

January 26, 1998

The Chehalis city council met in regular session on Monday, January 26, 1998, in the Chehalis city hall. Mayor Bob Spahr called the meeting to order at 3:00 p.m. with the following council members present: Wayne Galvin, Bud Hatfield, Tony Ketchum, Dr. Isaac Pope, Bob Venemon, and Dave Zylstra. Managers and mid-managers present included: Dave Campbell, City Manager; Peggy Morant, Assistant Finance Director; Randy Hamilton, Chief of Police & Fire Services; Barry Heid, Public Works Director; Bill Hillier, City Attorney; David Kelly, Human Resources/Risk Management Director; Joanne Schwartz, Community Services Director; John Barton, Water Superintendent; Dennis Dawes, Deputy Chief for Police Services; Tim Grochowski, Street Superintendent; Ron Moeller, Acting Wastewater Superintendent; Bob Nacht, Community Development Manager; Andy Sennes, Property Manager; and Caryn Foley, Deputy City Clerk. Members of the news media in attendance included Sharon Michael of The Chronicle and Joyce Fink of The Lewis County News.

1. **Election of Mayor and Mayor Pro Tem.** Councilor Venemon moved to nominate Bob Spahr for mayor and Dr. Isaac Pope for mayor pro tem for 1998-99. The motion was seconded by Councilor Zylstra and carried unanimously.

2. **Meritorious Service Award to Police Officer Neil Hoium.** Chief Hamilton explained that a program was established about seven years ago within the police division called the meritorious service award. The award is given very infrequently and recognizes meritorious service in cases where an individual goes above and beyond the call of duty. Chief Hamilton stated that a 911 call was received through dispatch on December 12 that an infant was not breathing. Officer Hoium heard the call through the speaker system in the police department and was the first to arrive at the scene where he immediately began CPR. Emergency personnel that followed stated that the quick response by Officer Hoium saved the infant's life.

Officer Hoium thanked the city for the award and expressed his appreciation. He accepted the award on behalf of the police and fire services department. He added that the department has a highly trained group of individuals and he felt that any one of them would have done the same thing. He recognized Captain Gebhart of the fire division who provides first aid/CPR training to all city employees.

Mayor Spahr thanked Officer Hoium on behalf of the council and citizens of Chehalis.

3. **Consent Calendar.** Councilor Galvin moved to approve the January 26, 1998, consent calendar comprised of the following items:

- a. Minutes of the regular city council meeting of December 8, 1997;
- b. Flood hazard mitigation vouchers and checks dated October 20 - December 8, 1997, in the amount of \$234,429.69; December 15, 1997, Claim Vouchers No. 44057 - 44229 in the amount of \$210,661.71; December 30, 1997, Claims Vouchers No. 44230 - 44338 in the amount of \$146,452.76; December 31, 1997, Payroll Vouchers No. 33381 - 33558 in the amount of \$408,728.88; Transfer Voucher No. 1428 in the amount of \$927.64; Transfer Voucher No. 1429 in the amount of \$1,000; Transfer Voucher No. 1430 in the amount of \$95,373.84; and December 31, 1997, Payroll Transfer in the amount of \$76.49;
- c. Reappointment of Cheri Wilder to the Civil Service Commission for a 6-year term expiring December 31, 2003;
- d. Appointment of Lynn McCord to the Timberland Library Advisory Board (replacing Walter King) for a 5-year term expiring December 31, 2002; and
- e. Reclassifications of wastewater laboratory technician (pay range 19) to laboratory technician II (pay range 20), and of equipment maintenance operator (pay range 19) to instrumentation technician (pay range 20) effective January 1, 1998.

The motion was seconded by Councilor Zylstra and carried unanimously.

4. **Resolution No. 1-98, First Reading - Establishing a Lodging Tax Advisory Committee and Appointing Members Thereto.** Dave Campbell reminded the council that staff provided a report about a new state law which requires cities to establish a lodging tax advisory committee to review and make recommendations, if any, in changes in the hotel-motel tax rate, and the allocation of funds to different agencies which receive those moneys on an annual basis. Four applications for membership were received from two people with the Howard Johnson Inn, and two individuals from agencies which have traditionally received funding under the city's tourism fund. Mr. Campbell added that the council is also obligated to appoint an elected official to serve as chair of the committee. The membership on the committee will be reviewed annually.

Councilor Hatfield moved to suspend the rules requiring two readings of a resolution. The motion was seconded by Councilor Zylstra.
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Councilor Pope felt that the resolution should have two readings.

The motion carried by a vote of 5 ayes and 2 nays. The dissenting votes were cast by Councilor Pope and Mayor Spahr.

Councilor Hatfield then moved to adopt Resolution No. 1-98 on first and final reading, including nominating a member of the council to serve as chair. The motion was seconded by Councilor Zylstra.

Councilor Galvin thought there was discussion at an earlier meeting that members of the committee could not be a member of a chamber of commerce, but one of the applicants is the executive director of the chamber.

Dave Campbell stated that was true, however, the State Department of Revenue has indicated that if the applicant gives the city a letter saying that he is not representing the chamber on this committee, it is okay.

Councilor Hatfield felt that with the number of dollars involved and there being only two motels in town that it should not be a problem. He also volunteered to serve as the city's representative on the committee.

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

5. **Water System Plan.** Dave Campbell stated that the council held several meetings last year to review the updated water system plan. The plan was also reviewed and approved by the State Department of Health with a couple of recommendations.

Barry Heid stated that there were additional projects added to the plan which were determined by DOH to be required by state law, specifically requiring that water system plans address all areas not meeting standards. He indicated that the city is looking at some expensive and extensive capital improvements. In terms of financing, staff is working collectively with the wastewater issue and a report will be forthcoming.

Councilor Hatfield asked if the projects listed under 1997 have been done.

Barry Heid indicated that they have not because the plan was not approved until the end of 1997, but they will be taken care of in 1998.

Councilor Hatfield asked how strict the schedule was and what would happen if all the city did during 1998 was what was scheduled in 1997.

Barry Heid explained that it would cause difficulty in meeting the schedule, and it may cause difficulties the next time the plan is reviewed by DOH. The city would have to explain why they could not meet needs.

James McCauley, representing DOH, added that it would also depend on which items were left out. In the schedule there are some important improvements that affect existing capacity, and if not implemented, would affect the ability of the city to grow and add connections.

Councilor Hatfield moved to accept the water system plan as approved by DOH, and authorize staff to investigate financing options and develop a plan to address implementation of the capital improvements. The motion was seconded by Councilor Pope and carried unanimously.

6. **Ordinance No. 630-B, First Reading - Establishing Water Rates and Repealing Prior Ordinances.** Dave Campbell stated that there is good news for customers connected to the Newaukum filtered water line. The bonds which financed the improvements were refinanced and the city has now collected enough revenue to pay off that debt. By prepaying the debt, and saving the interest costs for about 328 customers, they will be saving \$80,000. The proposed ordinance would remove the special charge that was collecting money for that improvement.

Councilor Hatfield moved to suspend the rules requiring two readings of an ordinance. The motion was seconded by Councilor Zylstra.

Dave Campbell requested that the council not suspend the rules. Additional changes to the ordinance will be presented on second reading.

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Councilor Hatfield withdrew his motion. He then moved to pass Ordinance No. 630-B on first reading with an effective date of March 1. The motion was seconded by Councilor Zylstra and carried unanimously.

7. **Water/Sewer Utility Account Deposits.** Barry Heid explained that staff conducts studies from time to time to evaluate the effectiveness of levels of utility deposits. The current amounts of deposits are inadequate. He indicated that the intent of the deposit is to cover the final bill. Staff is recommending that deposits be raised from \$50 to \$100 for owner-occupied residential customers, and \$100 to \$150 for non-owner occupied residential customers, and \$100 to \$150 for commercial accounts.

Councilor Hatfield asked if the proposed amounts were sufficient.

Barry Heid stated that based on the current average bill it is at this point. When rate adjustments are made it will be reviewed.

Mayor Spahr felt the deposit was a little high for a home owner. He stated that the average time an owner stays in the home is seven years. He suggested that after seven years the deposit be reimbursed to owners.

Barry Heid stated that the deposit is to cover the final bill so he felt it would be somewhat defeating the purpose. Another way of looking at the issue is that everyone is buying into the system. The revenue which is generated by the deposits is held in a proprietary account used by the utility, and the interest received from the account benefits all customers.

Councilor Hatfield agreed with Mayor Spahr. He added that deposits made several years ago are nowhere near the current amounts. The only way to ensure that all final bills are covered is that every time there is a deposit increase, everybody pays the new deposit.

Barry Heid added that if deposits were given back now, rates would have to be raised even further to make up the shortfall.

Councilor Hatfield moved to direct staff to prepare an ordinance amending the deposit rates as recommended by staff. The motion was seconded by Councilor Zylstra and carried unanimously.

8. **Resolution No. 2-98, First Reading - Setting the Date and Time of February 23, 1998, at 3:00 p.m. for a Public Hearing to Consider the Vacation of a Portion of NW Wrangle Street and the Alley between NW Wrangle Street and NW Sitka Street.** Councilor Hatfield moved to suspend the rules requiring two readings of a resolution. The motion was seconded by Councilor Zylstra and carried unanimously. Councilor Hatfield then moved to adopt Resolution No. 2-98 on first and final reading. The motion was seconded by Councilor Zylstra and carried unanimously.

9. **Employee Assistance Program.** David Kelly explained that there are seventeen employees who are not offered the EAP program. The counseling service assists employees and their immediate family members with concerns such as marital, drug and alcohol, and financial problems, and stress. He felt the program would be a benefit to have, and it would be less confusing for supervisors if all employees were covered. The cost would be \$316 per year.

There was discussion about the choice of insurance plans by the seventeen employees and their decision not to go with a plan that offered the employee assistance program. Some of the council felt that was their choice and it was suggested that those employees pay the premium to have the availability of the EAP program.

David Kelly indicated that having the employee's pay for their own premium would be an administrative nightmare, and he reiterated that the program is a benefit to the city.

Councilor Zylstra moved to approve provision of the employee assistance program to all city employees at a cost of \$316 in 1998. The motion was seconded by Councilor Galvin.

Joanne Schwartz, as former personnel officer, explained that when the city changed insurance plans several years ago this program was not even offered. When the insurance company was taken over by another carrier the program was then available to certain employees. More recently the discontinuation of other plans and employees being switched to a plan

offering the EAP program, left the seventeen employees without the coverage. She stressed that it was not a matter of choice on the part of the employees, the program was not originally offered to them.

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Dave Campbell added that he also sees a benefit in having the program available to all employees. There can be potential work-related problems in which a supervisor can help an employee by having this benefit.

The motion carried unanimously.

10. **Supplemental Flood Insurance.** David Kelly informed the council that WCIA has changed insurance companies and the city's flood deductible is now \$150,000 per event. In addition, FEMA has decided that in order for the city to get reimbursed for any flood damage the city must buy insurance on its deductible which can only be purchased through the National Flood Insurance Program. The NFIP has identified that four structures at the wastewater treatment plant will need to be covered with a premium of \$12,166 per year. He added that since this report was written, a few other facilities may need to be included.

Councilor Hatfield moved to approve the purchase of additional flood insurance at a cost of \$12,166 per year. The motion was seconded by Councilor Zylstra and carried unanimously.

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

a. **Street Name Sign Replacement.** Barry Heid informed the council that new regulations from the Federal Highway Administration require street name signs to be reflectorized with six-inch lettering on major streets and streets with speeds over twenty-five miles per hour. Streets with speeds under twenty-five miles per hour may have four-inch lettering, but must also be reflectorized. He added that the city has fifteen years to implement this program. He asked for the council's opinion on going entirely with the six-inch lettering which would be about a \$20 cost difference per sign.

It was the consensus of the council to use the six-inch lettering on all signs.

h. **Water and Wastewater Lab Testing.** Barry Heid stated that the report before the council explained the laboratory and testing processes of the city's water and wastewater systems and treatment programs. The tests are conducted, not only to meet regulatory requirements, but to ensure safe water to the customers. Some of the types of testing were discussed by employees from the water and wastewater divisions.

c. **TMDL-Related Meeting.** Dave Campbell informed the council that a letter is being sent to all utility customers to let them know about public meetings set for next week at which the tentative settlement on how to implement the TMDL study will be discussed. Before the council is asked to act on those tentative agreements, including implementation through higher rates, it is important for the rate payers to know about the impact and answer their questions. He added that there will be more public outreach during the first part of February, too.

d. **1996-97 City Council Goals Final Report.** Dave Campbell reported on activities during the final quarter of the council's 1996-97 goals. Topics highlighted included street improvements; improvement of the city's fire protection rating and multi-jurisdictional fire training facility; growth management planning; yard waste disposal service; swimming pool repairs/improvements and long-range financial plan; and improvement to freeway entrances to the city.

e. **Washington State World War II Memorial.** Mayor Spahr stated that a letter was received from a fund raising committee asking that the city contribute \$5,000 in support of the Washington State World War II Memorial. He indicated that although the city does not have money budgeted for this project, if the citizens of Chehalis wanted to get involved, maybe Councilor Venemon, through the VFW, could get something started.

f. **Chehalis Basin Council.** Mayor Spahr stated that this group has been meeting for a couple of months to address water quantity and quality issues. He informed the council that House Bill 2514 provides for the possibility of giving municipalities and counties a little more control over what is going on and what happens. Lewis County took the lead and prepared a grant application to help pay for watershed planning, data collection, and council administration.

Councilor Hatfield moved to endorse Lewis County as the lead agency on the council, and the grant application prepared by them. The motion was seconded by Councilor Zylstra and carried unanimously.

g. **Tri-Agency Meeting.** Mayor Spahr reported that a tri-agency meeting was held on January 24 and included discussion on flooding, transportation, and wastewater issues. The next meeting is set for March 21.

h. **Trees Along the Lewis County Museum.** Councilor Ketchum informed the council that Lewis County is again thinking about cutting the trees along the museum.

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Councilor Venemon suggested drafting a resolution stating that the cutting down of trees on public property must be approved by the city.

Barry Heid stated that he would not object to having the trees removed because they cause problems with drainage and leaves in the street, but there are no problems as far as sight visibility.

Rose Spogen suggested to Lewis County that if those trees must be removed that it be done in stages and replace the trees with some sort of other plantings. She indicated that the city's planting area on North Market Boulevard is a visibility hazard when cars are trying to merge onto Pacific Avenue.

i. **Chamber Banquet.** Joanne Schwartz stated that at the chamber of commerce annual banquet, Bob Nacht was honored as an honorary member for his leadership and work over the years on downtown holiday decorations. She noted that it was much deserved and long overdue.

12. **Executive Session.** Mayor Spahr announced that the council would convene into executive session pursuant to RCW 42.30.110(b) - acquisition of real estate and RCW 42.30.140(4) - collective bargaining, at 4:40 p.m. for about 30 minutes, and there would be no decisions following the executive session.

Following conclusion of the executive session, the regular meeting was reopened and there being no other business to come before the council, the meeting was adjourned at 4:51 p.m.

February 9, 1998

The Chehalis city council met in regular session on Monday, February 9, 1998, in the Chehalis city hall. Mayor Bob Spahr called the meeting to order at 3:00 p.m. with the following council members present: Wayne Galvin, Bud Hatfield, Tony Ketchum, and Bob Venemon. Councilors Isaac Pope and Dave Zylstra were absent (excused). Managers and mid-managers 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; David Kelly, Human Resources/Risk Management Director; Joanne Schwartz, Community Services Director; Dennis Dawes, Deputy Chief for Police Services; Becky Fox, Court Administrator; and Caryn Foley, Deputy City Clerk. Members of the news media in attendance included Sharon Michael of The Chronicle and Joyce Fink of The Lewis County News.

1. **Consent Calendar.** Councilor Hatfield moved to approve the February 9, 1998, consent calendar comprised of the following items:

a. Minutes of the regular city council meeting of January 26, 1998, with a correction in the second to last paragraph of page 3, by changing the word "risen" to "raised";

b. December 31, 1997, Claim Vouchers No. 44339 - 44497 in the amount of \$240,096.73; December 31, 1997, Claims Vouchers No. 44498 - 44506 in the amount of \$4,120.44; and flood hazard mitigation vouchers and checks dated December 8, 1997, - January 28, 1998, in the amount of \$59,586.75;

c. Progress Billing No. 2 in the amount of \$17,838.92 to Gibbs & Olson, Inc., for the general sewer plan, facility plan, and environmental evaluations;

d. Pay Estimate No. 2 in the amount of \$91,367.25 to Triad Mechanical, Inc., for the wastewater treatment plant flood damage rehabilitation project; and

e. Revised location for sewer line to extend service south of town along Jackson Highway by Mr. Clarence Avron.

The motion was seconded by Councilor Galvin and carried unanimously.

2. **Ordinance No. 630-B, Second Reading - Establishing Water Rates and Repealing Prior Ordinances, and Ordinance No. 631-B, First Reading - Establishing a Water Policy and Repealing Prior Ordinances.** Barry Heid stated that Ordinance No. 630-B removes the special charge for customers connected to the Newaukum filtered water line, and also raises utility deposits from \$50 to \$100 for owner-occupied residential customers, and \$100 to \$150 for non-owner occupied residential customers, and \$100 to \$150 for commercial accounts. Ordinance No. 631-B changes the shut-off day for delinquent accounts from the tenth to the fifteenth day of the month.

Councilor Galvin moved to pass Ordinance No. 630-B on second and final reading with an effective date of March 1. The motion was seconded by Councilor Hatfield and carried unanimously.

Councilor Hatfield moved to pass Ordinance No. 631-B on first reading. The motion was seconded by Councilor Ketchum and carried unanimously.

3. **Wastewater Treatment Regional Governance Report.** Dave Campbell indicated that the resolution is the result of a report which was completed last summer and presented at a tri-agency meeting in September. The report deals with regional governance options for a potential regional wastewater facility. The resolution would adopt and accept the report as a policy to potentially guide the cities and county if regionalization of wastewater facilities is deemed cost effective and politically acceptable.

Mayor Spahr asked if the resolution would force the city to do anything if it comes to the conclusion that regionalization is not the best option.

Dave Campbell explained that it would serve as policy for the city if the outcome of capital planning being done now shows that regionalization of facilities appears to be cost effective. It would provide guidance on how to implement some of the governance questions that would have to be addressed in that event.

Bill Hillier added that the resolution is a statement of the council's current intent to cooperate and facilitate the actions within the resolution.

Councilors Galvin and Hatfield expressed that they were not comfortable with signing the resolution.

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Councilor Venemon moved to authorize the mayor to sign the joint resolution on behalf of the city. The motion died for lack of a second.

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

a. **Introduction of Pat Wiltzius, New Wastewater Superintendent.** Barry Heid introduced the city's new wastewater superintendent, Patrick Wiltzius. Patrick comes to the city from Pullman with over 18 years of experience in the wastewater field.

Since the council was on the subject of wastewater, Councilor Ketchum stated that he was speaking to Kahle Jennings of DOE during the last public meeting about the use of lagoons. He asked about the feasibility of using small lagoons with aerators which would bring the oxygen level up above 5 and still allow the city to discharge into the river where it currently does.

Barry Heid was surprised that Mr. Jennings would have made that comment since that was one of the alternatives proposed by the city which DOE would not approve.

b. **Dates for 1998-99 Goal-Setting Sessions.** The council agreed to hold a special meeting on February 19, from 5:00 to 7:00 p.m. at city hall to discuss goals for 1998-99.

c. **Assignments to Various Committees.** Dave Campbell asked the council to review their various committee assignments.

Councilor Hatfield asked Councilor Galvin if he would like to take his place on the voucher approval committee. Councilor Galvin agreed to take the assignment.

Mayor Spahr asked the council to review the committee lists and they could be discussed at the special meeting on February 19.

d. **Lodging Tax Advisory Committee.** Bud Hatfield reported that the lodging tax advisory committee held its first meeting to explain why the committee was in existence and how it would function.

e. **TMDL Public Meeting.** Mayor Spahr stated that a second public meeting was held last Thursday with DOE. About sixty people were present and asked a lot of questions. He added that DOE would like to have the consent decree signed by the end of the month. Kahle Jennings of DOE has agreed to come before the council.

f. **Veterans Memorial Museum.** Councilor Galvin encouraged everyone to visit the museum in Centralia. He added that it is very impressive.

g. **Twin Transit.** Councilor Venemon reported that Twin Transit has made a few changes which caused some concern among riders. He indicated that schedules are available at city hall. He mentioned that he has suggested using smaller buses in view of the fact that they are never very full. In addition, Twin Transit has incorporated the industrial park into their route.

Councilors Galvin and Hatfield both asked about the buses coming all the way down Washington Avenue now. Councilor Hatfield noted that the street is very narrow.

Councilor Venemon stated that he would check into that for them.

h. **AWC Legislative Action Conference.** Mayor Spahr attended the legislative action conference February 4-5. He stated that some members of the council and staff met with Representatives Alexander and DeBolt on Wednesday evening. They are working on issues relating to rural growth and industrial growth.

Dave Campbell added that Representative DeBolt talked about a pilot project that would allow Lewis County to have some industrial land-backing or industrial parks developed outside of urban growth boundaries.

There being no other business to come before the council, the meeting was adjourned at 3:30 p.m.

February 23, 1998

The Chehalis city council met in regular session on Monday, February 23, 1998, in the Chehalis city hall. Mayor Bob Spahr called the meeting to order at 3:00 p.m. with the following council members present: Wayne Galvin, Bud Hatfield, Tony Ketchum, Dr. Isaac Pope, and Bob Venemon. Councilor Dave Zylstra was absent. Managers and mid-managers 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; Joanne Schwartz, Community Services Director; Jerry Boes, Deputy Chief for Fire Services; Dennis Dawes, Deputy Chief for Police Services; Bob Nacht, Community Development Manager; and Caryn Foley, Deputy City Clerk. Members of the news media in attendance included Sharon Michael of The Chronicle and Joyce Fink of The Lewis County News.

1. **Presentations.** Jerry Boes and Jeff Shine each received a certificate of training from EHS - International, Inc., certifying that both had successfully completed the AHERA (Asbestos Hazard Emergency Response Act) building inspector training course. Jeff Shine also received a certificate from the International Conference of Building Officials designating him as a certified building inspector.

2. **Consent Calendar.** Mayor Spahr noted that as the council goes through the consent calendar, if any member of the audience has a comment to make on any item on the agenda they may certainly do so. He also noted that citizens may also address issues which are not a part of the agenda under citizens business.

Councilor Hatfield moved to approve the February 23, 1998, consent calendar comprised of the following items:

- a. Minutes of the regular city council meeting of February 9, 1998;
- b. January 29, 1998, Claims Vouchers No. 44510 - 44630 in the amount of \$113,611.43; January 30, 1998, Payroll Vouchers No. 33559 - 33714 in the amount of \$412,804.32; Transfer Voucher No. 1431 in the amount of \$150; Transfer Voucher No. 1433 in the amount of \$1,140.85; and Transfer Voucher No. 1434 in the amount of \$1,000;
- c. Change Orders Nos. 1 and 2 in the amount of \$8,748.79 to Triad Mechanical, Inc., for the wastewater treatment plant flood damage rehabilitation project, and project close-out; and
- d. Pay Estimate No. 3 (final) in the amount of \$5,998.14 to Triad Mechanical, Inc., for the wastewater treatment plant flood damage rehabilitation project, and acceptance of project.

The motion was seconded by Councilor Pope and carried unanimously.

3. **Proposed Vacation of a Portion of NW Wrangle Street and the Alley between NW Wrangle Street and NW Sitka Street East of NW State Avenue (State Street)**. Barry Heid stated that the city received a request from Mark and Cheryl Giffey for the vacation of the property. A resolution was adopted which established a public hearing date for today. He indicated that most of Wrangle Street is already vacated and the petitioners own the property surrounding it. Mr. Heid also noted that all other property owners in the area were notified of the proposed vacation and public hearing.

Councilor Pope emphasized that whatever monies are received from the vacation go into the public facilities reserve fund to be used for capital projects.

Barry Heid indicated that state regulations require the petitioner to pay for one-half of the appraised value. The city uses the county assessor's office to determine the value of properties.

Councilor Pope asked if the city would ever have the need for utilities on this property.

Barry Heid did not foresee any need at this point, and he added that there are currently no utilities.

Councilor Pope also expressed concern about access to the alley.

Barry Heid informed the council that the city will not vacate a piece of right-of-way if it would landlock property. None of the properties within the proposed vacation would be landlocked since the petitioners own all adjacent parcels around the proposed vacation.

Mayor Spahr closed the regular meeting and opened the public hearing at 3:15 p.m. Mr. Giffey stated that he was in attendance to answer any questions. There being no other comment, the public hearing was closed and the regular meeting was reopened.

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4. **Ordinance No. 632-B, First Reading - Vacating a Portion of NW Wrangle Street and the Alley between NW Wrangle Street and NW Sitka Street East of NW State Avenue (State Street)**. Councilor Hatfield moved to suspend the rules requiring two readings of an ordinance. The motion was seconded by Councilor Ketchum and carried unanimously. Councilor Hatfield then moved to pass Ordinance No. 632-B on first and final reading. The motion was seconded by Councilor Pope and carried unanimously.

Councilor Pope asked why the city only collects one-half of the appraised value for vacated property.

Dave Campbell indicated that vacations are regulated by state law.

Bill Hillier added that traditional ownership used to be half on each side of the street. The street would be vacated and each would pay half of the value. The law was never changed to deal with situations such as this one which is unique in that the petitioner owns property all the way around the vacated property.

5. **Ordinance No. 631-B, Second Reading - Establishing a Water Policy and Repealing Prior Ordinances**. Dave Campbell stated that the ordinance changes the effective date for shutting off water service to delinquent utility accounts from 20 days to 25 days after a utility bill becomes delinquent.

Councilor Hatfield moved to pass Ordinance No. 631-B on second and final reading with an effective date of March 3. The motion was seconded by Councilor Ketchum and carried unanimously.

6. **City Council/City Manager Reports**.

a. **Applications for Financial Assistance for Wastewater Plans**. Dave Campbell explained that the applications are for both grant and loan financial assistance from the state to pay for the general sewer plan and wastewater facilities plan. The council approved contracting for those documents last fall. Since then, not only is the planning work underway, the consulting engineer and staff have been working on these applications.

Councilor Hatfield moved to authorize the city manager to sign the necessary forms on behalf of the city. The motion was seconded by Councilor Ketchum and carried unanimously.

b. **Special Meeting**. Dave Campbell reminded the council about the special meeting on February 26, at 5:00 p.m. to continue the goal-setting process for 1998-99.

c. **Lewis County Flood Control Zone Citizens Advisory Committee**. Councilor Galvin informed the council that the Corps of Engineers is revising the flood plains for this area which will erratically change the 100-year flood plain map. He also reminded the council about a presentation by Pacific International Engineering at the last tri-agency meeting regarding a flood control project along I-5 at a cost of about \$60 million. He stated that the same presentation was made at the flood control zone meeting, but it was brought out that the proposed project only includes the area from the airport and north. He stated that Chehalis would benefit almost nothing from the project and I-5 south of the airport would still be under water.

There being no other business to come before the council, the meeting was adjourned at 3:25 p.m.

February 26, 1998

The Chehalis city council met in special session on Thursday, February 26, 1998, in the Chehalis city hall. Mayor Bob Spahr called the meeting to order at 5:00 p.m. with the following council members present: Wayne Galvin, Bud Hatfield, Tony Ketchum, and Bob Venemon. Councilors Isaac Pope and Dave Zylstra were absent. Managers and mid-managers present included: Dave Campbell, City Manager; Randy Hamilton, Chief of Police & Fire Services; Barry Heid, Public Works Director; David Kelly, Human Resources/Risk Management Director; Joanne Schwartz, Community Services Director; Sharon Ferrier, Community Services Office Manager; Becky Fox, Court Administrator; Bob Nacht, Community Development Manager; and Caryn Foley, Deputy City Clerk. Members of the news media in attendance included Sharon Michael of The Chronicle.

1. **1998-99 City Council Goal-Setting Process (Continued)**. The council continued the process of establishing goals for 1998-99 by reviewing potential goals from lists created by staff and the council itself. From those lists the following fourteen goals were established:

- improve the city's fire protection rating
- implement the adopted water system plan
- complete the industrial park annexation study
- pursue a fire training facility
- continue redevelopment of Recreation Park
- promote the revitalization of downtown
- have a council/management staff retreat
- complete overlays of State and Pacific Avenues
- make storm drainage improvements
- construct a new wastewater treatment plant detention basin
- pursue a "host fee" agreement with Lewis County
- adopt a timber management strategy for Dobson and McFadden Parks
- revamp various ordinances (e.g., animal control, business licensing, curfew)
- implement a new utility billing program

There being no other business to come before the council, the meeting was adjourned at 6:25 p.m.

March 9, 1998

The Chehalis city council met in regular session on Monday, March 9, 1998, in the Chehalis city hall. Mayor Bob Spahr called the meeting to order at 3:00 p.m. with the following council members present: Wayne Galvin, Bud Hatfield, Tony Ketchum, Dr. Isaac Pope, and Dave Zylstra. Councilor Bob Venemon arrived at 3:04 p.m. Managers and mid-managers 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; David Kelly, Human Resources/Risk Management Director; Joanne Schwartz, Community Services Director; Jerry Boes, Deputy Chief for Fire Services; Becky Fox, Court Administrator; Andy Sennes, Property Manager; and Caryn Foley, Deputy City Clerk. Members of the news media in attendance included Sharon Michael of The Chronicle and Joyce Fink of The Lewis County News.

1. **Presentations.** Rich Trotter received recognition as a certified playground safety inspector from the National Recreation and Park Association National Playground Safety Institute.

2. **Proclamation.** Mayor Spahr presented a proclamation to Connie Small of the Lewis County Chapter of the American Red Cross designating March as Red Cross month.

3. **Consent Calendar.** Councilor Galvin moved to approve the March 9, 1998, consent calendar comprised of the following items:

a. Minutes of the special city council meeting of February 19, 1998; minutes of the regular city council meeting of February 23, 1998; and minutes of the special city council meeting of February 26, 1998; and

b. February 13, 1998, Claims Vouchers No. 44631 - 44817 in the amount of \$541,748.99; February 27, 1998, Claims Vouchers No. 44818 - 44947 in the amount of \$9,604.89; February 27, 1998, Payroll Vouchers No. 33715 - 33873 in the amount of \$401,174.22; and Transfer Voucher No. 1435 in the amount of \$841.14.

The motion was seconded by Councilor Pope and carried unanimously.

4. **1998-99 Goal-setting (Continued).** Dave Campbell indicated that the council identified 14 goals out of about 50 potential goals to be considered as the city's top priorities during the next two years. He requested that the council formally adopt the goals today.

Councilor Hatfield moved to adopt the 14 goals as identified by the council as its highest priorities for the years 1998-99. The motion was seconded by Councilor Ketchum.

Mayor Spahr asked if the goals which did not make the top 14 list would be reported on.

Dave Campbell stated that the council will be updated as budget decisions are necessary, or as projects are completed.

The motion carried unanimously.

5. **Bids for Main Street Improvement Project (Phase I).** Barry Heid stated that bids for the Main Street project were received and have been evaluated, and he distributed information on the bid results. He indicated that the bids ranged from \$200,000 to \$260,000 above the amount budgeted. He stated that the specifications included a base bid and three alternatives for different street lighting options. Mr. Heid reviewed the street lighting alternatives, including standard and decorative lighting, and what the additional costs to the city would be. He added that the Transportation Improvement Board has authorized an additional \$70,047 in grant funding toward this project. Staff also looked at ways to cut other portions of the project to provide additional funding, including deletion of conduit for a future traffic signal at the intersection of State Avenue and Main Street.

Councilor Pope stated that in the event a signal at State Avenue and Main Street is installed it would require going back and tearing up the street, most likely at a higher cost.

Councilor Hatfield felt that decorative lighting was not affordable at this time and should be deleted from the project, and he agreed that the conduit for a possible traffic signal should remain in the project.

Barry Heid indicated that staff is also proposing to eliminate other street overlay projects currently included in the 1998 budget. He added that even with these cuts, there will still be a deficit. He stated that the money could come from the

public facilities reserve fund. He also recommended using funds from the storm drain utility fund because after the bids were evaluated, it was found that \$15,000 in additional costs related to the storm drainage work for the project.

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Councilor Galvin agreed that the decorative street lighting should be excluded from the project.

Councilor Pope asked how likely the use of the conduit would be in the future.

Barry Heid stated that it would probably be needed in the future, and he could not really guess to say when, but he did not believe it would happen in the next six years.

Councilor Galvin moved to accept alternative no. 1 which includes the basic bid work and standard street lighting; eliminate the conduit work and other street overlay projects from the debt reduction for the project, and increase the amount in the public facilities reserve fund in a like amount to make up the shortfall needed to complete the project. The motion was seconded by Councilor Zylstra and carried unanimously.

6. General Sewer Plan, Facility Plan and Environmental Evaluations Progress Billing No. 2 in the Amount of \$13,946.32 to Gibbs & Olson, Inc.

7. Pennsylvania Avenue/Folsom Street Sewer Rehabilitation Project.

Mayor Spahr explained that although these two projects are separate issues they will be discussed together because of funding problems.

Barry Heid explained that the progress billing would normally be a very standard action under the consent calendar had it not been for the bigger question of funding. Last fall when the council approved the contract with Gibbs & Olson for the required studies, funding was not specifically allocated in the budget for them. There is not enough money in the sewer fund reserves to pay for the entire amount that will be needed during 1998. Mr. Heid stated that the city could choose not to proceed with the \$300,000 Pennsylvania Avenue/Folsom Street sewer rehabilitation project even though the lines are badly in need of repair. The funds from that project, along with funds in the sewer reserves, would cover the contract amount with Gibbs & Olson. He indicated that rates will have to be increased, but revenues would accumulate slowly.

Mayor Spahr asked about the status of the problems in the Pennsylvania Avenue/Folsom Street area.

Barry Heid reported that lines are checked and cleaned on a weekly basis. One of the residents subjected to problems who has been in contact with the city stated that she would understand if the project was not accomplished this year, but she asked that the weekly maintenance continue. Mr. Heid noted that since that weekly work has been done there have been no problems.

Councilor Hatfield felt a rate increase was needed. He also stated that sufficient money was available in the general fund and water fund to make a loan between funds to fulfill the contract with Gibbs & Olson and the Pennsylvania Avenue/Folsom Street project. He did not want to see the project delayed another year. Councilor Hatfield moved to award bid for the Pennsylvania Avenue/Folsom Street project to Taurman Pacific, Inc., in the amount of \$299,853.17; approve Progress Billing No. 2 in the amount of \$13,946.32 to Gibbs & Olson, Inc., for the general sewer plan, facility plan and environmental evaluations; and to direct staff to prepare the necessary documents for an interfund loan to finance the projects. The motion was seconded by Councilor Galvin and carried unanimously.

8. Main Street Improvement Project. Dave Campbell stated that in regard to the Main Street project, the motion was to award the bid for alternative no. 1. He suggested that the council make a more specific motion.

Councilor Hatfield moved to award the bid for the Main Street project (phase 1) to Wagner Development Company in the amount of \$1,408,325.35. The motion was seconded by Councilor Zylstra and carried unanimously.

9. City Council/City Manager Reports.

a. **1997 Year-end Budget Status Report.** Jo Ann Hakola reported on activities during the final quarter of 1997. She noted that in the general fund most of the budget projections were relatively accurate, although the electric and natural gas utility taxes were a little behind. She stated that the new year was started with less money in the general fund than projected, some of which had to do with the hazard mitigation buy-out grant, so there are no extra funds for projects such as were

discussed today. The water unreserved balance is higher, while the sewer unreserved balance is less. This is due to the additional items which were not budgeted, as well as the fact that settlements are still pending from FEMA.

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Councilor Hatfield asked when the city would be reimbursed the \$160,000 for the hazard mitigation buy-out program.

Jo Ann Hakola stated that the county is the lead agency, so when they receive the monies they will in turn reimburse the city.

Mayor Spahr asked about the decline in property taxes.

Jo Ann Hakola explained that it varies by how many people don't pay their taxes during a fiscal year. The money should come in this year.

b. **Buy-out Project Status Report.** Bill Hillier reported that the city has received an extension for completion of the grant project, and staff will be revisiting the individuals who still might want to sell their properties. Of the homes purchased by the city, ten will be demolished and two will be purchased and moved.

10. **Executive Session Pursuant to RCW 42.30.110(i) - Potential Litigation, and RCW 42.30.140(4) - Contract Negotiations.** Mayor Spahr announced that the council would convene in executive session at 4:15 p.m. for approximately 30 minutes. He stated there would be a decision(s) following the executive session. Following conclusion of the executive session, the regular meeting was reopened at 4:25 p.m.

11. **Utility Bill Agreement with National Frozen Foods.** Councilor Hatfield moved to accept \$40,000 as full payment for the amount of water and sewer service used, but not recognized due to a failing water meter, during the National Frozen Foods 1997 production season. The motion was seconded by Councilor Zylstra.

Councilor Pope thought a letter should be sent to National Frozen Foods thanking them for bringing the meter problem to the city's attention.

The motion carried unanimously.

12. **Police Union Contract.** Councilor Hatfield moved to approve the proposal of the mediator to settle the police union contract for the years 1998-2000. The motion was seconded by Councilor Pope and carried unanimously.

There being no other business to come before the council, the meeting was adjourned at 4:30 p.m.

March 23, 1998

The Chehalis city council met in regular session on Monday, March 23, 1998, in the Chehalis city hall. Mayor Bob Spahr called the meeting to order at 3:00 p.m. with the following council members present: Wayne Galvin, Bud Hatfield, Tony Ketchum, Dr. Isaac Pope, Bob Venemon, and Dave Zylstra. Managers and mid-managers 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; Joanne Schwartz, Community Services Director; Jerry Boes, Deputy Chief for Fire Services; Becky Fox, Court Administrator; Dennis Dawes, Deputy Chief for Police Services; and Caryn Foley, Deputy City Clerk. Members of the news media in attendance included Sharon Michael of The Chronicle and Joyce Fink of The Lewis County News.

1. **Presentations.** Four individuals were recognized with a certificate and an "EMS Excellence" pin for their response to an emergency at a local fitness center. Bill Allen, Tony Arredondo, Ona Felker, and Jan Camp (not present) were involved in pulling a woman from a whirlpool who had become unconscious and began rescue breathing until help arrived. Jerry Boes indicated that their efforts helped to save the woman's life.

2. **Consent Calendar.** Councilor Zylstra moved to approve the March 23, 1998, consent calendar comprised of the following items:

- a. Minutes of the regular city council meeting of March 9, 1998;
- b. March 13, 1998, Claims Vouchers No. 44948 - 45115 in the amount of \$165,396.77;
- c. Authorizing a "loan" from the water/sewer fund's automotive/equipment reserved retained earnings account and sewer facility reserved retained earnings account to pay for the general sewer plan, facility plan and environmental evaluations;
- d. Award bids for moving and demolishing houses related to the hazard mitigation grant buy-out program to Bill Brumfield in the amount of \$2,100; to Ron Leventon in the amount of \$7,971; and to the Wm. Dickson Company in the amount of \$69,300; and
- e. Authorize agreement for engineering services with Gibbs & Olson, Inc., for the Main Street waterline replacement project in an amount not to exceed \$32,225.

The motion was seconded by Councilor Galvin and carried unanimously.

3. **Resolution No. 3-98, First Reading - Declaring City Property to be Surplus.** Dave Campbell stated that city property from the community services and police and fire services departments which has either been replaced or is no longer needed is ready for surplus and will be sold at a public auction.

Mayor Spahr asked if the city must accept any bid or can a minimum value be placed on an item?

Randy Hamilton stated that a minimum bid can be established.

Councilor Hatfield moved to suspend the rules requiring two readings of a resolution. The motion was seconded by Councilor Pope and carried unanimously. Councilor Hatfield then moved to adopt Resolution No. 3-98 on first and final reading. The motion was seconded by Councilor Pope and carried unanimously.

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

a. **Sister City Delegation Visit to Inasa.** Dave Campbell reported that a 16-member delegation will be leaving on Friday to visit the city's sister city of Inasa, Japan. Councilor Ketchum will be representing the city on this trip. He will be presenting a wall-hanging commemorating the history of Lewis County.

b. **Tri-agency Meeting.** Dave Campbell reminded the council about a tri-agency meeting on Saturday, March 28, beginning at 9:00 a.m. at the community building at Recreation Park.

c. **Industrial Land Bank Pilots (SHB 3099).** Mayor Spahr indicated that the council should have received information on SHB 3099 regarding industrial land bank pilots. The council agreed to send a letter to the Association of Washington Cities stating that the city is supportive of SHB 3099, and request that AWC not request a veto by the governor, at least as it pertains to Lewis County.

March 23, 1998

d. **Twin Transit Buses on Washington Avenue.** Councilor Hatfield asked for a report from Councilor Venemon regarding the Twin Transit bus route as it relates to Washington Avenue.

Councilor Venemon explained that the bus is no longer able to stop on Market Street near the Safeway store because of their recent remodeling project. The bus must now stop on Washington Avenue and 11th Street to load and unload passengers. It then travels down Washington Avenue, making a stop between 5th and 6th Streets, and then turns on 3rd Street to load and unload more passengers. It then resumes its route onto Market Boulevard.

e. **Lewis County Flood Control Zone Citizens Advisory Committee.** Councilor Galvin reported that the last meeting of this group did not have a quorum, and there has been a fairly high drop-out rate. Letters are being sent to the members to see if they are still interested in participating.

f. **Yard Waste Disposal Site at Stan Hedwall Park.** Councilor Hatfield noted that the site will be opening on April 1. He urged everyone to take advantage of this program. Permits can be obtained at the community services department for \$18.65.

g. **Twin Transit.** Mayor Spahr stated that an article was in the paper regarding Twin Transit and some of the problems they are having. He stated that Councilor Venemon is the city's representative on that board so if anyone has questions they may speak to him.

There being no other business to come before the council, the meeting was adjourned at 3:20 p.m.

April 13, 1998

The Chehalis city council met in regular session on Monday, April 13, 1998, in the Chehalis city hall. Mayor Bob Spahr called the meeting to order at 3:00 p.m. with the following council members present: Wayne Galvin, Tony Ketchum, Dr. Isaac Pope, Bob Venemon, and Dave Zylstra. Bud Hatfield was absent (excused). Managers and mid-managers present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director; Barry Heid, Public Works Director; Bill Hillier, City Attorney; David Kelly, Human Resources/Risk Management Director; Joanne Schwartz, Community Services Director; Jerry Boes, Deputy Chief for Fire Services; Dennis Dawes, Deputy Chief for Police Services; Becky Fox, Court Administrator; Andy Sennes, Property Manager; and Caryn Foley, Deputy City Clerk. Members of the news media in attendance included Sharon Michael of The Chronicle and Joyce Fink of The Lewis County News.

1. **Consent Calendar.** Councilor Galvin moved to approve the April 13, 1998, consent calendar comprised of the following items:

- a. Minutes of the regular city council meeting of March 23, 1998;
- b. March 30, 1998, Claims Vouchers No. 45116 - 45251 in the amount of \$178,323.21; March 31, 1998, Payroll Vouchers No. 33874 - 34046 in the amount of \$436,311.50; and Transfer Voucher No. 1436 in the amount of \$1,226.71;
- c. Re-election of Bud Hatfield to the Lewis County LEOFF Disability Board for a two-year term expiring May 31, 2000;
- d. Award bids for rock, gravel, and asphalt to Martin Sand & Gravel, Sterling Breen Crushing, Balmelli Trucking, and Lakeside Industries;
- e. Award bid to Northwest Cascade, Inc., in the amount of \$38,637.38 for the wastewater treatment plant secondary digester cleaning project;
- f. Progress Billing No. 4 to Gibbs & Olson in the amount of \$57,022.33 for the general sewer plan, facility plan, and environmental evaluations; and
- g. Agreement for engineering services with Gibbs & Olson in an amount not to exceed \$140,890 for the Main Street reconstruction project.

The motion was seconded by Councilor Zylstra.

In regard to item "e", Councilor Ketchum asked if cleaning the digester was an annual event, or was there more than one digester.

Barry Heid stated that there are two digesters which have to be cleaned every twelve to fifteen years.

The motion carried unanimously.

2. **Resolution No. 4-98, First Reading – Declaring City Property to be Surplus.** Councilor Pope moved to suspend the rules requiring two readings of a resolution. The motion was seconded by Councilor Zylstra and carried unanimously. Councilor Pope then moved to adopt Resolution No. 4-98 on first and final reading. The motion was seconded by Councilor Galvin and carried unanimously. The resolution declares property from city hall and the public works department to be surplus.

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

a. **Council-Staff Retreat.** Dave Campbell addressed the council about a council-staff retreat in conjunction with the council's goals for 1998-99. He stated that he would like to meet with each councilor individually or in pairs to talk about a facilitator and to discuss the objectives of the retreat.

b. **Meeting Reminders.** Dave Campbell reminded the council about several upcoming meetings which the council might be interested in attending.

c. **Tri-Agency Meeting.** Mayor Spahr stated that a tri-agency meeting was held on March 28, at which all agencies were represented. He noted that there was good debate, especially relating to communication.

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Councilor Pope stated that he was accused of harassment by a certain board. He asked Bill Hillier if writing a letter requesting public information constituted harassment.

Bill Hillier explained that any citizen has a right to write a letter to a public agency under the freedom of information act requesting information.

d. **County-wide Planning.** Mayor Spahr noted that a county-wide planning group met recently to discuss changing Lewis County's county-wide planning policies. Another meeting is planned.

e. **Councilor Ketchum's Trip to Inasa, Japan.** Councilor Ketchum reported on his recent trip to the city's sister city of Inasa, Japan, and presented a miniature taiko drum set to the city from Inasa. He stated they had a fabulous time and ate a lot! The country-side is much like our own and is very beautiful. He added that they were treated very well.

f. **Interfund Loans.** Councilor Ketchum stated that information from Municipal Research & Services Center regarding interfund loans was distributed by Councilor Hatfield. It indicated that water and sewer funds could be used interchangeably. The request of this information came from discussion on how the city should pay for a general sewer plan, facility plan, and environmental evaluations. In the end, the council approved the use of sewer reserve funds to pay for the items.

g. **Flood Control.** Councilor Ketchum spoke about a recent article in the paper regarding flood control. He asked if the council would be able to discuss its concerns with Lewis County.

Councilor Galvin, the city's representative on the Lewis County Flood Control Zone Citizens Advisory Committee, stated that a document was submitted to the city for signature stating that the city would agree to participate, but the city had some problems with it and did not sign it. He explained that the article stemmed from a letter which he received as a member of the advisory committee, basically saying "don't call us, we'll call you when we need your advice."

h. **Introduction.** Derek Folger stood and introduced himself. He indicated he was in attendance to meet the requirements of an Eagle Scout merit badge.

There being no other business to come before the council, the meeting was adjourned at 3:15 p.m.

April 27, 1998

The Chehalis city council met in regular session on Monday, April 27, 1998, in the Chehalis city hall. Mayor Bob Spahr called the meeting to order at 3:00 p.m. with the following council members present: Wayne Galvin, Bud Hatfield, Tony Ketchum, Dr. Isaac Pope, Bob Venemon, and Dave Zylstra. Managers and mid-managers 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; David Kelly, Human Resources/Risk Management Director; Joanne Schwartz, Community Services Director; Jerry Boes, Deputy Chief for Fire Services; and Caryn Foley, Deputy City Clerk. Members of the news media in attendance included Sharon Michael of The Chronicle and Joyce Fink of The Lewis County News.

1. **Proclamations.** Mayor Spahr read two proclamations designating National Historic Preservation Month and Try Transit Week.

2. **Consent Calendar.** Councilor Hatfield moved to approve the April 27, 1998, consent calendar comprised of the following items:

- a. Minutes of the regular city council meeting of April 13, 1998;
- b. April 15, 1998, Claims Vouchers No. 45252 - 45436 in the amount of \$293,126.08; and
- c. Appointment of Fred Rider to an unexpired term (Scott Hamilton) on the Planning Commission expiring May 31, 2000.

The motion was seconded by Councilor Zylstra and carried unanimously.

3. **Citizens Business - The Tblisi Project.** Mr. David Holmes, 12940 NE 31st Street, Kirkland, 98034, addressed the council regarding the city's snorkel truck which has been declared surplus. Mr. Holmes explained that the Tblisi Project is co-sponsored by the University Rotary Club of Seattle, Medical Teams Northwest International, and his own company, Eagle Engine Company. The purpose of the project is to provide humanitarian aid, medical assistance, and modern firefighting equipment to the city of Tblisi, the former Soviet Union Republic of Georgia. He asked that the city donate the snorkel truck to this project.

Bill Hillier indicated that the city has declared the property as surplus, but he felt the council still had to answer to the taxpayers. He stated that the city must go through the bidding process and the Tblisi Project can bid on it. If no bids are received it would be free to be turned over to a group such as the Tblisi Project.

Bud Hatfield asked if the city could set a minimum bid.

Bill Hillier stated that the council could certainly set a minimum bid.

Jerry Boes informed the council that the fire services division anticipates advertising for bids on June 1 with a closing date of June 30. He added that there does not seem to be much interest in the truck from the fire service so staff was not going to set a minimum bid.

Bill Hillier reiterated that the council has a responsibility to the taxpayers to get the best value for surplus equipment. It was his opinion that the city would be remiss in not accepting the highest bid because the council is the steward of the funds of the taxpayers.

The council concurred to publish ads in The Chronicle, Seattle P.I., and Fire Chiefs' Newsletter for bids on the truck. If acceptable bids are not received the truck may be donated to the project.

4. **Citizens Business - Animal Complaint.** Shirley Fazzari, 686 NE Washington Avenue, spoke to the council on behalf of several citizens regarding a problem with a neighbor who owns about three dozen cats. The cats are free to roam everywhere through the neighborhood leaving messes in gardens, sidewalks, porches, and cars. Mrs. Fazzari indicated that she has spoken to her children's pediatrician and learned that cats can increase the possibility of certain illnesses and parasites. She noted that her children have been bitten by fleas and her family does not own any pets. In addition, the summer aroma can be overwhelming. She indicated that she and several other neighbors have tried to talk to the owner, but it is to no avail. The community services department was contacted, but they were told that there is no city ordinance against having several cats. They were informed that they could trap the cats and transport them to the animal shelter, but that has not

appealed to them. She added that she is very frustrated and would like to see an ordinance passed limiting the number of cats a person can own to three.

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Councilor Galvin asked if some of the cats were sick.

Mrs. Fazzari indicated that she is not a good judge, but some do appear to slink around without much energy.

Councilor Pope added that it is a health hazard.

Councilor Galvin stated this was his district and has had complaints from other residents.

Joanne Schwartz stated that her department will investigate the situation as a potential health hazard.

The council agreed to look at an ordinance limiting the number of animals a household could own.

Mayor Spahr asked if the individual would be grandfathered in if such an ordinance was passed.

Bill Hillier stated that he would have to research that question.

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

a. **Meeting Reminders.** Dave Campbell reminded the council about upcoming meetings the council may be interested in attending.

b. **First Quarter 1998 Budget Status Report.** Jo Ann Hakola reported that all funds are where they need to be. She pointed out that US West lost a court case and is required to decrease charges on telephone service which will decrease the amount of telephone tax they pay to the city. She did not believe it would have a significant effect on overall revenues.

c. **Main Street Improvement Project Construction Schedule.** Barry Heid distributed a construction schedule for the Main Street project. He stated that staff is working with the railroads to coordinate times for them to upgrade their crossings. Trees have been cut and preparations are being made for installation of the water line. He indicated that there will be times when the road is impassible and there will be detours.

Dave Campbell added that regular press releases will be published to keep citizens informed.

d. **North National Avenue.** Councilor Hatfield asked about the cones along the side of North National Avenue near Burger King.

Barry Heid explained that the area is experiencing some settlement. It was dug out and replaced with some large ballast rock to build it back up, but more settlement occurred. Staff contacted the state Department of Transportation, which informed the city that the soils were failing. Since the last build-up there has not been any further settling so the cones could probably be removed and the area will continue to be monitored.

e. **13th Street.** Councilor Pope thanked the public works department for their work on 13th Street across from the swimming pool.

Barry Heid explained that the public works department is working with community services in doing the storm drainage work in that area.

f. **Four-way Stops.** Councilor Hatfield asked if there were still plans to change the four-way stop at 3rd Street and Washington Avenue.

Randy Hamilton indicated that there will be a review of all the four-way stops in the city.

g. **Chehalis Police Citizens Academy.** Councilor Galvin stated that he has enjoyed the three classes of the Chehalis Police Citizens Academy so far.

h. **AWC Voting Delegates.** Mayor Spahr stated that voting delegates are needed to attend the annual business meeting during the AWC annual conference.

April 27, 1998

i. **County-wide Planning Meeting.** Dave Campbell reported that a county-wide planning policy meeting was held last Thursday. The planned growth committee of the county reviewed proposed amendments to the county-wide planning policies and amended a number of them which were forwarded to the county commissioners for final action.

j. **Watershed Planning.** This group is still organizing and an interlocal agreement is being reviewed by the city attorney.

k. **Signal Light at Market Boulevard and Boistfort Street.** Councilor Hatfield asked about the status of removing the signal light at this intersection.

Dave Campbell stated that it has been turned into a three-way stop on a trial basis for one month starting May 1. After that period of time, another downtown meeting will be held to talk about the results.

There being no other business to come before the council, the meeting was adjourned at 3:55 p.m.

May 11, 1998

The Chehalis city council met in regular session on Monday, May 11, 1998, in the Chehalis city hall. Mayor Bob Spahr called the meeting to order at 3:00 p.m. with the following council members present: Wayne Galvin, Tony Ketchum, Dr. Isaac Pope, Bob Venemon, and Dave Zylstra. Council member Bud Hatfield was absent (excused). Managers and mid-managers 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; David Kelly, Human Resources/Risk Management Director; Joanne Schwartz, Community Services Director; Jerry Boes, Deputy Chief for Fire Services; Becky Fox, Court Administrator; Bob Nacht, Community Development Manager; Andy Sennes, Property Manager; and Caryn Foley, Deputy City Clerk. Members of the news media in attendance included Sharon Michael of The Chronicle.

1. **Employee Service Awards.** Mayor Spahr presented employee service awards to the following employees: Greg Fischer, Instrumentation Technician; Chuck Moses, Water Treatment Operator; and Stan Zydek, Water Distribution Specialist, 5 years; Steve Secrest, Vehicle Maintenance Technician, 10 years; Tim Grochowski, Street Superintendent; and Peggy Morant, Assistant Finance Director, 20 years; and Gerald Fischer, Property Maintenance Worker I, 25 years.

2. **Consent Calendar.** Councilor Galvin moved to approve the May 11, 1998, consent calendar comprised of the following items:

- a. Minutes of the regular city council meeting of April 27, 1998;
- b. April 28, 1998, Claims Vouchers No. 45437 - 45546 in the amount of \$104,577.50; April 30, 1998, Payroll Vouchers No. 34047 - 34213 in the amount of \$418,964.78; and Transfer Voucher No. 1437 in the amount of \$886.54;
- c. Pay Estimate No. 1 in the amount of \$76,213.90 to Taurman Pacific, Inc., for the Pennsylvania Avenue/Folsom Street sewer rehabilitation project;
- d. Reappointment of Patty Alvord and Tad Devlin to the planning commission for 4-year terms expiring May 31, 2002;
- e. Award bid to Chehalis Sheet Metal & Roofing Company in the amount of \$41,389.11 for the wastewater treatment plant komline building and drying bed "B" roof repair project; and
- f. Agreement for engineering services in an amount not to exceed \$26,800 with Gibbs & Olson for the SW 18th Street/SW Gails Avenue waterline installation/replacement project.

The motion was seconded by Councilor Venemon.

In regard to item "c", Councilor Galvin asked if the project had been completed.

Mayor Spahr reported that the project is still underway.

The motion carried unanimously.

3. **Citizens Business - Request for Amendment to the Chehalis Manufactured Home Ordinance.** Mr. Brian Amburgy from the Washington Home Center (116 Lake Terrace Place, Mossyrock) addressed the council regarding the city's manufactured home ordinance. He indicated that he was speaking on behalf of Ms. Edna Ladely, 581 NW Quincy Place, who would like to put a manufactured home on her property which is located in an R-1 zone. He stated that this is currently prohibited and requested that the area be rezoned to R-2 to allow the placement of the non-UBC (Uniform Building Code) labeled manufactured home.

Bob Nacht indicated that he has explained the criteria of the zoning ordinance to Ms. Ladely regarding manufactured homes in R-1 zones - a UBC labeled unit is allowed in an R-1 zone, a non-UBC labeled unit is prohibited in an R-1 zone. He stated that Ms. Ladely has submitted an application, which is currently pending, to the board of adjustment to place a non-UBC labeled manufactured home in an R-1 zone, but the city has not received a request to rezone the property.

Councilor Venemon indicated that he would like to see a public meeting held.

Bob Nacht informed the council that if an application to rezone is received public hearings would be required before both the planning commission and city council.

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Mayor Spahr asked why the manufactured home industry does not build UBC homes.

Mr. Amburgy believed it had to do with the cost factor.

Councilor Venemon asked how the home would fit into the neighborhood with all of the older homes.

Mr. Amburgy felt it would be an asset to the neighborhood.

Mayor Spahr informed Mr. Amburgy that the city council could not do anything for him at this time. The rezone request must go through the planning commission.

Bob Nacht added that UBC labeled and non-UBC labeled manufactured homes are built to two different standards for two different reasons. He also commented that as long as the city zoning ordinance has a prohibition for non-UBC labeled units in R-1 zones there is no variance opportunity available, it must be an amendment to the ordinance.

Mayor Spahr also noted that the city must protect the integrity of the city's three historical districts.

4. **Ordinance No. 633-B, First Reading - Amending the Legal Description of Ordinance No. 616-B Relating to a Street Vacation.** Dave Campbell stated that the proposed ordinance corrects a previously passed ordinance regarding the vacation of a street and alley in the vicinity of NW Rhode Island Avenue and NW Averill Street.

Bill Hillier added that the previous ordinance extended the vacation east to the edge of NW State Street. The proposed ordinance would amend the vacation to move it west approximately 66 feet because the applicant for the vacation did not own two of the lots which abutted the property.

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. 633-B on first and final reading. The motion was seconded by Councilor Pope and carried unanimously.

5. **Interlocal Agreement Regarding (Upper) Chehalis River Basin Flood Control Project.** Dave Campbell stated that the proposed agreement follows up on the tri-agency meeting held at the end of March where Lewis County passed out a previous draft of the agreement. He indicated that Lewis County is coordinating this project which would involve several counties in the Chehalis River basin, along with the cities of Chehalis and Centralia. One of the primary goals of this process is to work with a coalition of local governments, the Chehalis Indian Tribe, and the state to see if there is a way to do some serious flood control on the Chehalis River that would eliminate the proposal to raise the height of the freeway itself. He added that two representatives from the city are needed, and suggested Councilor Galvin as one. Mr. Campbell indicated that another member of the council could be appointed or he would be glad to represent the city.

Councilor Ketchum expressed concern about the agreement and the money which will be spent with no guarantee that it will help with flooding in Chehalis.

Councilor Galvin wondered why dogs are regulated and cats are not.

Bill Hillier stated that one of the traditional reasons for that is that cats were thought to be more territorial than dogs were, and cats are virtually impossible to regulate.

Dolores Nugent, 226 SW Lewis Street, stated that many years ago cats were licensed in the city, but the running at large of cats was not enforced. She suggested that the city fine those people who let their cats get loose, and then use the money for a city spay and neuter program.

b. **Next Regular Council Meeting.** Dave Campbell informed the council that the next city council meeting will be held on Tuesday, May 26, due to the Memorial Day holiday. In addition, the city of Centralia has set the date for the next tri-agency meeting for June 20. He stated that if any council members had items for the agenda to let him know.

c. **IUGA Boundaries.** Mayor Spahr reported that Lewis County has accepted the city's proposed IUGA boundaries, except the county made it a little larger in the Hamilton Road area. This puts growth management back on track and going in the direction it should be.

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d. **Main Street Conference.** Councilor Galvin stated that he, Joanne Schwartz, and Mary Kay Nelson from the chamber, recently attended the Main Street Conference held in Wenatchee. He said it was a good conference and came back ready to revitalize our downtown.

8. **Work Session - Industrial Park Annexation Study.** Dave Campbell stated that the annexation study report was presented to the council's GMA committee and is now being presented to the full council before taking it to the community. This study was initiated about three years ago, and about six to eight months ago a draft was discussed with residents, property owners, and business representatives that would be potentially affected by an annexation. Mr. Campbell outlined the information contained in the report and some of the policy decisions that would eventually have to be made by the council. He added that the recommendation of the GMA committee is to continue the discussion of annexation.

Jo Ann Hakola reviewed the figures which she came up with for revenues and expenditures versus what the city's former consultant arrived at. She explained that she used actual records of taxes paid by existing businesses. Other information was received from the Port of Chehalis for their estimations relating to new construction. Utility tax figures were based on department of revenue information for businesses currently located in the industrial park.

Councilor Pope expressed concern that the figures which have been presented over the years have not shown it to be favorable to annex the industrial park. He wondered when it would be time to say this is what we need to do to annex this area. He also pointed out that the city has spent a tremendous amount of money on studies, and if the city did not proceed with the annexation there would come a time when the county would not let the city annex the area.

Ms. Hakola stated that all she can do is present the numbers that are there. If the council wants to change some of the expenditures or change the assumptions to include in the revenues she can work with that, but she has to give the council what she believes are the best figures.

Mayor Spahr indicated that the figures are facts and the council has to make a decision whether or not it is time to annex. He personally felt it was time to continue with the process.

Councilor Zylstra pointed out that if the revenue numbers from the former consultant were so far off, he did not have much faith in their expenditure numbers.

Following further discussion, Councilor Pope moved to endorse the continued steps in the annexation decision process. The motion was seconded by Councilor Ketchum.

Councilor Zylstra asked what kind of costs were involved with proceeding at this point.

Dave Campbell indicated that an environmental impact statement (EIS) would have to be done at an estimated cost of \$35,000 to \$40,000.

Mayor Spahr asked how long an EIS was good for.

Bob Nacht explained that the EIS would remain valid as long as the same conditions existed as it was written for.

The motion carried unanimously.

Councilor Pope understood that the annexation agreements which people are required to sign in order to receive water/sewer outside the city limits are not valid.

Bill Hillier indicated that that was incorrect. The penalty for not complying with the agreement is loss of utilities.

9. **Executive Session Pursuant to RCW 42.30.140(4) - Labor Relations Collective Bargaining.** Mayor Spahr announced that the council would convene in executive session at 4:25 p.m. pursuant to RCW 42.30.140(4). Following conclusion of the executive session the regular meeting was reopened at 4:40 p.m.

10. **Police Union Contract Amendment**. Councilor Ketchum moved to approve the memorandum of understanding between the city and the Teamsters Local Union #252 relating to the scheduling of shifts. The motion was seconded by Councilor Pope and carried unanimously.

May 11, 1998

There being no other business to come before the council, the meeting was adjourned at 4:42 p.m.

May 26, 1998

The Chehalis city council met in regular session on Tuesday, May 26, 1998, in the Chehalis city hall. Mayor Bob Spahr called the meeting to order at 3:00 p.m. with the following council members present: Wayne Galvin, Bud Hatfield, Tony Ketchum, Dr. Isaac Pope, Bob Venemon, and Dave Zylstra. Managers and mid-managers 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; David Kelly, Human Resources/Risk Management Director; Joanne Schwartz, Community Services Director; Dennis Dawes, Deputy Chief for Police Services; Becky Fox, Court Administrator; Bob Nacht, Community Development Manager; Andy Sennes, Property Manager; and Caryn Foley, Deputy City Clerk. Members of the news media in attendance included Sharon Michael of The Chronicle and Joyce Fink of The Lewis County News.

1. **Employee Incentive Program Awards.** Mayor Spahr announced that employees Ron Moeller and Dan Chitwood were being recognized for their money-saving ideas. Barry Heid accepted the awards on their behalf and provided a brief explanation of each idea.

2. **Consent Calendar.** Councilor Hatfield moved to approve the May 26, 1998, consent calendar comprised of the following items:

- a. Minutes of the regular city council meeting of May 11, 1998;
- b. May 15, 1998, Claims Vouchers No. 45547 - 45713 in the amount of \$212,198.02;
- c. Set date of June 8, at 3:00 p.m. for a public hearing on the city's six-year transportation improvement program; and
- d. Acceptance of Port of Chehalis utility line extensions.

The motion was seconded by Councilor Zylstra and carried unanimously.

3. **Ordinance No. 634-B, First Reading - Establishing the Chehalis Environmental Ordinance.** Bob Nacht identified the various documents which are referenced through the State Environmental Policy Act (SEPA) process. He explained that these changes stem from the state's changing of the SEPA rules. The Department of Ecology has been charged with writing rules for how the SEPA process works which includes setting standards and guidelines to be used at the local level. He then reviewed a handout entitled "Commonly Asked Questions about SEPA" and some of the proposed language in the ordinance.

Bud Hatfield asked why the ordinance proposes that the city not charge a fee when acting as a consulted agency.

Bob Nacht stated that a consulted agency by definition is when another government agency asks the city for an opinion on what might happen on their proposal. He indicated that it is somewhat of a courtesy agencies generally don't charge fees between themselves.

Councilor Pope asked what the possible costs were if the proposed ordinance was passed.

Bob Nacht indicated that there would not be a cost other than the continued administration of the ordinance at whatever level staff is capable of doing. He added that the prior ordinance did not have a fee structure included in it. Staff is proposing to charge for an application fee and an appeal fee. The appeal fee would be refundable if the appellant prevails on appeal.

Bob Nacht then took the council through an actual SEPA review process scenario.

Councilor Galvin expressed concern regarding section 18.04.270(F) relating to a 14-day time period for filing an appeal.

Bob Nacht explained that an individual actually has more than 14 days in which to make an appeal. The notice to the newspaper and direct mailings has occurred long before it gets to the development review committee (DRC) meeting.

Bill Hillier clarified Councilor Galvin's concern. The decision will have already been made by the administrative authority and won't become a matter of public record until the DRC meeting. The notice of the decision of the administrative authority will be placed in the newspaper and sent to the applicant the day a decision is made. The DRC meeting will take place within a week or so at which point it becomes a matter of record.

May 26, 1998

Councilor Pope moved to pass Ordinance No. 634-B on first reading. The motion was seconded by Councilor Hatfield and carried unanimously.

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

a. **Council Retreat.** Dave Campbell indicated that the council has identified four goals for a council retreat to be held later this year. He asked the council to narrow the list down to one or two.

Councilor Hatfield felt the retreat should be a council-staff retreat, but should not include other selected community leaders.

The council agreed to include visioning/brainstorming and information sharing (communications) for purposes of the retreat.

b. **Yard Waste Disposal Service.** Andy Sennes explained that the county has started a yard waste disposal program on Saturdays at the transfer station. The program is similar to the city's and the fees are comparable. Staff would like to work with Lewis County to establish an agreement to allow city residents who purchase a yard waste disposal permit the option of using both sites.

Mayor Spahr thought it was a good idea, but he did not want to see the city's site closed because it would put a burden on the county.

Councilor Hatfield did not see the point in using the county's site if the city's site remained open. He felt it did not provide any incentive for residents to go to the county's site.

Dave Campbell indicated that it would be the ultimate goal of the city to close the city's site and let the county take over.

Councilor Ketchum was concerned about the recently negotiated contract with the city's solid waste hauler. The council extended Superior's contract with the provision that they would haul the yard waste to a designated location.

Councilor Hatfield moved to direct staff to work with the Lewis County Solid Waste Utility to develop an agreement allowing city residents who purchase a yard waste disposal permit the option of using the transfer station, with the city being billed the county's price of \$41 per ton. The motion was seconded by Councilor Zylstra and carried unanimously.

c. **Appointment of Council Member(s) to the Chehalis Community Marketing Committee.** Joanne Schwartz stated that this committee is the former Holiday Decorations Committee. She felt it was important that one or two council members participate on this committee. She stated that the former Phyl's Furniture building will reopen on June 1 under the new ownership of Frank and Barbara Mason who have renovated the building. All spaces, but one have been rented. The Masons are also finishing the remodeling of the former Sandrini building which will house Frank Mason's personal antique motorcycle collection, and other various antiques.

Mayor Spahr and Councilor Hatfield volunteered to serve on the committee.

d. **Meeting Reminders.** The council was reminded of upcoming meetings which they may be interested in attending.

e. **I-5 Widening.** Councilor Galvin reported that he received a call from a lady living on West Street regarding the state's plan to widen I-5 and move the West Street overpass. She called DOT and spoke to the highway engineer design team project leader. He confirmed that DOT will reposition the West Street overpass; they are planning on purchasing houses on both sides of Maryland Avenue from West to Folsom Streets, and some offers have already been accepted; and to raise the freeway 11 feet from the airport to Mellen Street and about 4 feet south to the State Highway 6 interchange. Construction is scheduled to begin in 2004. Councilor Galvin did not want to see the freeway come east towards the city.

f. **New Legislation.** Councilor Hatfield stated that SHB 1221 becomes effective June 11 where governments can authorize law enforcement to impound vehicles whose motorists drive with suspended or revoked licenses. He asked if an ordinance is being drafted to implement this.

Dave Campbell indicated that an ordinance will be coming to the council along with other new legislation.

May 26, 1998

g. **New Chairs.** Councilor Hatfield stated that the new council room chairs look good and are a vast improvement.

h. **Memorial Day Crosses.** Councilor Hatfield complimented Steve Birley of the Police & Fire Services Department and his helpers in placing crosses throughout the city during the Memorial Day weekend. The crosses were placed at locations where fatality accidents occurred.

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

June 8, 1998

The Chehalis city council met in regular session on Monday, June 8, 1998, in the Chehalis city hall. Mayor Bob Spahr called the meeting to order at 3:00 p.m. with the following council members present: Wayne Galvin, Bud Hatfield, Tony Ketchum, Dr. Isaac Pope, and Bob Venemon. Councilor Dave Zylstra was absent (excused). Managers and mid-managers present included: Dave Campbell, City Manager; Randy Hamilton, Chief of Police & Fire Services; Barry Heid, Public Works Director; Bill Hillier, City Attorney; David Kelly, Human Resources/Risk Management Director; Joanne Schwartz, Community Services Director; Jerry Boes, Deputy Chief for Fire Services; Dennis Dawes, Deputy Chief for Police Services; Becky Fox, Court Administrator; Peggy Morant, Assistant Finance Director; Andy Sennes, Property Manager; Lilly Wall, Recreation Manager; and Caryn Foley, Deputy City Clerk. Members of the news media in attendance included Sharon Michael of The Chronicle and Joyce Fink of the Lewis County News.

1. **Recognition of W.F. West High School F.F.A. Club.** Andy Sennes stated that the flowers beautifying the downtown area this year were purchased from the W.F. West High School F.F.A. Club. Kris Larson, F.F.A. instructor and member of the city's urban forestry board, and students Chris Guenther, Amy Bell, and Daryl Larson were recognized for their participation in the city's urban forestry program. Ms. Larson indicated that this was a joint project by the botany and F.F.A. classes, and the group was able to make a little profit. She added that funds raised by the class are generally used for state and national conventions.

2. **Employee Service Awards.** Mayor Spahr presented employee service awards to the following employees: Kim Jackson-Smith, Departmental Assistant II, Police Services Division, 5 years; Susan Folger, Departmental Assistant II, Police Services Division, 10 years; Dick Bartel, Water Treatment Operator, Public Works Department; Dennis Dawes, Deputy Chief for Police Services and Mario Gallegos, Water Intake Operator, Public Works Department, 20 years.

3. **Consent Calendar.** Councilor Hatfield moved to approve the June 8, 1998, consent calendar comprised of the following items:

- a. Minutes of the regular city council meeting of May 26, 1998;
- b. Flood hazard mitigation expense vouchers and checks for the period of January 28 to April 14, 1998, in the amount of \$135,004.55;
- c. Pay Estimate No. 2 in the amount of \$96,182.96 to Taurman Pacific, Inc., for the Pennsylvania Avenue/Folsom Street sewer rehabilitation project;
- d. Pay Estimate No. 1 in the amount of \$245,585.36 to Wagner Development, Inc., for the Main Street reconstruction project;
- e. Change Order No. 1 in the amount of \$31,090.70 to Wagner Development, Inc., for the Main Street reconstruction project; and
- f. Change Order No. 1 in the amount of \$1,548.10, plus sales tax, to Northwest Cascade, Inc., and acceptance of the secondary digester cleaning project in the total amount of \$40,304.68.

Councilor Hatfield noted that relating to item "e", Lewis County will be paying about \$18,000 of the amount. The motion was seconded by Councilor Ketchum and carried unanimously.

4. **Public Hearing - Six-Year Transportation Improvement Program for the Years 1999-2004.** Barry Heid stated that the proposed program only contains projects that are currently fundable or funds are recognized in the city's capital improvement plan, or the project is perceived as being able to receive state/federal funds. He also noted that many of the projects are in the process of being completed.

Mayor Spahr closed the regular meeting and opened the public hearing at 3:15 p.m. There being no public comment the public hearing was immediately closed and the regular meeting was reopened.

5. **Resolution No. 5-98, First Reading - Adopting the Six-Year Transportation Improvement Program for the Years 1999-2004.** Councilor Hatfield moved to suspend the rules requiring two readings of a resolution. The motion was seconded by Councilor Pope and carried unanimously. Councilor Hatfield then moved to adopt Resolution No. 5-98 on first and final reading. The motion was seconded by Councilor Pope.

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Councilor Hatfield commented that about 20 % of the projects listed are being completed, and a number of others have been completed over the years. He felt the list provided guidance to the council and staff. The motion carried unanimously.

6. **Ordinance No. 634-B, Second Reading - Establishing the Chehalis Environmental Policy Ordinance.** Dave Campbell stated that the proposed ordinance incorporates the changes made at the state level as a result of both legislation and rules and regulations regarding enforcement of the State Environmental Policy Act. The ordinance would become effective June 17.

Councilor Pope moved to pass Ordinance No. 634-B on second and final reading. The motion was seconded by Councilor Hatfield.

Councilor Pope asked if the development review committee had any authority.

Joanne Schwartz indicated that it does have authority in terms of all the departments coming together and reviewing various things. If there are issues the DRC determines what should be done.

The motion carried unanimously.

7. **Revenue Projections Connected with Potential Annexation of Industrial Park Area.** Dave Campbell stated that this item was placed on the agenda with the anticipation of going through in some detail the revenue projections included in the recently completed updated draft of the industrial park annexation study.

Mayor Spahr stated that the council GMA committee met this morning to discuss these figures, plus other projected figures to determine what the impact would be on entities currently in the industrial park if annexation occurred. After review the committee felt that it is not completely advantageous for the city to annex, and their recommendation was not to proceed with the annexation at this time.

Bud Hatfield stated that he ran some numbers which indicated that the cost of doing business for some entities currently in the industrial park could increase anywhere from 4% to 55%.

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

a. **New Legislation Policy Decisions.** Dave Campbell stated that there are several new areas of legislation which the council must review. The legislation provides some choice or action to be taken at the local level by council.

Bill Hillier reviewed the six new areas of legislation:

Disabled Parking Offenses and Penalties. The only real change was an increase in penalties, along with discretionary authority placed with the chief of police & fire services to appoint volunteers to help enforce disabled parking violations. Under the city's current ordinance, the chief has the authority to raise disabled parking violation penalties, and staff recommends that he be authorized to do that, and also be granted the authority to appoint volunteers to enforce violations.

DUI Ignition Interlock. This legislation takes place January 1, 1999, and was thought to be an additional deterrent to DUI violators. The municipal court judge is concerned because the equipment is not readily available in this area and the city would have to contract with private individuals to install the equipment. The city attorney was concerned about dealing with personal property, and the liability that could come with it. It was recommended that no decision be made at this point.

Drug Paraphernalia. This legislation tries to deter the sale of drug paraphernalia by making it a civil infraction; it is currently a criminal offense (misdemeanor). Staff's recommendation is that the new legislation be added to the current city ordinance which will allow officers to cite proprietors and stores for attempts to sell this type of personal property. The chief of police & fire services indicated that he and the city prosecutor disagree on seizure of items, but he felt they could be seized.

DUI Permanent Retention of Court Records. This legislation requires that municipal court retain certain records involving DUI offenses on a permanent basis. The court administrator noted that staff is looking into the possibility of eventually having to microfilm records.

DUI Vehicle Impound. This legislation allows municipalities to get into the administrative process of impounding vehicles. Staff's recommendation is to take a wait-and-see approach. The city currently has authority in all DUI and DWLS arrests to impound vehicles if an officer arrests a person and takes them into custody. A vehicle can also be impounded if left June 8, 1998

standing in the roadway in a position of potential hazard and no one is readily available to move it, or if it is the result of an accident in which the driver's license was suspended, revoked, or was a DUI circumstance. The chief of police & fire services added that currently vehicles impounded can be released the next morning, which is not a real preventative measure. He felt the new legislation allows an officer to make a recommendation to the court on how long to impound a vehicle.

Tobacco Possession by Minors. Currently, the law restricts the ability of minors to purchase tobacco. The new legislation provides that a person under the age of 18 may be guilty of a civil infraction if they possess tobacco. The municipal court judge did not know how this legislation could be enforced. The chief of police & fire services indicated that from what he has heard, the community expects the city to do something about this law, and he anticipates receiving calls. In addition, the city will be obligated to refer violators under the age of 16 to juvenile court. The staff recommendation was divided on this issue.

Councilor Hatfield moved to authorize the chief of police & fire services to increase the penalties for disabled parking violations, and to appoint volunteers to help enforce disabled parking violations; and amend current city ordinance to add the sale of drug paraphernalia as a civil infraction with a penalty of \$475. The motion was seconded by Councilor Galvin and carried unanimously.

b. **1998-99 Council Goals Report.** Dave Campbell provided the first quarterly report on the council's 1998-99 goals. Issues highlighted included: improving the city's fire protection rating; implementing the adopted water system plan; completing the industrial park annexation study; pursuing a fire training facility; and continuing redevelopment of Recreation Park.

c. **Hiring of New Consultant for GMA Planning.** Joanne Schwartz indicated that staff is recommending the firm of David Evans and Associates to be selected as the city's new consulting firm to prepare the comprehensive plan for adoption and otherwise comply with Growth Management Act requirements.

Councilor Hatfield moved to authorize the city manager to enter into a contract with David Evans and Associates for an amount not to exceed \$36,600 for the purpose of completing the city's new comprehensive plan to be in compliance with the Growth Management Act. The motion was seconded by Councilor Galvin and carried unanimously.

d. **Recreation Park ballfield redevelopment work.** Joanne Schwartz reported the project is moving along, with many members of the community involved. She added that the city is still seeking money, goods and services.

Andy Sennes stated that volunteers are looking into grants, and donations have been received.

Councilor Hatfield commented that he has been involved in girls fastpitch for many years, and he felt that no one has worked harder on behalf of girls fastpitch than Andy Sennes.

e. **St. Helens Inn.** Councilor Hatfield asked about the status of fire code violations relating to the St. Helens Inn, and why the owner, Mr. Donald Portnoy, continues to be granted time to meet the violations.

Randy Hamilton explained that in February the St. Helens Inn had its annual fire inspection and several violations were noted. They were given a specific time period to correct the violations and a reinspection was done in April. He noted that the initial violations were given to the manager which is custom. Staff felt progress was being made in complying with some of the violations so they were given another 30 days. He indicated that in the interim, walk-throughs were being made by the fire code compliance specialist every two weeks. A meeting was held with Mr. Portnoy on June 2 to discuss these issues, and another inspection has been scheduled for tomorrow so that Mr. Portnoy can show what has been done.

Jerry Boes stated that a comment in the newspaper made by a fire captain was in regard to life safety issues, particularly the lack of operating smoke detectors in individual units of the building. Mr. Portnoy has smoke detectors in the units, but tenants have either removed the batteries or disconnected the units.

Mayor Spahr added that during the June 2 meeting there was discussion about the manager checking smoke detectors on a monthly basis.

Councilor Hatfield asked if it was the fire captain's discretion to grant time extensions for compliance with violations.

Randy Hamilton stated that if progress is being made, it is the discretion of the company officer, although inspection reports must now be turned into the deputy chief.

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Councilor Hatfield stated that another inspection will take place July 2. He asked what action would be taken if the violations have not been corrected.

Jerry Boes indicated that the matter will be turned over to the community services abatement division.

Bill Hillier added that since the city is dealing with a life safety issue, a three-day notice would be issued and if Mr. Portnoy did not comply within that time period he could be cited, and continue to be cited on a daily basis until compliance is made.

f. **Meetings and Events.** Dave Campbell reminded the council about upcoming meetings and events which the council may be interested in attending.

Councilor Venemon noted that about \$50,000 was raised during this year's annual cancer walk.

9. **Executive Session - Pursuant to RCW 42.30.110(i) - Potential Litigation.** Mayor Spahr announced that the council would convene into executive session at 4:35 p.m. pursuant to RCW 42.30.110(i) - potential litigation for about 20 minutes and no decisions would be made following the session.

Following conclusion of the executive, the regular meeting was reopened and there being no other business to come before the council, the meeting was adjourned at 4:50 p.m.

June 22, 1998

The Chehalis city council met in regular session on Monday, June 22, 1998, in the Chehalis city hall. Mayor Bob Spahr called the meeting to order at 3:00 p.m. with the following council members present: Wayne Galvin, Bud Hatfield, Tony Ketchum, Bob Venemon and Dave Zylstra. Councilor Isaac Pope arrived at 3:03 p.m. Managers and mid-managers 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; David Kelly, Human Resources/Risk Management Director; Joanne Schwartz, Community Services Director; Jerry Boes, Deputy Chief for Fire Services; Dennis Dawes, Deputy Chief for Police Services; Becky Fox, Court Administrator; and Caryn Foley, Deputy City Clerk. Members of the news media in attendance included Sharon Michael of The Chronicle.

1. **Reserve Firefighter of the Year Award.** Mayor Spahr and Jerry Boes presented Steve Emrich with the reserve firefighter of the year award. Deputy Chief Boes stated that reserves are very important to the department and are depended on heavily. Mr. Emrich has received this honor for five consecutive years.

2. **Consent Calendar.** Councilor Zylstra moved to approve the June 22, 1998, consent calendar comprised of the following items:

- a. Minutes of the regular city council meeting of June 8, 1998; and
- b. May 28, 1998, Claims Vouchers No. 45714 - 45841 in the amount of \$96,740.66; May 29, 1998, Payroll Vouchers No. 10000 - 10165 in the amount of \$419,710.64; and Transfer Voucher No. 1438 in the amount of \$1,179.05.

The motion was seconded by Councilor Galvin and carried unanimously.

3. **Lease of Alexander Park by Chehalis Kiwanis Club.** Joanne Schwartz reported that the Chehalis Kiwanis Club wishes to terminate its lease agreement with the city for sponsorship of Alexander Park as a camp facility for the Boy Scouts. The board of directors of the Kiwanis Club determined that the club cannot accept the potential liability associated with the responsibilities of park sponsorship.

Bob Schroeter, president of the Chehalis Kiwanis Club, indicated that the club entered into the lease agreement with the best of intentions. The club was recently made aware by the Boy Scouts that it was necessary to have a caretaker on the premises all summer; however, the club is not able to insure such a person. He added that it was with regret that they were asking for termination of the lease.

Joanne Schwartz reported that staff has been besieged from scout troops all over western Washington wanting to use the park, and staff is telling them it is no longer available. She added that city staff does not have the resources to accept responsibility for the park either.

Councilor Pope asked if the park could be declared as surplus.

Bill Hillier advised that the council could take action to declare the property surplus.

Dave Campbell reminded the council that there are some deed restrictions on the property.

Mayor Spahr thought the city should consider making the park a facility to be used for such things as reunions and receptions.

Councilor Hatfield moved to accept the Chehalis Kiwanis Club's request to terminate its lease with the city to sponsor Alexander Park, and direct staff to post appropriate signs indicating that the park is closed. The motion was seconded by Councilor Pope and carried unanimously.

Councilor Hatfield noted that sometimes things outlive their usefulness, and he would like to see staff take a look at declaring the property surplus and having it revert back to the Alexander family.

4. **Request for Approval to Extend Waterline in the Vicinity of Jackson Highway, Bishop Road and Rush Road.** Barry Heid indicated that a request was received from Steve Bergstrom, president of AKR Properties, Inc. to extend the waterline from Jackson Highway to serve the company's Holloway Springs development. Mr. Heid stated that the waterline route included in the agenda report had been changed and he outlined the new proposed route which would cut down the costs for the developer. The developer would be required to use 12-inch diameter waterline; install/relocate the south-end pump

station (to a point on Jackson Highway southerly of Bishop Road); and install a new pump station at the intersection of Hillcrest Road to serve
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a private water system in that area. He indicated that the developer would be paying 100% of the costs. In addition, Mr. Bergstrom is requesting the establishment of a latecomer fee agreement.

Councilor Hatfield moved. to approve the request of AKR Properties, Inc. as presented by staff and that the request be granted contingent upon Mr. Bergstrom working out specific details to the satisfaction of the public works department. The motion was seconded by Councilor Galvin and carried unanimously.

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

a. **Set Date for Special Council Meeting.** The council agreed to hold a work session following the regular meeting on July 27 to hear a mid-year budget report, and to begin planning for the 1999 budget process.

b. **Industrial Park Annexation Study.** Mayor Spahr indicated that the memo included in the agenda explains the GMA committee's reasoning for not pursuing annexation of the industrial park at this time. He suggested that the city council establish a policy whereby if Chehalis Power, Inc., ever builds, the city would hold utility service from them until such time as they annex.

Councilors Hatfield and Pope felt there was no political will to deny utility service.

c. **Snorkel Truck Bid Results.** Randy Hamilton indicated that one bid was received for the city's surplus snorkel truck in the amount of \$2,625 from Fire Apparatus N.W. of University Place, Washington. He was doubtful that any higher bids would be received.

Mr. David Holmes, representing the Tblisi Project, asked the council's consideration in donating the truck to be sent to Russia to provide humanitarian aid. He stated it would be of great use and is desperately needed. He will escort all the equipment and make sure the people know how to use the truck.

Councilor Pope moved to reject the bid for the snorkel truck in the amount of \$2,625 and donate the truck to the Tblisi Project. The motion was seconded by Councilor Galvin.

Councilor Hatfield asked if any local departments have expressed an interest in the truck.

Randy Hamilton indicated that there have been no contacts from local agencies and he suspected that the lack of interest was due to liability problems.

Councilor Pope asked if Chehalis would receive recognition for the donation.

Mr. Holmes assured the council that he has already been in contact with several news organizations. The last time this took place, it was picked up by every media organization in the Seattle-Tacoma area. King-5 News has already expressed interest in covering this event.

The motion carried unanimously.

d. **Washington State "Spirit of 2000 Committee".** Mayor Spahr stated that if anyone was interested in planning a celebration for Chehalis to please let him know.

e. **AWC Conference.** Several council members attended the recent AWC conference held in Tacoma. Many worthwhile sessions were attended and good ideas and information were brought back.

f. **Meeting/Event Reminders.** Dave Campbell noted some upcoming meetings and events in which the council may be interested in attending.

There being no other business to come before the council, the meeting was adjourned at 3:45 p.m.

July 7, 1998

The Chehalis city council met in special session on Tuesday, July 7, 1998, in the Chehalis city hall for the purpose of holding an executive session pursuant to RCW 42.30.110(i) - potential litigation. Bob Spahr called the meeting to order at 5:00 p.m. with the following council members present: Wayne Galvin, Bud Hatfield, Tony Ketchum, Dr. Isaac Pope, Bob Venemon and Dave Zylstra. Staff present included: Barry Heid, Public Works Director and Bill Hillier, City Attorney. Others present included Dick Riley, Gibbs & Olson; Michael Marshall, Gibbs & Olson; Lori Terry, Preston Gates & Ellis; and John Spencer, CH2M Hill. Following conclusion of the executive session, the meeting was adjourned at 6:05 p.m.

July 13, 1998

The Chehalis city council met in regular session on Monday, July 13, 1998, in the Chehalis city hall. Mayor Bob Spahr called the meeting to order at 3:00 p.m. with the following council members present: Wayne Galvin, Bud Hatfield, Tony Ketchum, Dr. Isaac Pope, and Bob Venemon. Councilor Dave Zylstra arrived at 3:02 p.m. Managers and mid-managers present included: Dave Campbell, City Manager; Barry Heid, Public Works Director; Bill Hillier, City Attorney; David Kelly, Human Resources/Risk Management Director; Joanne Schwartz, Community Services Director; Jerry Boes, Acting Chief for Fire Services; Dennis Dawes, Acting Chief for Police Services; Bob Nacht, Community Development Director; and Caryn Foley, Deputy City Clerk. Members of the news media in attendance included Sharon Michael of The Chronicle and Joyce Fink of The Lewis County News.

1. **Manufactured Housing Installation Certification to Ernie Petermann.** Ernie Petermann of the Community Services Department was recognized for receiving certification training in manufactured housing installation from the Washington State Community, Trade and Economic Development Department.

2. **Introduction of Michael Davolio, GMA Comprehensive Planning Consultant.** Michael Davolio of David Evans and Associates was introduced as the city's new GMA comprehensive planning consultant. He is currently president of the Washington State Chapter of the American Planning Association. Mr. Davolio stated that he has met with some city staff as well as other agencies throughout the city who have an interest in GMA planning. He was struck by the level of cooperation between a lot of the agencies.

3. **Consent Calendar.** Councilor Galvin moved to approve the July 13, 1998, consent calendar comprised of the following items:

- a. Minutes of the regular city council meeting of June 22, 1998, and the special city council meeting of July 7, 1998;
- b. June 15, 1998, Claims Vouchers No. 45842 - 46019 in the amount of \$641,689.56; June 29, 1998, Claims Vouchers No. 46020 - 46141 in the amount of \$155,893.74;
- c. Acceptance of wastewater treatment plant drying bed "B" and Komline building roof rehabilitation project in the amount of \$41,389.11 to Chehalis Sheet Metal & Roofing, and release of retainage contingent on statutory requirements being met;
- d. Pay Estimate No. 2 in the amount of \$389,978.56 to Wagner Development, Inc., for phase I of the Main Street reconstruction project.
- e. Pay Estimate No. 3 in the amount of \$40,437.36 to Taurman Pacific, Inc., for the Pennsylvania Avenue/Folsom Street sewer rehabilitation project;
- f. Award bids for chlorine and sulfur dioxide to Jones Chemical, Inc., chlorine 1 ton, \$389.50/ton; All Pure Chemical Co., chlorine 150 lb., \$0.3933/lb.; and All Pure Chemical Co., sulfur dioxide 1 ton, \$635.00/ton; and
- g. Amendment No. 1 to the Main Street reconstruction project agreement for engineering services with Gibbs & Olson in the amount of \$13,329.82.

The motion was seconded by Councilor Zylstra.

In regard to item "g", Councilor Hatfield commented since the extra money is associated with construction and inspection he hoped that the inspections done will be more attentive to detail than the inspections done on the 20th Street/Salsbury Avenue project. The motion carried unanimously.

4. **Citizens Business.** Several people spoke against the recent administrative suspension of Randy Hamilton, Chief of Police & Fire Services. Those in attendance speaking in favor of Chief Hamilton included:

Phineas Haglin, Napavine Police Chief, stated that Randy Hamilton is leading several issues which need his attention, such as dispatch services. He felt that a lengthy suspension would not only hurt Chehalis, but neighboring communities as well. He urged the council to get Chief Hamilton back on the job as soon as possible.

Mayor Spahr stated that anything that can be done will be done quickly and fairly. He stated that when it is done there will be a full report to everyone.

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Les Miller, 1562 SW Snively Avenue, stated that his brother-in-law, a sheriff in Adams County, is very supportive of Randy Hamilton and feels he is doing a good job.

Mayor Spahr stated that it was great that Randy Hamilton was so popular in the community, and the council and entire staff appreciate that.

George Lamphiear, 1542 SW Snively Avenue, commented that he has worked with Randy Hamilton in youth organizations and he is very good with children.

Glen Barnhart, 1345 SW Kelly Avenue, stated that Randy Hamilton is a good neighbor and friend. He added that he is honest and his integrity should never be questioned.

Dave Campbell explained that the suspension involves an administrative policy which he believed required investigation. The Washington State Patrol was asked to do the investigation to make sure that it was done as objectively, thoroughly, and professionally as possible. The investigation was started this week, but Mr. Campbell was not sure how long it would take. He was hopeful that it would be within a matter of days.

Les Miller asked how the public would be informed of the outcome.

Dave Campbell stated that the final report will be delivered to himself and as long as it is an administrative issue it will stay within the confines of the city organization as an administrative matter.

Councilor Hatfield felt there might be some confusion among the public in the council's role relating to personnel issues. He explained the differences between a mayor-council form of government and a council-manager form of government which Chehalis is under. The council hires the city manager, and the city manager then has the authority and responsibility of hiring all department heads. The chain of command between department heads and the city manager does not include the city council, although the council should be informed of things going on.

Bill Weister, former Lewis County Sheriff, stated that Randy Hamilton was a man of integrity. He could not believe that the investigation could take up to two months.

5. Resolution No. 7-98, First Reading - Setting the Date of Monday, August 10, at 3:00 p.m. for a Public Hearing to Consider Creation of the Hamilton Road Water and Sewer L.I.D. Councilor Hatfield moved to suspend the rules requiring two readings of a resolution. The motion was seconded by Councilor Zylstra and carried unanimously. Councilor Hatfield then moved to adopt Resolution No. 7-98 on first and final reading. The motion was seconded by Councilor Pope.

Councilor Hatfield asked if August 10 was the earliest the hearing could be set.

Bill Hillier stated that there is a statutory requirement for the number of days between the time the resolution is passed and the date that the hearing can be held. The motion carried unanimously.

6. Resolution No. 6-98, First Reading - Authorizing the Mayor to Sign a Consent Decree for Settlement of TMDL-related Litigation. Dave Campbell stated that this issue has been about four years in the making since the TMDL study was released by the Department of Ecology and staff has been working since that time to get the issue resolved.

Corky Smith stated that he spoke to the council about a year ago regarding aeration of the river to improve its quality. He informed the council that Boone Electric of Tacoma believes that aeration would improve river quality and they could provide the needed services for five years for about \$1 million. He stated that he has also talked with the tribes and they are not against it, but they do want to know more about it.

Mayor Spahr stated that the city would like to try aeration, but the Department of Ecology has not accepted even looking at aeration. He then distributed a letter from Megan White of DOE saying that they are going to look at aeration a little harder.

Councilor Galvin asked if Boone Electric has had success elsewhere.

Mr. Smith indicated nothing on this scale has been done.

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Mayor Spahr stated that the letter from Megan White indicated that DOE can get an answer to the city by the week of July 20.

Barry Heid reported that Megan White informed him that some obstacles would have to be overcome before DOE accepted aeration. There would need to be an amendment to the consent decree and the TMDL at some point if aeration was accepted. He indicated that as it is proposed now, the consent decree gives the city 8 to 10 years to resolve this issue, and it contains flow-based provisions for discharge into the river rather than a calendar basis.

Mayor Spahr stated that Megan White indicated that if aeration is accepted all TMDLs will have to be reopened.

Bill Hillier indicated that he did not necessarily agree with Ms. White's position. He felt that each TMDL rests on its own, and he was not certain that every TMDL would have to be reopened to study the issue.

Councilor Hatfield felt the council needed to look out for the citizens of Chehalis who are going to have to pay increased rates. He asked what would happen if the city waited to sign the consent decree, or waited until a report is received from Megan White.

Barry Heid stated that he asked the city's attorney, Lori Terry, the same question. She indicated that the other participants in the consent decree (Centralia and Darigold) have indicated an interest in signing the document and that is supposed to happen this week. She planned to obtain all signatures and deliver the document to the Department of Ecology attorney by the end of this week. He indicated that Chehalis not signing the consent decree now might disenfranchise the city from the consent decree.

Jim Haslett, Napavine council member, and Chuck Wieland, Lewis County Sewer District No. 1, both gave their support to the council stating that they had faith that Chehalis would make the right decision.

Bill Hillier commented that if the city does not meet the deadlines which have been established it may run the risk of being excluded from the consent decree and have to start over, or dismiss the lawsuit against DOE. He explained that although the city has until August 15 to sign the decree, DOE must have the opportunity to respond to it, and it must be signed by all parties before it goes to DOE.

Barry Heid indicated that the council also needed to weigh the potential impacts to the community if the city does not sign the decree. He explained that the city must have DOE approval on the aeration issue regardless if the decree is signed or not. He suggested that the city submit a letter along with the consent decree with the understanding that the city will continue to look at aeration and other types of innovative solutions, and be allowed the opportunities afforded by the law to pursue those solutions which are economically and environmentally in the city's and the river's best interests.

Bill Hillier reiterated that aeration may not turn out to be viable and the council should not jeopardize what they have gained through the consent decree.

Councilor Pope commented that the tax payers are going to get an increase no matter what, but the consent decree gives the city some idea of what the costs will be.

Councilor Hatfield still expressed concern that if the city signs the decree without mention of the possibility of using aeration that it might be difficult to amend the decree.

Bill Hillier indicated that the decree is a living document and states that it can be amended by agreement of both parties.

Dick Riley of Gibbs & Olson also expressed concern about adding the issue of aeration to the decree before it is signed because it may open other issues of the decree which have already been agreed upon.

Councilor Hatfield moved to suspend the rules requiring two readings of a resolution. The motion was seconded by Councilor Zylstra and carried unanimously. Councilor Hatfield then moved to adopt Resolution No. 6-98 on first and final reading. The motion was seconded by Councilor Pope and carried unanimously.

7. **Ordinance No. 635-B, First Reading - Adopting the 1997 Uniform Codes.** Dave Campbell indicated that every three years the State Building Code Council adopts new uniform codes. The proposed ordinance would adopt the 1997 edition of the uniform codes and would also increase permit fees.

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Councilor Hatfield added that the proposed ordinance also comes as a recommendation for passage from the council's GMA committee. He moved to pass Ordinance No. 635-B on first reading. The motion was seconded by Councilor Zylstra and carried unanimously.

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

a. **Removal of Trees in the Downtown Central Business District.** Joanne Schwartz reported that at their last meeting the Chehalis Community Marketing Committee (CCMC) voted to remove several trees from the downtown area and replace them with appropriate foliage.

Mary Kay Nelson, committee chair, added that the committee will be meeting on Wednesday to walk downtown and look at the existing trees and what might be appropriate to replace them with to beautify the downtown area. She indicated that the committee would only plant trees which were recommended by a landscape architect and would be low maintenance.

Daryl Lund, a downtown business owner, agreed that the trees should be removed. He indicated that the tree in front of his movie theater is covering his marquee which is his advertising.

Andy Sennes added that this issue is also part of the city Urban Forestry Board's five-year plan.

Joanne Schwartz stated that it may be a good idea to include money in the budget to hire an arborist to provide recommendations and put in place an ongoing maintenance plan.

Councilor Venemon asked who was responsible for pruning the trees. He wondered if a good pruning might help their appearance.

Andy Sennes indicated that neither he or his staff are arborists. They only deal with the trees when a complaint is received.

Councilors Venemon and Galvin both stated that they received phone calls from Frank and Barbara Mason who are against the removal of the trees. Councilor Galvin agreed that a pruning might help some of the trees. He did not want the downtown area to look like a strip mall.

Daryl Lund commented that he owns two businesses in Chehalis and his businesses bring people to Chehalis. If there are no businesses there are no people coming downtown. He stated that he supports Joanne Schwartz and the committee.

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Joanne Schwartz stated that another issue came out of the committee meeting. A downtown clean-up is scheduled for Saturday. The fire services division will be borrowing a tanker from a fire district to hose down the sidewalks.

b. **Debris on I-5.** Councilor Pope stated that on I-5 between 13th Street and Harrison Avenue he has seen cars dodging debris, including a cooler, along the roadway. He asked if a letter could be sent to DOT to ask them to clean it up.

c. **Seattle To Portland Bike Ride.** Councilor Pope thanked the community services department for all the picnic tables put up at Recreation Park. He stated that the riders really appreciated them.

d. **Thank You Received.** Joanne Schwartz stated that a thank you card was received from some Onalaska elementary students for use of the Penny Playground facility.

e. **Request for Qualifications for Dispatch Services.** Dave Campbell stated that the council is aware of the increasing costs for contracting through Lewis County for dispatch services so staff has been looking at alternatives. One firm has presented information to the city, and there may be others out there. A request for proposals has been drafted and is included in the agenda.

Dennis Dawes stated that the city's rates for 1999 are projected to go from the current \$116,000 to \$193,000 for police services. The police services division is now looking at privatization of dispatch services. One of the positives of this would be more consistent fees for a longer period of time. He noted that the city of Centralia is interested in partnering in this venture.

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Dave Campbell noted that according to the one vendor (MCI Systemhouse) that the city has talked to, both Chehalis and Centralia would have to participate. Other cities may become involved later if they choose.

Councilor Hatfield asked when the city must inform the county if it chooses to opt out.

Dennis Dawes indicated that the city would need to tell the county by August 1. If the city changes its mind it could get back in for a certain fee which he thought was about 20%.

Bud Hatfield asked how much dispatch services would be for 1999.

Dennis Dawes stated that it is expected to be about \$215,000 for both police and fire services.

Councilor Hatfield asked how much MCI could provide the service for.

Dennis Dawes stated that initial indications are that it would certainly not be more than that, and could be less. They have a process they go through and until that is done they cannot get down to any fine lines.

Councilor Hatfield moved to approve the request for qualifications for emergency dispatch services. The motion was seconded by Councilor Galvin and carried unanimously.

f. **Washington State World War II Memorial.** Mayor Spahr stated that another letter was received from the fund raising committee for the memorial. He stated that since there is now a problem with the snorkel truck going to the republic of Georgia maybe the city could raise money for the truck and use that money for a donation to the memorial and send the truck to Russia.

Dave Campbell explained that since the last meeting it is the city attorney's opinion that in having received a bid for the truck there is an established value and the city should not be gifting a public asset.

Councilor Pope asked if the city was violating the law by donating the truck to the Republic of Georgia.

Bill Hillier indicated that the city could arguably be violating the law because the city is gifting public property/funds without coming under one of the exceptions that the statute allows. He stated that there needs to be a commitment for the funds in the amount of \$2,650 before the truck can be transferred.

Councilor Pope stated that he had a problem with contributing to the memorial.

Councilor Hatfield moved to donate \$500 to the Washington State World War II Memorial from the ending balance of the general fund. The motion was seconded by Councilor Venemon and carried by a vote of 5 ayes and 2 nays. The dissenting votes were cast by Councilors Pope and Zylstra.

Additional discussion took place regarding how the city could raise donations for the fire truck. Bill Hillier made a commitment from his firm in the amount of \$2,650 for the truck. Dick Riley stated that he would match whatever Bill Hillier's contribution was. It was also discussed that presentations could be made to local service clubs to help with raising donations.

9. **Executive Session - Pursuant to RCW 42.30.140(4) - Labor Relations, and RCW 42.30.110(g) Performance of a Public Employee.** Mayor Spahr announced that the council would convene into executive session at 3:50 p.m. pursuant to RCW 42.30.140(4) - labor relations, and RCW 42.30.110(g) - performance of a public employee. The executive session would last approximately 30 minutes and there may be a potential decision following the executive session.

There being no other business to come before the council, the meeting was adjourned at 5:25 p.m.

July 27, 1998

The Chehalis city council met in regular session on Monday, July 27, 1998, in the Chehalis city hall. Mayor Bob Spahr called the meeting to order at 3:00 p.m. with the following council members present: Wayne Galvin, Bud Hatfield, Tony Ketchum, Dr. Isaac Pope, Bob Venemon, and Dave Zylstra. Managers and mid-managers present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Joanne Schwartz, Community Services Director; Jerry Boes, Acting Chief for Fire Services; Dennis Dawes, Acting Chief for Police Services; Becky Fox, Court Administrator; Tim Grochowski, Street Superintendent; Andy Sennes, Property Manager; Patrick Wiltzius, Wastewater Superintendent; and Caryn Foley, Deputy City Clerk. Members of the news media in attendance included Sharon Michael of The Chronicle and Joyce Fink of The Lewis County News.

1. **Water Distribution Manager 2 Certification to Chuck Moses.** Chuck Moses of the Public Works Department was recognized for receiving certification as a water distribution manager 2 from the Washington State Water Works Operator Certification Program.

2. **Consent Calendar.** Councilor Hatfield moved to approve the July 27, 1998, consent calendar comprised of the following items:

- a. Minutes of the regular city council meeting of July 13, 1998;
- b. July 15, 1998, Claims Vouchers No. 46142 - 46362 in the amount of \$694,983.23; and
- c. Interlocal agreement for participation in a computer transportation model in the amount of \$4,696.99.

The motion was seconded by Councilor Zylstra and carried unanimously.

3. **Ordinance No. 635-B, Second Reading - Adopting! the 1997 Uniform Codes.** Dave Campbell stated that the proposed ordinance adopts 1997 versions of the uniform codes and increases building permit fees.

Councilor Galvin moved to pass Ordinance No. 635-B on second and final reading. The motion was seconded by Councilor Venemon and carried unanimously.

4. **Proposal for Engineering Services with Gibbs & Olson in the Amount of \$20,200 for Preliminary Metals Testing Program Study.** Barry Heid indicated that the consent decree requires metals testing of the wastewater treatment plant effluent to determine what the impact is and what levels the city will ultimately be facing for silver, copper and zinc. The plan is to perform range finding studies for the metals and then develop a quality assurance/quality control (QA/QC) program and submit that to DOE and EPA for their review and approval.

Councilor Pope noted that the city has been discharging into the river for years and asked why there is now a problem with the metals.

Barry Heid stated that he did not know that the city could justify to DOE that there is not a problem with the metals. The TMDL indicates that the river is so sensitive that concentrations of metals beyond a certain number could be detrimental or exasperate water quality conditions in the river now.

Councilor Pope stated that there is no plan included in the proposal for clean-up if the metal levels are found to be toxic.

Barry Heid indicated that the consent decree provisions provide the city with an opportunity of 8-10 years to deal with that.

Dave Campbell added that the general sewer plan and facilities plan would recommend improvements or ways of dealing with it if testing determines either the levels or the state of the metals is in the toxic range.

Barry Heid stated that unexpended funds are available from the Pennsylvania Avenue/Folsom Street sewer rehabilitation project to pay for the study.

Councilor Hatfield moved to authorize acceptance of the proposal for engineering services with Gibbs & Olson, Inc., in the amount of \$20,200 to conduct the range finding study, develop the QA/QC plan and to coordinate their

submittal/acceptance with DOE/EPA, ultimately for water effects ratios, for silver, copper and zinc in the city's wastewater effluent. He also

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recommended that the council authorize the use of unexpended funds from the Pennsylvania Avenue/Folsom Street sewer rehabilitation project for this work. The motion was seconded by Councilor Pope and carried unanimously.

5. City Council/City Manager Reports.

a. **Construction of Storage Shed by Chehalis Youth Soccer Association.** Andy Sennes stated that the Chehalis Youth Soccer Association plans to build a storage shed at Stan Hedwall Park to hold their goals and nets, and to provide an area for maintenance on the equipment. The city will also be able to use the facility for minor maintenance and storage during the off season. The association would also like to have a concession stand in the future. The cost to the city will be about \$500 for site preparation work.

Councilor Galvin asked about flooding.

Andy Sennes indicated that it will be an elevated block building with the understanding that if it does flood everything can just be hosed down.

Councilor Hatfield commented that this is another example of the good rapport between youth groups and the city staff, specifically Andy Sennes, Joanne Schwartz and Lilly Wall.

b. **Music and Art Festival.** Joanne Schwartz reported on the clean-up of the downtown area prior to the festival in which several city departments worked together to accomplish. She indicated that the festival went well and there were many people downtown.

c. **Ambulance Services.** Mayor Spahr stated that there was a recent article in the newspaper about Centralia moving toward providing ambulance service within their fire department. He indicated that he has asked Jerry Boes to report at the next council meeting about what the impact might be to Chehalis.

d. **Removal of Trees in the Downtown Area.** Mayor Spahr stated that the city has received several letters about the removal of trees downtown which was reported on during the last council meeting. He wanted to reiterate that the plan is not to remove the trees immediately. There is a plan which has been in place since 1996 established by the Chehalis Urban Forestry Board. He stated that the city will be contacting those people who have written letters and asking them to support the plan and be part of the solution.

e. **TMDL.** Dave Campbell stated that the city received a letter from DOE regarding aeration of the Chehalis River. He noted that Mayor Spahr has attended many meetings, written letters, and met with several people to promote the concept of aeration of the river. He added that Barry Heid has provided staff support for that work, and both are to be given a lot of credit for getting the city to the point of at least having another possibility in terms of responding to the TMDL.

Barry Heid indicated that the letter was very encouraging. It will allow the city the opportunity to consider and evaluate other alternatives other than just moving the wastewater downstream, although the letter does include certain criteria. The city will now proceed with the general sewer plan and facilities plan. He added that he spoke to Lori Terry, the city's attorney relating to this issue, about including the letter with the consent decree when it is finally signed by the city.

5. **Work Session - 1998 Budget Status Report and 1999 Budget Preparation Guidelines.** Jo Ann Hakola provided a report on revenues and expenditures during the second quarter. She indicated that overall revenues were at 53.4 % which is greater than what was expended. Some funds may look like they are getting a little more money, but the council should remember that the city budgets conservatively so by year-end they will likely be close to 100%. Revenues were a little less than the amount expended on the water/sewer side, and a budget amendment will have to be done. She stated that this trend will probably continue until there is a rate change and get some new revenues coming in.

Dave Campbell stated that the agenda report included some assumptions and general guidelines for 1999 which staff typically start with unless the council directs otherwise. Using those assumptions and applying a very rough inflation rate for existing programs and services, and looking at known items for 1999, a \$390,000 shortfall is predicted. Mr. Campbell indicated that several issue papers from various departments were included for the council's review. He asked that the council prioritize the items as either high, medium or low.

6. **Meeting Reminders.** Joanne Schwartz reminded the council about the upcoming GMA and Chehalis Community Marketing Committee meetings this week.

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7. **Support of City Manager.** Councilor Ketchum stated that two weeks ago a group of people attended the council meeting in support of Randy Hamilton. He wanted to state that he personally backs Dave Campbell in his decision regarding the suspension of Chief Hamilton, and he did not want Mr. Campbell to think that he did not have any support from the council.

Councilor Hatfield echoed Councilor Ketchum's sentiments. He had no problem with the way in which Dave Campbell handled the situation and he supported his actions.

There being no other business to come before the council, the meeting was adjourned at 4:55 p.m.

August 10, 1998

The Chehalis city council met in regular session on Monday, August 10, 1998, in the Chehalis city hall. Mayor Bob Spahr called the meeting to order at 3:00 p.m. with the following council members present: Wayne Galvin, Bud Hatfield, Tony Ketchum, Bob Venemon, and Dave Zylstra. Councilor Isaac Pope was absent (excused). Managers and mid-managers present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director; Barry Heid, Public Works Director; Bill Hillier, City Attorney; David Kelly, Human Resources/Risk Management Director; Joanne Schwartz, Community Services Director; Jerry Boes, Acting Chief for Fire Services; Dennis Dawes, Acting Chief for Police Services; Becky Fox, Court Administrator; Andy Sennes, Property Manager; and Caryn Foley, Deputy City Clerk. Members of the news media in attendance included Sharon Michael of The Chronicle.

1. **Employee Service Awards.** Service awards were presented to Don Chambers, Community Services Officer, for five years of service and Dave Campbell, City Manager, for ten years of services.
2. **Consent Calendar.** Councilor Zylstra moved to approve the August 10, 1998, consent calendar comprised of the following items:
 - a. Minutes of the regular city council meeting of July 27, 1998;
 - b. June 30, 1998, Payroll Vouchers No. 10166 - 10345 in the amount of \$467,989.01; Transfer Voucher No. 1439 in the amount of \$98,300; Transfer Voucher No. 1440 in the amount of \$820.75; and July 30, 1998, Claims Vouchers No. 46363 - 46459 in the amount of \$88,061.85;
 - c. Pay Estimate No. 3 in the amount of \$226,974 (less retainage of \$11,719.95) to Wagner Development, Inc., for the Main Street reconstruction project;
 - d. Change Order No. 2 in the amount of \$39,219 to Wagner Development, Inc., for the Main Street reconstruction project;
 - e. Contract amendment change in the amount of \$6,938.68 to Taurman Pacific, Inc., for the Pennsylvania Avenue/Folsom Street sewer rehabilitation project; and
 - f. Agreement for engineering services with Gibbs & Olson for the Holloway Springs development water and sewer systems improvements.

The motion was seconded by Councilor Galvin and carried unanimously.

3. **Public Hearing, - Hamilton Road Water and Sewer L.I.D.** Dave Campbell reminded the council that the L. I. D. was proposed as the result of a petition the city received a little more than a year ago. The L.I.D. was initiated, but the ordinance which would have created it was never passed on second reading. The proposed ordinance before the council today slightly amends the boundaries of the original L.I.D. to reflect interim urban growth areas (IUGAS) established by Lewis County.

Barry Heid indicated that questions came up last week regarding concerns that some property owners had, and their attorney, Scott Blinks, may request to delay the process. The ordinance provides for city participation in the project by upsizing the sewer line from a 12-inch to a 15-inch or 18-inch one. The engineering estimates are higher than when the process began over a year ago to reflect current costs and more accurate estimates.

Mayor Spahr closed the regular meeting and opened the public hearing at 3:05 p.m.

Scott Blinks, PO Box 867, Chehalis, expressed appreciation to the council and staff. He requested that the public hearing be held open for 30 days to the next regularly scheduled city council meeting due to issues which have come up requiring additional time for consideration and evaluation. He explained that there are some engineering alternatives which need to be studied, and two property owners who have significant allocation of costs need to reevaluate the amount of cost that is financially feasible for them.

Mayor Spahr noted that the council's next meeting is scheduled in two weeks.

Bill Hillier indicated that the council may continue the public hearing from meeting to meeting until all public comment has been taken.

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Councilor Zylstra moved to continue the public hearing until the August 24 meeting. The motion was seconded by Councilor Hatfield and carried unanimously.

4. **Ordinance No. 636-B, First Reading - Creating the Hamilton Road Water and Sewer L.I.D.** Mayor Spahr indicated that this item would need to be held over, too.

Councilor Hatfield asked if the ordinance could be passed on first reading and passed on second reading following the public hearing process.

Bill Hillier indicated that state statute provides that the public hearing must be conducted and completed before an ordinance is passed.

5. **Citizens Business – Removal of Trees.** Mark Newey, 26 NE Washington Avenue, Chehalis, addressed the council on its urban trees. He gave several examples of the benefits of trees in a downtown business district. He wanted to see a more active Urban Forestry Board and the completion of a Tree City USA application. He expressed concern that the Main Street reconstruction project did not view trees as a priority, and as a result, the community lost about six large shade trees. He urged the council to adopt a tree ordinance and stop the removal of any more municipal trees until the Urban Forestry Board is ready to manage, tree by tree, the urban forest throughout the city.

Dr. Beverley Coyne, 78 South Market Boulevard, Chehalis, expressed concern about the effect of the urban forest on the local economy and quality of life. She cited several positive benefits of trees in a community, and asked that the city complete the Tree City USA application process, and also fully activate the Urban Forestry Board and make sure they are involved in every tree issue within the city. She asked that the city pursue grant money for enhancing and revitalizing Chehalis through the use of urban trees. She asked that town meetings be held to involve citizens.

Mayor Spahr stated that the city appreciated the interest that Mr. Newey and Dr. Coyne have shown. He indicated that the Urban Forestry Board was established in 1996, and is a volunteer group which has been doing a lot of work. In addition, the Chehalis Community Marketing Committee (CCMC) would like to develop a whole landscape scheme for downtown. He explained that some of the trees downtown were not planted right and have a very shallow root system and are getting too high to be held up and could become a liability. He added that the city does not want to strip the downtown clean of trees. He invited them to join the volunteers.

Joanne Schwartz indicated that a letter was sent in the mail today to Dr. Coyne inviting her to be part of the CCMC.

Vicky Brumfield, a downtown property owner, stated that she and her husband are planning to make improvements to a recently purchased building and hopefully generate some business in that spot. She felt that one of the larger trees was in front of her building and really blocks the view, and they would like to install an awning on the building and the tree could cause a problem with that. She added that she is certainly not for taking trees down and just cementing the area, but she felt that this particular tree had out-lived its location.

Councilor Hatfield commented on a remark made by Mark Newey in regard to the removal of trees for the Main Street reconstruction project. He indicated that the trees were removed because the city's ability to receive grant funding was enhanced if bike paths were installed.

Mark Newey stated that he did not believe the city was reckless in taking out the trees related to that project, but in the future he would like to see that projects would include trees in the design process.

6. **Ordinance No. 637-B, First Reading - Repealing Various Ordinances No Longer Needed or in Effect.** Councilor Hatfield moved to suspend the rules requiring two readings of an ordinance. The motion was seconded by Councilor Zylstra and carried unanimously. Councilor Hatfield then moved to pass Ordinance No. 637-B on first and final reading. The motion was seconded by Councilor Zylstra and carried unanimously.

7. **Resolution No. 8-98, First Reading- - Setting, the Date and Time of September 14, 1998, at 3:00 p.m. for a Public Hearing Regarding the Proposed Vacation of the Alley Between NW Prindle and NW Center Streets Extending from NW Pacific to NW Chehalis Avenues.** Councilor Hatfield moved to suspend the rules requiring two readings of a resolution. The motion was seconded by Councilor Zylstra and carried unanimously. Councilor Hatfield then moved to adopt Resolution No. 8-98 on first and final reading. The motion was seconded by Councilor Zylstra and carried unanimously.

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

a. **Centralia Fire Department Medical Transport.** Jerry Boes indicated that staff is very concerned about talk that Centralia is going to enter into the medical transport business because it will have an effect on the operation in the city of Chehalis. He stated that the city is currently under a contract, along with four other local agencies, with American Medical Response (AMR) for ALS/BLS transport services. AMR has indicated that if Centralia moves ahead with its plans they will have to cut back their services.

Sarah Ross, Business Development Manager for AMR, stated that AMR provides a high quality EMS system with a very good response time. She discussed the potential problems if Centralia decides to begin their own transporting, including a reduction of staffing levels and elimination of an ambulance. In addition, if the operation becomes unprofitable there is a possibility the city could lose the only contractor that provides ALS and transport services. She asked for the support of the council to share the city's concerns with Centralia. She added that AMR's legal counsel believes that Centralia's actions may be illegal pursuant to RCW 35.21.766 which requires that there be a determination that the current system is not providing an adequate service, and if it is not providing an adequate service, the city may take over the service. AMR is not aware that Centralia is not satisfied with their current services.

Councilor Hatfield stated that he would need some concrete reasons as to how Chehalis would be damaged before he would lobby to Centralia for AMR.

Konrad Bolowich, Director of Operations for AMR, indicated there could be longer response times, and the ability to respond to multiple calls will go away.

Jerry Boes expressed concern that Chehalis may have to begin transporting patients which is very time consuming. He added that staff is very happy with the service AMR provides.

Sarah Ross indicated that if Centralia has an incident that requires AMR's services they will not tell them no, and if another call is received from within the county, there is another resource that is gone.

Councilor Hatfield felt the matter was not under the city's control and about all Chehalis could do was suggest and hope.

Konrad Bolowich indicated that AMR's purpose was not to have Chehalis go to Centralia and tell them what to do, but they did want to let Chehalis know that this is what is happening and these are the possible implications.

Bill Hillier asked if the fallout means that the level of service is going to be to a point where AMR may be in breach of its agreement with Chehalis. He pointed out that the contract provides for specific service levels.

Konrad Bolowich stated that AMR will do whatever it can to meet the contractual requirements. If AMR is unable to do that other options would have to be looked at.

Dave Campbell asked where AMR's units are currently based. He also understood that Centralia would not provide scheduled transport services, and asked how that might affect where AMR is now located.

Konrad Bolowich stated that they would put the units where there is historical call volume. He added that non-emergency transport services are a small percentage of their business.

Jerry Boes added that the fire community believes that Centralia is not inadequately staffed to take on this service, and are concerned that they will start to rely more on mutual aid to cover their own area. Chehalis staff will be watching that very closely, and the city may want to consider canceling the mutual aid agreement with Centralia.

b. **Sister City Delegation Visit.** Dave Campbell distributed a schedule of activities that have been planned for the visiting delegation, and encouraged the council to attend the welcoming reception and potluck.

c. **Chehalis River Basin Flood Control Project.** Dave Campbell stated that he and Councilor Galvin attended a steering committee meeting of this group that was basically an informational. A suggestion was made by Commissioner

Richard Graham that at some point the cities may be asked to contribute financially to the project in terms of providing additional weight to obtain larger grants from the state and/or federal levels. It was estimated that Chehalis' contribution would be around \$2,000.

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d. **New Police Officer**. Councilor Hatfield stated that he has seen a new officer patrolling in Chehalis.

Dennis Dawes stated that Gwen Carrelle was hired to temporarily replace Gary Hodges who retired recently. A civil service test was conducted and the list is expected to be certified by the civil service commission tomorrow night.

9. **Executive Session - Pursuant to RCW 42.30.110(i) - Potential Litigation**. Mayor Spahr announced that the council would convene in executive session pursuant to RCW 42.30.110(i) - potential litigation, at 4:10 p.m. for about 10 minutes, and no decisions would be made following the conclusion of the executive session.

Following conclusion of the executive session, the Mayor reopened the regular meeting, and there being no other business to come before the council, the meeting was adjourned at 4:20 p.m.

August 24, 1998

The Chehalis city council met in regular session on Monday, August 24, 1998, in the Chehalis city hall. Mayor Bob Spahr called the meeting to order at 3:00 p.m. with the following council members present: Wayne Galvin, Bud Hatfield, and Bob Venemon. Dr. Isaac Pope arrived at 3:12 p.m. Councilors Tony Ketchum and Dave Zylstra (excused) were absent. Managers and mid-managers present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director; Barry Heid, Public Works Director; Bill Hillier, City Attorney; David Kelly, Human Resources/Risk Management Director; Joanne Schwartz, Community Services Director; Dennis Dawes, Acting Chief for Police Services; Andy Sennes, Property Manager; and Caryn Foley, Deputy City Clerk. Members of the news media in attendance included Sharon Michael of The Chronicle and Joyce Fink of The Lewis County News.

1. **Recognition of Host Families.** Mayor Spahr and Dave Campbell recognized those families which hosted members of the sister city delegation from Inasa, Japan, August 15-21. Mayor Spahr indicated that host families are a very important part of the sister city relationship.

2. **Consent Calendar.** Councilor Galvin moved to approve the August 24, 1998, consent calendar comprised of the following items:

a. Minutes of the regular city council meeting of August 10, 1998.

The motion was seconded by Councilor Venemon and carried unanimously.

3. **Public Hearing - Hamilton Road Water and Sewer L.I.D.** Dave Campbell indicated that Scott Blinks, the attorney representing the L.I.D. participants, contacted him and requested that the council continue the public hearing to the council's September 14 regular meeting.

Mayor Spahr reopened the public hearing at 3:10 p.m. There being no public comment, Councilor Galvin moved to continue the public hearing until September 14. The motion was seconded by Councilor Hatfield and carried unanimously.

4. **Ordinance No. 636-B, First Reading - Creating the Hamilton Road Water and Sewer L.I.D.** Dave Campbell indicated that this item could not be acted on until the public hearing process is completed.

5. **Ordinance No. 639-B, First Reading - Providing for a Budget Amendment for 1998.** Dave Campbell stated that most of the dollars involved in the budget amendment relate to the establishment of a new fund. The city will become responsible for managing and accounting for the UNET Task Force fund.

Bob Spahr asked how long the city's term would be for managing the UNET Task Force fund.

Jo Ann Hakola indicated that it was supposed to be a three-year term, but Lewis County has been responsible for it the last eight years.

Councilor Hatfield asked if Centralia was part of UNET and if they could also be responsible for its management.

Jo Ann Hakola stated that Centralia was a participant of UNET.

Councilor Hatfield moved to suspend the rules requiring two readings of an ordinance. The motion was seconded by Councilor Galvin and carried unanimously. Councilor Hatfield then moved to pass Ordinance No. 639-B on first and final reading. The motion was seconded by Councilor Galvin and carried unanimously.

6. **Ordinance No. 638-B, First Reading - Providing for an Imprest Cash Fund.** Dave Campbell stated that the ordinance is directly related to Ordinance No. 639-B, specifically regarding the UNET Task Force fund. The imprest cash fund proposed to be established would allow members of UNET to have readily available cash for drug buys as part of undercover narcotics investigations.

Councilor Hatfield moved to suspend the rules requiring two readings of an ordinance. The motion was seconded by Councilor Pope and carried unanimously. Councilor Hatfield then moved to pass Ordinance No. 638-B on first and final reading. The motion was seconded by Councilor Pope and carried unanimously.

7. **Resolution No. 9-98, First Reading - Designating Lewis County as the Lead Entity in Pursuing a Salmon Recovery Grant Application Under ESHB 2514.** Dave Campbell indicated that Lewis County would like to submit a grant

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application for salmon recovery planning under terms of legislation passed earlier this year. In order to do so, they need to have the concurrence of the other counties and cities within the planning area which consists of the Chehalis River basin.

Councilor Hatfield moved to suspend the rules requiring two readings of a resolution. The motion was seconded by Councilor Pope and carried unanimously. Councilor Hatfield then moved to adopt Resolution No. 9-98 on first and final reading. The motion was seconded by Councilor Pope.

Councilor Galvin asked what other options the city had.

Dave Campbell stated that the council could decide not to endorse the grant application, but he was not sure that any other entity within the partnership was willing to undertake the responsibility. He added that it would be consistent with prior actions designating Lewis County as the lead for other grants under the planning that is currently taking place.

The motion was carried unanimously.

8. City Council/City Manager Reports.

a. **Request from Steve Bergstrom for Sewer Capacity Payment Extension for Rush Road Development Project.** Dave Campbell reported that the city received a request from Steve Bergstrom for an extension of time for making payments on sewer capacity allocated to him a year ago for a housing development south of town in the area of Rush/Bishop Roads.

Barry Heid indicated that Mr. Bergstrom has been faced with some delays beyond his control. Lewis County will not take final action on his environmental evaluations that are necessary to approve the second and third phases of the development. He expects that he will not receive county approval until next summer.

Councilor Hatfield indicated that the city is being asked to obligate 85 ERUs for another 14 months, and another 75 ERUs for 8 months. He thought that a good-faith payment of \$20,000-25,000 on or before the end of this year would be in order.

Steve Bergstrom stated that he would be happy to volunteer a \$25,000 payment.

Councilor Galvin asked if there were any budget implications to approving the extension.

Dave Campbell indicated there were not.

Mayor Spahr thought the only problem would be in relation to the success of the Hamilton Road L.I.D.

Barry Heid stated that the reason Mr. Bergstrom's original request for 200 ERUs of sewer capacity was plausible, was due to the fact that, prior to his request, approximately 200 ERUs of capacity previously assigned to the PPG facility was turned back. In addition, also prior to the Bergstrom request, the city made arrangements with the Tanger Group to allocate them 200 ERUs if they installed a parallel line along the section of interceptor from Interstate Avenue to the Labree Road overpass, thereby eliminating the restriction or "bottleneck." He explained that later, when the Tanger plans fell through, the city had the 200 ERUs available to allocate to Mr. Bergstrom. He stated that they were to relinquish the capacity allocated to him. He indicated that unless the L.I.D. includes the interceptor improvements necessary to eliminate the bottleneck, the amount of capacity that the L. I. D. is requesting would not be available.

Councilor Hatfield moved to approve the extension request of Steve Bergstrom with the proviso that a good-faith payment of \$25,000 (to be applied to the total purchase price) be made on or before December 31, 1998. The motion was seconded by Councilor Pope and carried unanimously.

b. **Possible Dates for City Council Retreat.** Dave Campbell reported that two potential candidates to facilitate a city council retreat have been interviewed, and one more could possibly be interviewed. He provided several dates to hold the retreat and asked the council to check their calendars and let him know what would work best.

c. Councilor Galvin announced that Lewis County has verbally agreed to buy the Burlington Northern Depot for \$185,000 with the stipulation that the Lewis County Historical Society come up with a similar amount of money to fix the place up.

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9. **Executive Session - Pursuant to RCW 42.30.110(i) – Litigation.** Mayor Spahr announced that the council would convene in executive session pursuant to RCW 42.30.110(i) - litigation, at 3:35 p.m. for about 15 minutes, and no decisions would be made following conclusion of the executive session.

Following conclusion of the executive session, the Mayor reopened the regular meeting, and there being no other business to come before the council, the meeting was adjourned at 3:55 p.m.

September 14, 1998

The Chehalis city council met in regular session on Monday, September 14, 1998, in the Chehalis city hall. Mayor Bob Spahr called the meeting to order at 3:00 p.m. with the following council members present: Wayne Galvin, Bud Hatfield, Tony Ketchum, Dr. Isaac Pope, and Bob Venemon. Dave Zylstra arrived at 3:02 p.m. Managers and mid-managers 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; David Kelly, Human Resources/Risk Management Director; Joanne Schwartz, Community Services Director; Becky Fox, Court Administrator; Peggy Morant, Assistant Finance Director; Bob Nacht, Community Development Manager; Patrick Wiltzius, Wastewater Superintendent; and Caryn Foley, Deputy City Clerk. Members of the news media in attendance included Sharon Michael of The Chronicle and Joyce Fink of The Lewis County News.

1. **Recognition of Jo Ann Hakola and Peggy Morant.** Mayor Spahr announced that Jo Ann Hakola and Peggy Morant have again earned the designation of professional finance officers by the Washington Finance Officers Association for 14 and 11 years, respectively.

2. **Proclamation.** Mayor Spahr read and presented a proclamation declaring October 4-10 as Fire Prevention Week. Randy Hamilton indicated that many activities will be taking place during the week.

3. **Consent Calendar.** Councilor Hatfield moved to approve the September 14, 1998, consent calendar comprised of the following items:

- a. Minutes of the regular city council meeting of August 24, 1998;
- b. August 28, 1998, Claims Vouchers No. 46663-46809 in the amount of \$112,337.09; August 31, 1998, Payroll Vouchers No. 10509-10669 in the amount of \$445,903.37; and Transfer Voucher No. 1442 in the amount of (\$158.19);
- c. Pay Estimate No. 4 in the amount of \$205,448.18 (less retainage of \$10,272.41) to Wagner Development, Inc., for the Main Street reconstruction project; and
- d. Agreement for engineering services in the amount of \$37,567 with Gibbs & Olson, Inc., for the water treatment plant upgrade and sludge report.

The motion was seconded by Councilor Pope and carried unanimously.

4. **Public Hearing - Hamilton Road Water and Sewer L.I.D.** Scott Blinks, the attorney representing the L.I.D. participants, indicated that participants of the L.I.D. are attempting to join forces with a developer south of town to see if they can work something out that would benefit everyone financially. He again requested that the council continue the public hearing to their next meeting scheduled for September 28, and thanked the council for their continued cooperation.

Mayor Spahr asked Mr. Blinks if it would be helpful for the council's GMA committee to meet with the parties. Mr. Blinks thought that would be a great idea.

Councilor Pope moved to continue the public hearing until September 28. The motion was seconded by Councilor Hatfield and carried unanimously.

5. **Ordinance No. 636-B, First Reading - Creating the Hamilton Road Water and Sewer L.I.D.** Mayor Spahr indicated that this item would also be continued.

6. **Proposed Vacation of the Alley Between NW Prindle and NW Center Streets Extending from NW Pacific to NW Chehalis Avenues.** Bill Hillier indicated that the proponents of the vacation are requesting that the public hearing be continued until the council's first meeting in October because they are trying to work out access issues to an adjoining property owners premises.

Barry Heid stated that the agenda report included letters of support from property owners in the area.

Mayor Spahr asked if the historic preservation commission would be getting involved since one of the adjoining structures (Star Tavern) is designated as a historical building.

Barry Heid indicated that all property owners within 200 feet were notified pursuant to state statute.

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After discussion by the council about the significance of the historic building relating to the vacation, Bob Nacht explained that if the vacation request was approved, half of the alley would go to each property owner, meaning that the property line would be either 6 or 8 feet away from the existing building. In regard to building code requirements, if there were to be a subsequent boundary line adjustment requested for moving that line somewhere from the center of the alley that could conceivably be a problem.

Joanne Schwartz stated that in terms of the building being historic it was her understanding that the historic preservation commission might get involved if there was going to be actual changes to the building itself that would change the integrity of the building.

Mayor Spahr closed the regular meeting and opened the public hearing at 3:15 p.m.

Scott Blinks stated that the Star Tavern is under contract for purchase and that he represented the purchasers of the business. He indicated that there have been negotiations with Centennial Bank about the tavern's concerns relating to the proposed vacation. There are two apartments above the tavern building by where the only access for those apartments is via the alley. In addition, the commercial access for the tavern is also through the alley. The parties are attempting to resolve the issues.

There being no other public comment, Councilor Hatfield moved to continue the public hearing until October 12. The motion was seconded by Councilor Pope and carried unanimously.

7. **Ordinance No. 640-B, First Reading - Providing for the Vacation of the Alley Between NW Prindle and NW Center Streets Extending from NW Pacific to NW Chehalis Avenues.** Mayor Spahr stated that this item would also be continued until the public hearing relating to the vacation was completed.

8. **Revised Consent Decree for Settlement of TMDL-related Litigation.** Dave Campbell stated that the first draft that the council approved in July was not signed by the Department of Ecology. City staff, along with representatives from the city of Centralia and Darigold, met with DOE staff to go over points of differences and preferred wording changes.

Barry Heid reviewed the revised consent decree, and indicated that he believed this version had the support of DOE and the other members. He recommended that the council accept the revised consent decree.

Councilor Hatfield moved to authorize the mayor to sign the consent decree with the proposed changes. The motion was seconded by Councilor Zylstra and carried unanimously.

9. **Resolution No. 10-98, First Reading – Declaring Property to be Surplus.** Dave Campbell stated that the proposed resolution would declare surplus a service weapon for Gary Hodges who recently retired as a police officer. Fair market value for the weapon has been determined to be \$270 and members of the department have raised the funds to purchase the weapon to present it to Gary Hodges.

Councilor Galvin moved to suspend the rules requiring two readings of a resolution. The motion was seconded by Councilor Zylstra and carried unanimously. Councilor Galvin then moved to adopt Resolution No. 10-98 on first and final reading declaring Sig Sauer P220, Serial #GI58746 to be surplus. The motion was seconded by Councilor Zylstra and carried unanimously.

10. **Intergovernmental Agreement for the Formation of the Chehalis River Basin Watershed Management Partnership and Designation of Lead Agency.** Dave Campbell indicated that the agreement would officially establish the Chehalis River Basin Watershed Management Partnership and designate Lewis County as the lead agency. He noted that it is a non-binding agreement in that the partnership cannot take action which binds any of the members. He added that Mayor Spahr has been the city's representative to the partnership and himself as the alternate, Barry Heid has also been attending on a regular basis. He stated that Brian Walsh, the DOE staff person to this particular group was in attendance.

Brian Walsh felt it had been a great opportunity to bring different jurisdictions together. He thought that by opening up communication and sharing information, the partnership can work towards solutions that will benefit everyone.

Mayor Spahr thought the partnership had been positive, and that Brian Walsh had been extremely good to work with.

Councilor Zylstra moved to approve the agreement and authorize the mayor to sign it. The motion was seconded by Councilor Pope and carried unanimously.
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11. City Council/City Manager Reports.

a. **Council Goals Status Report.** Dave Campbell provided an update on the progress of the council's goals for 1998-99. Highlighted items included: improvement of the fire protection rating; implementation of the adopted water system plan; redevelopment of Recreation Park; revitalization of downtown; council/management staff retreat; overlays of State and Pacific Avenues; storm drainage improvements; construction of a new wastewater treatment plant detention basin; and host fees.

In regard to the redevelopment of Recreation Park, Joanne Schwartz stated that a \$75,000 Mariners grant is being pursued. As part of the grant application the community must show its support of the Mariners by attending a game on September 27. She indicated that tickets are \$9 per person and she encouraged everyone to attend. Joanne added that a representative from the Mariners organization visited Chehalis to check out the project and she was very impressed.

b. **Workers Compensation Insurance Retrospective Rating Program.** David Kelly reported that the city will again receive the maximum refund on its premiums in the amount of \$4,220 for the years 1996-97. He indicated that most of the credit should be given to the employees for continuing to do a good job by keeping safe. He recommended that the city stay with the same plan for the next coverage year.

Councilor Hatfield moved to authorize the city manager to sign the retrospective rating plan agreement for the next coverage year in Plan A2 at the MPR level of 1.10. The motion was seconded by Councilor Galvin and carried unanimously.

c. **City Council Retreat.** Dave Campbell stated that Daphne Schneider has been selected as the facilitator for the council/management staff retreat to be held on November 6-7. It has also been discussed that the location for the retreat be held out of town where everyone would stay over night.

Mayor Spahr indicated that he did not particularly care if the retreat was held locally or out of town. He noted that an out-of-town location would be more expensive.

Councilor Hatfield liked the idea of going out of town because it would keep everyone together and away from outside distractions.

Councilor Pope agreed that the retreat should be held out of town. He added that he wanted to add the subject of the term of the mayor to the agenda. Councilor Pope also wanted the public to know that the purpose of the retreat was to learn how to do things and work together better.

d. **Centralia Ambulance Service.** Randy Hamilton reported that the city of Centralia will begin ambulance transport services on October 1. He stated that fire districts 6 and 12 have already put limitations on their mutual aid agreements with Centralia. He felt that if American Medical Response (AMR) cuts back on their service it could cause problems for Chehalis. He was also concerned that if Centralia begins to rely more on Chehalis for back-up it will impact our citizens. He stated that Chehalis will not respond to Centralia until there is another crew in the station, and added that Chehalis cannot allow its own station to be unmanned to go help somebody else.

Councilor Hatfield asked if Chehalis had a contract with AMR specifying certain levels of service.

Randy Hamilton indicated that there is a contract, but if AMR can no longer meet the requirements of the contract, they have the ability to notify the city that they cannot.

Councilor Hatfield asked if there was anything that said Chehalis must respond to Centralia.

Randy Hamilton stated that Chehalis has a mutual aid agreement with Centralia. It would have to be canceled, but he did not want to do that, because both city's rely on each other.

e. **Penny Playground Clean-up.** Dave Campbell announced that the seasonal clean-up and maintenance of Penny Playground would be held on Sunday, September 20, beginning at 2:00 p.m.

12. **Executive Session - Pursuant to RCW 42.30.110(b) - Acquisition of Real Estate; RCW 42.30.110(g) - Review the Performance of a Public Employee; and RCW 42.30.110(i) - Potential Litigation.** Mayor Spahr announced that the council would convene in executive session pursuant to RCW 42.30.110(b) - acquisition of real estate; RCW 42.30.110(g) - review the performance of a public employee; and RCW 42.30.110(i) - potential litigation, at 4:10 p.m. for about one hour, and no decisions would be made following conclusion of the executive session.

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Following conclusion of the executive session, the Mayor reopened the regular meeting, and there being no other business to come before the council, the meeting was adjourned at 5:40 p.m.

September 28, 1998

The Chehalis city council met in regular session on Monday, September 28, 1998, in the Chehalis city hall. Mayor Bob Spahr called the meeting to order at 3:00 p.m. with the following council members present: Wayne Galvin, Bud Hatfield, Tony Ketchum, Dr. Isaac Pope, Bob Venemon, and Dave Zylstra. Managers and mid-managers 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; David Kelly, Human Resources/Risk Management Director; Joanne Schwartz, Community Services Director; John Barton, Water Superintendent; Jerry Boes, Deputy Chief for Fire Services; Dennis Dawes, Deputy Chief for Police Services; Becky Fox, Court Administrator; Bob Nacht, Community Development Manager; Patrick Wiltzius, Wastewater Superintendent; and Caryn Foley, Deputy City Clerk. Members of the news media in attendance included Sharon Michael of The Chronicle.

1. **Fire Prevention Week.** Captain Brian Slater announced that Fire Prevention Week would be held October 4-10. He indicated that this will be the 20th anniversary for this national event, and he reported about some of the activities that will be taking place during the week.

2. **Employee Service Award.** Mayor Spahr recognized police officer Randy Kant for ten years of service.

3. **Consent Calendar.** Councilor Hatfield moved to remove the item entitled "Increase in Compensation for Municipal Court Judge" from the consent calendar. The motion was seconded by Councilor Zylstra and carried unanimously. Councilor Hatfield then moved to approve the September 28, 1998, consent calendar comprised of the following items:

- a. Minutes of the regular city council meeting of September 14, 1998;
- b. Award bid for Alexander Bridge waterline boring project to Mid-Mountain Contractors, Inc., in the amount of \$72,966.75; and
- c. Award bid for 18th Street water main project to R.T. & T. Construction in the amount of \$152,548.97.

The motion was seconded by Councilor Zylstra and carried unanimously.

4. **Increase in Compensation for Municipal Court Judge.** Councilor Hatfield asked why the judge was being paid cash in lieu of medical insurance coverage. He felt that if someone wants insurance as part of their benefits they should be covered, but if they decline the coverage they should not be receiving the cash.

Dave Campbell indicated that that offer was made to the judge at the time of his appointment.

Councilor Hatfield did not agree with giving the judge a 50% pay increase for a 35% increase in time commitment.

Dave Campbell indicated that the workload increase is actually about 50%.

Councilor Hatfield asked if the increase would be based on the judge's current salary including the amount of cash he receives in lieu of medical insurance coverage.

Dave Campbell stated that it would be based on his total current salary, which is \$1,750 plus \$144.40, for a total monthly salary of \$1,894.40.

Following further discussion by the council, Councilor Hatfield moved to approve a 50% increase in the judge's salary based on his base salary of \$1,750 per month. The motion was seconded by Councilor Zylstra and carried unanimously. The council also indicated that they would not approve the cash in lieu of medical insurance coverage the next time an appointment is made.

5. **Public Hearing - Hamilton Road Water and Sewer L.I.D.** Dave Campbell indicated that the attorney representing the L.I.D. participants asked that the public hearing be continued.

Councilor Hatfield moved to continue the public hearing until October 12, 1998, at 3:00 p.m. The motion was seconded by Councilor Pope and carried unanimously.

6. **Ordinance No. 636-B, First Reading - Creating the Hamilton Road Water and Sewer L.I.D.** This item was also continued until completion of the public hearing process.

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7. **Resolution No. 11-98, First Reading - Authorizing Execution of Interlocal Agreement Between Chehalis and Napavine for Proposed Locations of IUGAs and Utility Services to Each Proposed Area.** Dave Campbell indicated that the agreement would take care of the overlapping area that both Napavine and Chehalis proposed as part of their IUGA. It would assign most of it to Napavine with about one-quarter remaining in Chehalis' IUGA. It also provides that utilities that are due to be extended, or potentially going to be extended, into that area because of LIDs or other development, could still be part of the city of Chehalis system and service area.

Councilor Pope moved to approve the interlocal agreement between Chehalis and Napavine proposing the location of the IUGAs for utility services by adopting Resolution No. 11-98 on first reading. The motion was seconded by Councilor Hatfield. Councilor Hatfield commented that this final document has come about after many hours of discussions between the two cities and he thought the agreement satisfied both cities. The motion carried unanimously.

Dave Campbell noted that both cities are still in the process of finalizing their comprehensive plans so the boundaries could change again.

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

a. **City Council Retreat.** Dave Campbell stated that an agreement with Daphne Schneider, the retreat facilitator, was included in the agenda. He asked that the council authorize the mayor to sign the agreement. He also indicated that information and costs had been collected about potential locations to hold the retreat.

Councilor Pope moved to approve the contract with Daphne Schneider and authorize the mayor to sign it. The motion was seconded by Councilor Hatfield and carried unanimously.

Councilor Pope stated that at first he felt the retreat should be held out of town, but after listening to discussions and looking at next year's budget deficit, he now thought the council should choose the least expensive location. He moved to select Woodland Estates in Chehalis as the site of the retreat. The motion was seconded by Councilor Galvin.

Councilor Hatfield thought that going out of town would be better, because there would be too many interruptions or people would not stay for the entire session.

Councilor Pope felt the council would be sending the wrong message if they chose to go out of town. He noted that citizens are facing many increases, such as school levies, and water and sewer rates. He stated that the council agreed to hold a retreat, so it is up to each of them to make the commitment to be there. The motion carried by a vote of 6 ayes and 1 nay. The dissenting vote was cast by Councilor Hatfield.

b. **Water and Sewer Rate Study.** The council agreed to hold a special work session on Monday, October 5, at 5:00 p.m. to review the study.

9. **Executive Session – Pursuant to RCW 42.30.110(i) – Potential Litigation and RCW 42.30.140(4) Labor Contract Negotiations.** Mayor Spahr announced that the council would convene in executive session pursuant to RCW 42.30.110(i) - potential litigation and RCW 42.30.140(4) - labor contract negotiations, at 3:40 p.m. for about 30 minutes, and no decisions would be made following conclusion of the executive session.

Following conclusion of the executive session, the Mayor reopened the regular meeting, and there being no other business to come before the council, the meeting was adjourned at 4:25 p.m.

October 5, 1998

The Chehalis city council met in special session on Monday, October 5, 1998, in the Chehalis city hall for the purpose of conducting a work session regarding a water and sewer rate study prepared by staff. Mayor Bob Spahr called the meeting to order at 5:00 p.m. with the following council members present: Wayne Galvin, Bud Hatfield, Tony Ketchum, Dr. Isaac Pope, Bob Venemon, and Dave Zylstra. Managers and mid-managers present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Joanne Schwartz, Community Services Director; John Barton, Water Superintendent; and Patrick Wiltzius, Wastewater Superintendent. Members of the news media in attendance included Sharon Michael of The Chronicle.

Following conclusion of the work session, and there being no other business to come before the council, the meeting was adjourned at 7:00 p.m.

October 12, 1998

The Chehalis city council met in regular session on Monday, October 12, 1998, in the Chehalis city hall. Mayor Bob Spahr called the meeting to order at 3:00 p.m. with the following council members present: Wayne Galvin, Tony Ketchum, Dr. Isaac Pope, and Bob Venemon. Councilors Bud Hatfield and Dave Zylstra were absent (excused). Managers and mid-managers 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; David Kelly, Human Resources/Risk Management Director; Joanne Schwartz, Community Services Director; Jerry Boes, Deputy Chief for Fire Services; Dennis Dawes, Deputy Chief for Police Services; Becky Fox, Court Administrator; Bob Nacht, Community Development Manager; and Caryn Foley, Deputy City Clerk. Members of the news media in attendance included Tom Roeder of The Chronicle, and Joyce Fink of The Lewis County News.

1. **Consent Calendar**. Councilor Galvin moved to approve the October 12, 1998, consent calendar comprised of the following items:

a. Minutes of the regular city council meeting of September 14, 1998, and the special city council meeting of October 5, 1998;

b. September 15, 1998, Claims Vouchers No. 46810 - 46996 in the amount of \$415,068.92; September 30, 1998, Payroll Vouchers No. 10670 - 10839 in the amount of \$448,413.90; and Transfer Voucher No. 1443 in the amount of \$1,168.29;

c. Appointment of John Westby to the Board of Zoning Adjustment to the unexpired term of Brenda O'Connor expiring December 31, 1999;

d. Pay Estimate No. 5 in the amount of \$192,700.03 (less retainage of \$9,635) to Wagner Development, Inc., for the Main Street reconstruction project; and

e. Change Orders No. 3 (\$7,827.83) and No. 4 (\$3,287.97) to Wagner Development, Inc., for the Main Street reconstruction project.

The motion was seconded by Councilor Venemon and carried unanimously.

Mayor Spahr asked about Change Order No. 3 regarding field conditions that required the reconnection of county building roof drains.

Barry Heid explained that the city was not aware that the drains existed off the old part of the courthouse they did not show up on any preliminary information.

2. **Public Hearing - Hamilton Road Water and Sewer L.I.D.** Scott Blinks, the attorney representing the L.I.D. proponents, asked that the public hearing be continued until the council's first meeting in November.

Mayor Spahr opened the public hearing at 3:05 p.m. and Councilor Pope moved to continue the public hearing until November 9, 1998, at 3:00 p.m. The motion was seconded by Councilor Ketchum and carried unanimously.

3. **Ordinance No. 636-B, First Reading - Creating the Hamilton Road Water and Sewer L.I.D.** This item was also continued until completion of the public hearing process.

4. **Public Hearing - Proposed Vacation of the Alley Between NW Prindle and NW Center Streets Extending from NW Pacific to NW Chehalis Avenues.** Bill Hillier stated that the proponents of the vacation are no longer pursuing the vacation of the alley, so the item could be removed from the agenda.

5. **Bureau of Justice Assistance Local Law Enforcement Block Grant.** Randy Hamilton indicated that the city was notified it was eligible for a \$10,154 law enforcement block grant. Conditions of the grant include a 10% matching amount from the city, and the formation of a committee consisting of certain people, which has been formed and met last week. The application must be approved by the council following a public hearing. The money cannot be used to balance a budget or add to a budget. The committee suggests that the money be used to augment police overtime. Chief Hamilton indicated that Chehalis has some high crime areas, especially along Louisiana Avenue. Several businesses have experienced vehicle thefts, car prowls, and forged and counterfeit documents. These crimes have put quite a burden on the police services division.

Mayor Spahr closed the regular meeting and opened the public hearing at 3:10 p.m. There being no public comment the public hearing was closed and the regular meeting was reopened.
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Councilor Ketchum moved to authorize the submission of the local law enforcement block grant application in the amount of \$10,154. The motion was seconded by Councilor Galvin and carried unanimously.

6. **Resolution No. 11-98, Second Reading - Authorizing Execution of Interlocal Agreement Between Chehalis and Napavine for Proposed Locations of IUGAs and Utility Services to Each Proposed Area.** Dave Campbell indicated that the resolution would settle the overlapping area between the cities of Napavine and Chehalis regarding proposed IUGA boundaries. He stated that if passed today it would be forwarded to the county commissioners for final approval.

Councilor Pope moved to approve the agreement between Chehalis and Napavine by adopting Resolution No. 11-98 on second and final reading. The motion was seconded by Councilor Venemon and carried unanimously.

7. **City Council/City Manager Reports.**

a. **"Y2K & You" Video.** A video regarding potential computer problems which the year 2000 could create was shown. Following the video, Jo Ann Hakola reported on steps already being taken in preparation of the year 2000. She indicated that major programming changes have been scheduled for payroll, accounting, and utility billing programs. The hardware and software for individual personal computers are also being looked at. She added that other things such as traffic lights, telemetry, alarms, radios, and pagers are being checked for compliance.

Dave Campbell suggested the possibility of organizing a community-wide forum inviting other public agencies, banks, the hospital, and other key private sector institutions to talk about what they're doing, and maybe learn from each other.

b. **Council Retreat.** Dave Campbell reminded the council to let him know if they had comments about the draft agenda for the retreat.

Councilor Pope stated that the council decided not to go out of town because of the costs, but they would still be spending about \$2,000 at Woodland Estates. He asked if the other council members and staff would be interested in paying for their own hotel room and transportation to go out of town.

Councilor Ketchum and Mayor Spahr liked the idea of going to Ocean Shores, and Councilors Galvin and Venemon wanted to stay with Woodland Estates.

Joanne Schwartz felt that given the state of the budget, staying locally was a better choice, and she was not interested in paying her own way.

Councilor Galvin commented that everyone involved with the retreat was an adult, and he did not see the need to have to go out of town to keep away outside influences.

Mayor Spahr asked that staff get in touch with him if they wished to add any other comments.

c. **TMDL Consent Decree.** Mayor Spahr stated that he was in possession of the final consent decree regarding TMDL and he would be signing, but with several reservations.

d. **Meeting Reminders.** Mayor Spahr stated that the legislature is holding a public hearing tomorrow at 9:00 a.m. regarding TMDLs and how they will require DOE to administer them in the future. A group called EnviroIssues has been hired to study the issue. They have interviewed several entities, including Chehalis, that are involved with TMDLS.

Mayor Spahr also reported that the Chehalis Community Marketing Committee held a meeting two weeks ago to talk about ideas, goals, and weaknesses and strengths of the downtown area. He felt it was a good meeting and he hoped that some good things would come out of it.

Joanne Schwartz noted that it was not a public meeting, and added that the group has a great deal of enthusiasm.

e. **Letter from Kelly Avenue Residents.** Councilor Pope asked about a letter from residents in the Kelly Avenue neighborhood relating to flooding and filling along Interstate Avenue. He indicated that he has seen the waters rise in that area over the years. He asked if the filling had anything to do with the flooding.

Bob Nacht stated that according to information from the U.S. Army Corps of Engineers, the FEMA flood study of 1979, and the public works engineering analysis that was done in association with the storm water utility, the impact of the Interstate
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Avenue project on the flood plain would be negligible. He also noted that there would be no impact on the storm water drainage system in that vicinity, assuming that the project will comply with all public works requirements for the installation of a storm water management system. He indicated that that is not to say that there might not be issues upstream from the proposed location with the creek that runs through the area, but he added that that was a storm water utility issue.

Councilor Pope indicated that the creek's outlet is where the filling is going on, and he asked who would be responsible the next time people get flooded. He felt the fill was going to impact flooding.

Bob Nacht reiterated that this particular project has not been identified as having an impact on flooding. He indicated that there are solutions to dealing with the creek, but there are currently no funds to do that.

Councilor Galvin noted that the letter from the residents asked for a public meeting.

Bob Nacht stated that there are no provisions within city ordinances for a public meeting regarding this kind of issue, but that is not to say that one could not be held. He again added that the problem is not with filling in the flood plain, but with the storm water utility system.

f. **1999 Budget Preparation.** Dave Campbell indicated that the 1999 recommended budget would be presented to the council in about two weeks. He requested that the council hold a special meeting on November 2 to review the budget. The council agreed to meet on November 2 at 5:00 p.m.

8. **Executive Session - Pursuant to RCW 42.30.140(4) - Labor Relations - Contract Negotiations.** Mayor Spahr announced that the council would convene in executive session pursuant to RCW 42.30.140(4) - labor relations-contract negotiations, at 3:55 p.m. for about 30 minutes, and no decisions would be made following conclusion of the executive session. Following conclusion of the executive session, the Mayor reopened the regular meeting at 4:10 p.m.

9. **Employee Medical Insurance Coverage.** David Kelly stated that he was contacted by several employees who had received letters from their physicians regarding medical insurance coverage through Regence.

Councilor Pope stated that Regence wants to back-bill charges for the past four years of service if they do not feel that the service provided was medically necessary, but Regence will not define what is medically necessary.

David Kelly indicated that he contacted the Association of Washington Cities (AWC) and they were unaware of the situation, but will look into the problem and get back to him.

There being no other business to come before the council, the meeting was adjourned at 4:15 p.m.

October 26, 1998

he Chehalis city council met in regular session on Monday, October 26, 1998, in the Chehalis city hall. Mayor Bob Spahr called the meeting to order at 3:00 p.m. with the following council members present: Wayne Galvin, Bud Hatfield, Dr. Isaac Pope, and Bob Venemon. Councilors Tony Ketchum and Dave Zylstra arrived at 3:02 p.m. Managers and mid-managers 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; David Kelly, Human Resources/Risk Management Director; John Barton, Water Superintendent; Jerry Boes, Deputy Chief for Fire Services; Dennis Dawes, Deputy Chief for Police Services; Tim Grochowski, Street Superintendent; Andy Sennes, Property Manager; Patrick Wiltzius, Wastewater Superintendent; and Caryn Foley, Deputy City Clerk. Members of the news media in attendance included Sharon Michael of The Chronicle, and Joyce Fink of The Lewis County News.

1. **Consent Calendar.** Councilor Hatfield moved to approve the October 26, 1998, consent calendar comprised of the following items:

- a. Minutes of the regular city council meeting of October 12, 1998;
- b. September 29, 1998, Claims Vouchers No. 46997 - 47100 in the amount of \$76,617.88; October 15, 1998, Claims Vouchers No. 47100 - 47263 in the amount of \$450,479.21; and the October 15, 1998 Claims Voucher correction; and
- c. Appointment of Kari McCall to the Parking Commission to the unexpired term of Bill Junk expiring October 31, 2001;

The motion was seconded by Councilor Pope and carried unanimously.

2. **Public Hearing - Proposed Increases in Water and Sewer Rates.** Dave Campbell stated that the council held a work session on the water and sewer rate study three weeks ago. He indicated that if there were any more questions they could be directed to Barry Heid or Jo Ann Hakola.

Mayor Spahr asked about the fireflow improvement projects on Hillside and Evergreen Drives. The study states that since the projects are not scheduled to take place during the six years covered by the water system plan, it's not anticipated that the Washington State Department of Health will have any problem with deferring them until later. He asked why they would have any problem at all.

Barry Heid stated that it is a fireflow system, and the city has the obligation because of the size and design of the water system. Fireflow is one of the most significant factors that must be considered when designing improvements. The reason it could be deferred is because it was not scheduled to take place during the six years.

Mayor Spahr indicated that he still did not understand why the Department of Health gets concerned about fireflow. He asked if it was because they adopt the entire plan.

Barry Heid indicated that that was correct. They adopt the whole plan, but they also look at the proposed improvements and deficiencies with the system as it relates to fireflow requirements.

Councilor Pope asked what it would save if those projects were deferred.

Mayor Spahr stated that it would save about \$2.28 per month.

Mayor Spahr closed the regular meeting and opened the public hearing at 3:05 p.m.

Bill Brumfield, 262 Hillside Drive, Chehalis, spoke against the increases on behalf of himself and the rental owners association. He noted that they house the more economically disadvantaged people of Chehalis. He felt that the base rates for service were high. He explained that back in 1989, there was a water meter for each unit, but he was successful in changing that to one water meter per building plus consumption. He also wanted to see the same thing for sewer service, but that failed. Mr. Brumfield requested that the council reconsider and have one sewer charge per building instead of per unit. He added that it would be very hard to pass that on to the tenants, so it would most likely have to be absorbed by the owner.

Barry Heid explained past methods of billing, and the change that came about as described by Mr. Brumfield. He indicated that since that time, the rate structure was changed to having a base charge with no usage allocated with the base

charge. The base charge is used strictly to try and cover some component of the fixed costs which continue on whether usage takes place or not.

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Bill Brumfield stated that as it is now, rest homes, motels, and hospitals have only one connection for water and sewer to the facility plus usage. He felt that multiple unit dwelling owners were being discriminated against. In regard to bond financing, Mr. Brumfield indicated that it looked like instead of buying a bond for twenty years and having to pay back over \$6 million dollars the city could do the changes that are needed with the cash flow from the increased rates. Mr. Brumfield stated that it appeared that the treatment plant is only about 3.8 miles from the Skookumchuck River, and he wondered why the study provides for installation of 7 to 8 miles of pipe.

Mayor Spahr pointed out that it would actually have to be piped to Galvin, so it is about 7 miles of piping.

Councilor Pope asked Mr. Brumfield if the city were to reduce the rates would he pass that savings on to his renters.

Bill Brumfield stated that since 1996 rents have actually gone down or stayed the same. He added that there has been a high vacancy rate recently.

Eleanor Wiediger, 247 Lake Creek Road, Chehalis, spoke against an increase in rates. She stated that she is a rental owner, and already has a difficult time renting her homes. She added that she did not believe her tenants could afford the increase, and she would have a harder time renting the units. She indicated that a reduction in charges would be appreciated. She also stated that she has recently had an increase in her property assessment by the county, not to mention school levies.

Councilor Hatfield asked Ms. Wiediger if she had every appeared before the Chehalis school board or Lewis County to protest their increases.

Ms. Wiediger indicated that she had never done that.

Mayor Spahr noted that water rates were reduced by 5% in 1992.

Elaine Batchelor, 1440 SW Snively Avenue, Chehalis, wondered what happened to the money when sewer rates were doubled. She thought that money was supposed to take care of future needs.

Mayor Spahr stated that the money was used to repair sewer lines which were in poor condition and had storm water running into them. A plan was developed to repair all the lines, but the Department of Ecology got involved and forced the city to do it in a much shorter time.

She stated that such high rates would drive her out of her home.

Aileen Bristow, 154 SW 12th Street, Chehalis, thought that Chehalis was a beautiful city, but it would become a dead city if the proposed rates go through. She stated that she is on the low-income senior discount rate and she did not want to see it eliminated as proposed in the water and sewer rate study.

Barry Heid explained that eliminating the discount was listed only as an alternative, but the discount is not being eliminated in the proposed ordinances.

Ms. Bristow stated that she would do what she could to help, including contacting her legislators.

Elaine Batchelor asked how the development near Rush Road, the hotel on Interstate Avenue, and the new apartment complex on 20th Street could be approved.

Mayor Spahr explained that there is not a problem with volume. The problem is in the treatment of the waste. He added that the more people paying bills will make it cheaper per individual.

Don McPherson, 155 SE Westside Drive, Chehalis, asked if state and federal grants were being pursued. He added that EPA and DOE have gone overboard.

Mayor Spahr indicated that the proposed rates are based on 50% from the city and hopefully 50% from grants. DOE, through a consent decree, has promised to work with the city in obtaining those grants. He stated that his problem with that is that there is no guarantee that the city will get those grants.

Mr. McPherson asked what kind of a treatment plant it was going to be.
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Mayor Spahr stated that it is not going to be a new plant, but the existing treatment plant will be remodeled. What may change are some of the methods by which the city uses to treat waste. The treatment plant the city has now is a good system and does a good job. He stated that what the city is putting into the water equates to a bag of Lipton onion soup mix combined with 825 gallons of water and then put into the river. What is going into the river today is so minimal it's ridiculous. DOE's own report says that if the city takes it out it's not going to make any difference in the river, but the city is called a point-source contributor and because of that DOE can put the gun to the city's head and pull the trigger. Mayor Spahr added that he recently read a report that there are over 2000 animals that use the river.

Sandy Grady, 2395 Jackson Highway, Chehalis, distributed a history of her account and letter stating her opposition to an increase in rates.

Victoria Norris, 246 Lucas Creek Road, Chehalis, indicated that years ago when something had to be done about filtering the water in the North Fork Road area, residents were charged \$1 per hookup in case there was something that came up that needed fixed. She asked where her \$1 has been going.

Barry Heid stated that he was not familiar with this specific agreement for the payment of \$1.

"Schantz", no address given, stated that the city has put up quite a fight against DOE, but he did not believe it would ever end until the city just says no to DOE. He felt the city should fight back before millions of dollars are spent.

Charles Bayne, 979 SW 19th Street, Chehalis, wanted to discuss storm drain problems in his neighborhood.

Mayor Spahr indicated that the public hearing was only regarding the water and sewer rates. He asked that Mr. Bayne speak to the public works director.

There being no other public comment, the Mayor closed the public hearing and reopened the regular meeting at 3:45 p.m. He added that closure of the public hearing did not mean that other comments would not be accepted. He indicated that the council wants to hear from the citizens. He explained that this process has been going on for about four years, and will go on for another two weeks. The council is scheduled to vote on the ordinance today on first reading, and on second and final reading in two weeks. He stated that he still has a few questions that he wants to study.

3. **Ordinance No. 641-B, First Reading - Establishing Water Rates.** Councilor Pope moved to pass Ordinance No. 641-B on first reading. The motion was seconded by Councilor Galvin.

Councilor Hatfield noted that the proposed water rates are roughly an 80% increase for both inside and outside customers, but the sewer rate increase is about 60% for inside customers and nearly 110% outside.

Barry Heid stated that the reason for that is because the current water rate structure has a differential between inside and outside customers, where there is not for sewer charges. The proposed rate structure would establish a differential between the inside and outside customers. He noted that the proposed differential is the same percentage as water is. Mr. Heid stated that the council could certainly change the percentage if they wished.

Councilor Hatfield moved to amend the main motion to delete the Hillside and Evergreen Drives project, decrease the increase from 80% to 60%, and reflect a 25% discount for low-income senior citizens and totally disabled customers on the average monthly billing. The motion to amend was seconded by Councilor Zylstra.

Councilor Pope asked what eliminating the Hillside and Evergreen Drives project would do.

Barry Heid indicated that the thought was that it would be cheaper to have one bond and do it all at once. He added that it may be more expensive in the future.

Mayor Spahr stated that to finance \$3.7 million dollars worth of water system improvements it will cost \$11.02 per household. Eliminating almost half of the improvements will only save .28 cents on the average. He asked why you only save that little.

Jo Ann Hakola indicated that bond sales have fixed costs that don't change, including everything from bond counsel, registration, bonds, and publications. She stated that the last bond sale cost about \$54,000 just to meet the bonding requirements, and this bond would be more because that was several years ago.

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Barry Heid reviewed some of the tables within the water and sewer rate study to better explain the reasoning for the projected costs for financing the improvements.

Councilor Pope stated that since the improvements will eventually have to be done it would be better to do it now so that two bonding processes would not have to occur.

Councilor Hatfield moved to table action on the ordinance to provide more time to answer the council's questions. The motion was seconded by Councilor Pope and carried unanimously.

4. **Ordinance No. 642-B, First Reading - Establishing Sewer Rates.** Councilor Galvin moved to pass Ordinance No. 642-B on first reading. The motion was seconded by Councilor Zylstra.

Councilor Pope asked for an explanation about the deletion of the section regarding surcharges for the Chehalis-Centralia airport.

Barry Heid explained that the section established a late-comer fee which by law can only last 15 years, and that time limit has passed.

Councilor Hatfield moved to amend the main motion to provide for a 25% discount on the average monthly sewer bill for low-income senior citizen and totally disabled customers. The motion was seconded by Councilor Galvin.

Councilor Pope indicated that he did not disagree with providing a 25% discount to senior citizens and totally disabled customers, but he felt that there are many young families out there that need to be thought of, too.

Barry Heid indicated that depending upon how the Department of Ecology may view this, it could mean that the city would have to raise the rates to other customers so that the average bill, including senior citizens and other people, equal the 1½% hardship level.

Councilor Hatfield noted that of the 125 customers currently receiving a discount, the average yearly income is only \$8,000.

The amendment to the main motion carried by a vote of 6 ayes and 1 nay. Councilor Pope cast the dissenting vote. The main motion to pass Ordinance No. 642-B on first reading carried unanimously.

5. **Citizens Business - Chehalis Police Officers.** Sergeant Dale Miller, Officer Stacy Denham, and several members of the police services division appeared before the council regarding proposed 1999 budget cuts in the police services division. Sergeant Miller stated that the 1999 recommended budget proposes cutting \$104,000, which includes one officer, one records clerk, and replacement of one patrol car. He stated that the cuts are the result of central dispatch fees going up by \$80,000. The result of these cuts will impact services to the city and its citizens. A detective will have to be pulled from the UNET task force and put on patrol. He felt it was an extremely difficult time to cease the city's participation in UNET because drug crimes are on the rise, especially methamphetamine labs. He added that three meth labs have been taken apart, one of them occurring today. He noted that calls for service have increased 10% over the last three years, and drug-related crimes have gone up 47% over the last three years. As the budget relates to the records division, Sergeant Miller stated that there are currently two full-time employees and one part-time employee. He indicated that their workload has increased also because of the increase in calls for service. In addition, state-funded mandates have increased the workload of the clerical staff. He stated that more importantly, the clerical staff maintains the Uniform Crime Reporting Statistics (UCRS). Before the clerical division was at its current staffing level, the UCRS were backlogged, with the possibility of losing federal dollars. The statistics are now caught up, and there is a concern that they will get behind again. He stated that the most frustration comes because the department is losing two valuable positions because of the increased costs for dispatch services which frankly do not meet the

needs of the department. He did not believe that there was any accountability for dispatch services. He asked the council to reconsider cutting the employees.

Officer Stacy Denham reiterated the fact that the city's participation in UNET is vital. He indicated that felony-related crimes are on the rise, and with that comes more evidence handling and paper shuffling, and the records clerk's position is needed for that. He mentioned that the government is being scrutinized now more than ever by the courts, media, and citizens. Officer Denham noted that the budget message included a statement that the department will have to "work smarter and harder." He indicated that he took that as an insult because he felt that whoever made the comment does not understand what's going on at the police department. He added that they are already working harder and smarter, but they are still falling behind. He stated that if these positions are cut, the council will be short-changing the police department and citizens of Chehalis.

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6. Ordinance No. 643-B, First Reading - Adopting the Chehalis Criminal Code; Resolution No. 12-98, First Reading - Setting the Date and Time of November 23, 1998, at 3:00 p.m. for a Public Hearing on the Proposed Vacation of NW Scott Johnson Road; and Resolution No. 13-98, First Reading – Declaring Property in the Police Services Division to be Surplus. Councilor Zylstra moved to suspend the rules requiring two readings of an ordinance and resolution. The motion was seconded by Councilor Pope and carried unanimously. Councilor Zylstra then moved to pass Ordinance No. 643-B, Resolution No. 12-98, and Resolution No. 13-98 on first and final readings. The motion was seconded by Councilor Pope and carried unanimously.

7. Chehalis-Centralia Airport Board Budget Matters (Resolution No. 14-98, First Reading Approving an Amendment to the 1998 Airport Budget, and Resolution No. 15-98, First Reading - Approving the 1999 Airport Budget. Jerry Otto, representing the Chehalis-Centralia airport board, stated the 1998 budget amendment in the amount of \$71,940 is due to increased fuel sales, grant close-out costs, and rehabilitation of certain airport land previously devoted to Christmas tree production. He stated that the board is also asking for approval of their 1999 budget.

Councilor Zylstra moved to suspend the rules requiring two readings of a resolution. The motion was seconded by Councilor Galvin and carried unanimously. Councilor Zylstra then moved to adopt Resolution Nos. 14-98 and 15-98 on first and final readings. The motion was seconded by Councilor Hatfield.

Councilor Hatfield noted that in the thirteen years that he has been on the council, this is the first time the board has ever asked for the council's approval.

Jerry Otto indicated that the airport board processes all budget matters through Lewis County, and in the past has submitted its budget to the county. However, recent interest from the city of Centralia has pointed out that state statute requires approval by all three entities, so the board is changing the way they do business.

The motion carried unanimously.

8. SW 20th Street Storm Drainage Improvement. Dave Campbell stated that the city has an opportunity to participate with a private property owner in making some improvements to the storm drainage system in the vicinity of SW 20th Street.

Barry Heid explained that an open ditch runs along the southerly side of the Leonard Hoyt property. The city approved the development of an apartment complex immediately south of where the ditch is located. The complex is close enough to the ditch that it caused concern on how the city would be able to have access to get in and clean the ditch. The developer agreed to install 200' of 42-inch diameter pipe in the most critical section, but there would still be substantial disturbance to the apartment complex's lawn and landscaping that would require restoration expenses. Staff therefore believed that installing an additional 200' of pipe would avoid this problem. The developer has agreed to share half of the total cost of the project which is \$34,398.95.

Councilor Hatfield moved to approve the participation in half of the costs for the stormwater pipe installation project in an amount not to exceed \$17,199.48, and to approve the necessary budget amendment. The motion was seconded by Councilor Zylstra.

Councilor Galvin asked if something was missed in the permitting process that allowed the complex to be built so close to the ditch.

Barry Heid stated that it was brought up, but he was not at the Development Review Committee meeting when it was addressed.

Councilor Ketchum asked why it would be the city's responsibility to fix the landscaping if the developer should have addressed the problem. He thought the developer should have to pay for the entire 400' of pipe.

Barry Heid stated that the developer has agreed to install the 200' of pipe on his property. He also noted that the city's policy is to restore property to its previous condition when the city disturbs it.

Mayor Spahr asked if the pipe would carry more water faster than the open ditch.

Barry Heid indicated that the pipe would be designed so that it would be meeting the future flows in that area, so it would do a better job than the open ditch.

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Councilor Hatfield noted that there should be a closer coordination between public works and community services to avoid problems such as this.

Councilor Zylstra indicated that the stormwater study which was done a few years ago included a provision whereby if someone was to increase the non-permeable surface area and add to the flow of stormwater and exasperate the situation, they would be required to take measures to alleviate that by putting in structures to slow down the water.

Barry Heid stated that part of the project is to put in bioswales to slow the transfer of water from the property.

The motion carried unanimously.

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

a. **Upcoming Meetings and Events.** Dave Campbell reminded the council about upcoming events and meetings, including a reception for Barry Heid on October 27 at 4:00 p.m.; the special city council meeting to begin review of the recommended 1999 budget on November 2 at 5:00 p.m.; and the council retreat on November 6-7.

b. **Watershed Meeting.** Mayor Spahr reported that discussion included future water rights. He stated that he also gave a report about the city's sewer project.

10. **Executive Session - Pursuant to RCW 42.30.140(4) - Labor Relations - Contract Negotiations.** Mayor Spahr announced that the council would convene in executive session pursuant to RCW 42.30.140(4) - labor relations-contract negotiations, at 4:50 p.m. for about 20 minutes, and no decisions would be made following conclusion of the executive session. Following conclusion of the executive session, the Mayor reopened the regular meeting at 5:10 p.m., and there being no other business to come before the council, the meeting was adjourned.

November 2, 1998

The Chehalis city council met in special session on Monday, November 2, 1998, in the Chehalis city hall. Mayor Bob Spahr called the meeting to order at 5:00 p.m. with the following council members present: Wayne Galvin, Bud Hatfield, Tony Ketchum, Bob Venemon, and Dave Zylstra. Councilor Isaac Pope was absent (excused). Managers and mid-managers present included: Dave Campbell, City Manager; Tim Grochowski, Acting Public Works Director; Jo Ann Hakola, Finance Director; Randy Hamilton, Chief of Police & Fire Services; Bill Hillier, City Attorney; David Kelly, Human Resources Director; Joanne Schwartz, Community Services Director; John Barton, Water Superintendent; Jerry Boes, Deputy Chief for Fire Services; Steve Buzzard, Municipal Court Judge; Dennis Dawes, Deputy Chief for Police Service; Sharon Ferrier, Community Services Office Manager; Barb Lovelady, Administrative Assistant for Fire Services; Bob Nacht, Community Development Manager; Andy Sennes, Property Manager; Lilly Wall, Recreation Manager; and Patrick Wiltzius, Wastewater Superintendent. Members of the news media in attendance included Alice Thomas of The Chronicle.

1. **1998 Budget Status Report.** Jo Ann Hakola reported on third quarter revenues and expenditures activities.
2. **Review of Recommended 1999 Annual Budget.** Dave Campbell provided an overview of the recommended 1999 annual budget, and each department head presented a brief report on their individual budgets.

Following conclusion of the work session, and there being no other business to come before the council, the meeting was adjourned at 6:35 p.m.

November 9, 1998

The Chehalis city council met in regular session on Monday, November 9, 1998, in the Chehalis city hall. Mayor Bob Spahr called the meeting to order at 3:00 p.m. with the following council members present: Wayne Galvin, Bud Hatfield, Tony Ketchum, Dr. Isaac Pope, Bob Venemon, and Dave Zylstra. Managers and mid-managers present included: Dave Campbell, City Manager; Tim Grochowski, Acting Public Works Director; Jo Ann Hakola, Finance Director; Randy Hamilton, Chief of Police & Fire Services; Bill Hillier, City Attorney; David Kelly, Human Resources/Risk Management Director; Joanne Schwartz, Community Services Director; John Barton, Water Superintendent; Jerry Boes, Deputy Chief for Fire Services; Dennis Dawes, Deputy Chief for Police Services; Becky Fox, Court Administrator; Bob Nacht, Community Development Director; Andy Sennes, Property Manager; Patrick Wiltzius, Wastewater Superintendent; and Caryn Foley, Deputy City Clerk. Members of the news media in attendance included Sharon Michael of The Chronicle, and Joyce Fink of The Lewis County News.

1. **Employee Service Award.** Mayor Spahr presented a certificate for 15 years of service to Russ Cox, public works engineering technician.

2. **Swearing-in of New Patrol Officer.** Gwen Carrell was sworn in by Randy Hamilton as the newest Chehalis police officer. She replaced Gary Hodges who recently retired.

3. **Consent Calendar.** Councilor Zylstra moved to approve the November 9, 1998, consent calendar comprised of the following items:

a. Minutes of the regular city council meeting of October 26, 1998, and the special city council meeting of November 2, 1998;

b. October 29, 1998, Claims Vouchers No. 47264 - 47378 in the amount of \$105,136.54; October 30, 1998, Payroll Vouchers No. 10840 - 10977 in the amount of \$453,583.67; Transfer Voucher No. 1444 in the amount of \$757.71; and vouchers/checks dated April 14 - October 29, 1998, in the amount of \$70,330.90 for flood hazard mitigation expenses;

c. Pay Estimate No. 4 (Final) in the amount of \$15,122 (less retainage of \$756.10); Change Order No. 3 in the amount of \$23,733.28; and release of retainage after statutory requirements are satisfied to Consulting & Contracting, Inc., for the SW 20th Street/SW Salsbury Avenue street project;

d. Supplemental engineering services agreement in the amount of \$9,970 with Gibbs & Olson for the Teitzel Bridge water main replacement project;

e. Supplemental engineering services agreement in the amount of \$19,934.52 with Gibbs & Olson for the Main Street reconstruction project;

f. Supplemental engineering services agreement in the amount of \$8,924 with Gibbs & Olson for the Main Street waterline replacement project;

g. Supplemental services agreement in the amount of \$17,000 with David Evans and Associates for completion of the new comprehensive plan; and

h. Pay Estimate No. 6 in the amount of \$203,630.58 (less retainage of \$10,181.53) to Wagner Development, Inc., for the Main Street reconstruction project.

The motion was seconded by Councilor Pope and carried unanimously.

4. **Public Hearing - Hamilton Road Water and Sewer L.I.D.** Dave Campbell stated he had not heard from Scott Blinks, the attorney representing the L.I.D. petitioners, since his last request to continue the public hearing.

Mayor Spahr closed the regular meeting and opened the public hearing at 3:05 p.m. There being no public comment, the hearing was closed and the regular meeting was reopened.

5. **Ordinance No. 636-B, First Reading - Creating the Hamilton Road Water and Sewer L.I.D.** Dave Campbell stated that the L.I.D. has been petitioned by the vast majority of property owners along Hamilton Road south of Chehalis. It was initiated first because of groundwater problems in the vicinity of Labree and Hamilton Roads. It was also initiated for the opportunity to try to develop property more intensively south of that point than is currently possible with the existing utility

service. There has been discussion about the latest cost estimates for those water and sewer extensions, and whether that would fit in economically to their property development plans.

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Councilor Hatfield moved to pass Ordinance No. 636-B on first reading. The motion was seconded by Councilor Pope and carried unanimously.

6. **Public Hearing - 1999 Recommended Budget.** Dave Campbell stated that the council held a work session on the recommended budget last week. He noted that the budget holds the line on general fund property taxes because of the likelihood of large water and sewer rate increases. Mr. Campbell indicated that cuts would include capital spending, reserve contributions and fund balances, and selected services and programs in 1999. Up to a certain point, using volunteers, automation, and redistributing of staff workload and tasks can compensate for some loss of funding.

Mayor Spahr closed the regular meeting and opened the public hearing at 3:13 p.m. There being no public comment, the hearing was closed and the regular meeting was reopened. He asked if the council was interested in holding another workshop to further review the recommended budget.

Councilor Hatfield did not feel that an additional work session was needed.

7. **Ordinance No. 641-B, First Reading - Establishing Water Rates.** Jo Ann Hakola reviewed and provided clarification on several questions that were asked during the last council meeting.

Following review of the questions, Councilor Hatfield moved to remove Ordinance No. 641-B from the table (the ordinance was tabled during the October 26 meeting). The motion was seconded by Councilor Ketchum and carried unanimously.

Bill Hillier indicated that during the October 26 meeting Councilor Pope moved to pass the ordinance on first reading. The motion was seconded by Councilor Galvin. Councilor Hatfield then moved to amend the main motion to delete the Hillside and Evergreen Drives project, decrease the increase from 80% to 60%, and reflect a 25% discount for low-income senior citizens and totally disabled customers on the average monthly billing. The motion was seconded by Councilor Zylstra, and subsequently tabled. He suggested that the council discuss the three items separately.

Hillside and Evergreen Drives project. Councilor Hatfield advocated that the projects be deleted.

Councilor ~~Hatfield~~ Pope indicated that the projects could not be put off forever. He did not believe that a \$2 decrease was significant enough to delete the projects.

Mayor Spahr stated that he agreed with both Councilors Hatfield and Pope, but he expressed concern about larger users such as National Frozen Foods.

Councilor Pope asked when the projects would be done.

Councilor Hatfield stated that they would have to be done when the city could afford to do them.

Mayor Spahr asked if it would work if the rates were increased a little at a time and pay for the projects as we go.

Jo Ann Hakola indicated that if you pay as you go there are various cost inflators, but a bond is a one-time expense. She thought it would probably be a wash.

The vote to delete the projects passed by 6 to 1. Councilor Pope voted against the deletion of the projects.

Reflect a 25% discount for low-income senior citizen and totally disabled customers on the average monthly billing. Councilor Hatfield withdrew his motion regarding this item because the 25% discount is already provided for in the proposed ordinance.

Decrease the increase from 80% to 60%. Councilor Hatfield withdrew his motion regarding this item since the deletion of the Hillside and Evergreen Drives projects make the projected average increase about 62%.

Councilor Hatfield moved to propose a new amendment to the main motion to drop the amount of projected reserved water cash and reserve balances from \$1,920,412 in the year 2003 to \$1,014,630, which would reduce the increase inside the city to 44% and outside the city to 46%. The motion was seconded by Councilor Ketchum.

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Councilor Zylstra asked what effect this would have.

Jo Ann Hakola indicated that having reserves means you don't have to raise rates for unexpected projects.

Councilor Zylstra spoke in favor of the amendment.

Councilor Pope stated that this happens year after year and nothing gets resolved.

The amendment carried by a vote of 4 ayes and 3 nays. Councilors Galvin and Pope and Mayor Spahr cast the dissenting votes.

The main motion, to pass Ordinance No. 641-B on first reading, carried unanimously.

8. **Ordinance No. 642-B, Second Reading - Establishing Sewer Rates.** Councilor Hatfield moved to pass Ordinance No. 642-B on second reading. The motion was seconded by Councilor Zylstra.

Councilor Hatfield asked if the ordinance provided for a 25% discount for low-income senior citizens and totally disabled customers.

Bill Hillier indicated that it did.

Councilor Zylstra stated that he still had concerns regarding base sewer charges for multiple-dwelling residential accounts. He asked Jo Ann Hakola if a third category (e.g., multi-family commercial) could be created as sort of a compromise between the two other types of accounts.

Jo Ann Hakola stated that the council could create anything they wished to.

Councilor Hatfield moved to table Ordinance No. 642-B until the next meeting so that Councilor Zylstra and Jo Ann Hakola could explore additional alternatives relating to multiple-family dwellings. The motion was seconded by Councilor Zylstra and carried unanimously.

9. **Ordinance No. 640-B, First Reading - Establishing a Lodging Tax.** Councilor Hatfield moved to pass Ordinance No. 640-B, establishing a 4% tax rate on lodging, on first reading with an effective date of January 1, 1999. The motion was seconded by Councilor Galvin.

Councilor Hatfield noted that Lewis County is going to enact this tax county-wide. If the city did not enact the tax then the money collected in the Chehalis motels would go into the coffers of Lewis County until such time as the city did enact the tax.

The motion carried unanimously.

Dave Campbell indicated that the city's lodging tax committee plans to meet and discuss requests for funding under the tourism fund. Their recommendations will be brought to the council.

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

a. **Upcoming Meetings and Events.** Dave Campbell reminded the council about the Main Street reconstruction project celebration set for November 12, at 10:00 a.m. near the courthouse.

b. **Council-Management Staff Retreat.** Councilor Hatfield thought the recent retreat was an excellent endeavor and was valuable to both the council and staff.

11. **Executive Session - Pursuant to RCW 42.30.140(4) - Labor Relations - Contract Negotiations.** Mayor Spahr announced that the council would convene in executive session pursuant to RCW 42.30.140(4) - labor relations-contract

negotiations, at 4:00 p.m. for about 20 minutes, and there could be a decision following conclusion of the executive session. Following conclusion of the executive session, the Mayor reopened the regular meeting at 4:20 p.m.

12. **Salary Differentials between Management and Union Positions.** Councilor Hatfield moved to establish a city policy to provide for a 10% differential between the base salaries of the deputy chiefs for police and fire services and their highest

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paid line employees. The motion was seconded by Councilor Pope. Following further discussion about other management staff and salary differentials, Councilor Hatfield withdrew his motion.

13. **Pay Range Reassignments.** Councilor Ketchum moved to approve staff's recommendation that the deputy city clerk position be reassigned from pay range 19 to range 21 effective January 1, 1999, and that the municipal court administrator position be reassigned from pay range 21 to range 22 effective January 1, 1999. The motion was seconded by Councilor Hatfield and carried unanimously.

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

November 23, 1998

The Chehalis city council met in regular session on Monday, November 23, 1998, in the Chehalis city hall. Mayor Bob Spahr called the meeting to order at 3:00 p.m. with the following council members present: Wayne Galvin, Bud Hatfield, Tony Ketchum, Dr. Isaac Pope, Bob Venemon, and Dave Zylstra. Managers and mid-managers present included: Dave Campbell, City Manager; Tim Grochowski, Acting Public Works Director; Jo Ann Hakola, Finance Director; Randy Hamilton, Chief of Police & Fire Services; Bill Hillier, City Attorney; David Kelly, Human Resources/Risk Management Director; Joanne Schwartz, Community Services Director; John Barton, Water Superintendent; Jerry Boes, Deputy Chief for Fire Services; Dennis Dawes, Deputy Chief for Police Services; Becky Fox, Court Administrator; Bob Nacht, Community Development Director; Andy Sennes, Property Manager; Patrick Wiltzius, Wastewater Superintendent; and Caryn Foley, Deputy City Clerk. Members of the news media in attendance included Sharon Michael of The Chronicle, and Joyce Fink of The Lewis County News.

1. **Employee Service Award.** Mayor Spahr presented a certificate for 15 years of service to Norm Anderson, parking enforcement officer.

2. **\$500 Contribution for Donation of Old Fire Truck.** Walter King, Chehalis Rotary Club President, presented a \$500 check for donation of the city's old fire truck to Tblisi, Georgia.

3. **Consent Calendar.** Councilor Pope moved to approve the November 23, 1998, consent calendar comprised of the following items:

- a. Minutes of the regular city council meeting of November 9, 1998;
- b. November 16, 1998, Claims Vouchers No. 47379 - 47546 in the amount of \$158,377.33;
- c. Final billing in the amount of \$72,966.75 (less retainage of \$3,387.50) to Mid-Mountain Contractor's, Inc., and acceptance of Alexander Bridge waterline boring project after statutory requirements are satisfied; and
- d. Agreement with Lewis County for removal of Alexander Bridge.

The motion was seconded by Councilor Galvin. Councilor Ketchum indicated that there should be a correction to the minutes on page 2, item 7, paragraph 5. He stated that the sentence should begin with Councilor Pope, instead of Councilor Hatfield. The motion to approve the consent calendar, as amended, carried unanimously.

4. **Public Hearing - Proposed Vacation of NE Scott Johnson Road.** Dave Campbell indicated that a petition was received requesting the proposed vacation. He stated that a letter was received from the city of Centralia against the vacation.

Mayor Spahr closed the regular meeting and opened the public hearing at 3:08 p.m.

Scott Blinks, the attorney for the petitioner, Warren Developments, Inc., provided pictures of the area during the 1986 flood, as well as a letter from the owner of Crafts Galore in favor of the vacation. He used a map to show the current area and the proposal for the area. He understood that both Chehalis and Centralia had concerns and it may be appropriate to defer the matter to Chehalis' development review committee (DRC). He added that the petitioner will comply with restrictions and/or conditions that either city determines appropriate. He explained that the plan is to maintain a thoroughfare, but to raise the subject area to eliminate problems caused by flooding. The plan also includes making the turn-off from Kresky Avenue easier to manipulate for traffic.

Donald Wheat, 1804 Kresky Avenue, stated that he was not against the vacation, but was concerned about increased flooding onto his property. He indicated that flooding on his property is a real problem and has gotten worse over the years. He also expressed concern about his current access through NE Scott Johnson Road, and the fact that it would add about half a mile travel to and from his home if it is no longer accessible.

Bob Nacht, chair of the DRC, indicated that he did a cursory review of the proposal. He thought the issues raised by the city of Centralia and the concerns expressed today were valid and needed to be addressed. He requested that the proposal be referred to the DRC to work with the proponents to address all the issues.

Mayor Spahr asked what the plan was to maintain public access through the area.

Scott Blinks indicated that the plan is to provide access north of NE Scott Johnson Road.

Mayor Spahr asked why the petitioner would want to pay taxes on right-of-way that will be used by the public.

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Scott Blinks stated that the potential benefit would be further development of the Grocery Outlet into the existing Scott Johnson area, and relocating access further to the north to increase the turning abilities of large trucks.

Mayor Spahr asked if the DRC would consider such things as fire trucks.

Bob Nacht stated that the DRC would take that, among other things, under consideration.

There being no other public comment, the public hearing was closed and the regular meeting was reopened at 3:20 p.m.

Councilor Galvin asked what would stop the proponent from closing the road in the future if the vacation is granted.

Bob Nacht indicated that it would be a possibility, and that is one of the issues that the DRC will address. The city could prevent that from occurring if it is found to be a significant issue.

Councilor Hatfield moved to refer the request for vacation of NE Scott Johnson Road to the DRC. The motion was seconded by Councilor Zylstra and carried unanimously.

5. **Ordinance No. 636-B, Second Reading - Creating the Hamilton Road Water and Sewer L.I.D.** Dave Campbell reviewed the history of the proposed L.I.D. He indicated that the city attorney has outlined three options regarding the second reading of the ordinance, and staff's recommendation is that the council not take action on second reading, and table the issue until the petitioners are better able to evaluate the economic impacts.

Councilor Pope felt that the matter had been dragging on too long and the next date set by the council should be final. He recommended that the council set a final date of January 25.

Scott Blinks, the attorney for the petitioners, asked that the council defer second reading until February 8.

Councilor Hatfield moved to table second reading of the ordinance until February 8, and that that be the final extension date. The motion was seconded by Councilor Pope and carried unanimously.

6. **Ordinance No. 640-B, Second Reading - Establishing a Lodging Tax.** Councilor Hatfield moved to pass Ordinance No. 640-B, establishing a lodging tax in the amount of four percent, on second and final reading with an effective date of January 1, 1999. The motion was seconded by Councilor Zylstra and carried unanimously.

7. **Ordinance No. 641-B, Second Reading - Establishing Water Rates.** Councilor Zylstra moved to pass Ordinance No. 641-B on second and final reading. The motion was seconded by Councilor Galvin.

Councilor Pope stated that he contacted WCIA regarding the deletion of the Evergreen and Hillside Drives fireflow improvement projects and the city's liability exposure. The response was that, because of the public safety issue, there would be some exposure.

Mayor Spahr indicated that the council did cut a lot of the work that resulted in reduced water and sewer fees. He wondered if the council could put a couple of cents here to raise money now so the council does not have to come back to the rate payers at a later date and ask for a lot more money.

Councilor Hatfield did not believe that rates would have to go up within five years. He stated that it was simply someone's opinion and not a fact. He endorsed the motion as it stood.

Councilor Zylstra moved to amend the main motion to increase the year 2003 fund balance to \$1,500,000. He felt the additional reserves were needed to take care of unforeseen items. The motion was seconded by Councilor Pope and carried by a vote of 5 ayes and 2 nays. The dissenting votes were cast by Councilors Hatfield and Ketchum. The main motion, to pass Ordinance No. 641-B on second and final reading, as amended, carried by a vote of 5 ayes and 2 nays. The dissenting votes were cast by Councilors Hatfield and Ketchum.

8. **Ordinance No. 642-B, Second Reading - Establishing Sewer Rates.** Councilor Galvin moved to pass Ordinance No. 642-B on second and final reading. The motion was seconded by Councilor Pope.

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Mayor Spahr stated that all kinds of formulas have been discussed on how to deal with the multiple family dwelling units base rates. He wondered if it could be tied to the size of the meter.

Dave Campbell indicated that he did not know; it would be something that staff would have to look into.

Jo Ann Hakola stated that she reviewed sewer base rate charges for multi-family accounts of five or more units. She contacted several cities to see how they charge these units, and they all charge a full base residential rate for each number of units. Chehalis gave a 20% discount under the prior ordinance, and Lacey grants a discount of 30% off the base rates, but they also charge a B & O tax. After discussions with Councilors Zylstra and Galvin, Mayor Spahr, and the public works department, staff tried to come up with a formula that would pay for the use of what's going through the meter based upon 732 ERUS. If the average yearly consumption was taken and divided by 732 it would give the number of units that could be used times whatever the base rate would be, plus overage, to come up with a charge for multi-family units. She indicated that some bills would go up and some would go down using this formula, but the net result would come to about the same amount of revenue. She stated that if the council tried to tie it to the size of the meter a whole other scale would have to be created to come up with the same amount of revenue overall, and that would result in commercial users paying more.

Donald Portnoy, 4526 81st Avenue SE, Olympia, owner of the St. Helens Inn apartments, spoke against the proposed increases. He stated that neither he nor his tenants could afford the new rates. He felt it was unfair to treat apartments any different than hotels and rest homes.

Tom Guyer, 585 S. Market Boulevard, Chehalis, representing T.J. Guyer, Inc., expressed concern about the larger units he manages and the property owners he represents. He asked that the numbers be reviewed because the increases will have to be passed on to tenants. He also asked that the number of units considered multiple family be changed from 5 to 3.

Councilor Zylstra moved to amend the main motion by establishing a new class of residential living units by using the average residential usage quantity to establish the number of their base charges with an annual review. The motion was seconded by Councilor Hatfield.

Jo Ann Hakola pointed out that commercial units have not been looked at in the same way as apartments. The proposed ordinance will include them if they have kitchen units and they will be charged the same as an apartment. She reiterated that what staff will do is go back one year on records of consumption, divide that by 732, and multiple that by the number of units to determine the charge. She added that this would be done each year and would vary from year to year based on occupancy levels.

Wes Kerner, 525 NW Pennsylvania Avenue, Chehalis, asked if there were any other fees being discussed.

Mayor Spahr indicated that what the council was talking about right now is base charges only and how they are going to be established for multiple family dwellings of 5 units or more.

Buffi Bloom, 143 Berry Road, Chehalis, a landlord and president-elect of the Lewis County Rental Association asked about Mayor Spahr's suggestion about using the size of the meter to determine usage charges.

Mayor Spahr indicated that was only a suggestion and has not been considered any further by the council.

Buffi Bloom asked if that was how commercial customers were charged.

Bill Hillier stated that the size of the meter is only used to determine the connection fees not the usage charges.

Buffi Bloom shared information she collected from other cities that treat multi-family and commercial customers in the same way. She asked the number be changed from 5 to 3 to determine a multiple dwelling unit. She added that she still would like to see multi-family and commercial units charged the same.

Councilors Ketchum and Pope stated that they have both heard from several residents who are against multiple dwelling units being treated the same as commercial units.

Richard LaFosse, 438 NE Washington Avenue, Chehalis, asked for clarification. He also stated that he knew the council was trying to be fair. He asked that it be based strictly on volume.

Mayor Spahr stated that the amendment to the main motion is to do just that.

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Richard LaFosse asked if it could be done on a monthly basis instead of on a yearly basis.

Mayor Spahr explained that the purpose of a base charge is to maintain existing infrastructure.

Jo Ann Hakola stated that it could not be done on a monthly basis. Programming changes will be required to do it on a yearly basis, but it would have to be done manually for all 500+ accounts if it were done on a monthly basis.

Sandy Grady, 2395 Jackson Highway, Chehalis, stated that she understood what the landlord's were talking about, but she pointed out that residential customers do not make money off of their properties; landlord's do. She added that it is a business.

Tom Guyer commented that some of the property owners are not making that much off of their properties.

The amendment, to establish a new class of residential living units by using the average residential usage quantity to establish the number of their base charges with an annual review, carried unanimously.

Councilor Hatfield moved to amend the main motion to establish a multi-family unit from 5 or more to 3 or more units. The motion was seconded by Councilor Zylstra and carried unanimously.

The main motion, to pass Ordinance No. 642-B on second and final reading, as amended, carried unanimously.

9. Ordinance No. 644-B, First Reading - Determining and Fixing the Amount of Revenue to be Raised by Ad Valorem Taxes; Ordinance No. 645-B, First Reading - Stating the Dollar Amount and Percentage of Change for a Property Tax Increase; and Ordinance No. 646-B, First Reading - Adopting the 1999 Budget. Dave Campbell stated that the tax rate established by Ordinance No. 644-B would actually be three cents per \$1,000 per assessed value less than in 1998. He indicated that the city is obligated to pass Ordinance No. 645-B, stating the dollar amount and percentage of change for a property tax increase even if there is no increase. Ordinance No. 646-B adopts the budget.

Councilor Hatfield moved to pass Ordinance No. 644-B on first reading. The motion was seconded by Councilor Zylstra.

Councilor Galvin stated that the city is facing a lot of little dollar costs in 1999. He suggested that the tax rate stay the same as in 1998.

Dave Campbell estimated that it would probably generate about \$10,000 for the year if the tax rate stayed the same.

Councilor Hatfield moved to amend the main motion by keeping the ad valorem tax rate the same in 1999 as it is in 1998. The motion was seconded by Councilor Galvin and carried unanimously. The main motion, as amended, carried unanimously.

Councilor Hatfield moved to pass Ordinance No. 645-B on first reading, reflecting the amendment to Ordinance No. 644-B. The motion was seconded by Councilor Zylstra and carried unanimously.

Dave Campbell indicated that Ordinance No. 646-B will be amended to include increased water and sewer rates and the four percent lodging tax passed by ordinance earlier in the meeting.

Councilor Hatfield moved to pass Ordinance No. 646-B on first reading. The motion was seconded by Councilor Zylstra.

Councilor Ketchum stated that he was against cutting a police officer and participation in UNET. He stated that just this week a meth lab was busted two blocks from his home. He suggested that the council consider postponing the State Avenue overlay project until the following year and use the money toward keeping the officer.

Councilor Pope felt that matters such as that be kept within departments.

Dave Campbell stated that the State Avenue overlay project is proposed to be funded out of the public facilities reserve fund and could not be used for operating purposes.

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Councilor Hatfield noted that the way the police department is currently structured, the city has 2.4 police officers per 1,000 of population compared to the average of 1.75. He also agreed with Councilor Pope that cuts should be made by the department manager.

John McCroskey, Lewis County Sheriff, reiterated Councilor Ketchum's comment that crime is increasing. He stated that UNET works because of the participation of all agencies. He stated that the people that manufacture meth don't care about anyone and UNET's role is becoming more critical. Sheriff McCroskey also stated that meth use is associated with almost 90% of significant crimes.

Randy Hamilton stated that drugs are a very serious problem in our community. He indicated that he has reconsidered pulling out of UNET. He stated that he would have to make cuts in other areas of the department.

Councilor Galvin stated that Lewis County is requesting \$7,500, up from an earlier figure of \$2,000, for a flood damage reduction project study. He moved that the city allocate an additional \$5,500 for the study. The motion died for a lack of a second.

Mayor Spahr indicated that there is nothing included in the budget for the sister city program for a delegation to come to Chehalis. He stated that he and Joanne Schwartz talked about taking \$3,000 from rent received by the espresso stand that is located on city property that is leased by the chamber of commerce.

Joanne Schwartz indicated that she suggested that the \$2,400 the city receives from the espresso stand go back into the general fund and that that amount of money come back to the marketing committee from the portion of the money that was going to the Lewis County Center through the 2%-moneys. She stated that she did speak to Richard DeBolt, executive director of the chamber, and he thought there was an understanding the money received from the espresso stand would be used for Christmas decorations.

Councilor Hatfield felt that the money that was going to the Lewis County Center should go into reserves of the tourism fund to allow those reserves to accumulate and be used for something of significance. He thought the sister city program was nice, but only when it could be afforded. He did not recommend the money be taken away from the Christmas decorations, and that the city get by with what money is budgeted for the sister city program.

Dave Campbell stated that \$300 is budgeted for a delegation to travel to Japan, and would support the communications and an exchange gift if a delegation goes.

The main motion, to pass Ordinance No. 646-B, carried unanimously.

10. **Resolution No. 16-98, First Reading - Repealing Prior Resolution Concerning Terms of Office for the Mayor.** Councilor Hatfield moved to suspend the rules requiring two readings of a resolution. The motion was seconded by Councilor Pope and carried unanimously. Councilor Hatfield then moved to adopt Resolution No. 16-98 on first and final reading. The motion was seconded by Councilor Pope and carried unanimously. The resolution eliminates the city policy that prohibits individuals from serving more than two consecutive two-year terms as mayor.

11. **Award Bid for the Main Street Signalization Project to Transtech Electric, Inc., in the Amount of \$179,727.** Dave Campbell indicated that there is a potential for the council to authorize staff to seek a change order to add another signal to the bid because of the low bid that was received. Remaining federal ISTEA funds are available to add a signal at State Avenue. He estimated that the city's share would be \$17,623 and could be funded through the public facilities reserve fund.

Mayor Spahr stated that the question should be answered as to why if three signals cost \$179,000 why does one cost so much more.

Dave Campbell stated that the reason is that the first three signals have had a fair amount of construction done in phase I of the Main Street project that wasn't done for the fourth signal.

Councilor Hatfield moved to award the bid for the Main Street signalization project to Transtech Electric, Inc., in the base bid amount of \$179,727, and authorization to negotiate a change order for another new signal at State Avenue, and its associated costs, after the award. The motion was seconded by Councilor Pope and carried unanimously.

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

a. **Second Council Meeting in December.** Dave Campbell noted that the council sometimes cancels the second meeting in December, but staff may have some items for that meeting date. He indicated that staff is currently working on the revised employee rules and regulations, and the general sewer plan.

b. **Lewis County Health Advisory Committee.** Councilor Pope stated that Lewis County would be acting on some ordinances relating to biosolids that may impact the city. He stated that if the council has any concerns after reviewing the ordinances they should contact the Health Advisory Committee.

c. **Status of Four-Way Stop Sign Intersections.** Councilor Hatfield asked when staff would give a report on the four-way stop signs throughout the city.

Randy Hamilton stated that a report would be given at the next council meeting.

d. **Downtown Holiday Decorations.** Councilor Hatfield complimented Bob Nacht and Doug Fletcher on their efforts in putting up all the holiday decorations.

Bob Nacht stated that the project could not be done without the support of the council and other city departments.

Joanne Schwartz added that Bob Nacht and Doug Fletcher have put hundreds of hours into preparing for this year's decorating project and they did an awesome job! She stated that this goes along with the city's desire to revitalize the downtown.

13. **Executive Session - Pursuant to RCW 42.30.140(4) - Labor Relations - Contract Negotiations.** Mayor Spahr announced that the council would convene in executive session pursuant to RCW 42.30.140(4) - labor relations-contract negotiations, at 5:00 p.m. for about 20 minutes, and there could be a decision following conclusion of the executive session. Following conclusion of the executive session, the Mayor reopened the regular meeting at 5:10 p.m., and there being no other business to come before the council, the meeting was immediately adjourned.

December 14, 1998

The Chehalis city council met in regular session on Monday, December 14, 1998, in the Chehalis city hall. Mayor Bob Spahr called the meeting to order at 3:00 p.m. with the following council members present: Wayne Galvin, Bud Hatfield, Tony Ketchum, Dr. Isaac Pope, and Bob Venemon. Councilor Dave Zylstra was absent (excused). Managers and mid-managers present included: Dave Campbell, City Manager; Tim Grochowski, Acting Public Works Director; Jo Ann Hakola, Finance Director; Bill Hillier, City Attorney; David Kelly, Human Resources/Risk Management Director; Joanne Schwartz, Community Services Director; Jerry Boes, Deputy Chief for Fire Services; Dennis Dawes, Deputy Chief for Police Services; Bob Nacht, Community Development Director; Andy Sennes, Property Manager; Patrick Wiltzius, Wastewater Superintendent; and Caryn Foley, Deputy City Clerk. Members of the news media in attendance included Sharon Michael of The Chronicle, and Joyce Fink of The Lewis County News.

1. **Employee Service Award.** Mayor Spahr presented Ernie Petermann, Community Services Review Specialist/Building Inspector, a 5-year service award pin.

2. **Recognition of Frank and Barbara Mason.** Mayor Spahr reminded the council about the July 1997, fire which destroyed two downtown buildings. Mayor Spahr indicated that the buildings were restored by Frank and Barbara Mason and he presented them a plaque for their foresight and enthusiasm in refurbishing old historic buildings. He stated he did not want to de-emphasize what other people have done with their own buildings, but the Masons have gone above and beyond the call of duty, by restoring several buildings in the city.

Twin Cities Chamber of Commerce Executive Director, Richard DeBolt, extended his appreciation to the Masons for realizing the importance of the downtown area.

Mary Kay Nelson, also from the Chamber, stated that it was fun to see the building come together in the past year. She stated that at the time the fire occurred many thought there might be a hole in the downtown area, but instead the Masons turned it into a beautiful building that the whole town can be proud of.

Joanne Schwartz thanked the Masons for all their work. She presented them with a collage of newspaper articles displaying the refurbishing of the building.

Frank Mason did not believe that he and Barbara should get all of the recognition. He stated that from the start of the project there were others involved including staff from the city and Lewis County Museum. He added that over the years he has also had backing from Security State Bank which believed in him and the downtown area. He stated that they may have the dream, but they have friends to back them.

3. **Consent Calendar.** Councilor Pope moved to approve the December 14, 1998, consent calendar comprised of the following items:

- a. Minutes of the regular city council meeting of November 23, 1998;
- b. November 25, 1998, Claims Vouchers No. 47546 - 47650 in the amount of \$313,443.50; November 30, 1998, Payroll Vouchers No. 10978 - 11127 in the amount of \$420,330.89; Transfer Voucher No. 1445 in the amount of \$1,371.85; and void Transfer Voucher No. 1432;
- c. Change Order No. 1 granting an extension of eleven days to RT & T Construction, Inc., for completion of the SW 18th Street water main replacement project;
- d. Pay Estimate No. 1 in the amount of \$97,861.82 (less retainage of \$4,543.26) to RT & T Construction, Inc., for the SW 18th Street water main replacement project;
- e. Final acceptance of the Pennsylvania Avenue/Folsom Street sewer rehabilitation project and release of retainage to Taurman Pacific, Inc., after statutory requirements are satisfied;
- f. Final payment and acceptance in the amount of \$7,633.65 (less retainage of \$371.65) to Taurman Pacific, Inc., for the Lewis County Sewer District No. 1 flume installation project and release of retainage after statutory requirements are satisfied.

The motion was seconded by Councilor Venemon and carried unanimously.

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4. **Citizens Business – Twin Transit.** Malia Gislason, 440 N Market Boulevard #304, Chehalis, addressed the council about Twin Transit. She stated that she has experienced problems with the manager of Twin Transit and has addressed them to the Twin Transit board, but nothing has been done about them. She presented the mayor with a written account of problems she has had over the last two years.

Bob Venemon, the city's representative on the Twin Transit board, stated that he had no comment.

Karen Branam, 1023 Woodland Avenue, Centralia, also spoke about Twin Transit. She expressed concern for the "special" people of Centralia and Chehalis. She stated that there are some special people that are not allowed to ride Paratransit. She gave some examples about cases she knows of where special people have not been allowed to ride the Paratransit bus. She stated that she likes Bob Venemon and she knows he tries to understand, but help is needed for the handicapped people of Lewis County. She stated that she was a driver for Paratransit and she saw what was happening so she quit her job to fight for the special people.

Mayor Spahr asked if Paratransit was part of Twin Transit.

Ms. Branam stated that it was.

Councilor Hatfield asked if Ms. Branam had taken her concerns to the Transit board, and what the resolution was.

Ms. Branam stated that she has gone before the board and there was also a letter of no confidence signed by the drivers and presented to the board, but they did nothing and chose to keep the current manager.

Councilor Hatfield stated that coming to the city council, besides possibly getting some publicity in the press, wouldn't do any good because the council couldn't take any direct action toward the Twin Transit manager.

Ms. Branam stated she was not at the council meeting to get publicity from the press, but was there to help the special people of Lewis County. She indicated that her purpose was to have the city appoint a representative to the board that is willing to understand and help handicapped people. She stated that her next step is to go to the governor or file a federal civil rights act on behalf of the people, but she doesn't want to have to do that.

Councilor Hatfield suggested she contact the Human Rights Commission, EEOC, or whoever governs the Americans with Disabilities Act if she has not received satisfaction. He added that the council can sympathize with her, but they do not have control over the Twin Transit board.

5. **Ordinance No. 644-B, Second Reading - Determining and Fixing the Amount of Revenue to be Raised by Ad Valorem Taxes; Ordinance No. 645-B, Second Reading - Stating the Dollar Amount and Percentage of Change for a Property Tax Increase; and Ordinance No. 646-B, Second Reading – Adopting the 1999 Budget.** Dave Campbell stated that Ordinance No. 644-B establishes the property tax levies and the tax rate for 1999. When the council passed the ordinance on first reading on November 23 they elected to keep the property tax rates for 1999 at the same level as in 1998. That has the effect of increasing the tax levies (the dollars that are actually received by the city) by a total of about \$10,000. Those dollar amounts are the effect of new construction or development during the past year. Ordinance No. 645-B is required because of the provisions of Referendum 47, which passed a year ago by state voters. It states that there is a one percent increase in the tax levies for 1999 compared to 1998. He stated that Ordinance No. 646-B adopts the 1999 budget itself.

Mayor Spahr stated that property tax revenues are anticipated to go up one percent by using the same levy amount in 1999 as in 1998. He asked if the city was taking full advantage of new construction. He stated that the council needs to do that, because new construction is part of inflation.

Dave Campbell stated that keeping rates the same in 1999 would take full advantage of new construction.

Councilor Hatfield moved to pass Ordinance Nos. 644-B, 645-B, and 646-B on second and final reading. The motion was seconded by Councilor Zylstra and carried unanimously.

6. **Ordinance No. 647-B, First Reading - Providing for an Interfund Loan; and Ordinance No. 648B, First Reading - Providing for a Budget Amendment.** Jo Ann Hakola stated that Ordinance No. 647-B provides for an interfund loan from the public facilities reserve fund to the arterial street fund because reimbursement from the Department of

Transportation for the Main Street reconstruction project has not been received and the fund cannot be at a deficit at year-end. Ordinance No. 648-B provides for a budget amendment for actions already approved by the council through the latter part of the year.

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Councilor Galvin moved to suspend the rules requiring two readings of an ordinance. The motion was seconded by Councilor Pope and carried unanimously. Councilor Hatfield then moved to pass Ordinance Nos. 647B and 648-B on first and final reading. The motion was seconded by Councilor Galvin and carried unanimously.

7. Resolution No. 17-98, First Reading - Approving an Amendment to the 1998 Airport Board Budget.

Councilor Hatfield moved to suspend the rules requiring two readings of a resolution. The motion was seconded by Councilor Galvin and carried unanimously. Councilor Hatfield then moved to adopt Resolution No. 17-98 on first and final reading. The motion was seconded by Councilor Galvin and carried unanimously.

8. Resolution No. 18-98, First Reading - Setting the Date and Time of January 11, 1999, at 3:00 p.m. for a Public Hearing Regarding a Petition for Vacation of a Portion of SW Pacific Avenue. Dave Campbell stated that the Washington State Department of Social and Health Services (DSHS), on behalf of Green Hill School, submitted a petition for the vacation of a portion of SW Pacific Avenue between SW 11th Street and SW Parkland Drive. He indicated that the request is essentially the same as the request from about two years ago that was denied.

Councilor Hatfield moved to suspend the rules requiring two readings of a resolution. The motion was seconded by Councilor Pope and carried unanimously. Councilor Hatfield then moved to adopt Resolution No. 18-98, setting January 11, 1999, at 3:05 p.m. on first and final reading. The motion carried unanimously.

9. Hiring a Professional Downtown Planner. Joanne Schwartz reminded the council that one of their goals has been to promote the revitalization of the downtown. She indicated that the Chehalis Community Marketing Committee (CCMC) is very active and enthusiastic and they want to make the downtown much better than it already is. She stated that she and Councilor Hatfield recently attended a conference where they heard from professional downtown planners. She added that the committee can only do so much and it might be the time to turn to a downtown planner.

Mayor Spahr asked if a planner would cover marketing.

Joanne Schwartz stated that she didn't know, but it would probably depend on how the city presents it in a request for proposals. She mentioned that the Chamber is working on getting a professional marketing person to come to this area to do a workshop with the business people.

Councilor Hatfield stated that the planners' focus was certainly on the entire spectrum of downtown revitalization and redevelopment, but the overriding theme that they mentioned was that it needs to be looked at as an economic development function. He felt that the entire effort should be coordinated by a planner.

Councilor Pope stated that he thought it was a good idea to hire a planner, but he wanted to see a timeline for the project. He also wanted the planners to be able to suggest funding sources for the project.

Joanne Schwartz assured Councilor Pope that that would be a part of the whole planning process. She added that it is her goal to get a request for proposals written and advertised as soon as possible.

Councilor Galvin asked if the \$35,000 figure mentioned in the agenda report was the total amount of the anticipated cost of hiring a planner, or was it the city's portion.

Joanne Schwartz indicated that \$35,000 is the total amount estimated for a planner. The grant that the city will be applying for is a matching one, making the city's portion \$17,500. She stated that HUD Block Grant funds could be used for the city's portion.

Councilor Galvin moved to approve a request for proposal process to hire a downtown planning consultant and endorse financial support for the project (not to exceed \$35,000) using the HUD Block Grant fund with the understanding that outside funding will also be sought. The motion was seconded by Councilor Hatfield and carried unanimously.

10. Lt. Jim Junkin Memorial. Dave Campbell indicated that the city has the war memorial that was originally put up at Recreation Park. When Penny Playground was constructed the memorial was moved to storage. The American Legion and Veterans Memorial Museum have requested the transfer of the memorial to the museum.

Lee Grimes, the museum director, stated that the memorial would be put on display at the Veterans Memorial Museum for public viewing to honor veterans who have served the country.

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Councilor Hatfield moved to authorize an indefinite loan of the Lt. Jim Junkin memorial plaque to the Veterans Memorial Museum in Centralia. The motion was seconded by Councilor Venemon and carried unanimously. Councilor Galvin abstained from voting because of his association with that board.

11. **Potential Traffic Signal at Exit 77 (Main Street/Highway 6).** Dave Campbell stated that Connie Small, one of the members of the 1998 Leadership Lewis County class, would be addressing the council about a potential traffic signal at Exit 77. He indicated that the exit is a state facility and not a traffic signal that is the highest priority for the state or any of the other potential public/private organizations and individuals that may be involved in helping fund it, but perhaps there might be enough interest combined.

Connie Small explained that the class wanted to do something to give back to the community that they could be remembered for, and also to set a precedent for future classes. After choosing this project they contacted the Washington State Patrol and found that it was a high accident area. They then contacted DOT and they did a traffic study that determined that on a scale of 1 to 10 the area was rated an 8. DOT submitted four proposals and the one that the class thought was the best and most affordable was a \$75,000 proposal. She stated that DOT committed to paying 50% of the cost, and funding from other organizations include: Lewis County, \$5,000; Lewis County PUD, \$5,000/or in-kind services; Port of Chehalis, \$2,500; Chehalis Industrial Commission, \$2,500; DOT, an additional \$10,000; and the Leadership Lewis County class and other local businesses about \$1,000. She requested that the city of Chehalis allocate \$5,000 to the project.

Councilor Galvin asked for clarification on where the signal would be located.

Connie Small explained that the signal would be located on the northbound 1-5 off/on ramps at exit 77, which is on the east side of the freeway.

Tim Grochowski indicated that DOT looked at signals on both sides of the freeway and determined that it would be more feasible on the east side, but it would also benefit the west side of the freeway.

Connie Small indicated that the class needs to make a commitment and have the money by year's end to DOT.

Andy Sennes, another member of the class, stated that class members are soliciting donations for the project.

Mayor Spahr asked where the city's portion would come from.

Jo Ann Hakola stated that funds could be used from the public facilities reserve fund.

Councilor Ketchum moved to allocate \$5,000 from the public facilities reserve fund for the project, and direct that the city serve as the local lead agency as necessary for purposes of collecting other monies and contracting with WSDOT. The motion was seconded by Councilor Venemon.

Councilor Galvin stated that he thought this was a commendable project and would like to see it happen, but he reminded the council that Lewis County asked the city for an additional \$5,000 for the flood control study, but a motion for that died for a lack of a second. He noted that flooding is of greater consequence to the citizens of Chehalis than a signal on 1-5.

The motion carried unanimously.

12. **Vehicle Allowance for Public Works Director.** Dave Campbell indicated that two candidates are still available for appointment to the vacant position of public works director. The candidates live in Lacey and Kelso and are used to driving an employer-paid vehicle or having their travel expenses provided for. Both candidates would like to have one or the other options, preferably a vehicle, but Mr. Campbell stated that he would not allow the use of a city vehicle for travel outside of Lewis County for commuting purposes. He told the candidates it was possible the council might approve a vehicle allowance as long as they lived outside of the county. He stated that both individuals know it is important to move to the city within the early term of their appointment. He requested the council authorize him to offer a vehicle allowance as part of the total compensation package.

Councilor Galvin asked what would happen to the vehicle.

Dave Campbell stated that it could be retained as a staff vehicle for the public works department, or it could be disposed of.

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Councilor Hatfield commented that he was not in favor of offering a car allowance and would not support it. He stated that the candidates knew that the job paid a certain amount of money per month and that they lived in Lacey and Kelso. He did not believe that offering a car allowance was encouragement for them to move to the Chehalis area sooner rather than later. He felt it would set a precedent that could be troublesome down the line.

Mayor Spahr stated that it bothered him that people want to be paid to get to work; it seemed like that should be their responsibility.

Councilor Pope stated that if he had to make a choice, he would choose the allowance, but he did not really approve of either.

Following further discussion by the council, they agreed not to offer a car allowance.

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

a. **Council Goals Update.** Dave Campbell reported on the council's goals during the last quarter. Those goals highlighted by Mr. Campbell included: improving the city's fire protection rating; implementing the adopted water system plan; redevelopment of Recreation Park; revitalization of downtown; council/management staff retreat; overlays of State and Pacific Avenues; and storm drainage improvements.

b. **Evaluation of Three and Four Way Stop Sign Intersections and Speed Limit Change.** Tim Grochowski gave a report on a review of three and four way stop sign intersections. He stated that the signs on SE 3rd Street will be removed, but will remain at its intersection on SE Washington Avenue. The intersection at SE 6th Street and SE Adams Avenue, which is a two way stop on SE 6th Street, will be changed to a yield sign on SE 6th Street below SE Adams Avenue. The intersection of SE 1st Street and SE Adams Avenue is currently controlled by a stop sign for southbound traffic on SE Adams Avenue and a stop sign on SE 1st Street. The stop sign SE 1st will be changed to a yield sign. He also noted that there has been a change to the speed limit on the northbound lanes of N National Avenue, from NW Chamber of Commerce Way to Median Street, from 30 MPH to 25 MPH to coincide with the 25 MPH posted speed on the southbound lanes of N National Avenue in the same area.

Mayor Spahr did not believe the three way stop signs on SW Salsbury Avenue did anything. He stated that people run those signs and travel at a high rate of speed.

c. **Regular Council Meeting on December 28.** Dave Campbell stated that a couple of items are in the works that will require the second meeting in December.

d. **AWC Water Issues Sounding Board Meeting.** Mayor Spahr stated that he and Dave Campbell are participating on this board. He indicated that the first meeting was very interesting and discussion included the Salmon Recovery Act.

There being no other business to come before the council, the meeting was adjourned at 4:30 p.m.

December 28, 1998

The Chehalis city council met in regular session on Monday, December 28, 1998, in the Chehalis city hall. Mayor Bob Spahr called the meeting to order at 3:00 p.m. with the following council members present: Wayne Galvin, Bud Hatfield, Tony Ketchum, Dr. Isaac Pope, and Dave Zylstra. Councilor Bob Venemon was absent (excused). Managers and mid-managers present included: Dave Campbell, City Manager; Tim Grochowski, Acting Public Works Director; Jo Ann Hakola, Finance Director; Randy Hamilton, Chief of Police & Fire Services; Bill Hillier, City Attorney; David Kelly, Human Resources/Risk Management Director; Joanne Schwartz, Community Services Director; John Barton, Water Superintendent; Jerry Boes, Deputy Chief for Fire Services; Becky Fox, Court Administrator; Bob Nacht, Community Development Director; Andy Sennes, Property Manager; Patrick Wiltzius, Wastewater Superintendent; and Caryn Foley, Deputy City Clerk. Members of the news media in attendance included Sharon Michael of The Chronicle.

1. **Consent Calendar.** Councilor Pope moved to approve the December 28, 1998, consent calendar comprised of the following items:

- a. Minutes of the regular city council meeting of December 14, 1998;
- b. December 16, 1998, Claims Vouchers No. 47651 - 47824 in the amount of \$446,559.46;
- c. Reappointment of Wayne Galvin and appointment of Barbara Mason to 3-year terms on the Historic Preservation Commission expiring December 31, 200 1; and
- d. Engineering services agreement with Gibbs & Olson in the amount of \$14,063 for the Holloway Springs development water system improvements.

The motion was seconded by Councilor Ketchum and carried unanimously.

2. **Citizens Business - Stormwater Flooding.** Darlene Berg, 1063 SW 20th Street addressed the council about stormwater flooding on her property. She stated that on November 25 she and her husband bailed water for about two and one-half hours. If they had not they would have had water in their home. She distributed pictures of her home during the 1996 flood. She believed that the installation of the new sidewalks on 20th Street are holding water back that before drained to the opposite side of the road onto the Chehalis Middle School property. She was hoping that the council had something in mind to relieve the problem. She indicated that she is trying to sell her home and she would like to be able to tell prospective buyers that there are plans to solve the problem.

Tim Grochowski did not believe the new sidewalks were increasing Ms. Berg's problem. He stated that staff is looking into the situation, and it is hoped that a solution can be done in-house as soon as possible.

Ms. Berg asked whom she should keep in contact with.

Mayor Spahr indicated that she should keep in contact with Tim Grochowski.

Tim Grochowski added that a meeting needs to be held with all the property owners in the area. He expected that an answer should be possible within 30 days.

3. **Utility Account Delinquent Notices.** Councilor Pope stated that he was asked about utility account delinquent notices being sent to landlords in addition to the tenant. He asked if the contract for services was with the tenant or the landlord.

Bill Hillier indicated that under city ordinance the land owner is ultimately liable for the utility bill and unpaid bills become a lien on the property before subsequent service is allowed. He added that he believed the application for service is made with the tenant.

Councilor Pope felt that if a renter has made application for service, the landlord should not be notified.

Dave Campbell stated if a landlord requests to be notified the city must comply with that since they are ultimately responsible for the bill.

Jo Ann Hakola clarified that the delinquent notice letters are late notices that go to anyone that hasn't paid by the 20th of the month. If a landlord has requested to be advised then a copy of the letter is sent to them advising them that their tenant has not paid their bill and that it could, if not paid, eventually become a lien on the property.

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4. **Citizens Business - Request for Sewer Capacity.** Mr. Steven Bergstrom, 2990 SW 190th Avenue, Beaverton, Oregon, presented a check in the amount of \$25,000 as a down-payment for 160 sewer connections from his previous request for capacity. He also requested 600 additional sewer connections for his development. He reminded the council that about three years ago he was going to be responsible for paying for the bottleneck problem on the sewer line, but the process was stopped because it was not certain if the area would be included within the city's urban growth area. It has now been determined that the area is within the city's urban growth boundary. He indicated that he was aware of the proposed local improvement district (L.I.D.) along the Hamilton Road that would supposedly alleviate the bottleneck problem if it proceeds. He stated that he was still willing to fund that project if he were to receive the additional 600 connections.

Councilor Hatfield indicated that the L.I.D. petitioners have until February 8 to inform the city whether or not they intend to proceed with the L.I.D. process.

Mr. Bergstrom stated that the last conversation he had with the attorney representing the L.I.D. participants was that it would be helpful to the petitioners if he funded the bottleneck project and they could reimburse him.

Councilor Ketchum noted that the urban growth areas have yet to be approved by Lewis County.

Mr. Bergstrom also asked for 150 additional connections from the Oechsli Road line added to the 200 that he requested previously.

Mayor Spahr recommended that Mr. Bergstrom meet with staff from the public works department and that they in turn create a report to bring to the council GMA committee.

Bill Hillier suggested that Scott Blinks, the attorney for the L.I.D. petitioners, be included in the discussions.

5. **Employee Incentive Program Awards to Greg Fischer, Public Works Equipment Maintenance Technician.** Mayor Spahr recognized Greg Fischer for three ideas that he submitted to the Employee Incentive Program committee. Greg explained the ideas that he came up with, and Mayor Spahr announced that he would be receiving cash awards totaling \$475.

6. **Traffic Signal at Exit 77.** Connie Small, Leadership Lewis County Class, announced that the class has raised more than the amount needed to fund the signal project. She indicated that the additional funds may possibly be used for beautification around the poles. The Washington State Department of Transportation has been notified and the light will be installed by the end of the state's fiscal year in June. Chehalis will act as lead agency for the project and she thanked them for their participation in making the project happen. She noted that if funding for the project is way over the amount needed maybe a possible refund can be made.

7. **Interlocal Agreement with Lewis County for Fire Marshal Services.** Randy Hamilton indicated that Lewis County approached the city about providing fire marshal services for the county after eliminating that position. He stated that several meetings were held with the county and an agreement was included in the agenda. He noted that there are a couple of minor changes to the agreement. He stated that the agreement provides for a \$125 per hour charge to the county. Chief Hamilton stated that Captain Steve Gunsolley and Firefighter Ted McCarty are the city's current fire investigators, and Deputy Chief Boes and himself also have experience in that area. Based on the county's estimate of 50 fires a year, Chief Hamilton did not believe it would impact city services and that all costs should be recovered, possibly even providing additional revenue to the fire services division.

Councilor Hatfield moved to authorize the city manager to sign the interlocal agreement for fire marshal services with Lewis County with an effective date of January 1, 1999. The motion was seconded by Councilor Zylstra.

Mayor Spahr asked Chief Hamilton if he was sure that this would not put a strain on manpower.

Chief Hamilton stated that based on the hourly rate it would more than compensate the city if Captain Gunsolley is on duty and someone else must be brought back on duty to fill his position. He did not see it as having an impact. He also felt it would give city staff more experience in this area. The motion carried unanimously.

8. City Council/City Manager Reports.

a. **Chehalis River Flood Hazard Reduction Project.** Councilor Galvin stated that a public informational meeting was held and attended by about 125 people. Surveys evaluating the meeting were positive for the most part so it was felt that the meeting was successful. He stated the executive committee for the group, which is charged with finding the funding

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for the project, met the following day. He stated that the Washington State Department of Transportation has somewhat changed their perspective on the project. They have divided the project into three areas, leaving the Chehalis and Centralia areas in the center of the project. They plan to ignore our area until they know what the flood zone committee is going to do, which may or may not be bad news.

b. **Next Tri-agency Meeting.** Mayor Spahr announced that the next tri-agency meeting is scheduled for January 30.

c. **Potential Flooding.** Councilor Pope asked if the city would be impacted by the heavy rains that are being expected.

Dave Campbell indicated that information received from the National Weather Service this morning indicated that the forecast is for a fairly good-sized event, although he did not know if the lack of rain today has changed that. City staff has been monitoring flood elevations today.

Bob Nacht noted that readings taken around noon today indicated that the rivers have topped-out, so what is going through Chehalis is probably as good as it will get for this event, but the weather could change.

d. **Signs on 6th Street and Adams Avenue.** Councilor Hatfield asked when the yield sign would be installed on 6th Street and Adams Avenue.

Tim Grochowski stated that areas for the signs have been marked for a locate and will be installed as soon as possible. He also noted that about 3,000 sandbags have been given out in preparation of potential flooding.

Councilor Pope asked who pays for the sandbags.

Andy Sennes indicated that the emergency management division of the city does, and the city will be reimbursed if the event is declared a disaster.

Joanne Schwartz stated that staff is working with the Red Cross in preparation of a large event.

Randy Hamilton noted that when media announcement reports are given about the river cresting that is the area of the river in Centralia which is about six to eight hours after the river has crested in the Chehalis area.

9. **Executive Session.** Mayor Spahr announced that the council would convene in executive session at 3:45 p.m. pursuant to RCW 42.30.140(4) for about 10 minutes and there may be a possible decision following conclusion of the executive session. Following conclusion of the executive session the regular meeting was reopened at 3:50 p.m.

10. **Non-uniformed Employees Collective Bargaining Contract.** Councilor Hatfield moved to approve a new contract with the city's non-uniformed employees union for the years 1999-2000. The motion was seconded by Councilor Galvin and carried unanimously. Significant changes to the current contract related to filling of bargaining unit positions; increasing stand-by pay; trading on-call time with another employee; increase in annual leave pay to the same schedule as police and non-union employees; implementation of out-of-class equipment pay; cost of living increases in the amount of 2.61 % in 1999, and 3% in 2000; and salary increases for qualifying employees.

There being no other business to come before the council, the meeting was adjourned at 3:55 p.m.