in regular session on Monday, November 14, 1994, in the Chehalis city hall. Mayor Hatfield called the meeting to order at 3:00 p.m. and the following council members were present: Scott Hamilton, Bud Hatfield, Dr. Isaac Pope, Vivian Roewe, Bob Spahr, and Dave Zylstra. Councilor Joyce Venemon was absent (excused). Staff members present included: Dave Campbell, City Manager; Dennis Dawes, Deputy Chief for Police Services; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Ray Muyskens, Community Services Director; Joanne Schwartz, Personnel Officer; Becky Fox, Municipal Court Administrator; Bob Nacht, Community Development Manager; and Caryn Foley, Deputy City Clerk. Members of the news media present included John Pierce of The Chronicle.

1. **Proclamation - Key Club Week.** Mayor Hatfield read and presented a proclamation proclaiming the week of November 6-12 as Key Club Week.

2. **Consent Calendar.** Councilor Zylstra moved to approve the November 14, 1994, Consent Calendar comprised of the following items:

a. Minutes of the regular city council meeting of October 24, 1994; and minutes of the city council work session of November 1, 1994;

b. October 26, 1994, Claims Vouchers No. 32880-32984 in the amount of \$148,357.13; October 31, 1994, Payroll Vouchers No. 26777-26942 in the amount of \$337,903.36; and Transfer Voucher No. 1375 in the amount of \$835.64;

c. Pay Estimate No. 2 in the amount of \$97,612.17 to the C.W. Neal Corporation for the main reservoir liner and cover project; and

d. Acceptance of Wallace Road/Jackson Highway sanitary sewer extension project and authorization for release of contract retainage after statutory requirements are satisfied.

The motion was seconded by Councilor Pope.

Councilor Spahr stated that he would like to discuss item "d". He said that he received a call from Mel and Peggy Peel saying that their daughter was driving in the area of the project on December 1, 1993, when she drove into a hole that was covered by a plate that was not properly covering the hole. One of the tires of the car received \$67.48 in damage. They have contacted Lewis County, the city of Chehalis and J.J. Sprague (the contractor) but have had no success in being reimbursed for the damage to their vehicle. Councilor Spahr stated that he felt that the \$67.48 should be held out of the retainage.

Following discussion, the mayor suggested that the Peels be instructed to bring their claim against the contractor in writing to city hall and it will be passed on to Barry Heid who will inform the contractor that his retainage will not be released until the claim is paid.

The motion to approve the Consent Calendar carried unanimously.

3. **Public Hearing - Six-Year Transportation Improvement Program and 1995 Budget.** The mayor closed the regular meeting and opened the public hearing at 3: 10 p.m.

Mr. Campbell stated that the six-year TIP is an annual process to develop a plan of priorities for street- and transportation-related capital improvements that the federal and state governments might help fund.

There was no public comment on the six-Year TIP.

The mayor announced that the public hearing on the budget would now be conducted.

Mr. Campbell noted that the recommended 1995 budget is about \$700,000 less than the 1994 budget and the General Fund is up by about \$500,000. He added that there are no new regular employee positions included in the recommended 1995 budget.

Mr. Buck Hubbert of Tires, Inc., representing businesses from the State Street, National Avenue, Chamber of Commerce Way and Maryland Avenue area, thanked the council for putting the Chamber of Commerce Way and State Street signalization project in the budget. He asked that the project be completed in a timely manner with the construction of the new Wal*Mart store because congestion in that area will be worse than it currently is when the store opens.

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Barry Heid stated that staff is working to coordinate installation of the signals with construction of the new Wal*Mart store which should be completed in March or April.

There being no further public comment on the recommended 1995 budget, the mayor closed the public hearing and reopened the regular meeting at 3:20 p.m.

4. **Ordinance No. 555-B, Second Reading – Establishing Policies and Procedures for the Maintenance of or Continuation of Water and/or Sewer Capacity.** Councilor Roewe moved to pass Ordinance No. 555-B on second and final reading. The motion was seconded by Councilor Pope and carried unanimously. The ordinance provides for and establishes a policy for the maintenance and adjustment of allocated water and/or sewer capacity. It also provides for notification, appeal, addressing capacity increases, annually reviewing and correcting capacity, refunding capacity charges when allocations are reduced, and charging those customers desiring to maintain or reserve unused capacity.

5. **Sewer Service Charges.** Mr. Campbell stated that a couple of years ago the council provided that water and sewer monthly base charges should be collected from customers whether or not there is actual usage because those base charges support the debt service of the utility and administration costs of billing and collection. With respect to new customers connecting to the water system, those monthly service fees begin upon connection to the water line. However, sewer service is up to the homeowner to actually make the connection so people are charged when the fees for connection are paid. Mr. Campbell stated that staff is recommending that the policy be changed for connection to the sewer system so that the monthly base charges begin after the actual connection has occurred.

Mr. Heid stated that the issue was brought up due to the recent Wallace Road/Jackson Highway sanitary sewer project. Some property owners have paid for sewer connection charges but have not connected to the system and have called to complain about being charged a monthly base fee for the sewer service.

Simon Elloway, 146 Wallace Road, stated that the citizens were not informed about the base charges and felt that if policies were going to be changed that it be from this point on. He added that he did not have a choice about the new sewer system that went through his property.

Mayor Hatfield stated that the Lewis County Health Department required that the septic systems be replaced with city sewer.

Barry Heid stated that several meetings were held with the property owners in that area at which time connection fees and base charges were discussed.

Following discussion, the mayor suggested that staff needs to spell out exactly what they want to do with the policy. He stated that there are several different scenarios that need to be addressed.

6. **Resolution No. 11-94, First Reading – Adopting the Six-Year Transportation Improvement Program.** Councilor Roewe moved to adopt Resolution No. 11-94 which adopts the city's six-year TIP program for the years 1995-2000. The motion was seconded by Councilor Spahr and carried unanimously.

7. **Ordinance No. 557-B, First Reading - Determining and Fixing the Amount of Revenue to be Raised by Ad Valorem Taxes and Ordinance No. 558-B, First Reading - Adopting the 1995 Annual Budget.** Councilor Spahr moved to pass Ordinance Nos. 557-B and 558-B on first reading. The motion was seconded by Councilor Zylstra and carried unanimously. General property taxation, including the General Fund, and Firemen's Pension Fund is set at \$3.10 per \$1,000 of assessed valuation and the EMS levy is set at \$0.50 per \$1,000 of assessed valuation.

8. **Resolution No. 12-94, First Reading - Celebrating the Sesquicentennial of Lewis County During the Year 1995.** Councilor Zylstra moved to suspend the rules requiring two readings of a resolution. The motion was seconded by Councilor Spahr and carried unanimously. Councilor Zylstra then moved to adopt Resolution No. 12-94 on first and final reading. The motion was seconded by Councilor Spahr and carried unanimously.

9. **Agreement for Emergency Management Services with Lewis County.** Mr. Campbell stated that there is currently an agreement between Chehalis and Lewis County for the city to pay an annual contribution to the county's emergency management program; however, the services received for that contribution have not been well defined. The proposed agreement would do that.

Councilor Roewe asked if the city was self sufficient in its emergency management program.

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Ray Muyskens stated that the city has been self sufficient in responding to emergencies in the past, but not in developing a proactive and community involved program because of a lack of staff and time. Mr. Muyskens reviewed the specific items that the county would be assisting the city with.

Councilor Roewe moved to authorize the city manager to sign the new agreement for emergency management services between the city and the county. The motion was seconded by Councilor Zylstra.

Mr. Buck Hubbert felt that the agreement for services was a waste of city money. He stated that the Police & Fire Services Department is able to provide good emergency services.

The motion carried by a vote of 5 ayes and 1 nay. Mayor Hatfield cast the dissenting vote.

10. **Final Plat Approval for William Avenue Development, Division II.** Councilor Spahr excused himself from discussion of this item because of a conflict of interest.

Mr. Campbell explained that phase one of this subdivision was approved last year. Phase two has now been submitted by Michael Kuehner for final plat approval by the council.

Bob Nacht stated that staff is recommending approval of phase two of the subdivision with the provision that any loose ends that are there can be coordinated by the Public Works Department rather than requiring them to be done before the approval. Those requirements include installation and upgrade of fire hydrants, timing of stormwater and street improvements with the Public Works Department's scheduling, and utility construction to public works specifications for the individual properties.

Mr. Kuehner stated that he was never told that he would be responsible for the installation or upgrade of fire hydrants. He added that if it is his responsibility that is fine, but he would like to know what the requirements are.

Mr. Nacht reviewed fire hydrant requirements which are stipulated in the building and fire codes.

The mayor suggested that the council hold off on action on this issue until all parties can come to an agreement.

Mr. Kuehner stated that he is on a time frame and cannot wait until the council's next meeting for approval. He stated that if fire hydrants are a requirement he will take care of it.

Councilor Hamilton moved to approve the final plat of Blocks 36, 37, 38 and 39 of W.M. Urquhart's Addition, including previously vacated 5th and 8th Streets which attach by law, and authorize the public improvements to be scheduled pursuant to the public works director's requirements. The motion was seconded by Councilor Zylstra and carried unanimously.

Councilor Spahr returned to the council table. Councilor Roewe excused herself at 4: 15 p.m. from the remainder of the meeting.

11. **Appointments to the Board of Zoning Adjustment.** Carol Gilmon received six votes from Mayor Hatfield and Councilors Hamilton, Pope, Roewe, Spahr and Zylstra to fill the unexpired term of Lynn Harding expiring December 31, 1997. Larry Cook was appointed to replace Harley Thompson's unexpired term expiring November 30, 1995. He received three votes from Councilors Pope, Roewe and Zylstra. Other applicants included John Fear (no votes), Sue Hackney (one vote from Mayor Hatfield), and John Wilson (two votes from Councilors Hamilton and Spahr).

12. **City Council/City Manager Reports.**

a. **Long Term Care Insurance for LEOFF I Employees.** Mr. Campbell explained that state law makes cities responsible for the cost of nursing home and/or at-home care for those individuals retired from employment under the LEOFF I pension system for as long as such care is required. AWC now offers group long term care coverage which is underwritten by UNUM Life Insurance Company of America. It is staff's recommendation not to purchase the long term care coverage because the cost/benefit ratio does not warrant it. The council concurred with staff's recommendation.

Councilor Spahr suggested that the city self insure by setting up an account in case it is needed. Mr. Campbell stated that that would be something that the council could consider during the budget process.

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b. **Leaf Pickup Service.** Mayor Hatfield stated that the agenda report explaining the current policies for leaf pickup were self explanatory and did not see any reason to modify those policies.

c. **Energy Facility Site Evaluation Council (EFSEC) - Chehalis Generation Facility.** Mr. Campbell stated that EFSEC is meeting and deliberating over a proposed natural gas-fired power facility proposed by CRSS/Chehalis Power, Inc. which will be located in the industrial park. State law requires that EFSEC include representation from jurisdictions in which proposed energy facilities are to be located. Even though the proposed facility is located outside the city limits, water/sewer transmission lines will be partially located inside the city limits. The council agreed to appoint Mark Scheibmeir, Assistant City Attorney, as the city's representative on EFSEC.

13. **Executive Session - Pursuant to R.C.W. 42.30.140(4) and 42.30.110(i) Relating to Personnel Matters and Litigation.** Following a short recess, the mayor stated that the Council would convene into executive session at 4:35 p.m. until 5:00 p.m. and there would action taken following the executive session. At 4:50 p.m. the mayor reopened the regular meeting.

14. **Reclassifications.** Councilor Spahr moved to approve the reclassification of two Equipment Operator I positions from pay range 16A/E to pay range 17A/E and authorize staff to seek concurrence of the Chehalis Employees' Association for the proposed pay range changes. The motion was seconded by Councilor Pope and carried unanimously.

15. **Resolution No. 13-94, First Reading - Authorizing the execution of an agreement with LeMay Enterprises and certain individuals to settle litigation regarding remedial action at Centralia Landfill.** Councilor Hamilton moved to suspend the rules requiring two readings of the resolution. The motion was seconded by Councilor Spahr and carried unanimously. Mayor Hatfield stated that the rules were suspended requiring two readings of the resolution and the resolution is passed on first and final reading.

November 28, 1994

The Chehalis city council met in regular session on Monday, November 28, 1994, in the Chehalis city hall. Mayor Hatfield called the meeting to order at 3:00 p.m. and the following council members were present: Scott Hamilton, Bud Hatfield, Dr. Isaac Pope, Vivian Roewe, Joyce Venemon, and Dave Zylstra. Councilor Bob Spahr arrived at 3:05 p.m. Staff members present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director/City Clerk; Randy Hamilton, Chief of Police & Fire Services; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Ray Muyskens, Community Services Director; Joanne Schwartz, Personnel Officer; Becky Fox, Municipal Court Administrator; Corene Jones-Litteer, Librarian; and Caryn Foley, Deputy City Clerk. Members of the news media present included John Pierce of The Chronicle.

1. **Presentation - Employee Service Award.** Mayor Hatfield recognized Mark DeHaven for five years of service at the Public Works Department.

2. **Presentation - Certificates of Competency.** Chuck Moses was presented a certificate of competency from the State of Washington Department of Health as a water treatment plant operator 2 and Ray Roberts was recognized as a water treatment plant operator in training.

3. **Consent Calendar.** Councilor Pope moved to approve the November 28, 1994, Consent Calendar comprised of the following items:

- a. Minutes of the regular city council meeting of November 14, 1994;
- b. November 15, 1994, Claims Vouchers No. 32985 - 33193 in the amount of \$245,751.28;
- c. Reappointment of Mike Boring to the Board of Zoning Adjustment for a five year term expiring December 31, 1999;
- d. Approval of applications of Bonnie Pedersen as a member with a non-fiduciary interest, and of Jessie Brunswig as a representative of the cities in Lewis County to the Lewis County Community Network; and
- e. Approval of switching to a \$5,000 deductible on the city's property insurance for the year 1995.

The motion was seconded by Councilor Pope and carried unanimously.

4. **Citizens Business - Recognition of Firefighters.** Bob Close, representing the Rotary Club, expressed appreciation and presented certificates to be given to those Chehalis firefighters who helped during the fires in Leavenworth.

5. **Citizens Business - Request for Funding from the Human Response Network.** Linda Johnson of the Human Response Network requested that the city contribute funds to help pay for a child victim's advocacy position in 1995. Ms. Johnson stated that Lewis County has contributed \$7,000. She added that all other cities and towns in Lewis County will be contacted to help fund the position. She then explained what the role of an advocate is and how important it is.

Mr. Campbell noted that the city has agreed to pass through some state-shared criminal justice funding to the Human Response Network this year for domestic violence response services.

Chief Hamilton suggested that some of the funds designated for domestic violence be used to help fund the advocate position.

Following further discussion by the council, Councilor Hamilton suggested that Ms. Johnson get together with Chief Hamilton to discuss his idea.

6. **Resolution No. 11-94, Second Reading - Adopting the Six-Year Transportation Improvement Program.** Councilor Spahr moved to adopt Resolution No. 11-94 on second and final reading which adopts the city's six-year TIP program for the years 1995-2000. The motion was seconded by Councilor Zylstra and carried unanimously.

7. **Ordinance No. 557-B, Second Reading - Determining and Fixing the Amount of Revenue to be Raised by Ad Valorem Taxes and Ordinance No. 558-B, Second Reading - Adopting the 1995 Annual Budget.** Councilor Zylstra moved to pass Ordinance Nos. 557-B and 558-B on second and final reading. The motion was seconded by Councilor Venemon and carried unanimously.

November 28, 1994

8. **Utility Charge.** Barry Heid presented and reviewed a proposed policy to address water and sewer service charges.

Councilor Hamilton moved to approve the utility service charge policy as prepared by the Public Works Director. The motion was seconded by Councilor Pope and carried unanimously.

9. **Ordinance No. 559-B, First Reading – Providing for the Regulation of Parking of Motor Vehicles on City Streets and Avenues.** Mr. Campbell explained that the council recently passed Ordinance No. 554-B relating to parking issues. He stated that it was discovered that civil assessments for persons violating the ordinance were not included. Ordinance No. 559-B includes those civil assessments. He added that the remainder of the ordinance is unchanged.

Councilor Zylstra moved to suspend the rules requiring two readings of an ordinance. The motion was seconded by Councilor Pope and carried unanimously. Councilor Zylstra then moved to pass Ordinance No. 559-B on first and final reading. The motion was seconded and carried unanimously.

10. **Resolution No. 14-94, First Reading - Setting the Date of December 27, at 3:10 p.m. for a Public Hearing on the Requested Vacation of a Portion of SW 2nd Street.** Councilor Spahr moved to suspend the rules requiring two readings of a resolution. The motion was seconded by Councilor Zylstra and carried unanimously. Councilor Spahr then moved to adopt Resolution No. 14-94 on first and final reading. The motion was seconded by Councilor Hamilton and carried unanimously.

11. **Land Use Hearings Examiner.** Ray Muyskens discussed the establishment of the position of a hearings examiner to replace the current Board of Building/Fire Code Appeals and the Board of Zoning Adjustment. He stated that land use issues have become more complex requiring a higher level of knowledge relating to land use law. Mr. Muyskens reviewed the changes that would arise from making this change.

Following council discussion, Councilor Zylstra moved to direct staff to redraft the proposed ordinance to include the combination of both the Board of Building/Fire Code Appeals and Board of Zoning Adjustment to handle routine matters and using the hearings examiner to handle the more complex land use issues. The motion was seconded by Councilor Hamilton and carried unanimously.

Councilor Pope left the meeting at 4:00 p.m.

12. **City Council/City Manager Reports.**

a. **1994-95 Council Goals Update.** Mr. Campbell reviewed the third quarter status report on the 1994-95 council goals adopted this year. Some of the goals reviewed included: growth management planning, Chamber of Commerce Way traffic control improvements, improve fire protection rating, overlay of Market Boulevard and other street improvements, and development of a community disaster preparedness plan.

b. **Council Health Insurance.** Councilor Hamilton requested that staff provide a report outlining the current health insurance plans for all employees and that the council review their current plan.

c. **Twin Transit Report.** Councilor Roewe announced that Patty Alvord was hired as the new manager of Twin Transit replacing Jim Carroll.

d. **Sister City Committee.** Councilor Roewe stated that the sister city committee held its first meeting and will begin making plans for another visit from Inasa this summer.

13. **Executive Session - Pursuant to R.C.W. 42.30.1140(2) Relating to the Review of Performance of a Public Employee.** The mayor announced that the Council would convene into executive session at 4:30 p.m. until 5:00 p.m. and there would be no action taken following the executive session. At 4:50 p.m. the mayor reopened the regular meeting.

December 12, 1994

The Chehalis city council met in regular session on Monday, December 12, 1994, in the Chehalis city hall. Mayor Hatfield called the meeting to order at 3:00 p.m. and the following council members were present: Scott Hamilton, Bud Hatfield, Dr. Isaac Pope, Vivian Roewe, Bob Spahr, Joyce Venemon, and Dave Zylstra. Staff members present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director/City Clerk; Randy Hamilton, Chief of Police & Fire Services; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Ray Muyskens, Community Services Director; Joanne Schwartz, Personnel Officer; Becky Fox, Municipal Court Administrator; and Caryn Foley, Deputy City Clerk. Members of the news media present included John Pierce of The Chronicle.

1. **Employee Service Award**. Mayor Hatfield recognized Ron Moeller for five years of service with the Public Works Department.

2. **Budget Award**. The Finance Department was presented a Distinguished Budget Presentation Award from the Government Finance Officers Association for the 1994 Annual Budget. Jo Ann Hakola, Finance Director, and Peggy Morant, Assistant Finance Director, accepted the award.

3. **Consent Calendar**. Councilor Zylstra moved to approve the December 12, 1994, Consent Calendar comprised of the following items:

- a. Minutes of the regular city council meeting of November 28, 1994;
- b. November 29, 1994, Claims Vouchers No. 33194-33278 in the amount of \$62,214.90; November 30, 1994, Payroll Vouchers No. 26943-27088 in the amount of \$337,445.82; and Transfer Voucher No. 1376 in the amount of \$884.12;
- c. Acceptance of Market Boulevard, SW 20th Street, SW 1st Street, and NE School Street overlay projects; and
- d. Purchase of copy machine for city hall from Commercial Office Machines in the amount of \$17,124.30.

The motion was seconded by Councilor Pope and carried unanimously.

4. **Public Hearing - Application for a Community Development Block Grant for the City's Housing Improvement Program**. Mayor Hatfield closed the regular meeting and opened the public hearing at 3:05 p.m.

Ray Muyskens stated that staff wish to apply for a community development block grant to continue the housing improvement program which the city has had for a number of years. Part of that process requires a public hearing to receive any comment regarding the application.

There being no public comment, the public hearing was closed and the regular meeting was reopened at 3:08 p.m.

5. **Resolution No. 16-94 – Authorizing the Application for Community Development Block Grant Funding and Certifying Compliance with Funding Mandates**. Councilor Roewe moved to suspend the rules requiring two readings of a resolution. The motion was seconded by Councilor Spahr and carried unanimously. Councilor Roewe then moved to adopt Resolution No. 16-94 on first and final reading. The motion was seconded by Councilor Spahr and carried unanimously.

6. **Citizens Business - Purchase of City Hall Copy Machine**. Mr. Dean Hartman of Capital Business Machines addressed the council regarding item number 3.d - purchase of a copy machine for city hall from Commercial Office Machines. Mr. Hartman questioned the preferential treatment to local businesses. He requested a copy of the policy that states that local businesses are given a fifteen percent purchase cost advantage, and he asked for a definition of "local business."

Mayor Hatfield suggested that all of his questions could be answered by the Finance Director.

7. **Police/Fire Station Relocation and City Hall/Library Space Improvements**. Mr. Campbell stated that about 20 proposals for a building facility needs analysis and site plan review were received for this project which were reviewed by four staff members and one city council member. The committee agreed that Northwest Architectural Company/The Sampson Associates ("Northwest") was the firm to contract with.

Councilor Pope moved to authorize staff to negotiate a contract with Northwest for the facility planning services needed for the possible future relocation of the police/fire station and city hall/library space improvements. The motion was seconded by Councilor Zylstra and carried unanimously.

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8. **Chamber of Commerce Way Traffic Operations Analysis.** Barry Heid introduced David Markley of Transportation Solutions Incorporated (TSI). Mr. Markley reviewed the traffic operations analysis that was prepared for Chamber of Commerce Way, including recommendations and conclusions of the study.

Councilor Roewe moved to accept the report and direct staff to continue its efforts to implement the recommendations and conclusions. The motion was seconded by Councilor Venemon and carried unanimously.

9. **Ordinance No. 560-B, First Reading – Providing for Interfund Loans and Ordinance No. 561-B, First Reading – Providing for a 1994 Budget Amendment.** Jo Ann Hakola stated that CDBG activities are reimbursed after expenditures have been made. She stated that the 1993 CDBG Fund will be in a deficit at year-end, along with the Housing Assistance Fund. Temporary loans between funds must be made to eliminate these deficits.

In regard to Ordinance No. 561-B, Ms. Hakola stated that several financial transactions have been approved by the council on an individual basis during the year. Formal appropriations of monies for these transactions must be done through a budget amendment. Ms. Hakola reviewed the proposed amendments.

Councilor Hamilton moved to suspend the rules requiring two readings of an ordinance. The motion was seconded by Councilor Pope and carried unanimously. Councilor Hamilton then moved to pass Ordinance Nos. 560-B and 561-B on first and final readings. The motion was seconded by Councilor Pope and carried unanimously.

10. **December 27 Council Meeting.** Mayor Hatfield suggested that the regular city council meeting of December 27 be cancelled. The council concurred to cancel the meeting.

11. **Resolution No. 15-94, First Reading - Re-setting the Date of a Public Hearing on the Requested Vacation of a Portion of SW 2nd Street for January 9 at 3:10 p.m.** Councilor Spahr moved to suspend the rules requiring two readings of a resolution and adopt Resolution No. 15-94 on first and final reading. The motion was seconded by Councilor Zylstra and carried unanimously. The public hearing was previously scheduled for the December 27 council meeting which was cancelled.

12. **City Financial of Utility Connection Fees for Affordable Housing.** Mr. Campbell stated that this issue is one of the items remaining from the Chehalis 2000 report. One of the recommendations included in the study was that the city encourage the development of affordable housing by addressing the impact of utility connection fees on such housing. He stated that staff is suggesting that one of the ways to do that is to adopt a policy whereby, for any level of affordable housing, a developer could seek to negotiate terms for the connection fees. He added that the city would have to charge competitive interest rates.

Following discussion the council agreed that the current policies relating to utility connection fees were adequate.

13. **City Council/City Manager Reports.**

a. **Land Use Hearings Examiner.** Mr. Campbell stated that at the last council meeting the council directed staff to study the possibility of using both a hearings examiner and current volunteer boards instead of just a hearing examiner.

Ray Muyskens explained that staff do not believe using a combination of the two was advisable because decisions made by one body may affect the other body. He stated that if the council does not want to use a hearings examiner then volunteer boards need to be trained in land use law and decision making. In addition legal and secretarial support should attend all meetings.

After council discussion, Councilor Spahr moved that three council members work with staff to study this issue. The motion was seconded by Councilor Zylstra and carried by a vote of 6 ayes and 1 nay. Mayor Hatfield cast the dissenting vote. Councilors Hamilton, Roewe and Zylstra volunteered to serve on the committee.

b. **Funding for Child Victims Advocacy Services through the Human Response Network.** Mr. Campbell stated that at the last city council meeting Linda Johnson, of the Human Response Network, requested city financial support for a child victims advocate. Randy Hamilton suggested that state-shared criminal justice money received by the city could possibly be used. The council directed Ms. Johnson to meet with Randy Hamilton and the city Manager about that idea; however, it was discovered that the money can only be used for domestic violence services, and other state-shared revenue was already

committed to in the 1995 budget. He explained to Ms. Johnson that she would need to contact the city earlier in the budget development process next year, and that the city would assist HRN in notifying smaller cities in the county about the availability

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of state-shared money. In addition, Chief Hamilton will keep his ears and eyes open for victims' advocacy money that might be available to the city through a recently-passed federal crime bill that could be available to HRN.

c. **Distribution of Proposed 1995-99, Capital Improvement Plan.** Jo Ann Hakola and Barry Heid presented the proposed 1995-99 ICIP to the council. The council agreed to hold a work session at 2:00 p.m. on January 23 to review the plan.

d. **Business License Requirements.** Mr. Campbell stated that a question has arisen regarding who the city licenses and why and whether it is the individual business or place of business that gets a business license.

Councilor Spahr stated that he requested that this issue be brought to the council's attention. He explained that at his wife's beauty salon, each beautician is required to obtain a business license, not just the salon itself. He did not believe this was the council's intent when the business license ordinance was drafted.

Jo Ann Hakola stated that the city uses the policy of the Department of Revenue to determine if a uniform business license is required at the state level. The question asked to determine who should be licensed is whether the person receives a paycheck from the business, or do they collect their own revenue and pay their own taxes.

It was the consensus of the council that the current business license policy should stay as it is.

14. **GMA Meeting.** Mr. Campbell stated that the GMA urban growth boundary planning workshop set for December 15 has been cancelled and rescheduled for January 12.

15. **Community Network.** Councilor Pope stated that the Community Network held its first meeting and discussed organization of the structure of the committee.

16. **Executive Session - Pursuant to R.C.W. 42.30.140(4) Regarding Personnel Matters.** The mayor announced that the Council would convene into executive session at 4:15 p.m. until 4:35 p.m. and possible action could be taken following the executive session. At 4:35 p.m. the mayor reopened the regular meeting.

17. **City Council Health Insurance.** Councilor Spahr moved that the council change its insurance coverage from AWC Plan A to AWC Preferred Provider Organization (PPO) plan effective January 1, 1995. The motion was seconded by Councilor Zylstra and carried unanimously.

There being no further business to come before the council, the meeting was adjourned at 4:37 P.M.