

January 14, 1991

The Chehalis City Council met in regular session on Monday, January 14, 1991, in the Chehalis City Hall. Mayor Spahr called the meeting to order at 3 PM, and the following Councilmembers were present: Dr. Isaac Pope, Vivian Roewe, Joyce Venemon, Dave Zylstra, and Bob Spahr. Councilor Beverley Butters arrived at 3:05 PM. Councilor Bud Hatfield was absent (excused). Staff members present included: Dave Campbell, City Manager; Bill Hillier, City Attorney; Jo Ann Hakola, Finance Director/City Clerk; Bob Nacht, Building and Planning Director; Randy Hamilton, Chief of Police; Barry Heid, Public Works Director; Pat Vess, Personnel Officer; Tony Keeling, Fire Chief; Sharon Ferrier, Administrative Assistant, Community Services Department; and Caryn Foley, Deputy City Clerk. Representatives of the news media present were: Jim Cook of KELA Radio, and Laura Towey of The Chronicle.

1. Citizens Business. Mr. Paul Renz, General Manager of TCI Cablevision addressed the Council in regard to TCI's pending changes to its cablevision rates. Mr. Renz explained that in accordance with the franchise granted in 1984, TCI has proceeded with rebuilding the cable system to accommodate a 30 channel capacity. The rebuild began in January, 1990, and was anticipated to be completed by May, 1990, however with the size of the project, and materials that were not received on time, the project took longer than expected and was not completed until December, 1990. Approximately 80 miles of cable system was replaced in the Centralia, Chehalis and Lewis County area at a cost of approximately \$1.3 million. Mr. Renz stated that the Chehalis area has a capacity for 60 channels and TCI is working on expanding the channel capacity of the Centralia system to add additional channels. Mr. Renz added that some channels may have to be eliminated in order to provide new channels. The rebuild not only provides 60 channels of capacity, but also provides a system that has many operational parameters such as standby power in case portions of utility power are lost.

Mr. Renz explained that TCI's rates will increase on February 1, 1991, citing increases in the costs of providing service, programming that TCI subscribes to from various satellites, the addition of major league sports, and maintenance. Mr. Renz stated that TCI is under tight government control with respect to signal leakage. There cannot be any portion of TCI's system that has any signal leakage above certain limits in aeronautical frequencies. This requires continual maintenance and the use of very expensive equipment to insure that signals are not interfering with air traffic. Also, there are stringent fines if this is not complied with. TCI has also implemented changes in its level of service which include a customer call-back service for new connections and calls for service, telephone monitoring equipment for incoming telephone calls, and a telephone answering center will be coming soon for after hours calls for service or to answer questions. Mr. Renz stated that the goal of TCI is to continue to provide the best possible service to its customers while maintaining fair prices. Mr. Renz added that since 1984 rates have only risen eighty cents per year.

Mayor Spahr questioned how the satellite systems charge TCI.

Mr. Renz explained that TCI is billed on a per customer basis by the satellite systems. A monthly report is provided to each satellite system by TCI.

January 14, 1991

Mayor Spahr questioned how ABC, NBC, and CBS affiliates bill TCI.

Mr. Renz stated that off the air broadcast signals, such as ABC, are generally free except for a copyright fee.

Councilor Butters asked if there was a system of eliminating programming that people no longer want to keep cost down rather than continuing to add programming and escalate costs.

Mr. Renz stated that a survey that was conducted showed that most people watched the three networks from Seattle, and all other channels fell some place below that, with no certain channels being watched much more than others. Mr. Renz stated that certain expanded channels can be discontinued and therefore make the monthly cable charge less. There is also a senior citizen rate available to persons age 62 and over and whose income is \$12,500 or less.

Councilor Roewe commented that her service has not increased dramatically and, can appreciate the increase in costs for providing service.

Mr. Frank Pakar, a Chehalis resident, stated opposition to TCI's rate increase. Mr. Pakar stated that advertising is taking up a lot of time instead of regular programming. Mr. Pakar summarized his billing history since 1985 and added that he would like to be able to watch more than sporting events on the weekends. He also expressed concern that the rates for Chehalis residents were higher than those for Centralia and Lewis County.

Mr. Renz stated that the issue of advertising is beyond the control of TCI. Mr. Renz explained that there is something called commercial insertion which, on the satellite networks, are certain time slots available that can be used for local advertising. Mr. Renz stated that the rates in the cities of Centralia and Chehalis and Lewis County are the same, but the local franchise fees make the total cable bills different.

Mr. Tim Fuller, a Chehalis resident, stated his opposition to TCI's proposed rate increase. Mr. Fuller felt the attitude of the Council was to defend business, but stated that the Council should be looking out for the interest of consumers and citizens. Mr. Fuller stated that TCI is the largest cable company in the United States. In addition, Mr. Fuller stated that the Council has a direct conflict of interest in this matter with regard to the franchise fee charged by the City. When TCI raises its rates the City benefits in increased revenues. Mr. Fuller stated that the basic problem is that the City has granted TCI a franchise and given it monopoly power because there is no other way to get cable in this area. The federal government has barred the Council from regulating the rates, but the Council has not chosen to regulate in other ways. The result is that subscribers are left to suffer the effects of the monopoly power. Mr. Fuller stated that he feels TCI provides poor service for its high rates and the problem is aggravated by the fact that there is no other source of television broadcasting, such as by a satellite dish. Mr. Fuller stated that the city is not powerless in the face of the latest proposed rate increase. The City may not be able to regulate rates but it can regulate service, and the present level of service is unacceptable. Mr. Fuller presented the

January 14, 1991

Council with a copy of a survey conducted by Consumer Research Magazine published in May, 1990, which compared basic cable rates in similarly sized competitive and non-competitive markets. Mr. Fuller compared the survey with TCI's proposed rates and found that TCI's rates were the highest of the 52 cities included in the survey, but also provided the least amount of programming. Mr. Fuller offered three alternatives for the Council's consideration: (1) the Council should go on record as being opposed to the increase, (2) assign the City Attorney the job of learning exactly what the City's present authority is, and (3) Council should form a citizens' cable television oversight board. Mr. Fuller reiterated that the Council should have the responsibility for protecting its citizens.

Councilor Butters questioned City Attorney Hillier about the City's authority to regulate rates.

Mr. Hillier stated that the City has no control over rates.

Councilor Pope stated that he agreed with some of Mr. Fuller's comments and added that when he questioned the proposed rate increase some months ago, he was informed that the City was powerless. Councilor Pope questioned how many channels Mr. Fuller thought he should be receiving.

Mr. Fuller stated that with the price he is being charged he felt that he should receive the maximum.

Mr. Paul Renz stated that TCI is working on the addition of channels and the capacity in this area is for 60 channels. Some areas are still in need of upgrading and therefore the addition of channels cannot take place until the whole system is upgraded.

Councilor Butters questioned if there will be an increase in cost when new channels are added to meet the 60 channel capacity.

Mr. Renz stated that cost will likely increase, but did not know what the increase would be.

Councilor Butters stated that in regard to the survey handed out by Mr. Fuller that she recognized a few of the towns which probably had more subscribers than Lewis County. Councilor Butters asked Mr. Renz if there was an economy of scale where the larger town could distribute the costs over a larger number of subscribers.

Mr. Renz stated that there are many factors, including the economy of scale or other sources of revenue that the system may have and conditions in the market place. Mr. Renz added that with the addition of the commercial insertion, TCI has been able to lower the rate.

Councilor Pope stated that there are currently channels which repeat themselves and stated that as his reason for objecting to a 60 channel capacity.

Mr. Renz stated that the system is positioned half-way between Seattle and Portland so there is a duplication of broadcast networks. In the past the Portland channels have been removed, but customers have stated that the Portland channels carry more southwest Washington news than the Seattle news stations.

January 14, 1991

Councilor Pope stated that in the past you could have a television and receive whatever channels you could through wave lengths in the air. Many of those channels made their money by advertisement. Councilor Pope asked Mr. Renz if cable television received any money for advertisement that would offset costs.

Mr. Renz stated that the only money that cable television would receive from advertisement is what would be generated locally.

Councilor Venemon asked Mr. Renz how many franchises TCI had within the State of Washington.

Mr. Renz stated that he did not know exactly how many franchises TCI operated in the State.

Mr. Adrian Schraeder, a Chehalis resident, stated his objections to the increased rate proposals. Mr. Schraeder stated that TCI has promised additional channels and Chehalis residents are being charged for those channels, but they still are not available to customers. Mr. Schraeder stated that he is basically satisfied with the service, but added that he did not see a need for 60 channels.

Mr. Fuller stated that the City Council should encourage cable television competition in Chehalis.

Mayor Spahr stated that the City would not and does not discourage anyone from coming into the City and opening up another cable company.

Councilor Butters asked the other Council members how they felt about directing the City Attorney to look further into the issue of what constitutes acceptable service and if it is a legal issue what can the City do.

Mayor Spahr requested that the City Attorney look into Mr. Fuller's suggestions.

City Attorney Hillier stated that he would look into the matter, but added that the City now has a non-exclusive franchise. Any other cable company can come into the City of Chehalis and can be granted the same terms that TCI has.

2. Consent Calendar. Councilor Zylstra moved to approve the January 14, 1991, Consent Calendar comprised of the following items:

a. Minutes of the regular City Council meeting of December 17, 1990;

b. The December 14, 1990, Claims Vouchers No. 19214 through 19370 in the amount of \$191,837.23, and the December 28, 1990, Claims Vouchers No. 19371 through 19454, in the amount of \$32,996.41. December 31, 1990, Payroll Vouchers No. 19698 through 19843 in the amount of \$280,040.25; and

c. Pay Estimate No. 2 in the amount of \$167,811.69 to Dent's Construction for the 1990 Sewer Rehabilitation Project.

January 14, 1991

City Manager Campbell stated that a correction was made to the December 17, 1990, meeting minutes. Councilor Hatfield pointed out that a comment made by Mr. Terry Anderson, stating that his intent was to borrow water hookups, that statement should have been recorded as Mr. Anderson's intent was not to borrow the hookups. The official minutes were changed to correct the error.

3. Ordinance No. 442-B, First Reading - Water and Wastewater Systems' Capacities and Revised Connection Fees. Public Works Director Barry Heid explained that Ordinance No. 442-B would establish revised connection fees that would include a basis of per Equivalent Residential Unit (ERU). A number of definitions were included to allow this type of a change to occur by defining portions of the City's systems and a new section which allows connection fees for various components of the water and wastewater systems based on a charge per ERU.

Mr. Heid stated that capacity limitations are staring the City in the face if action is not taken in the near future. The proposed fee increases would allow the City to be in a better position to do that. Also identified were prioritized improvements that would allow for additional capacity for both water and wastewater.

Councilor Zylstra moved to pass Ordinance No. 442-B on first reading. The motion was seconded by Councilor Venemon.

Councilor Roewe stated that she was under the impression that the Yankis Addition had provided for more capacity for their system according to all the new regulations, but after reviewing the agenda report materials provided, it indicates that those connection fees are twice that of any of the other high level systems.

Public Works Director Heid stated that the charges listed are for replacement costs based on what it would cost to replace the system to the level as it currently exists. The size of the system is also a factor. The Yankis Addition has a smaller system so the costs have to be spread over a much smaller number of people who could be supported by that system. For the same reason the sanitary sewer system is a much higher fee than the water system because the costs to replace that system are much greater.

Councilor Roewe stated that the City's water and sewer rates are equal throughout the City because the system belongs to the city and questioned why there are different connection fee rates for various areas of the City.

Mr. Heid explained that the system was broken down into different components because there are different capacity limitations that deal with specific portions of the system.

Mayor Spahr questioned how the connection fees in the past were calculated.

Mr. Heid stated that those fees were based on what was being collected in other locations rather than what actually was the cost of capacity that was being allocated. Mr. Heid explained how the proposed connection fees have been calculated. The capacity in million gallons per day, and the number of equivalent residential units of capacity have been identified. Also identified are current replacement costs of the systems or

January 14, 1991

components of the systems. The total cost is then divided by the residential equivalents (ERUs of capacity) for the systems and their components.

Councilor Roewe asked how much improvement the City would have in capacity in the sewer system after all work is complete.

Mr. Heid stated that by the year 2000 the City will not be too far away, based on current trends, from peak capacity reaching capabilities for water. Mr. Heid added that since the future is unknown this could possibly occur before or after the year 2000, but current trends are being used to determine it being near that year.

Councilor Roewe stated that the City of Centralia is considering abandoning the North Fork Intake and wondered how that would effect the City's capacity for water.

Mr. Heid stated that is a possibility and could change the situation by allowing the City to look at water capacity differently as to what is now being presented. Mr. Heid stated that the hope is to be continually successful on inflow and infiltration (I&I) removal so that at some point the trend will be more uniform throughout the year. Mr. Heid explained that the most critical situation is in regard to current capacities of suspended solids capabilities at the wastewater treatment plant. The City is already exceeding peak capabilities at certain times of the year and using current trends the City will reach its capabilities by 1997. Mr. Heid added that the City must provide for future capacity if there is to be development and growth.

Mayor Spahr questioned if the reduction of usage at the filter plant has to do with changes in policy and legislation.

Mr. Heid stated that those issues have significantly impacted the City more than anything besides the fact there is an inflow and infiltration problem.

Mr. Heid presented the Council with a list of prioritized improvements to the water and wastewater systems. Mr. Heid added that these lists did not include all improvements that are needed and even if all improvements could be made this would not be the end. Sometime in the future additional improvements would need to be made. Need and cost were the criteria used to prioritize the improvements. Mr. Heid stated that staff is recommending including water system funding for a Chehalis intake pump which would provide the City with an economical process to increase intake capacity; a dual filter media which would allow the City to filter water better than currently able to do; tube settlers which would increase settling capacity; and additional treatment plant controls which will have to be added in order to implement the other proposed improvements. In regard to wastewater improvements, staff is recommending that an addition of an anaerobic digester that would allow increased capacity of suspended solids treatment; an additional trickling filter and secondary clarifier which would allow the City to address biochemical oxygen demand at a greater level than there is currently capacity for; and in addition, filter pumps would have to be incorporated along with the trickling filter.

Mr. Heid stated that the improvements will be needed regardless of when the City implements a process to have them constructed. The improvements are being recommended so as to

January 14, 1991

take advantage of existing capacity left that will presumably be allocated between now and the year 1997. There is a requirement by the federal government to establish charges and rates and fees that are equitable. Mr. Heid added that by taking advantage of these rates now, the City will be generating much greater revenues than would be using current connection fees. Mr. Heid pointed out that the proposed rates will still not come close to generating all the needed costs.

Councilor Roewe stated that the costs vary significantly for each system and questioned if generated revenues would be kept in separate funds for those particular systems and only apply to those areas.

Mr. Heid stated that a provision has already been established in a division between water and wastewater. It could be set up to specifically establish separate accounts for each system, although the law does allow use of capital funds on a charge basis.

City Attorney Hillier informed the Council that as long as it was taken from the same fund it could be drawn on.

City Manager Campbell stated that his feeling was that if the City chooses to establish a system of charging differential connection fees for specific areas in the City, then those funds should be used for the area in which they were derived.

Councilor Roewe agreed with Mr. Campbell's statement.

Councilor Venemon questioned if the new pump would be more economical to operate than the current pump.

Mr. Heid stated that the existing pump is currently tested for efficiency and is doing a sufficient job.

City Manager Campbell explained that staff recommends an amendment to the ordinance to change the connection fees listed in the ordinance now to reflect plant improvements, which Mr. Heid addressed earlier, and their cost.

Councilor Zylstra commented that it now cost about 10% more to build a house than what it is worth after the appraisal. Councilor Zylstra stated that he understands that the city's systems need to be replaced and in order to do that, fees must be increased, but stated that it is becoming tougher for people to build a home.

Mr. Heid agreed with Councilor Zylstra's statement, but the alternative is that sometime down the road the City may be in a position where they will have to tell people that they cannot build at all because the City does not have the capacity.

Councilor Pope stated that the City has no chance for capacity growth at the present time and felt that paying for it now would be much cheaper than waiting until the time comes when there is not capacity left and having to pay for it then.

Mayor Spahr stated that the Council had the options of passing the ordinance as is; passing the ordinance with inclusion of the staff amendment; or tabling the issue.

The motion to pass Ordinance No. 442-B as presented on first reading carried unanimously.

January 14, 1991

Mr. Heid stated that the City has received several water hookup requests that the Council has tabled and stated that staff has made a recommendation on how to allocate the requested hookups. Mr. Held explained that Mr. Terry Anderson has requested 27 hookups which is the entire balance of unallocated connections on the North Fork waterline. Also received was a request from Mr. John Trodahl for 16 connections on the North Fork waterline, and a final request was made by Mr. Maurice Baker for 1 connection on the North Fork filtered waterline. In addition staff is recommending denying a request for additional wastewater connection by Lewis County Sewer District No. 1. Mr. Heid stated that staff is recommending that Mr. Anderson be offered 9 ERUs for his development, Mr. Trodahl would be offered 8 ERUs and Mr. Baker would be allocated 1 ERU. That would leave the city with 9 connections to be used by the Council however they see fit.

Councilor Roewe moved to grant the connections as recommended by staff and proposed that future connection allocations be left to the Public Works Director. Councilor Roewe stated that the Public Works Director has more knowledge in regard to this issue than the Council does. The motion was seconded by Councilor Zylstra.

Councilor Pope objected to the Public Works Director having complete authority to allocate connection requests outside the City limits.

Mayor Spahr stated that the motion was to allow the Public Works Director to grant connections for water and sewer hookups inside the City for multi-family dwellings without the Council's permission.

The motion carried unanimously.

4. Ordinance No. 441-B, First Reading - Providing for an Interfund Loan. Finance Director Jo Ann Hakola explained that changes in administrative procedures have changed the way payment of Community Development Block Grant funds are made. Previously, the City received "drawdowns," but with the change, payment is now received after the funds have been turned in for reimbursement. Mrs. Hakola explained that the City's 1990 CDBG fund was left in the red at the end of December. Ordinance No. 441-B provides a temporary loan from Fund No. 194, the 1987 CDBG Fund, to Fund No. 193, the 1990 CDBG Fund in the amount of \$30,000.00 at 8% interest. The loan will be repaid upon reimbursement from the Department of Community Development.

Councilor Roewe moved to suspend the rules requiring two readings of the ordinance. Councilor Zylstra seconded the motion and the motion carried. Councilor Roewe then moved to pass Ordinance No. 441-B on first and final reading. Councilor Zylstra seconded the motion and the motion carried unanimously.

5. Law Enforcement Explorer Program. Police Chief Randy Hamilton explained that the program will be sponsored by the Police Department and young people between the ages of 14-21 will be eligible to join the program that is a division of the Boy Scouts of America. Chief Hamilton stated that there are many explorer scout programs in the State of Washington and the United States. Chief Hamilton added that although most activities will be educational, there will also be social activities. The participants are exposed to all elements of the police department. Besides gaining working knowledge in the

January 14, 1991

Police Department, they will have an opportunity to help the community by providing community services. Chief Hamilton added that participants will not be involved in day-to-day law enforcement activities. Chief Hamilton stated that the Police Department feels this will have a positive effect on young adults. Explorers are at an impressional age and the program will help instill a positive image. The cost of the program will be minimal - less than \$500 per year to run the program and because they are a division of the Boy Scouts of America, the City does not inherit any liability from their activity.

Councilor Roewe felt the program would be a great benefit to the youth of the Chehalis area.

Chief Hamilton introduced Sharon Douglas and Officer Randy Kant of the Police Department who will be coordinating the program.

6. Lewis County Hazardous Waste Management Plan - Final Draft. City Manager Campbell stated that Barry Heid, Public Works Director and Fire Chief Tony Keeling have reviewed the draft plan and have found it to be acceptable; however, changes have been suggested. Staff believes that the household hazardous waste aspect of the program and the small quantity generator waste management should be designed to stand on their own financially, rather than one being subsidized by the other. Staff would also suggest that in its actual implementation, the County consider coordination with the City's annual Spring Rally activities, e.g., joint publicity and information, and timing of collection day events.

Councilor Roewe asked if volunteers would be needed to help on collection days.

Mr. Campbell stated that he did not believe the County has gotten that far into planning.

Councilor Roewe questioned if collection days would be broken down into different sections of the County instead of having one collection day for the entire County.

Chief Keeling stated that the collection day scheduled in Morton should involve about 200 households. Chief Keeling added that he wasn't sure how the County would conduct the collection day scheduled for the Chehalis area.

Mayor Spahr stated that one of the recommendations for funding is a B&O tax, which he did not feel was appropriate.

Chief Keeling stated that in 1991, the Fire Department did not include funding for the project in its budget and added that he has not been informed as to how the County is planning funding for the project.

Councilor Roewe moved that the Council accept the review of the Lewis County Hazardous Waste Management Plan by staff and concur with comments made by staff and forward them to the County. The motion was seconded by Councilor Pope and carried unanimously.

6. City Council/City Manager Reports.

January 14, 1991

a. Mayor Spahr requested a volunteer from the Council to serve as the City's representative on the Solid Waste Advisory Committee.

b. City Manager Campbell reminded the Council of some upcoming events: The annual Economic Development Council meeting and dinner scheduled for January 14, 1991; the Chamber of commerce annual banquet set for January 19, 1991; and the Multi-Agency meeting scheduled for January 26, 1991, at the Courthouse Annex. City Manager Campbell also reminded the Council of upcoming AWC events. Mr. Campbell stated that one of the events is a training workshop which will be held on February 7 by satellite. Also the AWC Legislative Conference is scheduled for February 20-21 in Olympia. Mr. Campbell reminded the Council that they must register for the AWC Legislative Conference.

c. Police Chief Randy Hamilton stated that the recent DARE Christmas tree fund-raiser was a success. Chief Hamilton stated that eight dumpsters of trees were recycled and \$505.07 was raised for the DARE Program. Chief Hamilton stated that he hopes it will be an annual event.

d. Councilor Roewe reported on the LEOFF Board. Copies of the rules concerning LEOFF applications for disability and retirement will be furnished to every LEOFF officer in all communities so that there is no misunderstanding about what is involved for disability and permanent retirement.

Mayor Spahr announced that Councilor Venemon volunteered to serve as the City's representative on the Solid Waste Advisory Committee.

The Mayor recessed the regular meeting at 5:10 PM for a five minute recess. Following the recess the Mayor directly convened the Council in executive session pursuant to R.C.W. 42.30.110(i) to discuss potential litigation. After conclusion of the executive session the meeting immediately adjourned at 5:30 PM.

Robert J. Spahr, Mayor

Attest:

Caryn D. Foley, Deputy City Clerk

January 28, 1991

The Chehalis City Council met in regular session on Monday, January 28, 1991, in the Chehalis City Hall, Mayor Spahr called the meeting to order at 3 PM, and the following Councilmembers were present: Bud Hatfield, Dr. Isaac Pope, Vivian Roewe, Joyce Venemon, Dave Zylstra, and Bob Spahr. Councilor Beverley Butters was absent (excused). Staff members present included: Dave Campbell, City Manager; Bill Hillier, City Attorney; Jo Ann Hakola, Finance Director/City Clerk; Bob Nacht, Building and Planning Director; Randy Hamilton, Chief of Police; Barry Heid, Public Works Director; Pat Vess, Personnel Officer; Tony Keeling, Fire Chief; and Caryn Foley, Deputy City Clerk. Representatives of the news media present were: Jim Cook of KELA Radio, and Laura Towey of The Chronicle.

1. Citizens Business. Mr. Lloyd Willis, Chairman of the Chehalis-Centralia Airport Board reported to the Council on the status of the fuel storage tanks presently being installed at the Airport. Mr. Willis explained that progress is being made and is expected to be completed soon.

Mr. Willis informed the Council that the Airport Board is still working with a contractor in regard to the proposed development at the Airport by the Flemming Corporation.

Councilor Hatfield questioned when development will actually take place.

Mr. Willis stated that as a result of the wetlands declaration, progress has been slowed down. Boundaries must be defined and approved by the Department of Ecology before the final development plan can be adopted. Mr. Willis added that it would not be advisable to test the ground while it is so wet. Mr. Willis expected construction to begin approximately mid-1991.

2. Consent Calendar. Councilor Hatfield moved to approve the January 28, 1991, Consent Calendar comprised of the following items:

a. Minutes of the regular City Council meeting of January 14, 1990; and

b. Re-appointment of Janelle Williams to the Library Board.

The motion was seconded by Councilor Pope and carried unanimously.

3. Ordinance No. 442-B Second Reading - Water and Wastewater Systems/ Capacities and Revised Connection Fees. Councilor Zylstra moved to pass ordinance No. 442-B on second reading. The motion was seconded by Councilor Pope.

City Manager Campbell explained that Ordinance No. 442-B is intended to adjust for the increase of the connection fees for water and sewer utilities based upon the actual estimated cost of replacing the existing system and having new growth/development pay for those costs. In addition the Council was asked to consider reflecting in the revised connection fees the actual estimated costs of improvements to the systems that are anticipated as being necessary over the next six to ten years. Mr. Campbell explained that staff recommends amending the ordinance to reflect the cost of the improvements.

January 28, 1991

Public Works Director Barry Heid stated that it is recognized that improvements will need to be made on the system in order to provide additional capacity that is anticipated. Mr. Heid added that even with the additional fees being requested for replacement costs, more funds will be still be needed.

Councilor Hatfield questioned why a flat rate was not proposed for the revised connection fees for water and sewer. Councilor Hatfield pointed out that the differences in the connections for various areas of the City were not significant.

Mr. Heid stated that as part of the capacity evaluation, an attempt was made to recognize the actual cost per ERU.

Councilor Hatfield asked why the water connection fees for the Yankis Addition were significantly higher.

City Manager Campbell explained that the varying rates are based on the cost of service to specific areas. The Yankis Addition area is served by a reservoir that only serves that area and no other neighborhood. Therefore, the cost of replacing that system per ERU is higher.

Councilor Hatfield stated that all connection fees for water and sewer should be the same. Councilor Hatfield pointed out that the only potential area for development is along the hillside. The City is now competitive with the County in regard to water and sewer hookup. If the new rate structure is implemented, the City will no longer be competitive. Councilor Hatfield added that with a flat rate prospective developers will not be driven away and rates will be equitable throughout the City. Councilor Hatfield moved to amend the main motion to reflect a uniform water connection fee of \$1,400.00 for 1991, a \$3,500.00 connection fee for sewer for 1991, and added that rates in succeeding years continue to be uniform and increased incrementally as stated in the current ordinance. The motion was seconded by Councilor Zylstra.

Councilor Roewe stated that the rates have been based on projected growth and have been projected to generate a certain amount of dollars. The rates for the older systems are therefore lower and in turn the newer systems are more costly to maintain and replace because of the number of ERUs.

Mr. Heid explained that the rates were actually based on the cost related to the portions of the system and divided by the amount of total capacity in ERUs.

The motion to amend the main motion carried by a vote of 5 ayes and 1 nay. The dissenting vote being cast by Councilor Roewe.

In regard to the main motion, Councilor Zylstra objected to any additional charges for including replacement costs for portions of the water and sewer systems.

The main motion to pass Ordinance No. 442-B carried unanimously.

4. Lewis County Solid Waste Management Plan. City Manager Campbell explained that Lewis County has distributed the 1990 update of its Comprehensive Solid Waste Management Plan for adoption by municipalities within the County. Mr. Campbell

January 28, 1991

stated that a resolution for adoption will be created for Council approval. Mr. Campbell explained that staff reviewed the plan last July and forwarded suggestions/comments to the County. Mr. Campbell stated that the Solid Waste Advisory Committee is being re-constituted and Councilor Venemon will be the City's representative on that committee.

Councilor Hatfield commented that to vote to adopt a plan which does virtually nothing is contrary to what the Council was elected to do.

Councilor Roewe moved to direct staff to prepare a resolution of adoption for the 1990 update to the Lewis County Comprehensive Solid Waste Management Plan and to also prepare a separate letter to accompany that resolution, stating the City's concerns. The motion carried by a vote of 5 ayes and 1 nay. The dissenting vote being cast by Councilor Hatfield.

5. City Council/City Manager Reports.

a. City Manager Campbell reminded the Council to register for the upcoming AWC conference scheduled for February 20-21. Mr. Campbell added that the legislators will be attending the dinner to be held on the evening of the 20th. Mr. Campbell also reminded the Council of the work session to be held on February 4, at 5:00 PM, at Hess Kitchen, Recreation Park to discuss Council goals for 1990-91.

b. Mr. Campbell stated that bids were opened today for rehabilitation on Sewer Basin 2012. Eight bids were received, which the engineer will be evaluating. A recommendation is expected soon for Council approval.

c. Mayor Spahr stated that requests from citizens have been made to fly the City's American flags due to the war in the Persian Gulf.

Councilor Roewe commented that the Council should consider the present weather conditions and the effect that will have on the flags if the City intends to fly the flags for the duration of the war.

The Council concurred to fly the flags throughout the City in recognition of the war.

6. Building & Planning Department 1991-93 Business Plan. City Manager Campbell explained that staff is planning to present a series of department business plans during the first half of 1991. The plans are intended to inform the Council about current service levels and also anticipate what can be expected over the next few years.

Building and Planning Director Bob Nacht reviewed the business plan for the City's Building and Planning Department for 1991-93. Mr. Nacht stated that some of the major goals of the Department are to finalize a comprehensive plan revision to comply with new State (Growth Management Act/GMA) mandates and local (Council) policies and decision; create a comprehensive data base for all properties and structures within the City for implementation of the GMA and future trend analysis; generate, compile and edit statistical data to provide required basis for development of an impact fee structure; develop and adopt a comprehensive land use development ordinance to implement the

January 28, 1991

Comprehensive Plan which will provide the user with all development regulations in one document; enhance the early warning system for flood level prediction and imminent threat building protection including predetermined encroachment levels for all flood-prone buildings; fully automate the permit issuing/tracking system to incorporate all other City department requirements and review procedures; and transfer control and operation of the parking lot system to a private operator to better serve the parking needs of the downtown community.

Mr. Nacht highlighted the programs and responsibilities of the Building and Planning Department which include preparation of the Department's budget; operation of prioritizing projects, responsible for annexations, subdivisions, rezones, comprehensive planning, environmental planning, physical development in the community, and providing agenda reports and statistical analysis to the Council; responsible for land use and development regulations; responsible for the development of the City's Comprehensive Plan; responsible for environmental decisions on all SEPA documents; responsible for processing all applications for the Board of Zoning Adjustment and Planning Commission, and responsible for processing all appeals from the decisions of the Building Official through the Board for action.

Mr. Nacht stated that the workload associated with developing and implementing the requirements of the Growth Management Act will seriously tax the ability of the Department. The GMA requires that the City's Comprehensive Plan contain several elements which are not currently addressed in the Plan. By September, 1991 the Plan must identify agricultural, forest and mineral resource areas, and wetlands within the City. By July, 1992, the Act requires that the City's development regulations be consistent with the elements of the Comprehensive Plan. In addition, by July, 1993, the City must adopt regulations that determine a minimum level of service delivery for all services provided by the City. Mr. Nacht explained that the results of the increased workload will cause an inability to serve the public. A full-time field inspector would allow the Department to serve the public "on the street."

Mr. Nacht identified the resources of the Department, both current and proposed. The Building Department operates out of a 273 square foot space. The long-term solution to the insufficient space availability is to construct a 1000 square foot addition to the Public Works complex and move the Building Department operation to that location. The cost is estimated at \$50,000. The Department currently has two computers, one blueprint machine, one typewriter, one vehicle and six file cabinets assigned, and with the exception of one computer, the equipment assigned to the Department will be adequate for several years. The cost of replacing and upgrading the current computer system is estimated at \$6,000. Mr. Nacht stated that current staffing levels are not sufficient. It is assumed that in 1991 the Building Inspector position will be funded if and when the Flemming project is permitted. That project would produce an estimated \$160,000 in permit and plan review fees through total "build-out." Even if the Flemming project does not become permitted, a part-time field inspector will be necessary to maintain the existing levels of service. The Plan also assumes that a Development Review Specialist (Planner I) will be funded in 1992 to assist the Director with implementation of the GMA and the development of the

January 28, 1991

comprehensive land use and development ordinance. One other option which will be explored is to contract for building permit issue and inspection services with Lewis County.

The Mayor recessed the regular meeting at 4:05 PM for a five minute recess. Following the recess the Mayor directly convened the Council in executive session pursuant to R.C.W. 42.30.110(b), (c), and (d) to discuss land acquisition and review negotiations. After conclusion of the executive session the meeting immediately adjourned at 4:35 PM.

Robert J. Spahr, Mayor

Attest:

Caryn D. Foley, Deputy City Clerk

February 4, 1991

The Chehalis City Council met in special session on Monday, February 4, 1991, at Hess Kitchen, Recreation Park. Mayor Pro-tem Hatfield called the meeting to order at 5:05 PM, and the following Councilmembers were present: Beverley Butters, Dr. Isaac Pope, Vivian Roewe, Joyce Venemon, and Bud Hatfield. Mayor Bob Spahr arrived late. Councilor Dave Zylstra was absent. Staff members present included: Dave Campbell, City Manager; Bill Hillier, City Attorney; Bob Nacht, Building and Planning Director; Randy Hamilton, Chief of Police; Barry Heid, Public Works Director; Pat Vess, Personnel Officer; Tony Keeling, Fire Chief; and Ray Muyskens, Community Services Director. Representatives of the news media present were: Laura Towey of The Chronicle.

1. Consent Calendar. Councilor Butters moved to approve the February 4, 1991, Consent Calendar comprised of the following item:

a. Bid Award for Sewer Basin 2012 Rehabilitation Project in the amount of \$848,993.11 to Dent's Construction of Castle Rock, Washington.

The motion was seconded by Councilor Venemon and carried unanimously.

2. 1990-91 Council Goals and Potential New Issues. The Council reviewed and discussed the goals which were adopted by the Council in February, 1990. Revisions to the goals were as follows:

* Negotiate a contract with The Phoenix Group to perform a fiscal impact analysis regarding annexation of the Chehalis Industrial Park area. Councilors Pope, Butters and Hatfield were appointed as a sub-committee to work on the issue.

* The D.A.R.E. Program was removed from the goals list, along with the New Housing Units goal.

* The Timber Management Program was dropped from a top priority to a moderate priority goal.

* Enhancing Traffic/Pedestrian Safety was added as a new top priority goal.

* A Local Vendors' Purchase Preference Ordinance was added as a new moderate priority goal.

* Dangerous Building Abatement was moved from a moderate priority to a top priority goal, with special emphasis upon the downtown area.

* Formation of a citizens committee for the sister city program activities was recognized as a need.

There being no further business to come before the Council, the meeting adjourned at 7:15 PM.

Robert J. Spahr, Mayor

Attest:

Caryn D. Foley, Deputy City Clerk

February 11, 1991

The Chehalis City Council met in regular session on Monday, February 11, 1991, in the Chehalis City Hall. Mayor Spahr called the meeting to order at 3 PM, and the following Councilmembers were present: Beverley Butters, Bud Hatfield, Dr. Isaac Pope, Vivian Roewe, Joyce Venemon, Dave Zylstra, and Bob Spahr. Staff members present included: Dave Campbell, City Manager; Bill Hillier, City Attorney; Jo Ann Hakola, Finance Director/City Clerk; Randy Hamilton, Chief of Police; Barry Heid, Public Works Director; Pat Vess, Personnel Officer; Tony Keeling, Fire Chief; and Caryn Foley, Deputy City Clerk. Representatives of the news media present were: Jim Cook of KELA Radio, and Laura Towey of The Chronicle.

1. Presentations/Proclamations. Mayor Spahr read and presented a proclamation to Mr. Bob Fuller representing Fuller Market Basket in honor of the business's 50th anniversary. Mayor Spahr stated that Fullers has been involved in many community projects and is also a great supporter of the community.

2. Consent Calendar. Councilor Hatfield moved to approve the February 11, 1991, Consent Calendar comprised of the following items:

a. Minutes of the regular City Council meeting of January 28, 1990;

b. December 31, 1990, Claims Vouchers No. 19455 through 19644 in the amount of \$371,147.42; the January 30, 1991 Claims Vouchers No. 19645 through 19802 in the amount of \$98,861.54; Transfer Voucher No. 1299 in the amount of \$112.94; Transfer Voucher No. 1300 in the amount of \$6,250.35; and Transfer Voucher No. 1301 in the amount of \$30,000.00.

c. Pay Estimate No. 6 (Final) in the amount of \$351.50 for the West Street improvement project to W.E.&B Limited.

The motion was seconded by Councilor Zylstra and carried unanimously.

3. Resolution No. 1-91, First Reading - Adopting the November, 1990, Lewis County Solid Waste Management Plan. Councilor Zylstra moved to suspend the rules requiring two readings of the resolution. The motion was seconded by Councilor Venemon and carried unanimously. Councilor Zylstra then moved to adopt Resolution No. 1-91 as presented on first and final reading. The motion was seconded by Councilor Venemon.

City Manager Campbell stated that staff have some specific reservations and have identified some short-comings in the solid waste management plan that now exists. Those items have been forwarded to the County and have been requested to be considered during the update of the plan which process has been started and is supposed to culminate next year.

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

4. Ordinance No. 443-B, First Reading - Amending Ordinance No. 67-B Relating to Nuisances. Fire Chief Tony Keeling explained that the City has received complaints that the

February 11, 1991

Fire Department was not acting on weed abatement complaints quickly enough. The process that currently exists is that the property is inspected after a complaint has been received, a notice to remove the nuisance is sent out, and after 14 days the property is reinspected. If it has not been taken care of, a contractor is called by the City to removed the nuisance. It is felt that the current process is too lengthy in time and, in addition, is too costly to the City in the cases where a contractor must be called in. The proposed ordinance would cut the 14-day response time by the property owner to only 10 days. Also proposed is that when the city has to remove the hazard, a penalty of \$100 will be charged to the property owner. It is hoped that with the proposed recommendations it will instill in the owner a need to do the work himself and remove the nuisance quickly.

Councilor Pope questioned if the City has to remove the nuisance will the \$100 proposed charge to the property owner cover the cost that the City has incurred to have the nuisance removed.

Chief Keeling stated that the \$100 fine is in addition to whatever cost is charged by the contractor for removal of the nuisance.

Councilor Venemon asked if the ordinance addressed only the debris in parking strips or also included private residences and, if private residences were included, is that legal.

Chief Keeling stated that it included nuisances in any area of the City, including private residences. Chief Keeling stated that it was legal to control nuisances upon private property and added that is currently a City policy.

Councilor Hatfield moved to pass Ordinance No. 443-B on first reading. The motion was seconded by Councilor Roewe. Councilor Hatfield suggested that the 14-day response time be reduced to 7 days to have the nuisances quickly dealt with.

Chief Keeling stated that it actually works out to be 10 working days. Summary action has been established that the City can notify both the property owner and contractor simultaneously so in that case it will probably work out to be about 3 working days. In a regular course of action 10 days will more than likely be sufficient time for the nuisance to be removed. Chief Keeling noted that the ordinance covers more than weed abatement.

Councilor Roewe commented that another consideration would be that many properties in the City are owned by out-of-town owners and those owners should be given a sufficient amount of time to be contacted and respond to the nuisance complaint. Councilor Roewe suggested that in the letter of notification to property owners regarding a nuisance the letter should state that a contractor is available through the City. The property owner could then sign a consent form and provide the necessary monies to have the nuisance dealt with.

City Attorney Hillier stated that he appreciated comments made by Councilors Hatfield and Roewe, but explained that in the nuisance ordinance there are a number of subsections which only allow the property owner either 24 or 48 hours to abate the nuisance. Those types of nuisances would be considered as of a

February 11, 1991

more serious nature. Mr. Hillier stated that a 10-day period would give the property owner sufficient time to abate the nuisance.

Councilor Hatfield stated that Section 11.26.020 of the Chehalis Municipal Code lists many types of nuisances but does not include a listing for vehicle tires. Councilor Hatfield questioned if, by not mentioning vehicle tires, is the City prohibited from taking action on abandoned vehicle tires.

City Attorney Hillier stated that vehicle tires would fall under "Q" of Section 11.26.020 which states "Exterior storage, or the permitting or allowing of such storage, of any partially dismantled, wrecked, junked, discarded or otherwise nonoperating motor vehicle . . ."

The motion to pass Ordinance No. 443-B on first reading carried unanimously.

5. City Council/City Manager Reports.

a. North Fork Newaukum River Slide. Public Works Director Barry Heid gave an informational report on the slide which occurred in the watershed of the North Fork of the Newaukum River which has caused water quality (turbidity) problems in the City's water supply system. Mr. Heid explained that the Council should be aware that steps may have to be taken in the future if the water quality does not clear up. At this time the North Fork of the Newaukum River is not being used as a water source. All water is being pumped from the Chehalis River. Mr. Heid stated that there is no problem with treating the water although it does require different types of chemicals than at the North Fork and in turn costs a little more. However, the pumping cost is significantly different. Mr. Heid explained that there will be difficulty meeting the summer water demand if the North Fork is not used at all. More people are served by the Chehalis River than the Newaukum River. There are also requirements by the Department of Ecology and Fisheries to maintain certain levels of water in the Chehalis River.

Councilor Hatfield questioned when the Newaukum River could be used again as the City's water source.

Mr. Heid explained that the site is being monitored continually and there are facilities at the site that can continually provide turbidity information. If the slide site stabilizes to a point where there is no fear of having the water quality change dramatically it could be used again in days, possibly weeks. If, however, it continues to slide the City could be faced with a much more serious and long-term problem.

City Manager Campbell added that the slide is in no way the result of any logging activity. Mr. Campbell stated that the Weyerhaeuser Company's only involvement has been to help determine the nature of the slide.

b. Possible FEMA Sponsorship of Salzer Creek Flood Reduction Project. Public Works Director Heid explained that on January 29, 1991, representatives of the cities of Chehalis and Centralia and Lewis County met with FEMA, the Army Corps of Engineers and Emergency Management

February 11, 1991

representatives to discuss the Salzer Creek problem. FEMA had been working with Lewis County in regard to the Fairgrounds about the same time the City was entering into a negotiation with the Army Corps of Engineers for the Salzer Creek project. During the meeting, it appeared there may be a solution of combining the two projects into one. There is a good possibility that FEMA may take over the whole project which could result in a cost savings to the City and other local agencies. This would be much more plausible and cost effective; the cost to the City could be approximately \$170,000 compared to \$130,000 under the Army Corps of Engineers for the feasibility study alone.

City Manager Campbell explained that if FEMA takes over the project the cost savings would be primarily in the construction phase of the project. The City and other local agencies have talked about that point and have established that the cost of construction would be the responsibility of the benefitting property owners through the formation of a diking district. The cost of the study would probably not be significantly less than if the Army Corps of Engineers were to do the study and if the City had received an FCAAP grant which the City is no longer eligible for.

6. Citizens Business. Mr. Steve Lee, 632 N.W. Folsom, addressed the Council in regard to a storm drain problem in the west side area of Chehalis. Mr. Lee stated that he recently purchased his home and was not aware of the storm drain problem. After returning from a trip, Mr. Lee was informed that water had risen about 7" into his garage. Mr. Lee then informed the Public Works Director of the problem and asked if the problem occurred again and is twice as bad and ruins personal property who is liable for the damage. Mr. Lee was told that he would be liable for the damage. There is no money appropriated for the storm drainage problem. More recently, the rains became heavy and came within inches of the garage again. Mr. Lee stated that his next-door neighbor, Mr. Gordon Osborne contacted City Manager Campbell and also spoke with Mr. Campbell himself. Both Mr. Lee and Mr. Osborne were told that there were no funds available to take care of storm drainage problem. Mr. Lee stated that he is concerned every time the rains begin and is also concerned about possible health problems.

Mayor Spahr stated that the City has been mandated by the State to replace the City's sewer line system. The sewer system has been acting as somewhat of a storm sewer system at the same time and that is what has to be stopped. By making this change there will be some adverse effects. Mayor Spahr stated that the City will be looking at the problem as soon as it is possible, although it will carry a heavy price tag.

Councilor Hatfield pointed out that in a letter sent to Mr. Osborne, it stated that the City will be cleaning a catch basin and a short stretch of pipe in the Folsom Street area. Mr. Hatfield questioned if that had been done.

Mr. Heid stated that the cleaning of the catch basin and pipe is scheduled to be done in the next couple of

February 11, 1991

weeks adding that it will not correct the problem entirely, but should help alleviate it.

7. Executive Session. The Mayor recessed the regular meeting at 3:35 PM for a five minute recess. After the recess the Mayor called the meeting to order and directly convened the Council in executive session pursuant to R.C.W. 42.30.110(b) to discuss land acquisition. After conclusion of the executive session the meeting immediately adjourned at 3:45 PM.

Robert J. Spahr, Mayor

Attest:

Caryn D. Foley, Deputy City Clerk

February 25, 1991

The Chehalis City Council met in regular session on Monday, February 25, 1991, in the Chehalis City Hall. Mayor Spahr called the meeting to order at 3 PM, and the following Councilmembers were present: Beverley Butters, Bud Hatfield, Dr. Isaac Pope, Vivian Roewe, Joyce Venemon, Dave Zylstra, and Bob Spahr. Staff members present included: Dave Campbell, City Manager; Bill Hillier, City Attorney; Jo Ann Hakola, Finance Director/City Clerk; Randy Hamilton, Chief of Police; Barry Heid, Public Works Director; Pat Vess, Personnel Officer; Tony Keeling, Fire Chief; Bob Nacht, Building and Planning Director; Ray Muyskens, Community Services Director; and Caryn Foley, Deputy City Clerk. Representatives of the news media present were: Jim Cook of KELA Radio, and Laura Towey of The Chronicle.

1. Citizens Business.

a. Ms. Harriet Clark, representing the Veterans of Foreign Wars Auxiliary Post 107, presented the Council with a check towards the purchase of two American flags. In addition Ms. Clark presented a personal check for the purchase of one flag. Ms. Clark stated that she would like to see flags flying at the entrances to the City on Jackson Highway and the Ocean Beach Highway. The Council was also presented with a check for the purchase of one flag by a member of the Veterans of Foreign Wars Post 107. Ms. Clark thanked the Council for their support in flying the American flag during the Gulf War.

b. EDC Quarterly Report. Pam Brown of the Lewis County EDC gave an informational report regarding the EDC's recent and upcoming work. Ms. Brown announced that a new company which prints bags for agricultural products is moving to Chehalis and has purchased the former Perry Brothers building on State Street. In addition, Capilano Lumber is moving into the Chehalis Industrial Park and will begin operations in March.

Ms. Brown stated that the EDC worked with 39 companies considering locating facilities in Lewis County and also worked with 37 "preliminary contact" firms considering the Chehalis area. Ms. Brown stated that the EDC is continuing its Business and Job Retention program and has met with 18 local manufacturers since September. Ms. Brown reported that the EDC has developed a new "Targeted Industries Marketing Plan." Five industry sectors have been chosen that are projected to experience strong growth rates in the next several years. Mailings will be sent to companies in these industries encouraging them to consider a Lewis County location.

Ms. Brown stated that excellent progress has been made in organizing the Woodcrafts Cooperative. A full time director has been hired and the Cooperative moved into new office space the first week of January.

Councilor Hatfield questioned how the possibility of creating an industrial park in the Morton area is progressing.

Ms. Brown stated that the EDC has an investment client that is considering the Morton area. In addition the EDC is working with the City of Morton to develop an industrial park and a piece of land has been identified that would be ideal for an industrial park. Ms. Brown added that Morton

February 25, 1991

was chosen because of the availability of sewer and water, stating that it is the only city in eastern Lewis County with that availability.

Councilor Butters questioned whether research has been done in regard to the Governor's Clean Air Act and the potential industrial park.

Ms. Brown stated that no research has been done in regard to that issue.

2. Chehalis D.A.R.E. Program. Police Chief Randy Hamilton updated the Council on the D.A.R.E. program which was introduced in 1988. The Chehalis School District and St. Joseph's School are current recipients of the D.A.R.E. program that was part-time in the beginning and last year was made into a full-time program. Chief Hamilton explained that after one year the program became very popular and D.A.R.E. became a household word. The second year of the program progressed smoothly. The City received funding from the School District and the Lewis County Juvenile Justice Committee. In addition various community groups provided support and funding. Chief Hamilton stated that the program is now in its third year and has a full-time officer. Funding sources still depend on schools, service clubs, grants and community contributions which add to the City's budgeted monies, and a Municipal Court assessment is now added to convictions on drug and alcohol violations. Chief Hamilton reported that to-date, over 600 fifth graders have graduated from the program, and a survey of Chehalis school students showed that drug and alcohol usage is down as well as the presence of improved attitudes about these substances. Chief Hamilton recognized Dr. Gene Sharratt and Mr. Don Rash of the Chehalis School District, and Ms. Debbie Mikota of St. Joseph's School for their help and support of the D.A.R.E. Program.

Mr. Rash stated that as both principal of Olympic Elementary School and as a parent he thanked the Council for their support of the D.A.R.E. program. Mr. Rash stated that the program is making a difference, including the relationship between the children and police officers. Mr. Rash stated that a parents' orientation is being held this evening to familiarize parents with the program and invited the Council to attend. Mr. Rash stated that he believes the D.A.R.E. program has had a positive effect on his own children and again thanked the Council for their continued support of the program.

Ms. Mikota stated that Officer Cosser, the D.A.R.E. instructor, gave her students many things during the time he spent with them; including what options they have and how to deal with those options. Officer Cosser pointed out the dangers of drug and alcohol addiction, and he emphasized self esteem and motivation. Ms. Mikota stated that she is grateful for the program and thanked the Council for their support of the Chehalis community's children.

Officer Bob Cosser explained that the D.A.R.E. program gives him a chance to really get to know the kids, working with them on a weekly basis, and has been a very challenging and rewarding experience for him. Officer Cosser explained that a new class is being introduced to third graders at R.E. Bennett School. The classes are called "mini-classes" and will soon be offered to classes at St. Joseph's School. Officer Cosser added that there is also a D.A.R.E. Club for 6th, 7th and 8th grade

February 25, 1991

students, explaining that kids cannot be trained in drug awareness and then not follow through with additional information. The club is designed to keep in touch with students who have been through the D.A.R.E. program. Officer Cosser thanked the Council for their support and expressed his hope that the program continues to be a success. Officer Cosser introduced John McCroskey a 5th grade student from St. Joseph's School, and Lindsay Petersen a 5th grade student from Olympic School. Both students read very inspiring essays about what they learned from the D.A.R.E. program.

Mayor Spahr congratulated Chief Hamilton on the Police Department's success in the D.A.R.E. program and stated that the program has been more rewarding than anyone could have imagined.

3. Consent Calendar. Councilor Butters moved to approve the February 25, 1991, Consent Calendar comprised of the following items:

- a. Minutes of the regular City Council meeting of February 11, 1990;
- b. Approval/authorization for the Mayor to sign an intergovernmental agreement for integrated solid waste management; and
- c. Authorize call for bids for maintenance rock and asphalt.

The motion was seconded by Councilor Pope.

Councilor Hatfield questioned if the catch basin had been cleaned in regard to comments made by a citizen in the west side area about storm drainage problems that have been occurring in that neighborhood.

Public Works Director Barry Heid stated that the catch basin has been cleaned, but repairs are yet to be made, although they are being worked on.

The motion to approve the Consent Calendar carried unanimously.

4. Ordinance No. 443-8, Second Reading - Amending Ordinance No. 67-B Relating to Nuisances. Councilor Zylstra moved to pass Ordinance No. 443-B on second and final reading. The motion was seconded by Councilor Venemon and carried unanimously. The ordinance establishes a penalty of \$100 for any nuisance which must be removed by the City and also reduces the time allowed to remove a nuisance by a property owner.

5. Timber Management Program Progress Report. City Manager David Campbell explained that the program is one that the Council initiated over two years ago and the City has been working with consultants and a citizens advisory committee to look at the City's property holdings, primarily park lands, and what potential there is for having a timber management program.

Community Services Director Ray Muyskens explained that the Advisory Committee is looking at the Duffy Park Addition. It is only 4.6 acres, but does have some valuable timber. A plan of action will be set up with help from the Public Works Department and consultants on how the timber can be removed. Mr. Muyskens

February 25, 1991

stated that information from the Department of Revenue provides that there is a controlling factor for all public land timber endeavors that different agencies might have. Because of the size of Duffy Park and because of the overall timber that is being looked at in the program, the City could set the Duffy Park parcel timber up for export purposes only.

Councilor Pope pointed out that the recommendation in the agenda report was not to proceed with any timber harvesting until State and Federal legal people have settled on and agreed to a final interpretation of logging practices on public lands.

Mr. Muyskens explained that the agenda report was written some weeks ago and at the Committee's last meeting it was found that there were other ways to get things going, such as preparing a draft action plan and maybe having one or two neighborhood meetings to let them know what the City is planning to do.

Councilor Venemon questioned if there was a reforestation program that the city must follow.

Mr. Muyskens stated that there is such a program and the City must follow the Federal/State guidelines.

Councilor Roewe questioned that if all the areas proposed for harvesting are in fact harvested it would net the City approximately \$80,000.

Mr. Muyskens stated that was correct, but noted that 75% of harvested timber must be set aside for the domestic market and 25% can be used for export, however only a certain percentage of the 25% for export are labeled as "good" logs for exporting. Many ramifications could reduce the overall net profit to the City.

Councilor Pope questioned into what funds profits will be placed in.

Mr. Muyskens stated that the revenues from the properties would be put back into the property.

Mr. Campbell reminded the Council that before any harvesting is undertaken there will be a public hearing to discuss the details of the timber harvesting.

Councilor Pope stated that there are responsibilities that go along with timber harvesting in neighborhood areas and may include a legal responsibility to residential areas.

Mr. Muyskens stated that it is not expected that the Duffy Park addition will bring about any potential legal problems.

6. Elks Lodge Fire Protection. City Manager Campbell explained that the Elks Lodge is in the process of completing improvements that would satisfy fire flow requirements.

Fire Chief Tony Keeling explained that the Elks Lodge is pursuing a solution to their fire protection system in a joint effort with Yard Birds. A tentative verbal agreement was reached to allow the Elks to use the Yard Birds water reservoir while providing a hookup for Yard Birds to the City's water

February 25, 1991

system. The project is progressing, but the Elks Lodge is requesting a 60-day extension due to weather considerations and documents that still need to be signed.

Councilor Pope questioned if there was currently fire protection to the Elks Lodge.

Chief Keeling stated that there is fire protection to the Elks Lodge from Kresky Road and added that after completion of the fire protection system the Elks will be equipped with two fire hydrants near the facility.

Councilor Pope questioned what the City's legal responsibility would be if a fire were to occur before the system is completed.

Chief Keeling stated that in the original agreement with the Elks Lodge, the City was waived from any liability.

Councilor Roewe moved to grant the Elks Lodge a 60-day extension to complete its work on the fire protection system. The motion was seconded by Councilor Zylstra and carried unanimously.

7. Ordinance No. 444-B, First Reading - Amending Ordinance No. 412-B, Relating to Revolving Cash Funds. Councilor Hatfield moved to suspend the rules requiring two readings of the ordinance and pass Ordinance No. 444-B on first and final reading. The motion was seconded by Councilor Venemon.

Finance Director Jo Ann Hakola stated that an amendment was needed to the proposed ordinance. The amount for the Community Services Department Change Fund should be changed from \$100 to \$50 and the amount for the Community Services Department Imprest Cash Fund should be changed from \$50 to \$100. This change will eliminate several petty cash runs through the Community Services Department.

The motion to suspend the rules carried unanimously. Councilor Hatfield then moved to pass Ordinance No. 444-B, as amended by the Finance Director, on first and final reading. The motion was seconded by councilor Pope and carried unanimously.

8. Ordinance No. 445-B, First Reading - Amending Ordinance No. 350-B, Relating to the Composition of the Chehalis Historic Preservation Commission. Community Services Director Ray Muyskens explained that since the establishment of the Historic Commission there has been a section in the ordinance that related to the composition of the Commission that stated that an architect or designer who was familiar with historic structures must be on the Commission. Local architects have been contacted, but efforts to fill the position have been unsuccessful. The State Historic Preservation Office was contacted to seek guidance in changing the City's ordinance without conflicting with the City's certified community status for historic preservation. The State recommended amending the City's ordinance by easing the required professional disciplines in a manner which would allow for a full seven-member Commission to be appointed from those citizens who have volunteered. The ordinance amends the composition of the commission to include at least two professionals who have experience in identifying, evaluating, and protecting historic resources and are selected

February 25, 1991

from among the disciplines of history, architecture, architectural history, historic preservation, planning, cultural anthropology, archaeology, cultural geography, American studies, law, and real estate. In addition, when and if the Commission needs review and advice from an architect or building designer with the necessary disciplines, it can garner that advice on a case by case basis.

Councilor Hatfield moved to suspend the rules requiring two readings of the ordinance. The motion was seconded by Councilor Zylstra and carried unanimously. Councilor Hatfield then moved for passage of Ordinance No. 445-B on first and final reading. The motion was seconded by Councilor Zylstra and carried unanimously.

9. City Council/City Manager Reports.

a. Fourth Quarter 1990 Analysis of Revenues and Expenditures. Finance Director Jo Ann Hakola explained that revenues were budgeted more closely in 1990 than they were in 1989. Ms. Hakola stated that an increase of 14.6 percent in operating revenues in 1990 was due primarily because of an increase in sales tax receipts. Ms. Hakola also explained that the water/sewer fund showed an increase in water and sewer charges due to new utility charges that were put in place. Also, the sewer system rehabilitation expenses have increased substantially from year to year and should be greater in the year 1991 due to a couple of major projects planned. Ms. Hakola also explained the stability of the City's revenue sources, stating that while it is good to have stable revenue sources, there is small growth in General Fund revenue sources and if the City continues to have no additional revenue sources, it will be a very tight budgeting year for 1992.

b. Qualifying Income Level for Discounted Utility Bills. Councilor Hatfield explained that currently the qualifying income level for discounted City utility bills is only \$10,000. Councilor Hatfield expressed a desire to increase the qualifying income level to \$12,000 to help those on a limited budget. Councilor Hatfield stated that the City of Centralia and Lewis County P.U.D. use the \$12,000 level.

Mayor Spahr questioned where the \$10,000 figure came from.

City Manager Campbell explained that the \$10,000 figure was established by City ordinance adopted a year-and-a-half ago which was an increase from \$8,000. Mr. Campbell stated that the \$12,000 figure is based on a State law that qualifies people for property tax exemption.

Councilor Pope questioned if raising the income level to \$12,000 would have a negative impact on the City as far as revenues were concerned.

City Manager Campbell stated that it would depend on when the change would be effective. When the level was increased from \$8,000 to \$10,000 approximately 20 additional people qualified for the discount. Mr. Campbell explained that it would not have a significant impact on the overall budget.

February 25, 1991

Councilor Hatfield moved to direct staff to prepare an amendment to Ordinance No. 405-B to increase the qualifying limit to \$12,000. The motion was seconded by Councilor Butters.

City Manager Campbell questioned when the Council would like the ordinance to become effective. Mr. Campbell explained that applications for the discount are normally accepted in January of each year.

Councilor Hatfield suggested making the ordinance effective July 1, 1991. The motion carried unanimously.

c. City's Authority to Regulate Cable Television Rates. City Attorney Hillier explained that his office researched the Cable Communications Policy Act of 1984 and how that specifically affects the city of Chehalis and the existing franchise. Mr. Hillier explained that the City had a cable franchise television act in effect before 1984 and stated that there were two major items while reviewing this issue. The first was the affect of the Act on the City to regulate rates. The other being the fact that the Act limits the amount of a franchise fee that can be charged by cities to cable companies, or how a city can pass rates through to customers, or how franchise fees can be required to be retained by the cable provider. Mr. Hillier explained that the City regulated rates until 1986 at which time the predecessor of the current provider put the City on notice that rates would be increased and stated that the City had no control over the regulation of those rates.

Mr. Hillier stated that it was his opinion that the City cannot regulate cable television rates until such time that the City reissues a franchise, or at such time there is a modification to existing laws. However, the City does have some control over the imposition of franchise fees. The current cable provider is passing the franchise fees through to the customers. Mr. Hillier stated that the City could require the cable provider to contain the franchise fees, although the cable provider could in turn increase its rates in an amount equal to the franchise fee.

Mr. Hillier explained that the City can also regulate the quality of service, however the technical standards set by the commission need to be incorporated into the franchise agreement in order to give the City authority to invoke those standards. Mr. Hillier stated that these points were some-thing that the Council must start taking into consideration in anticipating the renewal of the its cable franchise.

d. City Manager Campbell stated that on behalf of the City he signed a final copy of the consent decree for interim landfill closure that will be lodged with Federal court. In addition, the City of Centralia signed an agreement for grant funding to pay for 75% of the cost of the interim closure.

e. Councilor Butters stated that at the AWC conference, the legislators expressed an interest in meeting with councilors from local cities. Councilor

February 25, 1991

Butters questioned if that meeting had been scheduled and requested that the Governor's Clean Air Act be put on the agenda.

City Manager Campbell stated that the meeting has yet to be scheduled by the legislators.

10. Work Session - 1992-93 Fire Department Business Plan. Fire Chief Tony Keeling reviewed the Fire Department's Business Plan for 1992-93, which is intended to project the anticipated needs of the Department and to provide the Council with an awareness of those needs. Chief Keeling explained the services provided by the Department, the Department's current personnel level, the condition of the Fire Station, and described the automotive/equipment that the Department currently uses.

Chief Keeling reviewed the Department's priorities, organizational responsibilities, and outlined programs of the Department's Operations and Fire Prevention Divisions. Also reviewed were the Department's work load levels and how they have increased, and the Fire and Life Safety Standards which the Department must follow. Chief Keeling explained what resources were being set aside for equipment replacement and the years which equipment should be replaced. Chief Keeling stated that the Fire Department is grateful for the Council's support of replacing older equipment and apparatus, however the Department feels the City should start setting aside funds for a new station and embark on a gradual program to provide proper staffing for employee and citizen safety.

11. Executive Session. The Mayor recessed the regular meeting at 4:40 PM for a five minute recess. After the recess the Mayor called the meeting to order and directly convened the Council in executive session pursuant to R.C.W. 42.30.110(d) to discuss contract negotiations, and pursuant to R.C.W. 42.30.140(4) to discuss personnel matters. After conclusion of the executive session the meeting immediately adjourned at 5:05 PM.

Robert J. Spahr, Mayor

Attest:

Caryn Foley, Deputy City Clerk

March 11, 1991

The Chehalis City Council met in regular session on Monday, March 11, 1991, in the Chehalis City Hall. Mayor Spahr called the meeting to order at 3:00 PM, and the following Councilmembers were present: Beverley Butters, Bud Hatfield, Vivian Roewe, Dave Zylstra, and Bob Spahr. Councilors Dr. Isaac Pope and Joyce Venemon were absent (excused). Staff members present included: Dave Campbell, City Manager; Bill Hillier, City Attorney; Jo Ann Hakola, Finance Director/City Clerk; Randy Hamilton, Chief of Police; Barry Heid, Public Works Director; Pat Vess, Personnel Officer; Tony Keeling, Fire Chief; Ray Muyskens, Community Services Director; and Caryn Foley, Deputy City Clerk. Representatives of the news media present were: Jim Cook of KELA Radio, and Laura Towey of The Chronicle.

Mayor Spahr, on behalf of the City Council, expressed appreciation in regard to the renovation work being done to the Council Chambers by the Community Services Department.

1. Presentations. Fire Fighter Casey Beck explained that on February 18, 1991, Captain Brian Slater and Fire Fighter Beck responded to an aid call at the Kit Carson Restaurant for a possible heart attack victim. When the Fire Department arrived, a 69 year old man was in full cardiac arrest with very effective CPR in progress being performed by Ms. Jesse Brunswig and Mr. Bud Bell, who continued the CPR until the Fire Department was able to set up their equipment. Fire Fighter Beck reported that the patient was resuscitated and transported to Providence Hospital where he was talking to the emergency room staff. Fire Fighter Beck stated the effective CPR performed by Ms. Brunswig and Mr. Bell dramatically increased the patient's chance for survival.

Chief Keeling expressed gratitude on behalf of the Fire Department to Ms. Brunswig and Mr. Bell, and the Mayor presented both individuals with certificates of recognition for their efforts.

2. Public Hearing - 1991 Community Development Block Grant Application. Community Services Director Ray Muyskens explained that a Community Development Block Grant is in progress which was set up for a two year period of time beginning in October, 1990. The grant was set up for ten housing rehab projects which have been allocated, and 250-300 side sewers which are progressing slowly, with only 25 being processed to-date. Mr. Muyskens stated that the proposed 1992 grant is a comprehensive application that will include target areas in the Franklin and Adams Avenue neighborhoods. Mr. Muyskens stated that the application will be for approximately \$350,000-400,000 and will include improvements to the sewer main problem in the Franklin Avenue area. Mr. Muyskens noted that an application was made for imminent threat funds to correct the sewer main problem, but funds have been requested in the CDBG application also in the event that the funds are not received through the imminent threat grant request.

Mr. Roger Waid of The Phoenix Group addressed the Council in regard to the CDBG application. Mr. Waid stated that the application information was compiled along with George Hauer of Community Services and Barry Heid of the City's Public Works Department. Mr. Waid stated the City will likely receive a maximum of \$500,000. Mr. Waid reported that a survey is currently being conducted in the neighborhoods to determine more precisely such items as linear footage, and street and sidewalk improvements. Mr. Waid noted that water and sanitary sewer

March 11, 1991

improvements have been determined by the Public Works Department. The sanitary sewer improvements will most likely be funded under the imminent threat grant that was applied for due to the health hazards involved by sewer leakage.

Mr. Waid stated that potential improvements to be made from the CDBG include the sanitary sewer system (650 linear feet at a cost of approximately \$26,000); water system improvements on Franklin Avenue, and Adams Avenue from Franklin Avenue to School Street (1500 linear feet of new water line at a cost of approximately \$60,000) and School Street between Division Street and Franklin Avenue (250 linear feet of new water line at approximately \$10,000). In addition, a dozen new fire hydrants will be installed in those areas to complete fireflow requirements.

In regard to potential street improvement projects to be undertaken include: reconstruction of Franklin Street due to subsurface water damage (\$90,000); a 250 foot overlay of School Street (\$12,000); 1200 feet of new construction on Adams Avenue (\$180,000); and reconstruction of Division Street between Franklin and Adams Avenues (\$37,500).

In addition, other possible projects include portions of sidewalk replacement in areas where street improvements will be made (\$162,500); Mr. Waid explained that at the next public hearing the Council will have a much more specific report, including sidewalk replacement costs. Mr. Waid stated that storm drainage is also an eligible item which is probably a high priority to the City Council. The final component in the comprehensive grant application is housing rehabilitation. Mr. Waid stated that the application will rank high for grant funding because of the low and moderate income population in the areas.

Councilor Hatfield questioned who will determine where grant funding will be spent.

Mr. Waid stated that the Council will make the final decision on how grant funding will be spent based on what specific projects are most important to both the residents in the neighborhood and to the City.

Councilor Hatfield stated that sanitary sewer and water system projects should be considered high priorities.

Community Services Director Ray Muyskens added that a survey will be conducted to receive comments from the residents in the subject areas to determine what their priorities are.

Mayor Spahr recessed the regular meeting at 3:20 PM to open the public hearing to receive public comment.

Ms. Martha Sweeney, 643 N.E. Franklin Avenue, stated that the grant is very much needed. Ms. Sweeney explained that Franklin Avenue is deteriorating and there are terrible sewer problems in her neighborhood.

There being no further public comment the Mayor closed the public hearing at 3:25 PM, and reopened the regular meeting.

Councilor Zylstra moved to instruct staff to prepare the necessary documentation informing the State Department of Community Development of the City's intent to apply for funding

March 11, 1991

and establish the date of March 25, 1991, at 3:05 PM, as the next public hearing date. The motion was seconded by Councilor Hatfield and carried unanimously.

3. Consent Calendar. Councilor Hatfield moved to approve the March 11, 1991, Consent Calendar comprised of the following items:

a. Minutes of the regular City Council meeting of February 25, 1990;

b. February 15, 1991, Claim Vouchers No. 19803 through 20001 in the amount of \$233,086.45, and the February 26, 1991, Claim Vouchers No. 20002 through 20084 in the amount of \$73,297.18. January 31, 1991, Payroll Vouchers No. 19844 through 19983 in the amount of \$270,330.84, the February 28, 1991, Payroll Vouchers No. 19984 through 20128 in the amount of \$277,103.64, and Transfer Voucher No. 1302 in the amount of \$22,469.63; and

c. Bid award for maintenance rock and asphalt for the remaining 1991 calendar year to Lakeside Industries of Centralia, Washington.

The motion was seconded by Councilor Butters and carried unanimously.

4. Resolution No. 2-91, Set Date for Public Hearing - Vacation of S.W. Charles Street. Councilor Hatfield moved to suspend the rules requiring two readings of the resolution. The motion was seconded by Councilor Zylstra and carried unanimously. Councilor Hatfield then moved to adopt Resolution No. 2-91 on first and final reading. The motion was seconded by Councilor Zylstra and carried unanimously. The resolution establishes a hearing date of April 8, 1991, at 3:05 PM to receive public comment on the vacation of S.W. Charles Street.

5. Resolution No. 3-91, Set Date for Public Rearing - Vacation of a Portion of N.W. Rhode Island Avenue. Councilor Roewe moved to suspend the rules requiring two readings of the resolution. The motion was seconded by Councilor Butters and carried unanimously. Councilor Roewe then moved to adopt Resolution No. 3-91 on first and final reading. The motion was seconded by Councilor Butters and carried unanimously. The resolution establishes a hearing date of April 8, 1991, at 3:05 PM to receive public comment on the vacation of a portion of N. W. Rhode Island Avenue.

6. City Council/City Manager Reports.

a. Operation S.A.F.E. Program Progress Report. Fire Chief Tony Keeling reported that Phase I of Operation S.A.F.E. consists of firefighters going door-to-door and asking residents' permission to check smoke detectors for proper location, batteries, and to determine if additional smoke detectors are needed in the home. Chief Keeling stated that approximately 40% of the homes checked were not properly protected. Chief Keeling stated that Phase II of the program will be beginning soon and will consist of contacting the 800 residences where no one was at the home and did not respond to door hangers requesting them to contact the Fire Department to schedule a time for the service. Chief Keeling explained that following Phase II there will be an ongoing voluntary residential smoke

March 11, 1991

detector program that will be scheduled much like the current business inspection program. The program will be designed to cover all residents in the City within a four to five year rotating basis.

Deputy Fire Chief Bill Cavinder reported that 2,386 homes have had smoke detector inspections in which 63% of the homes had minimum protection and 39% of the homes had changes made by relocating smoke detectors to be more efficient in operation. Deputy Chief Cavinder stated that the Fire Department installed 338 smoke detectors at a cost of \$5.50 each. In addition, 209 batteries were replaced in smoke detectors at cost of \$1.00 each. Chief Cavinder stated that the project was well received by Chehalis residents and was very much appreciated.

Councilor Hatfield asked what percent of the 2,386 homes visited what is the percentage of the total homes in Chehalis.

Chief Cavinder estimated that the 2,386 homes were probably about two-thirds of the entire City.

Councilor Butters commented that the program inspired her to check her smoke detectors and also to purchase a fire extinguisher.

Chief Keeling stated that thanks should be given to Tom Guyer who helped to pay for half the cost of printed materials for the program along with Advocate Printing. Chief Keeling explained that funding for the program has been made in-part by such service clubs as Kiwanis, Rotary and Zonta.

Councilor Roewe commented that the City should be very grateful to the Chehalis Fire Department for providing such a worthwhile service.

b. City Manager Campbell reminded the Council about a public meeting scheduled for March 13, at 7:00 PM, at Centralia City Hall to discuss the terms of the interim closure action for the Centralia Landfill.

c. City Manager Campbell stated that staff would like to schedule a work session with the Library Board to discuss the future of the Library facility in Chehalis. Mr. Campbell stated that the Library Board would be able to meet on March 18 at 3:30 PM or any time thereafter. The Council concurred to meet on March 18 at 5:00 PM at the Library.

d. Councilor Hatfield suggested that the Council look into the possibility of the Mayor and City Manager joining the Chehalis School Board in a trip to Inasa-cho this summer to further enhance the City's sister city relationship.

Mayor Spahr commented that Chehalis City officials should visit Inasa-cho to reciprocate visits from Inasa-cho officials. Mayor Spahr added the organization of a sister city citizens' committee has been discussed and felt the committee should be established soon.

March 11, 1991

7. Executive Session. The Mayor recessed the regular meeting at 3:40 PM for a five minute recess. After the recess the Mayor called the meeting to order and directly convened the Council in executive session pursuant to R.C.W. 42.30.140(4) to discuss labor relations. After conclusion of the executive session, the Mayor reopened the regular meeting at 4:00 PM.

Councilor Roewe moved to authorize the City Manager to sign a new collective bargaining agreement on behalf of the City with IAFF Local 2510. The motion was seconded by Councilor Butters and carried unanimously.

There being no further business to come before the council, the meeting adjourned at 4:05 PM.

Robert J. Spahr, Mayor

Attest:

Caryn Foley, Deputy City Clerk

March 18, 1991

The Chehalis City Council met in special session with the Library Advisory Board on Monday, March 18, 1991, at the Chehalis Timberland Library. The purpose of the public meeting was to discuss library facility space needs in Chehalis, now and in the future. Mayor Spahr called the meeting to order at 5:00 PM, and the following Councilmembers were present: Beverley Butters, Bud Hatfield, Dr. Isaac Pope, Vivian Roewe, Joyce Venemon, and Bob Spahr. Councilor Dave Zylstra was absent (excused). Staff members present included: Dave Campbell, City Manager; Ray Muyskens, Community Services Director; Bob Nacht, Building & Planning Director; and Corene Jones-Litteer, Community Library Coordinator. Library Board members present included: Janelle Williams, James Gober, Bob Venemon, James Adams, and Darlene Stone.

1. Work Session - Library Facility Space Needs. All those present toured the library facility to view where handicap access improvements were needed and what space impacts would be if the improvements were made. Such potential improvements would include: an elevator, ramps, doors, and bathrooms.

After some discussion, the consensus was that spending \$100,000+ on the existing library to make it handicap-accessible did not make sense.

The City Council and Library Board members then addressed the options of constructing a new library building or purchasing an existing building and remodeling it. It was decided to appoint a special committee to evaluate all the options discussed, including their costs and how they could be financed. Councilor Butters was selected to represent the City Council, and Jim Adams was selected to represent the Library Board on the special committee.

There being no further business to come before the Council, the meeting adjourned at 6:15 PM.

Robert J. Spahr, Mayor

Attest:

Caryn Foley, Deputy City Clerk

March 25, 1991

The Chehalis City Council met in regular session on Monday, March 25, 1991, in the Chehalis City Hall. Mayor Pro-Tem Hatfield called the meeting to order at 3:00 PM, and the following Councilmembers were present: Beverley Butters, Dr. Isaac Pope, Joyce Venemon, and Dave Zylstra. Councilors Vivian Roewe and Bob Spahr were absent (excused). Staff members present included: Dave Campbell, City Manager; Bill Hillier, City Attorney; Jo Ann Hakola, Finance Director/City Clerk; Randy Hamilton, Chief of Police; Barry Heid, Public Works Director; Pat Vess, Personnel Officer; Tony Keeling, Fire Chief; Ray Muyskens, Community Services Director; and Judy Schave, Recording Secretary. Representatives of the news media present were: Jim Cook of KELA Radio, and Laura Towey of The Chronicle.

1. Presentations.

a. Certificates of Special Recognition to Visitors from Seirei Gakuen High School. Mayor Pro-Tem Hatfield presented certificates of special recognition and City pins to visitors from Seirei Gakuen High School, Hamamatsu, Japan, the sister school of W.F. West High School. Mr. Akiba Tamatsu thanked the City Council for their warm welcome and introduced visitors from Inasa-cho, Japan; the City's sister city.

b. Employee Incentive Program Award and 1990 Annual Report. City Manager Campbell explained that the Employee Incentive Program was established a year ago by the City Council. Mr. Campbell stated that an awards board was appointed that consists of five City employees to administer the program. During 1990 the board received, reviewed, and awarded seven suggestions. Mr. Campbell stated that Monte Marine from the City's Public Works Department would be receiving an award today and called on Mr. Marine to give a brief explanation of his suggestion.

Mayor Pro-Tem Hatfield read and presented a certificate of recognition and a check in the amount of \$120 to Monte Marine for his suggestion concerning sand bagging. Mr. Marine explained that during flooding many hours are spent filling sand bags by hand, a task which requires the work of two people. Mr. Marine explained that he felt there had to be a better way of filling sand bags and so he came up with the idea of creating a sand hopper - a job that could be accomplished by one person. The hopper will be constructed with materials already on-hand at the Public Works Department and will greatly improve sand bag filling from a standpoint of both time efficiency and cost savings.

c. Fire Fighter of the Year Awards. Fire Chief Tony Keeling explained that the Fire Fighter of the Year Award was established several years ago, originally for reserve fire fighters and stated this year it was felt that career fire fighters should also be honored. Chief Keeling explained that the awards are voted on by the Fire Department personnel. Mayor Pro-Tem Hatfield presented the 1990 Career Fire Fighter of the Year Award to Deputy Chief Bill Cavinder. The Reserve Fire Fighter of the Year Award was awarded to Jon Olson who was not in attendance.

2. Citizens Business. Mr. Lloyd Willis, representing the Centralia-Chehalis Airport Board, addressed the Council in regard to late fees on utility bills. Mr. Willis explained that

March 25, 1991

he spoke with both the City Manager and Public Works Director about the possibility of the Airport Board not being penalized for late utility payments. Mr. Willis explained that the process for paying bills is that the Board must meet, which it does only once or twice a month, approve the bills, and forward approval to the County who in turn pays the bill. Sometimes this process creates a problem in timely payment of utility bills. Mr. Willis stated that the Airport Board performs its service only as a nonprofit branch of city government and would appreciate the Council's consideration in being waived from any utility late fees.

Councilor Butters moved, stating that the Airport Board is an affiliate of the City of Chehalis and because of internal mechanisms related to how government does business, that the Council make an exception and waive the late fee. The motion was seconded by Councilor Pope.

Councilor Pope asked if Councilor Butters was moving to waive this particular late fee or all others from this time on.

Councilor Butters stated that Council should look at an ordinance which would deal with this particular issue with a provision dealing with governmental agencies or only those which are affiliates of the City of Chehalis.

Councilor Hatfield stated that the Council amended an ordinance within the last six months allowing the City Manager to adjust or waive late fees due to extraordinary circumstances.

City Manager Campbell stated that the recent amendment to the ordinance was to grant an administrative procedure for adjusting bills that had leaks in the system, but did not address nonpayments or lack of timely payments.

Councilor Hatfield asked City Attorney Bill Hillier if the consensus of the Council was to waive the late fee of the Airport Board, must it be done by amending the ordinance or could the Council vote to authorize the City Manager to waive late fees for the Airport Board.

City Attorney Hillier stated that an oral motion can be made to grant the City Manager that authority, but added there must be an amendment to the ordinance.

Councilor Butters asked Mr. Campbell if the City had any other affiliates which should be included in waivers of late fees.

Public Works Director Barry Heid stated that the City has no other affiliates, but there are governmental agencies that have requested late fee waivers in the past.

Mr. Campbell asked Mr. Willis if it would be possible if the Airport Board could administratively allow its secretary to pay the City's utility bill without Board approval.

Councilor Butters questioned if the County would pay the utility bill without official approval of the Airport Board.

City Attorney Hillier stated that the Airport Board could pass a resolution authorizing prepayment of the City's utility bill subject to approval at the next regular meeting of the Board.

March 25, 1991

Mr. Willis stated that he would report back to the Board to discuss if it would be possible to handle the City's utility bill in a different process than other bills. Mr. Willis added that the Board's clerk works on a part-time basis.

Councilor Butters suggested to Mr. Willis that the City Council waive the late fees which the Airport Board is facing currently. At the same time the Airport Board could discuss the feasibility of developing a resolution as suggested by Mr. Hillier, and the Board would then have a mechanism in place to deal with its bill payment process.

Councilor Butters amended the main motion to include waiving the current utility late fee due March 26, 1991, while the Airport Board discussed the feasibility of adopting a resolution to provide for the timely payment of City utility bills. The motion was seconded by Councilor Pope and carried unanimously.

In another matter, Mr. Willis reported that a Christmas tree company is counting trees to settle on an amount for the trees being removed as a result of the Flemming project. Mr. Willis stated that the project should begin soon.

3. Public Hearing - 1991 Community Development Block Grant Application. Mr. Roger Waid of the Phoenix Group stated that this is the second of the two required public hearings to discuss the 1991 CDBG application. Mr. Waid explained that the potential funding of the application will be used in the Franklin and Adams Avenue neighborhoods for a revitalization of the area. Mr. Waid stated that the sanitary sewer problem in the Franklin and Adams Avenues was the reason for utilizing CDBG funds for that neighborhood. Mr. Waid explained that about \$900,000 worth of potential projects were identified in the area with the first being a sanitary sewer rehabilitation. Since that time an imminent threat grant application was submitted to the Department of community Development and was awarded to fund the project. Mr. Waid explained that with the imminent threat grant award, together with more closely identifying the sidewalks and streets which were in need of repair, the total project cost has been reduced to \$500,000 and is likely to be fundable through the community Development Block Grant process. Mr. Waid added that the State may ask the City to reduce the scope of the project somewhat because of the number of applications that the State receives. Mr. Waid stated that staff is therefore recommending the proposed projects on Franklin Avenue as a priority in the application process.

Mayor Pro-Tem Hatfield closed the regular at 3:45 PM to open the public hearing to receive input from citizens in regard to the CDBG application.

Mr. Merle Rolfe, 555 N.E. Adams, stated he was in favor the CDBG application and explained that the Franklin Avenue residents would be very appreciative of repair to the leaking sewer lines. In addition, Mr. Rolfe stated that parking is a major problem in the Franklin Avenue area and expressed a need for widening of the street.

Ms. Martha Sweeney, 643 N.E. Franklin, spoke in favor of the CDBG application and thanked the City for all they were doing to help improve the Franklin Avenue neighborhood.

March 25, 1991

There being no further public comment, the public hearing was closed at 3:50 PM and the regular meeting was reopened.

Councilor Pope moved to approve the recommendation of the Community Development Committee and instruct staff to prepare and submit an application to the State Department of Community Development for funding of the Franklin and Adams Avenues Neighborhood Comprehensive Revitalization Project. The motion was seconded by Councilor Butters and carried unanimously.

4. Consent Calendar. Councilor Zylstra moved to approve the March 25, 1991, Consent Calendar comprised of the following items:

- a. Minutes of the regular City Council meeting of March 11, 1991;
- b. Authorization to call for bids - Sewer Basin 2004;
- c. Appointment of Arnold James to the Building Code Board of Appeals and Appointment of Harley Thompson to the Board of Adjustment; and
- d. Final acceptance of the West Street improvement project.

The motion was seconded by Councilor Pope and carried unanimously.

5. Resolution No. 4-91, Authorizing City to Participate in the 1991 Household Hazardous Waste Collection Day. Councilor Zylstra moved to suspend the rules requiring two readings of the resolution. The motion was seconded by Councilor Venemon and carried unanimously. Councilor Zylstra then moved to adopt Resolution No. 4-91 on first and final reading. The motion was seconded by Councilor Venemon and carried unanimously. The resolution authorizes the City to participate with Lewis County in an application to the Department of Ecology for matching funds for a household hazardous waste collection day to be held on September 7, 1991, at the Southwest Washington Fairgrounds.

6. Resolution No. 5-91, Regarding Compliance with Federal and State Regulations in Connection with "Imminent Threat" Community Development Block Grant Funds. Community Services Director Ray Muyskens stated that the State Department of Community Development has requested that the City adopt a resolution and certification stating that the City will comply with all applicable Federal and State regulations in connection with the use of imminent threat CDBG funds.

Councilor Butters moved to suspend the rules requiring two readings of the resolution. The motion was seconded by Councilor Zylstra and carried unanimously. Councilor Butters then moved to adopt Resolution No. 5-91 on first and final reading. The motion was seconded by Councilor Zylstra and carried unanimously.

7. Residency Criteria for Appointments to Boards and Commissions. City Manager Campbell explained that ordinances governing some boards or commissions include a provision that members must be residents of the City. Mr. Campbell stated the requirement has been waived in some cases because of the reluctance of City residents to serve on boards or commissions. Mr. Campbell stated that there are people who are not citizens

March 25, 1991

who have expressed an interest in serving on City boards or commissions. Mr. Campbell stated that accepting applications from non-city residents would help generate more applications. Mr. Campbell added that staff recommends the Council consider all applications submitted by prospective board or commission members without regard to residency (except Board of Zoning Adjustment), and appoint persons who have experience or expertise most beneficial to the function of the specific board or commission. Mr. Campbell added that there are currently three vacancies on the Planning Commission.

Councilor Butters stated that the Council should be cautious about appointing persons outside the City limits to boards and commissions. Councilor Butters suggested setting a criteria for applicants who live outside the City; do they work inside the City, do they have a Chehalis address, do they have children in the school district, or other like instances where they would have a concrete interest in the future of the city.

Councilor Pope asked if there were people who did not live in the City who have shown an interest in serving on a City board or commission. Councilor Pope added he did not feel using a Chehalis address for potential applicants was a good idea since people with Chehalis addresses can live several miles from the City. Councilor Pope stated that applications should be accepted from those people who live in the sphere of influence to the City.

Councilor Zylstra suggested clarifying the sphere of influence as being the actual Chehalis school district boundaries.

Councilor Hatfield questioned why the Board of Zoning Adjustment had to accept only applications from city residents.

City Manager Campbell explained that State law sets up that criteria.

Councilor Hatfield agreed that the Chehalis school district boundaries would be acceptable, but added that City residents in the corporate City limits would be given preference.

Councilor Venemon expressed she would prefer to see city residents on City boards and commissions, but agreed that using the school district boundaries would perhaps generate more applications.

Mayor Pro-Tem Hatfield moved to accept all applications submitted by prospective board or commission members who reside in the Chehalis school district boundaries. The motion was seconded by Councilor Butters and carried unanimously.

8. Temporary Supplemental Staffing for Public Works Technical Division. Public Works Director Barry Heid explained that, due to compressed work schedules and accelerated involvement in existing work programs, the Technical Division requires additional help to meet current schedules to provide design work to the engineers for the sewer rehabilitation project. Mr. Heid stated that the Public Works Department is requesting authorization to immediately hire one temporary employee to assist the Technical Division in maintaining and keeping up with the schedule of work. Mr. Heid stated it is recommended that the individual be hired for a period not to exceed six months, and the budget be adjusted in mid-year to

March 25, 1991

include the additional costs involved which are estimated to be \$7,000 and that the \$7,000 be taken from the Water/Sewer Ending Fund Balance.

Councilor Hatfield questioned exactly what the individual will be hired to do.

Mr. Heid explained that the employee will be assisting in televising sewer basins, and general assistance to regular employees.

Mr. Campbell added that some of the cost of the temporary employee will be grant eligible.

Councilor Zylstra moved to authorize the Public Works Department to hire one temporary employee for a period not to exceed six months, and adjust the budget by \$7,000 by a transfer from the Water/Sewer Ending Fund Balance. The motion was seconded by Councilor Butters and carried unanimously.

9. City Council/City Manager Reports.

a. Sanitary Sewer Rehabilitation Project Funding Update. City Manager Campbell stated that a grant was signed from the Department of Ecology under its Centennial Clean Water Fund for \$1,514,970, bringing the total grant funding for the City's sewer rehab project to \$7,745,813. Mr. Campbell stated that the grant is a financial hardship grant received due to the City's sewer rates being high in relationship to the median household income in the community. Mr. Campbell explained that this grant was significantly more than what staff originally thought the City was eligible for - approximately \$450,000 more. As a result several potential options now face the Council in regard to customer sewer rates. Mr. Campbell stated that staff will be updating cost projections, including the latest grant information, during the next few weeks and will come back to the Council for a decision. Mr. Campbell explained that potential options could include: 1) temporarily reduce rates slightly, at least until the City knows how many more basins will have to be rehabilitated beyond 1994 under the consent decree; 2) rates could be left unchanged for a longer period of time, rather than the original projection of 1994; 3) rates could be left unchanged to accumulate more money for other important capital needs of the sewer system; or 4) rates could be reduced, and at the same time, a storm drainage utility and/or street utility could be initiated without increasing the overall charges to the average household. Mr. Campbell added that storm drainage and street improvement needs both are long-standing concerns and will increase as more sanitary sewer rehab work is done.

Mayor Pro-Tem Hatfield commended the efforts of City staff and the City's consultants, Dick Riley of Gibbs & Olson and Roger Waid of the Phoenix Group, for pursuing grant funding and low-interest loans which have aided the City in paying for 65% of the sewer rehabilitation project.

Councilor Pope questioned if excess grant funding could be used for other needs throughout the City such as fireflow upgrading in the south end of the City.

March 25, 1991

City Manager Campbell stated that sewer rehab grant funding could not be used for water system improvements.

b. Annexation Subcommittee Update. Councilor Butters reported that the Annexation Subcommittee, consisting of herself and Councilors Hatfield and Pope, Dave Campbell, Ray Muyskens, and Roger Waid, met on this date to discuss the possibility of annexing the Chehalis Industrial Park. Councilor Butters stated that several options were developed by the Phoenix Group for considering annexation of the Industrial Park and those options will be included in the agenda at Council's next meeting scheduled for April 8, 1991.

c. North Fork Slide Update. Public Works Director Barry Heid reported that the slide area is being monitored on a weekly basis to gather data, and to monitor water quality (turbidity). Mr. Heid explained that the slide is still moving, but the turbidity seems to be improving. Mr. Heid stated that FEMA representatives have inspected the slide area and have indicated that they will research potential options in dealing with the slide.

d. City Hall Remodeling. Mayor Pro-Tem Hatfield commended the work done by the Community Services Department on the recent remodeling of the Council chambers.

There being no further business to come before the council, the meeting adjourned at 4:20 PM.

Robert J. Spahr, Mayor

Attest:

Caryn Foley, Deputy City Clerk

April 8, 1991

The Chehalis City Council met in regular session on Monday, April 8, 1991, in the Chehalis City Hall. Mayor Spahr called the meeting to order at 3:00 PM, and the following Councilmembers were present: Beverley Butters, Bud Hatfield, Dr. Isaac Pope, Vivian Roewe, Joyce Venemon, Dave Zylstra, and Bob Spahr. Staff members present included: Dave Campbell, City Manager; Bill Hillier, City Attorney; Bob Nacht, Building and Planning Director; Peggy Morant, Acting Finance Director; Randy Hamilton, Chief of Police; Barry Heid, Public Works Director; Pat Vess, Personnel Officer; Tony Keeling, Fire Chief; Ray Muyskens, Community Services Director; and Caryn Foley, Deputy City Clerk. Representatives of the news media present were: Jim Cook of KELA Radio, and Laura Towey of The Chronicle.

1. Proclamations/Presentations.

a. Centralia-Chehalis Youth Service Day. Mayor Spahr read and presented a proclamation to Alice Vassar, Program Director of Volunteer Lewis County, in recognition of Centralia-Chehalis Youth Service Day. Mayor Spahr stated that Youth Service Day is scheduled for April 23, 1991, to honor the youth of the Centralia and Chehalis communities who volunteer their time to better the community in so many ways.

b. Wastewater Treatment Plant Operator's Certificate of Competency to Gary Neely. Mayor Spahr presented Gary Neely, a wastewater treatment plant operator with the Public Works Department, a Group IV Wastewater Treatment Plant Operator's Certificate of Competency from the State of Washington Department of Ecology. Mayor Spahr stated that the Group IV certificate is the highest certificate that can be earned by an operator. Mayor Spahr congratulated Mr. Neely on his achievement.

c. Employee Service Awards. Mayor Spahr presented City employees with service pins in recognition of various years of service to the city. Employees earning five year service pins included: Bill Appleby, Community Services; Bud Hatfield, City Councilor; Bob Spahr, Mayor; and Gary Wilson, Police Department. Employees earning ten year service pins included: Rebecca Fox, Municipal Court Clerk; and Barbara Trejo, Fire Department. Fifteen year service pins were presented to: Gerald Boes, Fire Department. Employees earning pins for twenty years of service included: Steve Gunsolley, Pete McChord, and Bill Nacht, all from the Fire Department. Mayor Spahr thanked all the employees for their service to the City.

2. Citizens Business. Mr. Steven Lee, 632 N.W. Folsom Street, addressed the Council about the ongoing storm drainage problem in the Folsom Street area. Mr. Lee explained he attended a Council meeting about two months ago where he first addressed the storm drainage problem after the January, 1990 flood. Mr. Lee explained that a catch basin was cleaned by City crews, but has not helped to alleviate the problem. Mr. Lee stated he again had water around his home and in his garage during last week's flood and stated he is very much concerned with the potential health hazards from leaking sewage mixing with the flood waters.

Barry Heid, Public Works Director explained that the issue would be addressed later in the agenda with review of the City's Stormwater Management Plan. Mr. Heid stated that the stormwater

April 8, 1991

management plan does identify some improvements for the north end of the City. Mr. Heid added that compounding to the problem in the area is the fact that the sanitary sewer system has been rehabilitated and no longer is acting as a storm drain, although the sewer system rehab should lessen the potential for health hazards.

3. Public Hearing - Ordinance No. 447-B, First Reading, Vacation of S.W. Charles Street. Building and Planning Director Bob Nacht stated a request has been received from Mr. Ron Zucati, 585 S.W. Newaukum, to vacate S.W. Charles Street in its entirety. Mr. Nacht explained Mr. Zucati owns the property abutting the subject street on both sides except for about 30 feet at the west end which is owned by Mr. Vernon Johnson. In addition, Mr. Nacht stated the City has been requested to waive the utility easement which it normally retains. The Public Works Department has found no existing utility lines and no reasonable need for future public utility lines in the area.

Mayor Spahr closed the regular meeting at 3:20 PM and opened the public hearing to receive public comment on the proposed vacation. There being no public comment either for or against the proposed vacation of S.W. Charles Street, Mayor Spahr closed the public hearing and reopened the regular meeting.

Councilor Roewe moved to pass Ordinance No. 447-B on first reading providing for the vacation of S.W. Charles Street. The motion was seconded by Councilor Pope and carried unanimously.

4. Public Hearing - Ordinance No. 448-B, First Reading, Vacation of a Portion of N.W. Rhode Island Avenue. Building and Planning Director Bob Nacht reported that problems have arisen in regard to the vacation of a portion of N.W. Rhode Island Avenue between the petitioner, Mr. Darrell Sorenson, and Callisons, Inc. who owns the abutting property on the west side. Mr. Nacht stated that Mr. Sorenson has requested a continuance of the public hearing for a period of two weeks to allow the two parties to negotiate concerns that both parties have in regard to the vacation.

Mayor Spahr closed the regular meeting at 3:25 PM and opened the public hearing on the vacation of a portion of N.W. Rhode Island Avenue.

Councilor Roewe moved to continue the public hearing on the vacation of N.W. Rhode Island Avenue for a period of two weeks. The motion was seconded by Councilor Venemon and carried unanimously.

5. Consent Calendar. Councilor Zylstra moved to approve the April 8, 1991, Consent Calendar comprised of the following items:

- a. Minutes of the regular City Council meeting of March 25, 1991;
- b. March 14, 1991, Claim Vouchers No. 20085 through 20268 in the amount of \$125,059.66;
- c. March 27, 1991, Claim Vouchers No. 20269 through 20380 in the amount of \$70,199.44;

April 8, 1991

d. March 31, 1991, Payroll Vouchers No. 20129 through 20266 in the amount of \$287,683.10, Transfer Voucher No. 1303 in the amount of \$150.42, Transfer Voucher No. 1304 in the amount of \$30,200.00, and Transfer Voucher No. 1305 in the amount of \$125.20;

e. Closure of Market Boulevard, July 4-7, for Krazy Daze Events;

f. Change Order No. 3 in the amount of \$5,511.75 for the West Street improvement project;

g. Pay Estimate No. 1 in the amount of \$123,406.28 for the 1991 Sewer Rehabilitation project, Basin 2012; and

h. Appointment of Library Facility Committee.

The motion was seconded by Councilor Hatfield and carried unanimously.

6. Law Enforcement Explorer Post Charter. Mr. Jim Phillips, County Executive of the Tumwater Area Council of the Boy Scouts of America, presented to Mayor Spahr and Police Chief Randy Hamilton, a charter to run an Explorer Post Program for a period of one year, subject to renewal. Chief Hamilton thanked Mr. Phillips and introduced Officer Randy Kaut, who will be in charge of the Explorer Post Program. Also in attendance were some of the youth who will participate in the program.

7. Ordinance No. 446-B, First Reading - Amending Ordinance No. 405-B, Relating to Qualifying Income Level for Discounted Utility Bills. Councilor Butters moved to pass Ordinance No. 446-B on first reading. The motion was seconded by Councilor Hatfield.

Councilor Roewe asked how customers qualify for a utility discount.

City Manager Dave Campbell explained that an application is completed by customers which requires the applicant to furnish their yearly income to the City in order to determine if the applicant qualifies.

Councilor Pope questioned if the discount only applied to low income senior citizens.

Mr. Campbell stated the discount also applies to totally disabled citizens as defined by the Social Security Administration.

Councilor Pope stated that agencies consistently make provisions for senior citizens while young couples cannot even afford to buy homes, and some young people are having a difficult time living from month to month. Councilor Pope felt the Council should look into expanding the utility discount to more than just senior citizens.

City Attorney Hillier stated that Council should examine that issue at a later date and leave the proposed ordinance as provided. Mr. Hillier advised the Council to direct staff to study the matter of expanding the utility discount to those who are not senior citizens.

April 8, 1991

Councilor Butters stated she would like the study to include the impact on the City, in terms of lost revenue, if the discount was expanded.

City Manager Campbell stated there was no way of estimating how many people would qualify if the discount were expanded.

The motion to pass Ordinance No. 446-B on first reading carried unanimously. The ordinance increases the maximum annual qualifying limit for discounted City utility bills from \$10,000 to \$12,000 with an effective date of July 1, 1991.

8. Stormwater Management Plan. City Manager Campbell explained that the Stormwater Management Plan was prepared by the Public Works Department and addresses several projects to deal with the storm drainage problem of the City. Mr. Campbell noted that the plan is very lengthy and complex and stated that staff recommends a Council subcommittee of three people be appointed to work with staff in studying the plan and then coming back to the full Council with recommendations.

Public Works Director Barry Heid discussed a few of the components of stormwater management addressed in the plan which include water quantity and quality, regulatory requirements, maintenance of equipment and facilities, and funding issues.

Councilors Roewe, Zylstra, and Spahr volunteered to serve on the subcommittee to study the stormwater management plan.

9. Request for Funding from Retired Senior Volunteer Program. City Manager Campbell explained that the Retired Senior Volunteer Program is requesting funding from the City in the amount of \$1,000 from the 1991 budget. Mr. Campbell reminded the Council that RSVP had requested funding from the proposed 1991 budget which was denied. Mr. Campbell explained that RSVP's situation has changed in the last six months, in that they are now sponsored by Mason County government which has required them to increase their salary budget to be in line with comparable Mason County employees. Mr. Campbell stated that the City's financial situation however, has not changed since RSVP's original request, therefore staff has recommended that RSVP's request for funding not be approved. However, if the Council wishes to fund the program, due to its changed condition, HUD Block Grant funds could be used because of the senior population participating in RSVP programs.

Councilor Butters stated that RSVP is requesting funding to assist with salary increases due to requirements established by Mason County and asked what plans RSVP has in accommodating those salaries on an ongoing basis if the Council approved funding for this year.

Ms. Susan Lamoreaux, local coordinator for Lewis County RSVP, stated that RSVP is now trying to deal with its short-term problems, one being increased salaries, and explained that short-term solutions lead to long-term solutions. However, Ms. Lamoreaux explained that long-term solutions sometimes take longer to resolve and could not guarantee that RSVP would not come back to the Council for funding from the 1992 budget. Ms. Lamoreaux added that RSVP is designed to be a program not only funded by the Federal government, but also supported locally by cities and states.

April 8, 1991

Councilor Butters asked Ms. Lamoreaux what RSVP's total shortfall is.

Councilor Pope asked Mr. Hillier if it was legal for the City to approve salary funding.

City Attorney Hillier stated that if the Council were to approve the funding request it would not be to a specific person; the funding would go to the organization and then budgeted however RSVP saw fit.

Mr. Dan Casey, Director of the Mason-Thurston-Lewis RSVP Project, stated that the program is in need of \$14,000. Mr. Casey added that RSVP is not only for the senior citizen community, but for the entire community serving many agencies. Mr. Casey added that an unreasonable amount of staff time is being spent on planning fund raising while activity coordinating time is decreasing.

Mayor Spahr asked how long RSVP has been in existence.

Mr. Casey stated that nationally, RSVP has been in existence since 1971 and in Lewis County since 1985.

Councilor Hatfield asked how many full time equivalents in employees the Lewis County RSVP employed.

Mr. Casey stated that Lewis County RSVP has approximately 1.25 FTEs.

Councilor Hatfield stated that the material provided by RSVP states that Lewis County RSVP is required to meet the Mason County salary guidelines and asked who imposes this requirement.

Mr. Casey stated the Federal Action Agency requires that whatever the sponsoring agency's salary is, the other agencies must be in line with comparable job descriptions.

Councilor Butters asked Mr. Campbell how much money was in the HUD Block Grant fund.

Community Services Director Ray Muyskens stated that there is about \$98,000 in the Fund which is budgeted for two different categories.

Councilor Butters asked if \$1,000 would be available after funding of budgeted items.

Mr. Muyskens stated that at least \$1,000 would be available.

Councilor Butters asked if the HUD Block Grant could fund requests from RSVP if they were to ask for funding each year.

Mr. Muyskens stated that funding would be available and added that there are four funds that could be utilized.

Councilor Roewe stated she recently retired as a volunteer for RSVP and stated that RSVP is a service agency which provides many valuable community services and felt that the City should help support RSVP since the City does help support other activities such as recreation programs, tourism and economic

April 8, 1991

development. Councilor Roewe moved to grant \$1,000 to RSVP through funding from the HUD Block Grant Fund. The motion was seconded by Councilor Butters and carried unanimously.

10. City Council/City Manager Reports.

a. Local Vendors' Purchase Preference Policy/Ordinance. City Attorney Hillier explained that during the Council's review of its 1990-91 goals in February, staff was instructed to research the possibility of establishing a local vendors' purchase preference ordinance. Mr. Hillier stated after research it has been determined that under the terms of the State statute this type of policy is prohibited, although there are certain exceptions to those prohibitions. One exception is telephone quotations; Mr. Hillier explained that the City has a resolution in place regarding telephone quotations and they are being implemented. Also the City has, on a regular basis, on items that do not exceed \$100, used local vendors for those purchases, with the exception being when those items may not be available at the local level. Mr. Hillier stated that the City also has the ability to choose the most responsible bidder, who may sometimes not be a local vendor. Mr. Hillier stated that the Council simply cannot set up a policy to give preference to local vendors over vendors located out of the area.

b. Fire Department Staff Vacancy. City Manager Campbell stated the Fire Department had a recent disability retirement vacancy which has not been filled. Mr. Campbell explained that one of Council's goals for 1990-91 is to do a fire service master plan and assumed that until the issue of staffing levels on a shift basis in the Fire Department is addressed, the Council would concur to leave the position unfilled. The Council agreed to leave the position unfilled for the time being.

c. Spring Rally, April 15-19. Public Works Director Barry Heid reported that Centralia and Chehalis are working much closer this year to make the event more uniform. Mr. Heid stated that recycling will be greatly promoted and City crews will not be picking up recyclable items. Mr. Heid stated that items to be picked up include: branches and brush, furniture, mattresses, carpets and rugs, and batteries, unless the batteries are damaged and leaking. Mr. Heid stated that people will be encouraged to dispose of recycled items at local recycling companies.

d. Contract for Study to Analyze Issues Concerning Potential Annexation of Chehalis Industrial Park. Councilor Butters reported a Council subcommittee consisting of herself and Councilors Hatfield and Pope have met, along with Roger Waid of The Phoenix Group, to study various proposals developed by The Phoenix Group regarding annexation of the Industrial Park. Councilor Butters stated a majority of the subcommittee recommends the City enter into a contract with The Phoenix Group for all four phases of the proposed study, which includes the "focus groups option," at a cost not to exceed \$15,580. Councilor Butters explained the reasoning for the "focus group" aspect is to give the City a way of determining concretely what citizens think of annexation of the Industrial Park.

April 8, 1991

Councilor Butters stated the "focus group" is made up of representative samples of individuals from the community picked at random to serve on the group.

Councilor Hatfield stated the \$15,580 to be paid to The Phoenix Group would be funded through interest earned on low-interest housing rehab loans/CDBG funding. Councilor Hatfield stressed the funding will not come from the General Fund.

Councilor Roewe asked what good the requirement is, when City water and sewer is issued to areas outside the City limits, that annexation will be made at the City's request. Councilor Roewe stated City staff conducted a report on annexation of the Industrial Park and questioned why the City was now going to pay for another study.

Councilor Butters stated the study to be done by The Phoenix Group will be more comprehensive and include citizen input throughout the City in addition to the Industrial Park. Councilor Butters added it also removes any possible bias that may have been presented in other studies.

Councilor Hatfield stated the requirement providing properties annex at the City's request is now in effect just as it was when utility services were provided at the Park. Councilor Hatfield felt the City should enter into the contract with the Phoenix Group to ensure that annexation of the Park is a cost effective move for the City.

Councilor Butters pointed out a major company declined purchasing Industrial Park property due to the fact the Park was not a part of the corporate city limits of Chehalis.

Councilor Pope stated other areas in the south end of Chehalis may eventually be annexed and those properties lie adjacent to the Industrial Park. Councilor Pope felt the whole impact to the City should be studied to determine what effect the potential annexation(s) will have.

Councilor Hatfield moved that the City enter into a contract with The Phoenix Group for all four proposed phases of the study at a cost not to exceed \$15,580 to be funded through the HUD Block Grant Fund. The motion was seconded by Councilor Butters and carried by a vote of 6 ayes and 1 nay. The dissenting vote being cast by Councilor Roewe.

e. Hedwall Park Tree Trimming. City Manager Campbell reported trimming/removal of 12-15 cottonwood trees will begin in the next few weeks at Hedwall Park. Mr. Campbell explained that the trimming/removal is a maintenance issue that will improve safety conditions near the R.V. area. Mr. Campbell added that revenue received will cover the costs of the trimming/removal and will provide the City with some income.

f. Introduction. Police Chief Randy Hamilton introduced Officer Troy Thornburg, the newest member of the

April 8, 1991

Chehalis Police Department. Chief Hamilton stated Officer Thornburg completed studies at the Police Academy in Seattle.

g. April, 1991, Flood Update. Chief Hamilton reported City staff began monitoring the flood situation on Thursday, April 4 and some roads were closed by Friday morning. The Building and Planning Director, after monitoring flood waters, predicted that rivers would be cresting at similar stages as the November, 1990, flood. Chief Hamilton stated the Emergency Operations Center (EOC) was activated to determine how to handle the situation. Chief Hamilton stated that overall the situation went smoothly except for traffic problems near Hampe Way and National Avenue caused by traffic re-routing.

h. Library Task Force Update. Councilor Butters stated the Library Task Force Committee met and is developing proposals for Council consideration in regard to space needs at the Library. Councilor Butters reported the Committee toured the Sterling Savings building and determined it would not meet the needs of the Library for reasons including staffing problems by having two floors. Councilor Butters stated other local libraries will be visited to find out how they are dealing with similar problems.

i. Preliminary Flood Cost Projections. City Manager Campbell reported preliminary damage reports to park facilities has been estimated to be about \$12,000, while Public Works facilities are estimated to be \$6,000.

11. Work Session - Public Works Department Business Plan, 1991-95. Public Works Director Barry Heid reviewed the Public Works Department's Business Plan for 1991-95, which is intended to project anticipated needs of the Department and provide the Council with an awareness of those needs. The Plan included such information as services provided, performance measures, accomplishments, and funding requirements. Mr. Heid explained other issues addressed in the plan include the City's Six Year Transportation Improvement Program and Capital Improvement Plan which identifies Public Works facilities and the needs of each facility. Mr. Heid added that a major area of concern to the Public Works Department is the underfunding of equipment and vehicles.

In addition, Mr. Heid addressed the situation at the North Fork Intake in regard to the slide. Mr. Heid stated the slide is being monitored, and FEMA and the Army Corps of Engineers have looked at the sight and will provide the City with proposals on how to handle the situation. Mr. Heid stated if the situation does not improve the City could be faced with a serious condition this summer and water conservation measures may have to be implemented.

12. Executive Session. The Mayor recessed the regular meeting at 4:30 PM for a five minute recess. After the recess the Mayor called the meeting to order and reconvened the Council in executive session pursuant to R.C.W. 42.30.110(d) to discuss contract negotiations. After conclusion of the executive session the meeting immediately adjourned at 5:15 PM.

April 8, 1991

Robert J. Spahr, Mayor

Attest:

Caryn Foley

April 22, 1991

The Chehalis City Council met in regular session on Monday, April 22, 1991, in the Chehalis City Hall. Mayor Spahr called the meeting to order at 3:00 PM, and the following Councilmembers were present: Beverley Butters, Bud Hatfield, Dr. Isaac Pope, Vivian Roewe, Joyce Venemon, Dave Zylstra, and Bob Spahr. Staff members present included: Dave Campbell, City Manager; Bill Hillier, City Attorney; Jo Ann Hakola, Finance Director/City Clerk; Bob Nacht, Building and Planning Director; Pat Vess, Personnel Director; Barry Heid, Public Works Director; Randy Hamilton, Chief of Police; Tony Keeling, Fire Chief; Ray Muyskens, Community Services Director; and Caryn Foley, Deputy City Clerk. Representatives of the news media present were: Bill Moeller of KELA Radio, and Laura Towey of The Chronicle.

1. Presentations/Proclamations.

a. Recognition of City Volunteers. Mayor Spahr presented certificates of appreciation to several of the 101 City volunteers who contribute their time and talents by serving on city committees, commissions and boards.

b. Proclamation - Buddy Poppy Days. Mayor Spahr read and presented a proclamation to Ms. Harriet Clark, representing the V.F.W. Auxiliary, in honor of Buddy Poppy Days, May 3-4, 1991.

c. Proclamation - American Home Week. Mayor Spahr read a proclamation in recognition of American Home Week, April 14-20, 1991. Mayor Spahr stated that American Home Week should remind all citizens of their freedom to own private property, the importance to protect the rights that accompany that ownership and awareness of improving such property.

d. Proclamation - Elks Youth Week. A proclamation was presented to Mr. Dewey Yolk, representing the Centralia-Chehalis Elks Lodge, proclaiming May 1-7, 1991, has Elks Youth Week. Citizens were reminded that young people need guidance and encouragement to develop into responsible leaders of tomorrow.

e. Presentation to Bob Nacht. Mayor Spahr explained that within the last fourteen months, Lewis County and Chehalis have been hit by floods four times. Mayor Spahr stated that one City employee took it upon himself to develop a computer program to calculate flood levels, and during the last flood this individual predicted that flood levels would be high about 5-6 hours before the flood hit, while the weather service was predicting there would be no flooding at all. Mayor Spahr presented a plaque to Bob Nacht, Building and Planning Director, in recognition and appreciation for his extraordinary service to the city.

2. Citizens Business. Mr. Bill Rolfe, representing the Centralia-Chehalis Elks Lodge, explained that the Elks fire protection extension expires May 1, 1991. Mr. Rolfe stated a title search is still in progress and contract signatures are needed from Yard Birds. Mr. Rolfe stated that due to these circumstances, the Elks Lodge is requesting another extension to comply with the original agreement for fire protection.

Councilor Roewe moved to grant the Elks Lodge a 90-day extension to comply with fire protection requirements. The motion was seconded by Councilor Zylstra and carried unanimously.

April 22, 1991

3. Ordinance No. 448-B, First Reading - Vacation of a Portion of N.W. Rhode Island Avenue. Building and Planning Director Bob Nacht explained that the petitioner and abutting property owner have not come to an agreement in regard to the

vacation of a portion of N.W. Rhode Island Avenue and have requested the hearing be continued until May 13, 1991, to allow the two parties to come to an agreement.

Councilor Roewe moved to continue the public hearing to May 13, 1991, to allow the two parties involved to come to an agreement. The motion was seconded by Councilor Hatfield and carried unanimously.

4. Consent Calendar. Councilor Zylstra moved to approve the April 22, 1991, Consent Calendar comprised of the following items:

a. Minutes of the regular City Council meeting of April 8, 1991; and

b. Appointment of Bob Davis to the Library Facility Committee.

The motion was seconded by Councilor Hatfield and carried unanimously.

5. Ordinance No. 446-B, Second Reading - Amending Ordinance No. 405-B, relating to Qualifying Income Level for Discounted Utility Bills. Councilor Hatfield moved for passage of Ordinance No. 446-B on second and final reading and include an effective date of July 1, 1991. The motion was seconded by Councilor Butters.

Councilor Pope stated that in the future the Council consider its young people. He stated that special privileges are given to senior citizens while young people are struggling to buy homes.

Councilor Butters suggested setting up a Council sub-committee to study the issue of including young people for utility discounts.

Councilor Pope stated he did not know if such a sub-committee would be the answer.

Mayor Spahr stated the issue of including young people for utility discounts did not pertain to the motion and should be brought up later on the agenda if the Council wished to pursue it.

The motion to pass Ordinance No. 446-B on second and final reading carried unanimously. The ordinance increases the maximum annual qualifying limit for discounted City utility bills from \$10,000 to \$12,000.

6. Ordinance No. 447-B, Second Reading - Vacation of S. W. Charles Street. Councilor Hatfield moved to pass Ordinance No. 447-B, vacating S.W. Charles Street, on second and final reading. The motion was seconded by Councilor Zylstra and carried unanimously.

7. Ordinance No. 449-B, First Reading - Establishing Rules and Regulations for the Parking of Motor Vehicles. Police Chief Randy Hamilton explained that parking rules and

April 22, 1991

regulations currently fall under several City ordinances. The proposed ordinance will provide for rules and regulations to be under one ordinance and designate the Chief of Police as the administrative official for regulation and enforcement of on-street parking. Chief Hamilton stated the ordinance establishes new parking rates to hopefully act as a deterrent to violators. Chief Hamilton added that penalties for violations are below average in comparison to other cities and have not been increased in sixteen years.

Councilor Zylstra moved to pass Ordinance No. 449-B on first reading. The motion was seconded by Councilor Butters.

Councilor Roewe questioned multiple dwellings already in existence before there were restrictions as to the number of parking spaces that were necessary for multiple dwellings.

Chief Hamilton stated those tenants would have to utilize parking on the streets in front of their apartment complex and if not enough on-street parking is available, tenants will be forced to find other parking alternatives. Chief Hamilton explained that this provision was left in the ordinance because in 1984 the City Council felt it important to adopt this type of a regulation.

Councilor Roewe felt the issue should be looked at, asking who has the right to park on any public street. Councilor Roewe stated if the provision is left in the ordinance it will put a hardship on some apartment tenants and will be unenforceable.

Councilor Hatfield moved to amend the main motion by removing Section 7, Apartment House Parking and Section 8, Apartment House Tenants' Parking Restricted from Ordinance No. 449-B. The motion was seconded by Councilor Roewe and carried unanimously.

Councilor Hatfield suggested an effective date of July 1, 1991, to give proper public notification of the new rules and regulations.

The main motion, to pass Ordinance No. 449-B on first reading, carried unanimously.

8. Requests for Water Connections. Public Works Director Barry Heid explained that the City has received a request for seven water connections from Mr. Dan Self of Self Land Company to the filtered waterline for his company's Newaukum Village project. In addition, Mr. Heid stated that Mr. John Trodahl has requested water connections for six single-family water connections. Mr. Heid reported that currently there are only eight single-family connections reserved and nine reserved as undesignated by City Council action last fall. Mr. Heid stated that the requests should involve addressing the allocation process of water connections.

Councilor Pope asked if there will be any left when these ERUs are all allocated.

Mr. Heid stated that no ERUs would be left on the filtered waterline unless the City Council allows improvements to the water system. Mr. Heid pointed out that South Bay Homes requested and received 50 ERUs for a period of one year. There is a potential that South Bay Homes may return the connections to the City if the development does not progress.

April 22, 1991

Councilor Hatfield felt the water connections should not be categorized into single-family, commercial and undesignated.

Councilor Butters asked what criteria is used for determining if progress is being made on a development, expressing a concern about allocating connections and having developers not using them.

Mr. Heid stated that criteria has not been established in that regard.

Councilor Roewe moved to grant Self Land Company seven water connections and Mr. John Trodahl six water connections. The motion was seconded by Councilor Zylstra.

Councilor Roewe moved to amend the main the motion to include a 180 day time period for payment on water connections. The motion was seconded and carried unanimously. The main motion, to grant the thirteen water connections, carried unanimously.

Councilor Hatfield moved to delete categorization of the remaining, available water connections. The motion was seconded by Councilor Roewe and carried unanimously.

9. City Council/City Manager Reports.

a. Spring Rally Post-Event Report. Public Works Director Barry Heid reported that materials picked up by City employees were significantly less this year than in past years. Mr. Heid stated the Public Works Department looks at this Spring Rally with much success in that the decrease in materials picked up is hopefully an indication that citizens are recycling. Mr. Heid stated that many people were referred to Superior Refuse to begin a regular recycling program. Mr. Heid also thanked Superior Refuse for the dumpsters which were provided brought to the Public Works Department so that numerous trips to the Landfill did not have to be made.

b. Appointment of Voting Delegates for AWC's 1991 Annual Business Meeting. Councilor Hatfield moved to appoint Mayor Spahr and Councilors Roewe and Pope as the City's voting delegates at the 1991 AWC Annual Business Meeting.

c. Tri-Agency Meeting. Mayor Spahr reported that the next Tri-Agency meeting being hosted by the City, is scheduled for Thursday, May 23, 1991, at 7:00 PM at Recreation Park.

d. Jack-in-the-Box Construction. Councilor Pope reported he received two calls expressing concern of the development site which was filled in order for construction to take place. Councilor Pope questioned if consideration was taken in regard to the home owners located near the site.

Building and Planning Director Bob Nacht stated those with concerns could contact his office and he would explain the permit process. Mr. Nacht explained that Jack-in-the-box went through the permit process about two years ago at which time legal notices were published in The Chronicle.

April 22, 1991

Public Works Director Barry Heid stated prior to filling of the site City engineers studied the area and proper drainage requirements were complied with by the developer.

e. Twin Transit Update. Councilor Roewe reported that the Transit received a \$60,000 grant from the Department of Transportation for two Dial-A-Ride wheelchair equipped vans. In addition, Councilor Roewe stated that ridership for the month of March was 18,700.

10. Work Session - Police Department Business Plan. Police Chief Randy Hamilton reviewed the Police Department's Business Plan for 1991, which is intended to project anticipated needs of the Department and provide the Council with an awareness of those needs. Chief Hamilton reviewed items including Department size, mission and goals, and the organizational structure of the Department. Chief Hamilton stated that major concerns of the Police Department include staffing levels and work space. Chief Hamilton explained that as workloads increase staffing levels must meet those increases. In addition Chief Hamilton stated that adequate funding of the City Automotive and Equipment Reserve is important.

11. Executive Session. The Mayor recessed the regular meeting at 4:40 PM for a five minute recess. After the recess the Mayor called the meeting to order and reconvened the Council in executive session pursuant to R.C.W. 42.30.110(d) to discuss contract negotiations.

After conclusion of the executive session the Mayor reopened the regular meeting. The council concurred to conduct a special meeting on Monday, April 29, 1991, at 5:00 PM in the Council Chambers to discuss various issues in regard to the City's solid waste and disposal contract.

There being no further business to come before the Council the meeting adjourned at 5:15 PM.

Robert J. Spahr, Mayor

Attest:

Caryn Foley, Deputy City Clerk

April 29, 1991

The Chehalis City Council met in special session on Monday, April 29, 1991, in the Chehalis City Hall. Mayor Spahr called the meeting to order at 5:00 PM, and the following Councilmembers were present: Beverley Butters, Bud Hatfield, Dr. Isaac Pope, Vivian Roewe, Joyce Venemon, and Bob Spahr. Councilor Dave Zylstra arrived at 5:05 PM. Staff members present included: Dave Campbell, City Manager; Bill Hillier, City Attorney; Pat Vess, Personnel Director; Barry Heid, Public Works Director; Ray Muyskens, Community Services Director; and Caryn Foley, Deputy City Clerk. There were no representatives of the news media present.

1. Resolution No. 6-91, First Reading - 1991 Community Development Block Grant Application. Councilor Hatfield moved to suspend the rules requiring two readings of the resolution. The motion was seconded by Councilor Pope and carried unanimously. Councilor Hatfield then moved to adopt Resolution No. 6-91 on first and final reading. The motion was seconded by Councilor Butters and carried unanimously. The resolution certifies that the City will comply with all application requirements for community development block grants as required by the Department of Community Development and designates the City Manager as the chief executive officer in all matters in connection with the application and in the City's participation in the program.

2. Tri-Agency Recycling Project Design Draft Report/Solid Waste Collection Rate Issues. Ms. Pat Campbell, Tri-Agency Recycling Project Coordinator, reviewed the draft design report of the residential recycling program. Ms. Campbell presented a copy of an explanation of Centralia Landfill rate increases to the Council, explaining that the handout was designed to act as an aid to address the public's questions as to why rates are being increased. The handout also included information with regard to rate increases to support the proposed recycling program. Ms. Campbell stated that public information/education of the recycling program will be provided by the city or by the Tri-Agency Recycling Project staff. Ms. Campbell explained it is being recommended, for the program management/promotion aspect of the project, that the City of Centralia be the lead agency until closure of the Landfill, at which time the County would assume responsibility. Ms. Campbell stated that the Council is being asked to approve the draft design report.

Councilor Hatfield suggested delaying action on the issue until the Council could discuss the City's Solid waste and disposal contract issue.

3. Ordinance No. 450-B, First Reading - Amending Ordinance No. 314-B, Section 7, Relating to Solid Waste Collection and Disposal Contracts. Councilor Hatfield moved to suspend the rules requiring two readings of the ordinance. The motion was seconded by Councilor Zylstra and carried unanimously. Councilor Hatfield then moved to pass Ordinance No. 450-B on first and final reading. The motion was seconded by Councilor Zylstra and carried unanimously. The ordinance provides for the deletion of any reference to maximum time limitations for solid waste collection and disposal contracts.

4. Resolution No. 7-91, First Reading - Approving Addendum to Existing Agreement for Collection and Disposal of Solid Waste. The Mayor convened the Council into executive session at 5:10 PM pursuant to R.C.W. 42.30.110(d) to discuss contract negotiations. After conclusion of the executive

April 29, 1991

session the Mayor reconvened the regular meeting at 5:45 PM at which time Mayor Spahr excused himself from the Council due to a potential appearance of fairness question.

City Attorney Hillier stated the resolution consists of addendum to the existing contract for solid waste collection which has four more years to run. That agreement would amend collection rates as reflected in Proposal I submitted for recycling services by Superior Refuse ("Exhibit A" which is attached to the addendum.) The rates would remain in effect for the full four years subject to a potential modification at the end of two years. At the end of two years should the City or Contractor make a determination that the curbside recycling program needs to be renegotiated or the Contractor is not meeting the needs of the City and is not willing to meet those needs, then the City will allow the contract to run out its remaining two years to the end of four years and the rates at that point would automatically escalate so that at the end of four years Superior Refuse would be in a position where they would be made whole to the same figure they would have received under Proposal II presented by Superior Refuse.

If, at the end of the first two years, the City is comfortable with the services being provided by Superior Refuse, the City would extend the contract for an additional five years for both recycling and garbage so the contract would be for a total of nine years from this date at the rates set forth on Proposal I. Mr. Hillier added it is also with the understanding that Superior will agree to absorb the first 4% of future tipping fee increases (with no cap).

Mayor Pro-tem Hatfield stated that Superior Refuse has presented to the City a revision suggesting the deletion of the words ". . . or the Contractor . . ." from the statement in Section 2 which states "The City or the Contractor . . ."

Councilor Butters moved to suspend the rules requiring two readings of the resolution. The motion was seconded by Councilor Pope and carried unanimously.

Councilor Pope moved to adopt Resolution No. 7-91, subject to acceptance by the City of "Exhibit B" to the addendum, and declining Superior Refuse's counter-proposal. The motion was seconded by Councilor Butters and carried by a vote of 5 ayes and 1 nay. The dissenting vote being cast by Councilor Roewe.

4. Continuation of Agenda Item No. 5 - Tri-Agency Recycling Project Design Draft Report/Solid Waste Collection Rate Issues. Councilor Hatfield moved to accept the Tri-Agency Recycling Project Design Draft Report. The motion was seconded by Councilor Butters and carried unanimously.

There being no further business to come before the Council the meeting adjourned at 6:00 PM.

Robert J. Spahr, Mayor

Attest:

Caryn Foley, Deputy City Clerk

May 13, 1991

The Chehalis City Council met in regular session on Monday, May 13, 1991, in the Chehalis City Hall. Mayor Spahr called the meeting to order at 3:00 PM, and the following Councilmembers were present: Beverley Butters, Bud Hatfield, Dr. Isaac Pope, Vivian Roewe, Joyce Venemon, Dave Zylstra, and Bob Spahr. Staff members present included: Dave Campbell, City Manager; Bill Hillier, City Attorney; Jo Ann Hakola, Finance Director/City Clerk; Bob Nacht, Building and Planning Director; Pat Vess, Personnel Director; Barry Heid, Public Works Director; Randy Hamilton, Chief of Police; Tony Keeling, Fire Chief; Sharon Ferrier, Community Services Administrative Assistant; and Caryn Foley, Deputy City Clerk. Representatives of the news media present were: Laura Towey of The Chronicle, Jim Cook of KELA Radio, and Scott Hodges of KITI Radio.

1. Presentations/Proclamations.

a. Proclamation - Police Week. Mayor Spahr read and presented a proclamation to Police Chief Randy Hamilton in recognition of Police Week, May 12-18, 1991. Chief Hamilton stated that Police Week is held each year to honor those police officers who have lost their lives or have been injured in the line of duty.

b. Proclamation - National Public Works Week. Mayor Spahr read and presented a proclamation in recognition of National Public Works Week, May 19-25, 1991, to Public Works Director Barry Heid. Mayor Spahr commended the City's Public Works staff for the many services they provide.

2. Citizens Business.

a. Mr. Steve Pederson, 272 Terrace Road, addressed the Council regarding connection fees for new water and sewer service. Mr. Pederson stated that he is involved in remodeling an existing home into two units through one of the City's low-income housing programs. Mr. Pederson stated that the extremely high connection fees will cause a \$50 per month rent increase and explained that such an increase will be a hardship for the occupants of the low-income units. Mr. Pederson requested that the Council review the fees for water and sewer connections.

b. Mr. Lloyd Willis of the Chehalis-Centralia Airport Board reported that Airport property development by the Flemming Corporation is expected to begin in early June.

c. Ms. Bev Kreutzer addressed the Council in regard to Sovereignty. Ms. Kreutzer explained that sovereignty was developed by a gentleman on the East Coast with a vision of rebuilding the infrastructures of cities, counties and state government by having Congress print money and loan it out at very low or interest-free rates. Ms. Kreutzer requested that the City Council adopt a resolution in support of Sovereignty.

The City Council concurred to send the information to the Association of Washington Cities (AWC) for review and recommendation.

May 13, 1991

3. Ordinance No. 448-B First Reading - Vacation of a Portion of N.W. Rhode Island Avenue. Building and Planning Director Bob Nacht explained that the petitioner and abutting property owner are continuing negotiations regarding the vacation of a portion of N.W. Rhode Island Avenue. Mr. Nacht recommended that the Council not hold the public hearing nor take action on Ordinance No. 448-B at this time.

Councilor Roewe moved for a continuation of the public hearing until an agreement can be reached between the two parties. The motion was seconded by Councilor Zylstra.

Councilor Hatfield asked if the parties would ever be required to come to an agreement.

City Attorney Bill Hillier stated that continuation of the matter is recommended to avoid resubmittal of a petition and publication of the public hearing.

The motion carried unanimously.

4. Consent Calendar. Councilor Zylstra moved to approve the May 13, 1991, Consent Calendar comprised of the following items:

a. Minutes of the regular City Council meeting of April 22, 1991;

b. Minutes of the special City Council meeting of April 29, 1991;

c. Approval of certain properties to the National Register of Historic Places;

d. Contract Change Order No. 3 (final reconciliation) in the amount of \$24,168.89 for rehabilitation of sewer basins 4078 and 4026;

e. Pay Estimate No. 3 (final) in the amount of \$27,379.58 to Dent's Construction for rehabilitation of sewer basins 4078 and 4026;

f. Pay Estimate No. 2 in the amount of \$148,490.45 to Dent's Construction for Rehabilitation of sewer basin 2012;

g. Award of bid in the amount of \$876,642.97 to J.J. Sprague for rehabilitation of sewer basin 2004; and

h. Set date/time for public hearing on update of 6-Year Transportation Improvement Program.

The motion was seconded by Councilor Hatfield.

Brenda O'Connor, Co-Chair of the Chehalis Historic Commission, stated that the properties being approved to be placed on the National Register of Historic Places will bring tourism to Chehalis and identify heritage and culture for future generations.

The motion carried unanimously.

5. Ordinance No. 449-B, Second Reading - Establishing Rules and Regulations for the Parking of Motor Vehicles. Councilor Hatfield moved to pass Ordinance No. 449-B on second

May 13, 1991

and final reading and establish an effective date of June 1, 1991. The motion was seconded by Councilor Butters and carried unanimously. The ordinance establishes rules/regulations for the parking of motor vehicles, designates the Chief of Police as the authority for establishment of parking locations and determinations of violations, and provides for penalties for violations.

6. Resolution No. 8-91, First Reading - Revision of Accident Review and Safety Committee. Councilor Hatfield moved to suspend the rules requiring two readings of the resolution. The motion was seconded by Councilor Venemon and carried unanimously. Councilor Hatfield then moved to adopt Resolution No. 8-91 on first and final reading. The motion was seconded by Councilor Zylstra and carried unanimously. The resolution establishes an accident review and safety committee, adopts a plan of organization and establishes the responsibilities for the committee.

7. Closure of Public Swimming Area at Stan Hedwall Park. City Manager Dave Campbell explained that recent flooding caused damage to the public swimming area along the Newaukum River at Hedwall Park. Mr. Campbell stated that after inspection of the site by both City staff and a representative of the Washington Cities Insurance Authority (WCIA) it is recommended that the area be closed for public swimming. Mr. Campbell stated that signs will be placed in the area warning that no life guard is on duty and swimming is at your own risk.

Mr. Campbell explained that by not opening the area to public swimming and not having a life guard on duty, the City would save approximately \$3,500. Mr. Campbell stated that staff would like to use those savings to apply to the regular life guard wage rates, to make those wages more competitive.

Councilor Hatfield excused himself from the issue due to an appearance of fairness, stating that a member of his immediate family is directly involved in the issue.

Councilor Butters moved to approve the closure of the swimming area at Stan Hedwall Park and concur with the plan to increase wage rates for aquatics program staff. The motion was seconded by Councilor Pope and carried unanimously.

8. 1977-2 Water-Sewer Revenue Bond Prepayment Opportunity. City Manager Campbell explained that the City is being offered an opportunity to prepay some outstanding debt from 1977 for the construction of the water supply line from the City's water intake. Mr. Campbell stated that there is still an outstanding principle of over a \$1 million and the opportunity would avoid both future interest and reduce principle at the same time.

Finance Director Jo Ann Hakola added that the total cost savings over the term would be close to \$1.4 million and stated that the money that is currently being used for debt service retirement could then be used for infrastructure and help build up the City's reserves.

Councilor Hatfield moved to authorize staff to accept the prepayment offer from the Economic Development Administration. The motion was seconded by Councilor Zylstra and carried unanimously.

May 13, 1991

9. City Council/City Manager Reports.

a. Workers Compensation Cost Reduction. Personnel Officer Pat Vess presented an informational report to the Council in regard to potential savings to the City in workers compensation insurance premiums. Mr. Vess explained that it has been determined that there are three possible options to meet the cost-control objective. Those options include: 1) State Fund Program - the City's workers compensation claims are currently handled through the State Fund; 2) Retrospective Rating Program - claims are still within the State Fund, but this option provides ability to recoup some premium costs through more aggressive administration of safety programs and in-house claims management; and 3) Self-Insurance - claims are controlled through a third-party administrator. A significant amount of money can be saved, provided several catastrophic claims do not occur, and the city would not be responsible for any claims prior to becoming self-insured. Mr. Vess stated that staff recommends that the city pursue the retrospective rating program.

Councilor Hatfield asked if the City would be considered a qualified employer if it chose to pursue a self-insurance program.

Mr. Vess stated that the City meets all of the qualifications of being self-insured.

Mayor Spahr asked what the City is currently paying for premiums.

Mr. Vess stated the City currently pays approximately \$84,000 per year.

b. Lewis County (Draft) Comprehensive Land Use Plan. City Manager Campbell stated that the Lewis County Comprehensive Plan Citizens' Advisory Committee has submitted its first comprehensive land use plan which is now at the public hearing stage of the County Planning Commission.

Building and Planning Director Bob Nacht explained that the City has reviewed the County's draft plan and the relationship between selected provisions of the plan with the City's Comprehensive Plan. Mr. Nacht stated that review of the draft plan focused on the aspect of how the City and County could control development standards in its "environs," or the area just outside the city limits, that may be annexed in the near future, particularly the area serviced by City utilities. Mr. Nacht stated that the draft plan addressed the aspect of the City's "environs" by providing for a mechanism whereby the City and county can together negotiate an urban growth boundary area.

Councilor Pope stated that the cities of Chehalis and Centralia are a part of Lewis County and asked if the Growth Management Act would set aside State requirements.

Mr. Mike Zengel, Lewis County Director of Planning and Human Services, explained that the County is currently planning under State legislation and not the Growth

May 13, 1991

Management Act (GMA), stating that Lewis County is not mandated to plan under the GMA until there is a ten year growth rate of 10%.

Councilor Pope asked if the County's draft plan would resolve the conflict between those people who want zoning and those who do not.

Mr. Zengel stated it could solve the problem in-part. One element of the draft plan is sub-area planning. Sub-areas could be contained within certain urban growth boundaries.

Councilor Roewe asked if any sphere of influence has been identified as far as the City is concerned in regard to environs.

Mr. Zengel explained that the draft plan identifies those areas which include future service areas of the City.

Councilor Zylstra asked what provisions the draft plan makes for wetlands.

Mr. Zengel explained that wetlands fall under the requirements of the Growth Management Act.

c. First Quarter 1991 Analysis of Revenue and Expenditures. Finance Director Jo Ann Hakola explained that revenues and expenditures are currently on-line based upon projections during creation of the 1991 budget. Ms. Hakola stated that overall, operating revenues for 1991 are ahead of the 1990 number in both actual receipts and percentage received due to one-time-only circumstances. On the other side, operating expenditures are slightly less in 1991.

d. Councilor Hatfield stated that he had an opportunity to ride along with a Chehalis Police Officer one night last week. Councilor Hatfield stated that it was very interesting and commended the Chehalis Police Department for the pride they take in their jobs.

10. Executive Session. The Mayor recessed the regular meeting at 4:00 PM for a five minute recess. After the recess the Mayor called the meeting to order and immediately convened the Council in executive session pursuant to R.C.W. 42.30.110(d) to discuss contract negotiations.

After conclusion of the executive session the Mayor reopened the regular meeting and excused himself from discussion in a potential appearance of fairness.

11. Resolution No. 9-91, First Reading - Approving Addendum to Existing Agreement for Collection and Disposal of Solid Waste. Councilor Roewe moved to suspend the rules requiring two readings of the resolution. The motion was seconded by Councilor Venemon and carried unanimously. Councilor Roewe then moved to adopt Resolution No. 9-91 on first and final reading and authorize the City Manager to execute the proposed addendum to the existing agreement for collection and disposal of solid waste. The motion was seconded by Councilor Pope and carried unanimously. The resolution provides for new rates and includes recycling requirements.

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

Robert J. Spahr, Mayor

Attest:

Caryn D. Foley, Deputy City Clerk

May 28, 1991

The Chehalis City Council met in regular session on Tuesday, May 28, 1991, in the Chehalis City Hall. Mayor Spahr called the meeting to order at 3:00 PM, and the following Councilmembers were present: Beverley Butters, Bud Hatfield, Dr. Isaac Pope, Vivian Roewe, Joyce Venemon, Dave Zylstra, and Bob Spahr. Staff members present included: Dave Campbell, City Manager; Bill Hillier, City Attorney; Jo Ann Hakola, Finance Director/City Clerk; Bob Nacht, Building and Planning Director; Pat Vess, Personnel Director; Barry Heid, Public Works Director; Randy Hamilton, Chief of Police; Tony Keeling, Fire Chief; Ray Muyskens, Community Services Director; and Caryn Foley, Deputy City Clerk. Representatives of the news media present were: Laura Towey of The Chronicle.

1. Presentations/Proclamations.

a. Proclamation - Older Americans' Month. Mayor Spahr read a proclamation in recognition of Older Americans' Month held every May across the nation to honor older citizens.

b. Proclamation - Law Enforcement Torch Run Week. Mayor Spahr read and presented a proclamation in recognition of Law Enforcement Torch Run Week, May 31-June 2, 1991, to Police Chief Randy Hamilton. The purpose of Torch Run is to demonstrate support for the Washington Special Olympics.

c. Presentation to Barbara Trejo. Mayor Spahr and Fire Chief Tony Keeling presented a plaque to Barbara Trejo in appreciation for all her work on the Pacific Northwest Hazardous Materials conference committee.

2. Citizens Business.

a. Mr. Dean Tauscher, owner of the mobile home park located at 1950 N.E. Kresky, explained to the Council that he is in the process of adding three additional spaces to the park. Mr. Tauscher stated that he was not aware that he would have to pay for water and sewer connection fees since those utilities were already on the property, and therefore did not add those costs into the project planning. Mr. Tauscher stated that he did have the funds to pay for the connections, but requested special consideration by paying for the connections on a time payment plan.

The Council expressed concern of setting a precedent by allowing Mr. Tauscher to pay for the hookups on a payment plan and concurred to have City staff study the issue.

b. Mr. Pete Tuohy, owner of the Chehalis McDonald's, addressed the Council in regard to the increased garbage rates recently implemented. Mr. Tuohy explained that the new rates for garbage collection were increased from \$180 to \$261 per pick-up for a 10-yard compactor dumpster and felt the new rates were unfair, and requested that the Council review the new rates and consider renegotiating with Superior Refuse.

City Manager Dave Campbell stated that Superior Refuse is willing to renegotiate the rates, although that may mean an increase to other commercial or residential accounts.

May 28, 1991

The Council instructed staff to obtain another rate proposal from Superior Refuse.

c. Mr. Jack Palmquest, 170 S.E. Adams, addressed the Council about the condition of a section of Adams Avenue located north of 1st Street. Mr. Palmquest was concerned about a hump in the street which has caused car accidents as a result of poor visibility, and has also been an area for speeding. Mr. Palmquest requested the street be renovated when the scheduled sewer rehabilitation work is done.

City Manager Campbell explained that the street work to be done that is necessary because of the sewer work rehabilitation will not include funds for the extra work of removing the hump in the street.

Public Works Director Barry Heid stated that preliminary data indicates that to renovate the road would cost between \$45,000-\$60,000. Mr. Heid added that speed "buttons" could be placed on the roadway to slow traffic down.

The Council concurred to have staff study the concerns brought before the Council and to provide potential solutions.

3. Public Hearing - Six-Year Transportation Improvement Program. The Mayor recessed the regular meeting at 3:40 PM and opened the scheduled public hearing to provide an opportunity for public comment on the proposed Six-Year Transportation Improvement Program.

Public Works Director Barry Heid reviewed the City's proposed program, explaining additional projects and updated cost estimates for the projects that were included in last year's adopted plan, and priority changes based on existing street conditions and other factors that appear to influence the projects' relative importance.

There being no public comment, the Mayor closed the public hearing at 3:50 PM and reconvened the regular meeting. Councilor Hatfield moved to direct staff to prepare a resolution for the adoption of the City's Six-Year Transportation Improvement Program. The motion was seconded by Councilor Venemon and carried unanimously.

4. Consent Calendar. Councilor Hatfield moved to approve the May 28, 1991, Consent Calendar comprised of the following items:

a. Minutes of the regular City Council meeting of May 13, 1991; and

b. Appointments to Planning Commission. Those being recommended for appointment include Adrian Schraeder and Jim Ward for 4-year terms; Kay Skipworth and Tom Spahr for 3-year terms; and Jim Day for a 2-year term.

The motion was seconded by Councilor Venemon and carried unanimously.

5. Comprehensive Fire Service Plan. Fire Chief Tony Keeling stated that the comprehensive fire service plan is a

May 28, 1991

1990-91 Council goal. Chief Keeling explained that the plan is broken down into three phases including preplanning, planning, and actual implementation. Chief Keeling stated that a master plan is usually developed by using a consultant to act as a facilitator, but the 1991 budget does not provide the funds, estimated to be \$20,000, necessary to hire a consultant to facilitate the planning process, although one funding option would be to obtain a CDBG "planning only" grant.

The Council expressed concern about hiring a consultant to establish a fire service plan and questioned why a plan could not be created without a consultant. Councilor Hatfield moved to approve the initiation of a comprehensive fire service plan with a condition providing that if CDBG funding is not received for consultant services City staff will prepare the plan on its own. The motion was seconded by Councilor Roewe and carried unanimously.

6. Employee Health Insurance Programs. City Manager Campbell explained that the Association of Washington Cities (AWC) put the City on notice that the City was not in compliance with AWC insurance underwriting requirements. AWC currently covers the City's uniformed fire and police personnel and is requiring that all City employees be covered under their plan.

Personnel Officer Pat Vess stated that several other insurance plans were studied, but most insurance companies do not want to insure retirees and State plans have statutory preclusions from covering police and fire employees. Mr. Vess stated that the City has selected the AWC "Guardian" plan to cover all regular employees, and will offer HMO plans such as Group Health. In addition, Mr. Vess explained that the City is proposing to self insure a vision plan except for eye exams which are covered by all insurance plans. The health benefits change will also include transfer of all employees from AWC's dental Plan D to Plan B.

Councilor Hatfield questioned how the plans differed and how they would effect current benefits as now being provided to the Council and other employees. Councilor Hatfield also asked what the premiums for the various plans were.

Mr. Vess stated that he did not have the figures with him, but would get them and answer the Council's questions later on the agenda.

7. Ordinance No. 451-B, First Reading - Declaring an Emergency Situation Regarding the Restoration of a Failed Sewer System Along Franklin Avenue. City Manager Campbell explained that the ordinance will allow the City to waive the normal bidding procedures to proceed under an emergency basis.

Councilor Zylstra moved to suspend the rules requiring the two readings of the ordinance. The motion was seconded by Councilor Hatfield and carried unanimously. Councilor Zylstra then moved to pass Ordinance No. 451-B on first and final reading. The motion was seconded by Councilor Hatfield and carried unanimously.

8. Ordinance No. 452-B, First Reading - Amending the Right-of-Way Ordinance with Regard to Abandoned Personal Property. Public Works Director Barry Heid explained that since the passage of the Right-of-Way ordinance last fall, there have been several instances in which abandoned property and

May 28, 1991

underground storage tanks have been found within the City right-of-way and responsibility for those items is not clearly established. Mr. Heid stated that the proposed ordinance provides that it is not in the public's interest to hold the City financially responsible for the repair or removal of personal property which has benefitted private parties.

Councilor Hatfield moved to suspend the rules requiring two readings of the ordinance. The motion was seconded by Councilor Pope and carried unanimously. Councilor Hatfield then moved to pass Ordinance No. 452-B on first and final reading. The motion was seconded by Councilor Pope and carried unanimously.

9. City Council/City Manager Reports.

a. Sovereignty Proposal. Ms. Bev Kreutzer addressed the Council in regard to the Sovereignty organization which promotes the idea of interest-free loans to local governments by the federal government, and requested that the City Council formally adopt a resolution in support of Sovereignty.

Councilor Roewe moved to direct staff to prepare a resolution in support of Sovereignty for Council's consideration. The motion was seconded by Councilor Pope and carried unanimously.

10. Employee Health Insurance Programs - Continued.

Personnel Officer Pat Vass presented comparisons of the different insurance plans to the Council and stated that the premiums (per month) for the proposed plan is about \$100 (per employee) less than the plan that the Council is enrolled in currently.

Councilor Pope moved to authorize the City Manager to enter into agreements with AWC and Kaiser Permanente for employee health insurance and direct staff to prepare the necessary legislation for a self-insured vision plan. The motion was seconded by Councilor Zylstra and carried unanimously.

11. City Council/City Manager Reports - Continued.

b. 1990-91 Council Goals Update. City Manager Campbell reviewed the fifth quarterly status report on the 1990-91 City Council goals adopted February, 1990, and revised in February, 1991. Mr. Campbell updated the Council on top priorities including solid waste issues, infrastructure funding, southward annexation, south Chehalis septic problems, fireflow water line improvements, storm sewer utility for local drainage improvements, and dangerous building abatement. Mr. Campbell also updated the Council on moderate priorities established by the Council including a local vendors' purchase preference ordinance, sidewalk repairs and improvements, and improvements to the City's workers' compensation and safety record.

12. Work Session - Finance Department Business Plan Presentation. Finance Director Jo Ann Hakola presented the business plan for the Finance Department for 1990-92. The purpose of the plans is to make the Council aware of current City service levels and trends anticipated over the next few years and to use as a guideline for budget preparation. Ms. Hakola explained that the report included an organizational

May 28, 1991

chart depicting the employees of the Finance Department and the duties they perform. Ms. Hakola pointed out that the Finance Department is functioning extremely well for the limited staff that it has and added that it is reaching the point of not being able to keep up with routine duties with all the new duties that are surfacing. Ms. Hakola stated that it is uncertain how long the Finance Department staff can continue to provide all the services it does at the levels that it currently does.

There being no further business to come before the Council, the meeting adjourned at 5:10 PM.

Robert J. Spahr, Mayor

Attest:

Caryn D. Foley, Deputy City Clerk

June 10, 1991

The Chehalis City Council met in regular session on Monday, June 10, 1991, in the Chehalis City Hall. Mayor Spahr called the meeting to order at 3:00 PM, and the following Councilmembers were present: Bud Hatfield, Dr. Isaac Pope, Vivian Roewe, Joyce Venemon, Dave Zylstra, and Bob Spahr. Councilor Beverley Butters was absent (excused). Staff members present included: Dave Campbell, City Manager; Bill Hillier, City Attorney; Jo Ann Hakola, Finance Director/City Clerk; Pat Vess, Personnel Director; Barry Heid, Public Works Director; Randy Hamilton, Chief of Police; Tony Keeling, Fire Chief; Ray Muyskens, Community Services Director; and Caryn Foley, Deputy City Clerk. Representatives of the news media present were: Jim Cook of KELA Radio and Scott Hodges of KITI Radio.

1. Citizens Business.

a. Mr. Lloyd Willis, Chairman of the Chehalis-Centralia Airport Board, reported that there is now a signed document with the Fleming Corporation for Airport property development which construction is expected soon.

2. Presentations/Proclamations.

a. Presentation to Dr. Gene Sharratt. A plaque was presented to Dr. Gene Sharratt in appreciation for his outstanding community involvement as Superintendent of the Chehalis School District from 1988-1991. Dr. Sharratt was also presented a plaque from Randy Hamilton, Chief of Police and Officer Bob Cosser for his commitment and dedication to the Chehalis D.A.R.E. program.

3. Citizens Business - continued.

b. Solid Waste Issues. Bob Berg, Lewis County Public Works Director, addressed the Council regarding the formation of a disposal district in Lewis County. Mr. Berg explained that work will be done with the Landfill Closure Group to have a disposal district draft interlocal agreement, a draft ordinance, and an interlocal agreement ready for all Lewis County city councils to consider sometime in August or September.

Melody Armstrong, Lewis County Public Works, explained that the Lewis County Moderate Risk Waste Management Plan is now being submitted to each incorporated city of Lewis County for adoption, by August 1, before being sent to the Department of Ecology for final review and approval. Ms. Armstrong stated that the recommended program for managing the plan includes elements for public education, collection and storage, monitoring, and a regulatory structure and funding mechanism. Ms. Armstrong stated that the proposed plan will be very costly, although funding sources will be sought, including grants, user fees, and surcharges on the solid waste tipping fees.

4. Consent Calendar. Councilor Zylstra moved to approve the June 10, 1991, Consent Calendar comprised of the following items:

a. Minutes of the regular City Council meeting of May 28, 1991;

b. April 22, 1991, Claim Vouchers No. 20381 through 20602 in the amount of \$312,161.96, the April 29, 1991, Claim Vouchers No. 20603 through 20689 in the amount of

June 10, 1991

\$45,246.23, and the May 16, 1991, Claim Vouchers No. 20690 through 20875 in the amount of \$326,842.50, the April 30, 1991 Payroll Vouchers No. 20267 through 20452 in the amount of \$272,729.52, Transfer Voucher No. 1306 in the amount of \$227.10, and Transfer Voucher No. 1307 in the amount of \$140.37; and

c. Pay Estimate No. 3 in the amount of \$184,944.76 to Dent's Construction for Sanitary Sewer Rehabilitation Project Basin 2012.

The motion was seconded by Councilor Hatfield and carried unanimously.

5. Request to Make Time Payments for Water-Sewer Connection Fees. Councilor Hatfield moved to deny the request of Mr. Dean. Tauscher to make time payments for water and wastewater connection fees. The motion was seconded by Councilor Pope. The request was made by Mr. Tauscher at the City Council meeting of May 28 and related to expansion of his mobile home park located at 1950 N.E. Kresky Road.

Councilor Zylstra abstained from voting on the issue due to his employer having a financial interest with the issue. The motion carried unanimously.

6. Resolution No. 10-91, First Reading - Support for Sovereignty Advisory Petition. Councilor Hatfield moved to suspend the rules requiring two readings of the resolution. The motion was seconded by Council Roewe and carried unanimously. Councilor Hatfield then moved to adopt Resolution No. 10-91 on first and final reading. The motion was seconded by Council Roewe and carried by a vote of 5 ayes and 1 nay. The dissenting vote being cast by Councilor Zylstra.

7. Resolution No. 11-91, First Reading - Adopting the Six-Year Transportation Improvement Plan. Councilor Roewe moved to adopt Resolution No. 11-91 on first reading. The motion was seconded by Councilor Pope and carried unanimously. The adoption of the Six-Year Transportation Improvement Plan is for the years 1992-1997.

8. Resolution No. 12-91, First Reading - Adopting Self-Insuring Program for Vision Benefits. Pat Vess, Personnel Officer, explained that the proposed vision plan reflects what the AWC vision plan would offer, and staff have recommended self-insuring the City's vision plan. Mr. Vess stated that self-insuring the City's vision plan would be less expensive than paying premiums to AWC.

Councilor Hatfield moved to suspend the rules requiring two readings of the resolution. The motion was seconded by Councilor Zylstra and carried unanimously. Councilor Hatfield then moved to adopt Resolution No. 12-91 on first and final reading. The motion was seconded by Councilor Zylstra and carried unanimously.

9. Support for Attorney General's Intervening Against TCI Marketing Practices. Councilor Hatfield moved that the City send a letter to Attorney General, Ken Eikenberry, showing the City's support for his recent action in intervening TCI Cablevision's marketing strategy for the new Encore channel. The motion was seconded by Councilor Roewe and carried unanimously.

June 10, 1991

10. Work Session on Council District Boundary Changes. City Manager Dave Campbell explained that the Chehalis Municipal Code requires an analysis of the population distribution within the City be made every four years, and a study has shown that the existing Council districts are unequal. Mr. Campbell stated that an ordinance will be prepared for Council action at the June 24 meeting, and State law requires a public hearing one week prior to adoption of the ordinance.

City Attorney Bill Hillier explained that the Building and Planning Director, Bob Nacht, has come up with a proposal for redistricting which would make the Council districts more equal.

Councilor Hatfield moved to set Monday, June 17, 1991, at 5:00 PM, for the required public hearing, and instruct staff to prepare the necessary ordinance and documents. The motion was seconded by Councilor Venemon and carried unanimously.

11. Executive Session. The Mayor recessed the regular meeting at 3:45 PM for a five minute recess. After the recess, the Mayor called the meeting to order and immediately convened the Council into executive session pursuant to R.C.W. 42.30.110(d) to discuss insurance contract negotiations.

12. Medical Insurance Coverage for Councilors. Following the executive session, the Mayor reopened the regular meeting at 4:00 PM.

Councilor Roewe moved to have the Council remain on the AWC Plan A for medical coverage. The motion was seconded by Councilor Venemon and carried by a vote of 5 ayes and 1 nay. The dissenting vote being cast by Councilor Hatfield.

There being no further business to come before the Council, the meeting adjourned at 4:05 PM.

Robert J. Spahr, Mayor

Attest:

Caryn D. Foley, Deputy City Clerk

June 24, 1991

The Chehalis City Council met in regular session on Monday, June 24, 1991, in the Chehalis City Hall. Mayor Spahr called the meeting to order at 3:00 PM, and the following Councilmembers were present: Bud Hatfield, Dr. Isaac Pope, Vivian Roewe, Joyce Venemon, Dave Zylstra, and Bob Spahr. Councilor Beverley Butters was absent (excused). Staff members present included: Dave Campbell, City Manager; Bill Hillier, City Attorney; Jo Ann Hakola, Finance Director/City Clerk; Pat Vess, Personnel Director; Barry Heid, Public Works Director; Randy Hamilton, Chief of Police; Tony Keeling, Fire Chief; Ray Muyskens, Community Services Director; Bob Nacht, Building and Planning Director; and Caryn Foley, Deputy City Clerk. Representatives of the news media present were: Laura Towey of the Chronicle, Jim Cook of KELA Radio, and Scott Hodges of KITI Radio.

1. Citizens Business.

a. Mayor Spahr excused himself from the meeting during discussion and consideration of a request made by Mr. Tom Jensen of South Bay Homes, Olympia, due to an appearance of fairness. Mayor Pro-tem Hatfield presided over the meeting in Mayor Spahr's absence.

Mr. Jensen addressed the Council in regard to applications made by his company last summer for water connections for a subdivision south of the City limits. Mr. Jensen explained that required county approvals and engineering phases of the development have taken longer than expected, and actual construction is not anticipated to begin until September. Mr. Jensen stated that the agreement between the City and South Bay Homes for the availability of the water connections will expire July 16, 1991, and therefore requested an extension of one year to allow for project completion. Mr. Jensen added that the number of lots has been reduced from 50 to 45 which will decrease the number of connections needed by 5.

Councilor Pope felt some sort of compensation should be paid to the City for the availability of the water connections since the connections have already been reserved for one year.

Councilor Roewe moved to grant Mr. Jensen an extension of one year, to expire July 16, 1992. The motion was seconded by Councilor Venemon. Councilor Zylstra moved to amend the main motion by requiring Mr. Jensen to pay for 5 water connections before the renewal date, at a cost of \$1,500 for each connection. The motion was seconded by Councilor Hatfield and carried unanimously.

City Manager Campbell suggested that the Council direct staff to prepare an ordinance to reflect a deposit for people requesting capacity. Staff was directed to study the issue and bring back a report to the Council for consideration.

The main motion, as amended, was carried unanimously.

2. Consent Calendar. Councilor Hatfield moved to approve the June 24, 1991, Consent Calendar comprised of the following items:

a. Minutes of the regular City Council meeting of June 10, 1991; and

June 24, 1991

b. Minutes of the public hearing of June 17, 1991.

The motion was seconded by Councilor Zylstra and carried unanimously.

3. Resolution No. 11-91, Second Reading - Adopting the Six-Year Transportation Improvement Plan. Councilor Zylstra moved to adopt Resolution No. 11-91 on second and final reading. The motion was seconded by Councilor Pope and carried unanimously. The adoption of the Six-Year Transportation Improvement Plan is for the years 1992-1997.

4. Septic Tank Problems South of Chehalis. Mike Vinatieri, Lewis County Director of Environmental Health Services, explained that the Wallace Road project was brought before the local Board of Health and the State Health Department and was declared a health emergency. Mr. Vinatieri stated that after meeting with residents in the area, it was determined that a ULID would be the proper solution. However, the Department of Ecology indicated they would like other potential solutions explored and have provided an \$18,000 grant for that purpose. The County is now trying to match that amount to complete the pre-engineering report. Mr. Vinatieri requested the Council's concurrence that the County move forward on the project and confirm the availability of sewer.

Councilor Pope moved to reconfirm the City's willingness to grant sewer capacity to the area under existing connection policies, and direct staff to work with the Health District on an interagency agreement to carry out the project. The motion was seconded by Councilor Zylstra and carried unanimously.

5. Timber Management Program Progress Report. Community Services Director Ray Muyskens explained that the Timber Management Advisory Committee has completed its study of the 6-acre tract of unused property at Duffy Park, and has prepared a harvest and regeneration program for the parcel. Mr. Muyskens stated that the plan includes clear cutting the area and then using the area as a Learning Forest to study and see the effects of long range forest management. Forestry departments at Centralia College and W.F. West High School are interested in the Learning Forest concept. Mr. Muyskens added that a neighborhood meeting on July 9, at 7:00 PM, at the V.R. Lee Community Building is scheduled to receive citizen input regarding the proposed plan.

6. Ordinance No. 448-B, First Reading - Amending Council District Boundaries. Councilor Zylstra moved to suspend the rules requiring two readings of the ordinance. The motion was seconded by Councilor Hatfield and carried unanimously. Councilor Zylstra then moved to pass Ordinance No. 448-B, which provides for and describes Council districts, on first and final reading. The motion was seconded by Councilor Hatfield and carried unanimously.

7. City Council/City Manager Reports.

a. City Manager Campbell requested that the Council set the date of July 15, 1991, at 5:00 PM at City Hall for a Council work session for the purpose of reviewing the mid-1991 budget status report, and to provide guidance for the development of the 1992 budget.

June 24, 1991

b. Councilor Hatfield questioned the status of the extension agreement between the City and the Elks Lodge for fire protection.

Public Works Director Barry Heid stated that Jim Garland of the Elks Lodge contacted him last week. Mr. Garland informed him that there are still a couple of arrangements that need to be worked out with the Yardbirds in regard to financing.

c. Councilor Roewe reported that herself, Councilor Pope, Mayor Spahr, City Manager Campbell, and City Attorney Hillier attended the AWC Annual Conference last week in Spokane. Councilor Roewe stated that the workshops were very interesting to those who attended and encouraged other Councilors to attend next year's conference.

d. Councilor Roewe, reporting on the last Twin Transit Authority meeting, stated that the State has granted the Authority \$63,000 for the purchase of two wheelchair-equipped vans for the Dial-a-Ride service. Councilor Roewe added that ridership was 18,517 for the month of May.

e. Councilor Hatfield stated that he has been approached by some downtown merchants who commended the sewer contractor who has been performing the sewer rehab work in the downtown area.

8. Work Sessions.

a. Community Services Department 1992-93 Business Plan. Community Services Director Ray Muyskens presented the Community Services Department's Business Plan for 1992-93. Mr. Muyskens explained that the Department has implemented a cost-accounting system to keep track of how employee time is spent to determine where costs are incurred. Mr. Muyskens stated that this system has proved to be very enlightening to the Department. Mr. Muyskens added that the business plan also showed how much the City depends upon grant monies, which are becoming more difficult to obtain.

b. Council Training Session. City Manager Campbell stated that the Building and Planning Department received a video training program produced by the Association of Washington Cities (AWC) designed to educate councilmembers in problem solving techniques relative to council issues and procedures. Building and Planning Director Bob Nacht conducted the training session with the Council.

There being no further business to come before the Council, the meeting adjourned at 4:45 PM.

Robert J. Spahr, Mayor

Attest:

Caryn Foley, Deputy City Clerk

July 8, 1991

The Chehalis City Council met in regular session on Monday, July 8, 1991, in the Chehalis City Hall. Mayor Spahr called the meeting to order at 3:00 PM, and the following Councilmembers were present: Beverley Butters, Bud Hatfield, Vivian Roewe, Joyce Venemon, Dave Zylstra, and Bob Spahr. Councilor Pope arrived at 3:03 PM. Staff members present included: Dave Campbell, City Manager; Bill Hillier, City Attorney; Jo Ann Hakola, Finance Director/City Clerk; Pat Vess, Personnel Director; Tim Grochowski, Public Works Department; Randy Hamilton, Chief of Police; Tony Keeling, Fire Chief; Ray Muyskens, Community Services Director; Bob Nacht, Building and Planning Director; and Caryn Foley, Deputy City Clerk. Representatives of the news media present were: Laura Towey of the Chronicle, and Scott Hodges of KITI Radio.

1. Citizens Business.

a. Charlotte Frank, on behalf of Twin County Credit Union, presented Mayor Spahr with a check in the amount of \$500.00 for the D.A.R.E. program.

b. Deputy Chief of Police Dennis Dawes reported on his recent training and graduation from the National FBI Academy in Washington, D.C. Deputy Dawes stated that attending the Academy was very valuable and thanked the Council for the opportunity.

c. Lloyd Willis, Chairman of the Airport Board, reported that the Airport Board is proceeding with the selection of a consulting firm to do the updated Airport and Capital Improvement Plan.

2. Consent Calendar. Councilor Zylstra moved to approve the July 8, 1991, Consent Calendar comprised of the following items:

a. Minutes of the regular City Council meeting of June 24, 1991;

b. May 28, 1991, Claim Vouchers No. 20876 through 20988 in the amount of \$88,630.32; the June 12, 1991, Claim Vouchers No. 20989 through 21215 in the amount of \$275,884.43; Claim Vouchers No. 21216 through 21335 in the amount of \$135,833.66; and Claim Vouchers Nos. 19821, 19822, 19943, 20003, 20004, 20094, 20095, 20096, and 20108 in the amount of \$40,844.50; May 31, 1991, Payroll Vouchers No. 20453 through 20598 in the amount of \$279,895.66, the June 30, 1991, Payroll Vouchers No. 20599 through 20783 in the amount of \$330,692.18, Transfer Voucher No. 1308 in the amount of \$2,032.50, Transfer Voucher No. 1309 in the amount of \$199.39, Transfer Voucher No. 1310 in the amount of \$152,500.00, Transfer Voucher No. 1311 in the amount of \$23,694.08, and Transfer Voucher No. 1312 in the amount of \$179.24; and

c. Sewer Basin 2012 Rehabilitation Project Pay Estimate No. 4 in the amount of \$156,605.03 to Dent's Construction.

The motion was seconded by Councilor Pope and carried unanimously.

3. Workers Compensation Insurance - Retrospective Rating Program. City Manager Campbell explained that a couple of months ago the Council discussed options for workers

July 8, 1991

compensation insurance, due in part, to a moderate priority Council goal for trying to improve the City's workers compensation costs and employee safety record.

Personnel Officer Pat Vess stated that staff recommends that the City Council approve "Plan A" for the retrospective rating program for workers compensation insurance. Mr. Vess explained that "Plan A" has a higher break-even allowance which allows for a less refund, but has a less penalty if you go over the break-even amount.

Councilor Hatfield stated the agenda report stated that only claims out of the accident fund are used and medical costs are not used. Councilor Hatfield questioned what funds are used to fund the medical.

Mr. Vess explained that the City still pays a percentage to the State based on each employee and what risk they carry.

Councilor Hatfield moved to direct staff to prepare the documents necessary to enter into a retrospective rating program. The motion was seconded by Councilor Zylstra and carried unanimously.

4. Resolution No. 13-91, First Reading - Adoption of the Lewis County Moderate-Risk Waste Management Plan. City Manager Campbell explained that at the end of 1990, the City reviewed the first draft of the Lewis County Moderate-Risk Waste Management Plan and provided comments to the County. The plan was somewhat revised and is now being circulated for final adoption by all Lewis County communities.

Councilor Zylstra moved to adopt Resolution No. 13-91 on first reading providing for the adoption of the Lewis County Comprehensive Moderate-Risk Waste Management Plan.

Councilor Roewe questioned how funds will be generated to support the plan.

Mr. Campbell explained that the plan recommends that funds be sought through grant assistance from the State Department of Ecology, through local generators of the waste, and also through landfill tipping fees. The motion was seconded by Councilor Hatfield and carried unanimously.

5. City Council/city Manager Reports.

a. Initiation of Local Improvement Districts (LIDS). City Manager Campbell explained that a question arose about what options the Council had with regard to initiating LIDs for capital improvements, specifically for fireflow water line improvements in the Crestview and Fairview areas. Mr. Campbell explained that the City Attorney researched this issue and found that the City Council has the authority to initiate an LID on its own resolution without a petition of property owners within a proposed district. Mr. Campbell stated that the Council currently is faced with three options: 1) wait for neighborhoods to circulate and submit LID petitions; 2) prepare a resolution of intent to initiate an LID; or 3) pursue public meetings with selected neighborhoods to discuss the issue, which staff recommends.

July 8, 1991

Councilor Pope expressed his opposition to singling out select neighborhoods for fireflow water line improvements when improvements are needed city-wide.

Councilor Hatfield stated that he felt the City Council should approve option number two and initiate a resolution of intent. Councilor Hatfield stated that meetings have already been held and to-date there have been no results. Councilor Hatfield moved to initiate a resolution of intent to initiate an LID for the Crestview and Fairview areas. The motion was seconded by Councilor Butters and carried by a vote of six ayes, 1 nay. The dissenting vote being cast by Councilor Pope.

b. Library Facility Committee Program Progress Report.

The Library Facility Committee was created to evaluate the space needs of the library and recommend a strategy for how to fund those needs. Mr. Jim Adams, Chairman of the Library Facility Committee, explained that in his report the Committee determined that remodeling the existing structure would reduce serviceability by at least 30% which made remodeling unacceptable. The Committee also considered two existing buildings which were rejected due to parking, location, remodeling costs, inappropriate floor plans, inadequate floor space and handicap accessibility. The Committee concluded that a new building would best meet the needs of the library, although combining the Centralia and Chehalis libraries at a centrally located facility was rejected. The Committee envisioned an 18,000 square foot facility with parking for 67 vehicles at the Civic Center which would result in the demolition of the current Library and City Hall at a cost of \$2 - 2.5 million. Potential funding sources for the new structure would include funds from the Library Services and Construction Act at 50%, Timberland Regional Library Partnership at 10%, and City of Chehalis residents would contribute 40%.

Councilor Hatfield questioned why the idea of combining the Centralia and Chehalis libraries, as recommended by Timberland Regional Library, was rejected.

Mr. Adams explained that both cities want their own local library.

Ms. Butters, the Council representative for the Library Facility Committee, added that another reason for both cities wanting their own library was that the Committee felt that the biggest group of people using the Library is children and they need to be able to walk to the library.

Councilor Zylstra questioned why only Chehalis city residents were being asked to fund 40% of the proposed project when the library is used by many people outside the city limits.

Corene Jones-Litteer, Chehalis Library Coordinator, stated that the idea of going beyond the City limits was considered. However, the City Attorney researched the idea and found that any voting for a new structure owned by the City would have to be from the residents of Chehalis.

Councilor Hatfield questioned if non-city residents would be expected to pay a surcharge to use a new structure. Councilor Hatfield suggested that the Library Facility Committee explore the possibility of combining the Centralia and Chehalis libraries.

July 8, 1991

Councilor Pope felt that the City should hire a consultant to study the idea of remodeling the existing library structure instead of the Council debating the issue.

After further discussion the Council instructed the Committee to explore in more detail remodeling the existing Library, the formation of a library district, and the idea of combining the Chehalis and Centralia libraries.

c. Residential Neighborhood Facade Improvement Program. Councilor Zylstra explained that this issue stems from a concern in regard to the lack of upkeep of some homes in the central areas of the City, specifically on Market Boulevard, Cascade Avenue, and Chehalis Avenue. Councilor Zylstra stated that he and Ray Muyskens, Community Services Director, have found a way to use \$10,000 of federal block grant funds for general repair and painting of those residences. Councilor Zylstra stated that there will be stringent requirements for applications which would provide up to \$750 for each residence or \$1,000 for a two-story residence.

Councilor Roewe expressed concern that some landlords have neglected their rental units without cause, and now the city will provide them the funds to make general repairs and paint while the landlord will continue to collect rent. Councilor Roewe felt the landlords should first be contacted.

Councilor Zylstra agreed with Councilor Roewe, but explained that he has contacted the landlords himself with no result.

Mr. Muyskens pointed out that the funding for this program comes from return funds from HUD grant programs.

Councilor Hatfield moved to direct staff to prepare the necessary documentation to implement the proposed facade improvement program. The motion was seconded by Councilor Butters.

Councilor Roewe felt an amendment should be made to provide that landlords cannot raise the rent after a property is improved.

Mr. Muyskens stated that is built into funding for the 1990 HUD grant.

Councilor Roewe's amendment to the main motion failed by a lack of a second.

The motion as stated by Councilor Hatfield carried by a vote of 6 ayes, 1 nay. The dissenting vote being cast by Councilor Roewe.

d. Financial Status of Sewer Rehabilitation Program. City Manager Campbell explained that City and Gibbs & Olson engineering staff recently reviewed the financial status of the sewer rehabilitation program under the terms of a consent decree with the State Department of Ecology. In summary, Mr. Campbell stated that staff feel comfortable reducing the amount of the second Public Works Trust Fund loan application by \$600,000 from the amount originally projected. In addition, the reduced borrowing for the program would accumulate an estimated additional \$600,000-\$800,000 in sewer reserves by 1994 if all other things remain the same. Mr. Campbell provided a summary

July 8, 1991

of requirements and needs that the City will have to finance during the next few years; but because of the known financing for the rehab program, the City should be able to address the summary of requirements and needs without the need for any further utility rate increase through 1994.

e. Federal Emergency Management Agency (FEMA Report). Councilor Butters reported that last month she attended a FEMA workshop on contemporary issues and emergency management in Emmitsburg, Maryland. Ms. Butters stated that she attended sessions covering decision making during a crisis, and understanding liabilities and emergency management. There was also a speaker from the Pentagon who spoke about the United States' role in Desert Storm and another person speaking on post-war terrorism in regard to Desert Storm. In addition Ms. Butters stated that she attended a disaster assistance program update, with a highlight being a trip to visit the Pennsylvania Emergency EOC building. Ms. Butters added that the next FEMA workshop will be held for only two days to encourage participation by more elected officials.

Ms. Butters also announced that she would not be seeking re-election at the end of her term as a city councilor. Ms. Butters stated that she was married while on the east coast to Mr. Roger Gestrine who also has two children.

f. Meeting Reminders. City Manager Campbell reminded the Council of the public meeting on July 9, at 7:00 PM, at Recreation Park to discuss the proposed Duffy Park timber management program, and the Council work session on July 15, at 5:00 PM, at City Hall to discuss preparation of the 1992 budget.

Mr. Campbell stated that he received a report today on the update of potential funding for the Salzer Creek Flood Damage Reduction Project. Mr. Campbell explained that a letter will be sent to the State FCAAP to ask for reconsideration on their denial for funding on that project; however it may not be likely that they will reconsider the City's application in light of the Legislature's action to clarify that studies of this nature are eligible and also the Legislature's emphasis for funding of public improvement projects in timber dependent counties during their last session. The City may appeal on a couple of grounds and also hopes to get some additional help or State assistance along with the Corps of Engineers or FEMA for that particular project.

g. Hess Kitchen. Councilor Hatfield questioned why the Hess Kitchen roof has been neglected to be repaired.

Community Services Director Ray Muyskens explained that staff will be approaching the Rotary Club of Chehalis to see if they would be interested in doing the construction work. Mr. Muyskens stated that the cost of replacing the roof will cost approximately \$1,800.

h. FmHA Homes on 19th Street. Councilor Pope stated that he has received written inquiries about the situation on 19th Street in regard to the new FmHA homes recently built and the inquiries were regarding the driveways and easements and who they actual belong to.

Building and Planning Director Bob Nacht explained he has several files of information on these properties and the specific situation would depend on the particular circumstance

July 8, 1991

and its legal status. Mr. Nacht added that the City would not become involved in property dispute issues unless it was a matter of city codes or ordinances.

6. Personnel Office Business Plan. Personnel Officer Pat Vess presented the business plan for the Personnel Office. Mr. Vess explained that in the plan he recapped the responsibilities of the department and a brief summary of the duties of each responsibility, along with an explanation of future goals and projects.

7. Executive Session. After a five minute recess, the Mayor convened the Council into executive session at 4:45 PM pursuant to R.C.W. 42.30.119(i).

After conclusion of the executive session the meeting immediately adjourned at 5:20 PM.

Robert J. Spahr, Mayor

Attest:

Caryn Foley, Deputy City Clerk

July 15, 1991

The Chehalis City Council met in special session on Monday, July 15, 1991, in the Chehalis City Hall to conduct a work session to discuss the revenue and expenditure activity during the second quarters of 1991 and 1990, and guidelines for the preparation of the 1992 budget. Mayor Spahr called the meeting to order at 5:00 PM, and the following Councilmembers were present: Beverley Butters-Gestrine, Bud Hatfield, Dr. Isaac Pope, Vivian Roewe, Dave Zylstra, and Bob Spahr. Councilor Joyce Venemon was absent (excused). Staff members present included: Dave Campbell, City Manager; Bill Hillier, City Attorney; Jo Ann Hakola, Finance Director/City Clerk; Pat Vess, Personnel Officer; Barry Heid, Public Works Director; Randy Hamilton, Chief of Police; Tony Keeling, Fire Chief; Ray Muyskens, Community Services Director; and Bob Nacht, Building and Planning Director. No members of the news media were present.

1. Second Quarter Financial Status Report. Finance Director Jo Ann Hakola reported on the revenues and expenditures activity during the second quarters of 1991 and 1990. The highlights of Ms. Hakola's report included:

- * actual beginning unreserved cash and investment balances were close to budget estimates.
- * property tax collections were above the fifty percent anticipated to be collected at the half-year mark.
- * sales and use tax receipts were close to the fifty percent mark in 1991.
- * electricity utility tax ran slightly ahead of budget projections.
- * natural gas and telephone utility taxes appeared slightly above budget projections.
- * state-shared revenues and fines and forfeits were below the half-year budget mark.

Ms. Hakola explained that overall, the operating revenues for 1991 were lower than in 1990 in both actual receipts and percentage collected, and operating expenditures were slightly less in 1991 than in 1990 in percentage terms.

In regard to the Water-Sewer Fund, Ms. Hakola stated that while the water unreserved retained earnings exceeded budgetary expectations, the sewer unreserved retained earnings was only 8.2% of the budgeted amount, which budgeted amount needs to be adjusted. Ms. Hakola stated that water and sewer revenues were below the mid-year percentage as well as below 1990's collections, and added that the original budget amount appropriated for the sewer rehabilitation work is almost entirely expended. When a budget amendment is done this fall, it will be necessary to amend that portion of the budget to more truly reflect the amount of work that is anticipated in 1991.

Overall, Ms. Hakola stated that revenues were slightly below 1990's percentage of collection, but almost the same in dollar value, and expenses are slightly lower than 1990's actual expenses, and substantially lower than the revenue collected:

2. 1991 Budget Preparation Guidelines. City Manager Dave Campbell stated that the purposes of the report were to establish the Council's guidelines for preparation of the

July 15, 1991

recommended 1992 annual budget, to inform the Council of initial General Fund revenue and expenditure projections, and to provide an opportunity for the Council to identify specific programs or services that should either be enhanced or reduced, based on current projections. Mr. Campbell stated that unless otherwise directed, the following guidelines would be used by staff in budget preparation:

- * no new general tax or user fee, and no existing tax or user fee rate increase.
- * existing fund reserve/ending cash balance levels and reserve contributions will be maintained, and increased where possible.
- * the full \$0.25/1,000 AV property tax levy for emergency medical services will be continued as authorized by Chehalis voters two years ago for equipment and capital replacement reserve.
- * merit step increases for qualifying employees will be budgeted; existing benefits will be maintained; and non union employees' compensation adjustments will be comparable with those due to union-represented employees.
- * If any program or service level increases are recommended, they should be related to the Council's 1990-91 goals, consistent with the 1989 community survey, or at least partially self-supporting through user fees or grants.

Mr. Campbell added that, currently, there is a projection in General Fund expenditures of \$3.9 million in 1992, and revenues of \$4.5 million, yielding a shortfall of \$600,000. Mr. Campbell also outlined the Council budget review schedule.

Ms. Roewe asked if insurance costs were expected to increase in 1992. Ms. Hakola stated an \$11,000 increase in liability insurance was anticipated at this time. Further discussion of past increases and future trends ensued.

Ms. Roewe then stated she saw a need for more staffing in police and fire services.

Mr. Zylstra requested staff to research revenue alternatives/resources and report on the projected dollar impact of these options.

Dr. Pope indicated he wanted the fund balance maintained this year, rather than using it as a budget balancer.

Robert J. Spahr, Mayor

Attest:

Caryn D. Foley, Deputy City Clerk

July 22, 1991

The Chehalis City Council met in regular session on Monday, July 22, 1991, in the Chehalis City Hall. Mayor Spahr called the meeting to order at 3:00 PM, and the following Council members were present: Beverley Butters-Gestrine, Bud Hatfield, Vivian Roewe, Joyce Venemon, Dave Zylstra, and Bob Spahr. Councilor Isaac Pope was absent (excused). Staff members present included: Dave Campbell, City Manager; Bill Hillier, City Attorney; Jo Ann Hakola, Finance Director/City Clerk; Pat Vess, Personnel Officer; Barry Heid, Public Works Director; Randy Hamilton, Chief of Police; Mike Harris, Deputy Fire Chief; Ray Muyskens, Community Services Director; Bob Nacht, Building and Planning Director; and Caryn Foley, Deputy City Clerk. Representatives of the news media included Laura Towey of the Chronicle.

1. Consent Calendar. Councilor Zylstra moved to approve the July 22, 1991, Consent Calendar comprised of the following items:

a. Minutes of the regular City Council meeting of July 8, 1991;

b. Pay Estimate No. 1 in the amount of \$116,865.83 to J.J. Sprague, Inc. for the 1991 sanitary sewer rehabilitation project, Basin 2004; and

c. Appointment of John McKerricher to the Chehalis Historic Commission for a term of 3 years 6 months to expire December 31, 1994.

The motion was seconded by Councilor Venemon and carried unanimously.

2. Resolution No. 13-91, Second Reading - Adoption of the Lewis County Moderate-Risk Waste Management Plan. Councilor Roewe moved to adopt Resolution No. 13-91 on second and final reading. The motion was seconded by Councilor Venemon.

Councilor Roewe asked if withdrawal of counties from the overall regional plan would effect the City's participation in this plan.

City Manager Campbell advised the Council that each county must adopt its own moderate-risk waste management plan, and the withdrawal of counties will not effect this plan.

The motion to adopt Resolution No. 13-91 on second and final reading carried unanimously.

3. Resolution No. 14-91, First Reading - Authorizing Execution of a Retrospective Rating Plan Agreement for Workers Compensation Insurance with the State of Washington. Councilor Hatfield moved to adopt Resolution No. 14-91 on first reading. The motion was seconded by Councilor Butters-Gestrine and carried unanimously.

4. Ordinance No. 453-B, First Reading - Establishing the Community Development Committee. Community Services Director Ray Muyskens explained that the City currently has an advisory committee to advise staff on grant applications which impact community development, and stated that the proposed Community Development Committee will be an advisory committee directly to the Council.

July 22, 1991

Councilor Roewe questioned if this new committee would replace neighborhood citizen groups that dealt with the housing rehabilitation program.

Mr. Muyskens stated the committee will replace past committees/groups, although the executive committee for housing rehab will continue to exist for the purpose of reviewing rehab housing applications. The proposed committee will also review any exceptions to the facade improvement program or the new neighborhood improvement program that were recently established.

Councilor Hatfield moved to suspend the rules requiring two readings of the ordinance. The motion was seconded by Councilor Venemon and carried unanimously.

City Attorney Bill Hillier advised the Council that an effective date was omitted from the ordinance and asked that Council amend the ordinance to reflect an additional section establishing an effective date.

Councilor Hatfield moved to pass Ordinance No. 453-B on first and final reading with an effective date of August 1, 1991. The motion was seconded by Councilor Zylstra and carried unanimously.

5. City Council/City Manager Reports.

a. Status of Elks Lodge Fire Protection. Deputy Chief/Fire Marshal Mike Harris informed the Council that work is progressing and the City will soon be connecting the Yardbirds to the City's system. The Elks Lodge expects that the project will be completed by August 8.

b. Resignation of Councilor Butters-Gestrine. Councilor Butters-Gestrine announced her resignation as City Councilor effective August 1 due to her recent move outside of the City limits. Councilor Butters-Gestrine stated that she has enjoyed working with the City Council and staff of Chehalis and her term as a City Councilor has been both a learning and rewarding experience. Councilor Butters-Gestrine added that she would still like to be involved by serving on a City board or commission.

Mayor Spahr stated that within 30 days, the Council must appoint someone to fill the vacant seat left by Councilor Butters-Gestrine for the remainder of her term.

c. Tri-Agency Meeting. City Manager Campbell reminded the Council about the Tri-Agency meeting to be held this evening at 6:30 PM at Centralia City Hall to discuss the North Fork slide problem on the Newaukum River.

6. Executive Session. After a ten minute recess, the Mayor convened the Council into executive session at 3:25 PM pursuant to R.C.W. 42.30.110(g) and (i) to discuss legal issues and employee relations. After conclusion of the executive session the meeting immediately adjourned at 4:45 PM.

Robert J. Spahr, Mayor

Attest:

Caryn D. Foley, Deputy City Clerk

August 12, 1991

The Chehalis City Council met in regular session on Monday, August 12, 1991, in the Chehalis City Hall. Mayor Spahr called the meeting to order at 3:00 PM, and the following Councilmembers were present: Dr. Isaac Pope, Vivian Roewe, Joyce Venemon, Dave Zylstra, and Bob Spahr. Councilor Bud Hatfield was absent (excused). Staff members present included: Dave Campbell, City Manager; Bill Hillier, City Attorney; Jo Ann Hakola, Finance Director/City Clerk; Pat Vess, Personnel Officer; Barry Heid, Public Works Director; Dennis Dawes, Deputy Chief of Police; Tony Keeling, Fire Chief; Ray Muyskens, Community Services Director; Bob Nacht, Building and Planning Director; and Caryn Foley, Deputy City Clerk. Representatives of the news media present included Laura Towey of The Chronicle and Jim Cook of KELA Radio.

1. Presentations.

a. Mayor Spahr presented a Certificate of Appreciation to Connie Small for her efforts in coordinating the 1991 Krazy Daze events.

b. A Certificate of Appreciation was also presented to the Chehalis Rotary Club for their service in replacing the roof of the Fred Hess kitchen at Recreation Park.

c. Employee Service awards were presented to Ray Muyskens for 25 years of service, Tony Keeling for 10 years of service and Don Schmitt for 5 years of service.

d. Gary Cabe was recognized by the Mayor for successful completion of the Washington State Water Treatment Plant Operator 3, and Water Distribution Manager 3 examinations.

e. The Mayor, on behalf of the City Council, presented former City Councilor Beverley Butters-Gestrine with a plaque thanking her for all her service to the City.

2. Citizens Business.

a. Mr. Dan Steward, Assistant Principal at W.F. West High School, reported on his recent visit to Inasa, Japan. Mr. Steward stated that the trip was very memorable and added that the Inasa delegation is looking forward to their trip to the United States during the week of August 19.

b. Mr. Dick Buck of FEMA, reported that as a result of the January, 1990 flood, FEMA researched the possibility of a hazard mitigation project in regard to the Salzer Creek area, also under consideration by the Corps of Engineers, to identify and alleviate flooding of the Fairgrounds. Mr. Buck stated that many alternatives were studied and a proposal was submitted to FEMA headquarters. However, the project was denied because it was not appropriate under disaster legislation and went beyond what the Congressional intent was in doing hazard mitigation. Mr. Buck stated that the project could be undertaken by the Corps of Engineers.

Councilor Roewe asked if FEMA's proposed plan could be used by the Corps of Engineers if they were to undertake the project.

Mr. Buck explained that the Corps has a process of their own that would not be the same as FEMA, although FEMA is willing to work with City staff.

c. Pam Brown of the Economic Development Council (EDC) reported on second quarter activities of the EDC related to the City of Chehalis. Ms. Brown stated that the EDC worked with 29 firms interested in investing in Lewis County, along with 65 preliminary firms of which many are interested in property with railroad access. Ms. Brown reported that announced investments

August 12, 1991

for the quarter include Sullivan's Homestead Cider which will locate in the Industrial Park. In addition the EDC has been active in its Business and Job Retention program, various community organizations, and technical assistance to clients interested in funding from the Chehalis Loan Fund. Ms. Brown stated that the EDC will be putting on an Energy Conference this fall to share information on current energy topics and available programs. Ms. Brown stated that the Woodcrafts Cooperative continues to grow and create new jobs.

d. Deputy Chief Dennis Dawes introduced "Buster" who is the latest addition to the Police Department. The Deputy Chief explained that the mechanical car was obtained through grant money from the Lewis County Juvenile Justice and Community Corrections Committee. "Buster" will be on display at the Fair next week and will also be used in the D.A.R.E. education program.

3. Consent Calendar. Councilor Zylstra moved to approve the August 12, 1991, Consent Calendar comprised of the following items:

a. Minutes of the regular City Council meeting of July 22, 1991;

b. July 15, 1991, Claim Vouchers No. 21336-21523 in the amount of \$302,353.32; July 29, 1991, Claim Vouchers No. 21524-21620 in the amount of \$184,357.14; July 31, 1991, Payroll Vouchers No. 20784-20969 in the amount of \$300,045.22; and Transfer Vouchers No. 1314 in the amount of \$349.43 and No. 1313 in the amount of \$11,098.58.

c. Pay Estimate No. 5 in the amount of \$143,017.51 to Dent's Construction for the 1991 sanitary sewer rehabilitation project, Basin 2012;

d. Pay Estimate No. 1 in the amount of \$39,798.54 to Dent's Construction for sanitary sewer rehabilitation work on Franklin Avenue;

e. Authorization to call for bids for the Kresky Avenue asphalt overlay project; and

f. Set date for public hearing for the Duffy Park Addition timber management proposal.

The motion was seconded by Councilor Pope and carried unanimously.

4. Resolution No. 14-91, Second Reading - Authorizing Execution of a Retrospective Rating Plan Agreement for Workers Compensation Insurance with the State of Washington. Councilor Roewe moved to adopt Resolution No. 14-91 on second and final reading. The motion was seconded by Councilor Venemon and carried unanimously.

5. Authorization to Purchase Equipment and Pump at the Chehalis River Pump Station. Public Works Director Barry Heid explained that since the effects of the North Fork slide on the Newaukum River have been felt, staff has been researching alternatives to deal with those effects. In addition, a water and wastewater capacity study was done which identified a number of improvements needed to increase capacities of the City's systems and facilities. One of the recommendations was to install an additional pump at the Chehalis River pump station. In addition, proposed flocculent control equipment would monitor

August 12, 1991

turbidity changes and adjust chemical feed rates to provide optimum treatment throughout a wide range of water quality conditions, which would mean the plant would not have to be staffed around the clock. Mr. Heid added that an additional pump on the Chehalis River would increase the amount of water that could be pumped from the Chehalis River. It is recommended that the City use the water utility capital funding included in the 1991 budget for this purpose. Although these funds were allocated for other projects, staff feels that the pump station situation has greater need and the other projects could be funded in 1992.

Councilor Roewe moved to authorize the expenditure of \$50,000 to purchase flocculent control equipment and the installation of a third pump at the Chehalis River pump station. The motion was seconded by Councilor Venemon and carried unanimously.

6. Councilor Vacancy. City Manager Dave Campbell stated that due to the vacancy left by former Councilor Beverley Butters-Gestrine from District 3 the Council must appoint a replacement to serve the remaining portion of her term, through 1991, within 30 days, which means by August 31. Mr. Campbell reported that two people have filed for this position on the November election ballot. Mr. Campbell stated that staff could draft some questions to be used in interviews if that was Council's pleasure.

Councilor Pope felt that the people who have filed for election should have first consideration.

Councilor Roewe felt that the position should be open to the public.

The Council agreed to have staff draft an interview questionnaire and to give public notice of the position opening. Interviews will be held at Council's next regular meeting scheduled for August 26.

7. City Council/City Manager Reports.

a. Stormwater Management Plan Subcommittee Report.
Councilor Roewe explained that the Subcommittee has reviewed the Stormwater Management Plan in detail and determined that the need for the plan is very high due to the recent rehabilitation of City sewers which used to allow stormwater to run through them that do not any longer. It also allows the City to take a position with new development where the City can take care of problems that occur when drainage is going to aggravate lower levels. Councilor Roewe moved to accept the subcommittee's findings and recommendations, adopt the Stormwater Management Plan, direct staff to proceed with the steps necessary to implement the program, prepare the necessary ordinance for passage, authorize staff to proceed with steps to complete the study to determine the total amount of impervious area in the City, the average area related to single-family residences, and develop ESU based utility charge information.

The motion was seconded by Councilor Zylstra, who requested Mr. Heid to discuss the financial implications of the adoption of the program.

Mr. Heid stated that an exact figure has not been determined, but a rough estimate would be anywhere from \$2-5 per household per month.

August 12, 1991

b. Pennsylvania Avenue Historic District Nomination. Ray Muyskens, Community Services Director, explained that the Pennsylvania Avenue area has been nominated for historic district designation on both the National and Washington State Registers of Historic Places. The nomination will be considered during a meeting of the Washington State Advisory Council on Historic Preservation to be held in City Hall on Friday, August 23. Mr. Muyskens asked the Council to consider holding a special meeting. The Historic Commission is meeting tonight to make their recommendation which must be approved by the City Council before it can go to the Governor's Council on August 23.

Councilor Roewe asked if the residents that would be affected by this have been notified, and questioned if residents must consult with the Historic Commission if they do any remodeling.

Mr. Muyskens stated that all residents have been notified of the nomination. In regard to remodeling, Mr. Muyskens stated that property owners can still do what they want with their property, but, if a resident does any extreme remodeling it could mean removal from the National Register.

City Attorney Bill Hillier suggested that instead of adjourning today's Council meeting and holding a special meeting, the Council could recess the meeting and reconvene later to take action on the issue.

The City Council concurred to recess the meeting today, and reconvene the meeting at 8:15 following the Historic Commission meeting tonight.

8. Executive Session. After a five minute recess, the Mayor convened the Council into executive session at 4:25 PM pursuant to R.C.W. 42.30.110(i) to discuss contract negotiations. After conclusion of the executive session the meeting was recessed at 5:25 PM.

9. Pennsylvania Avenue Historic District Nomination - continued. The Mayor called the meeting back to order at 8:15 PM. Councilor Roewe moved to authorize the Mayor to endorse the nomination of the West Side Historic District to the National Historic Register and to affix his signature to that endorsement. The motion was seconded by Councilor Pope and carried unanimously.

There being no further business to come before the City Council, the meeting adjourned at 8:17 PM.

Robert J. Spahr, Mayor

Attest:

Caryn D. Foley, Deputy City Clerk

August 26, 1991

The Chehalis City Council met in regular session on Monday, August 26, 1991, in the Chehalis City Hall. Mayor Spahr called the meeting to order at 3:00 PM and the following Councilmembers were present: Bud Hatfield, Dr. Isaac Pope, Vivian Roewe, Joyce Venemon, Dave Zylstra, and Bob Spahr. Staff members present included: Dave Campbell, City Manager; Bill Hillier, City Attorney; Jo Ann Hakola, Finance Director/City Clerk; Pat Vess, Personnel Officer; Barry Heid, Public Works Director; Dennis Dawes, Deputy Chief of Police; Tony Keeling, Fire Chief; Ray Muyskens, Community Services Director; Bob Nacht, Building and Planning Director; and Caryn Foley, Deputy City Clerk. Representatives of the news media present included Rick House of The Chronicle and Jim Cook of KELA Radio.

1. Proclamations/Presentations.

a. Kathleen Thornton, the new Executive Director of United Way, accepted a proclamation from Mayor Spahr proclaiming September 4, 1991, as United Way Day.

b. An Award of Appreciation was presented to Mr. Dan Brooks by Mayor Spahr, Fire Chief Tony Keeling and Captain Jerry Boes on behalf of the Chehalis Fire Department. The award was presented to Mr. Brooks for his heroic efforts in trying to rescue a badly injured employee during the Darigold explosion which occurred on July 23, 1991.

2. Citizens Business.

a. Mr. Fred Rider, owner of two downtown Chehalis businesses, addressed the City Council in regard to downtown parking and his understanding that the City was considering eliminating its Parking Enforcement Officer. Mr. Rider stated that the downtown merchants would like the position maintained and planned to offer solutions at the Council's next meeting.

3. Public Hearing - Duffy Park Addition Timber Management Proposal. Mr. Alex Goedhard presented the Duffy Park Addition Timber Management Proposal as prepared by the Timber Management Advisory Board consisting of himself, Greg Murphy, Adrian Schraeder, Jack Palmquest, Jack Radnich, and Bruce Asplund. Mr. Goedhard stated that the objectives of the Board were to develop management plans for the City's forested tracts. A description of the property was given along with six alternatives on what to do with the property. Mr. Goedhard stated that the Board recommended clearcutting the property and using it as a "Learning Forest." A public information meeting was held with 21 people attending; reasons for and against the plan were discussed. Mr. Goedhard outlined the administration of the project, job responsibilities of the forest management consultant, harvest revenues and cost estimates, site preparation, the forest management plan, and project time span estimates after the plan is accepted and the contract finalized.

Councilor Zylstra questioned what effect clearcutting would have on storm drainage. Mr. Goedhard replied that there should be no effects; the land is flat and is a good growing site for brush and other plant life.

Councilor Hatfield asked if any contacts have been made to seek interest in the learning forest concept. Mr. Goedhard stated that both Centralia College and W.F. West High School have expressed an interest in a learning forest.

August 26, 1991

Mayor Spahr asked why there was a problem with blow down in that area. Mr. Goedhard explained that the area is an open stand and possible reasons could include past blow downs which may have damaged roots causing rot, or strictly just root rot.

Councilor Hatfield questioned how many people live in the area around the Duffy Park site. Community Services Director Ray Muyskens informed the Council that 67 letters were sent to property owners informing them of the proposal.

At 3:30 PM the Mayor closed the regular meeting and opened the public hearing to receive comment on the proposal. Councilor Roewe expressed her thanks to the Board for their efforts. There being no citizen comment, the Mayor closed the public hearing and reopened the regular meeting.

Councilor Hatfield suggested that the City sell the property to maximize revenues with the problems being faced in regard to the 1992 budget.

City Manager Campbell explained that selling the property was discussed, however the Board and staff understood their objective as keeping the property City-owned and developing a timber management program.

Councilor Pope felt the City should retain ownership of the property and moved to approve the proposal and direct staff to prepare the necessary documents declaring the timber surplus, and direct staff to prepare the necessary contracts for timber management services. The motion was seconded by Councilor Hatfield.

Councilor Roewe expressed opposition to the motion and agreed that the property should be sold, and expressed concern that there would be a liability to the City if a learning forest was developed.

Councilor Zylstra stated that the Council's job is to manage the City's assets and agreed that the City should maximize on the value of the property.

Councilor Venemon was concerned that with the development of a learning forest there would be problems such as vandalism and increased traffic in residential areas.

Councilor Pope explained that the property will not be used as a park. The idea is to develop a learning forest which will not be open to the general public.

City Manager Campbell stated that before a decision is made as to whether the City should sell the property, staff would like to provide more information as to the pros and cons of sale of the property.

Mayor Spahr agreed that the property should be kept as a City asset and added that the City cannot use a windfall to balance the budget. Mayor Spahr also felt the property had been over-appraised.

Councilor Pope's motion, as stated, carried by a vote of 4 ayes, 2 nays. The dissenting votes were cast by Councilors Hatfield and Roewe.

August 26, 1991

4. Consent Calendar. Councilor Zylstra moved to approve the August 26, 1991, Consent Calendar comprised of the following items:

a. Minutes of the regular City Council meeting of August 12, 1991;

b. Pay Estimate No. 2 in the amount of \$306,497.59 to J.J. Sprague, Inc. for the 1991 Sanitary Sewer Rehabilitation Project, Basin 2004;

c. Appointment of Jim Fogarty to the Parking Commission for a four-year term to expire August 31, 1995.

The motion was seconded by Councilor Hatfield and carried unanimously.

4. Ordinance No. 454-B, First Reading - Regulating Land Disturbing Activity and Establishing the Procedures Therefore. City Manager Campbell explained that Ordinance Nos. 454-B and 455-B pertain to development of a storm water management system program, but do not establish a storm water utility. The ordinances relate to the regulations, development, and building on undeveloped property. Mr. Campbell stated that the ordinances are a result of a Council subcommittee study on a storm water management plan adopted by the Council at their last meeting.

Councilor Hatfield questioned if these ordinances, if in place two years ago, would have effected how the National Avenue developer had to operate. Public Works Director Barry Heid stated that the developer would had to have had an engineer's study conducted, a permit, and there would have been an approval process to demonstrate to the City that any work that would take place would not adversely impact the storm drainage system in that area.

Councilor Venemon questioned if passage of the these ordinances would affect only new development. Mr. Heid explained that the ordinances would address any activity that could have an adverse impact on the storm drainage system.

Councilor Pope asked if there would be a cost to the City if the ordinances are implemented, and if additional staff will be required. Mr. Heid explained that any costs will be borne by the person applying for a permit. Mr. Heid stated that additional staff will not be added. An option would be to hire outside consultants to conduct studies and those costs would be charged to the person taking out the permit.

Mr. Campbell informed the Council that the proposed costs of the permits for the charges that would be necessary to have reviews performed by the developer and City are not included in the ordinances. They would be proposed at the same time the issue of the storm water utility charges were brought to the Council. Mr. Campbell added that there will some costs involved in implementing the program.

Councilor Roewe was concerned that the process was too involved and questioned how long a developer might have to wait on the issuance of a permit before he could begin development. Mr. Heid agreed that the process may be very lengthy, but there could be complicated components of a proposal being submitted

August 26, 1991

and the City should allow for adequate time to deal with such a proposal. Mr. Heid added that the proposed 60 day time limit for City review will not always be needed.

Councilor Hatfield moved to pass Ordinance No. 454-B on first reading. The motion was seconded by Councilor Zylstra.

Councilor Roewe asked if the rate schedules will be available to the Council before the ordinances are passed on second reading. Mr. Heid stated that staff could provide the rates to the Council before second reading of the ordinances, although it may take additional time beyond Council's next regular meeting to compile all the information.

Staff was directed to provide proposed rate schedules for Ordinance Nos. 454-B and 455-B for permitting fees, and the proposed storm water utility user fees in two months.

The motion carried unanimously.

6. Ordinance No. 455-B, First Reading - Regulating and Controlling Activities Related to the Management of Stormwater and Stormwater Runoff, and Providing for a Permitting Process and Enforcement. Councilor Hatfield moved to pass Ordinance No. 455-B on first reading. The motion was seconded by Councilor Zylstra and carried unanimously.

7. AWC Dental Plan "B" Coverage for City Councilors. City Manager Campbell explained that staff was authorized by the Council to change employee dental coverage from AWC's Dental Plan "D" to Plan "B" which provides for an increased level of benefits at a slightly lower cost provided employees seek dental treatment at least once a year.

Personnel Officer Pat Vess stated that because of an oversight, the City Council was not included in the dental plan change and staff is now requesting that the Council authorize staff to enroll the Council in AWC's Dental Plan "B".

Councilor Hatfield moved to authorize staff to take steps necessary to enroll City Councilors in AWC's Dental Plan "B". The motion was seconded by Councilor Venemon and carried unanimously.

8. City Council/City Manager Reports.

a. 1990-91 Council Goals Update. City Manager Campbell updated the Council on goals adopted by the City Council in February 1990 and revised in February of this year. Those goals which were highlighted included solid waste issues, infrastructure funding, southward annexation, fireflow water line improvements, feasibility of a storm sewer utility, enhancement of traffic and pedestrian safety, timber management, the City's workers' compensation/safety record, the City's relationship with its sister city, a comprehensive fire services plan, and flood control improvements.

b. Salzer Creek Flood Mitigation Project. City Manager Campbell stated that since FEMA has tentatively decided not to sponsor the Salzer Creek Flood Mitigation Project, elected officials and staff from Lewis County and the Cities of Centralia and Chehalis met to discuss options and strategies for securing funding for the project. It was determined at the meeting that the most viable step would be to send a delegation of local officials to FEMA headquarters in Washington, D.C. to

August 26, 1991

appeal their apparent decision. Mr. Campbell expected that the trip would be scheduled within the next 2-3 weeks.

Councilor Hatfield moved to designate the Mayor as the City's representative in the local delegation. The motion was seconded by Councilor Pope and carried unanimously.

c. Town Meeting with U.S. Representative Unsoeld. Mayor Spahr informed the Council that a Town Meeting has been scheduled with U.S. Representative Jolene Unsoeld on Saturday, September 7, from 1-2:30 PM, at the Courthouse Annex.

d. Household Hazardous Waste Collection Day. City Manager Campbell stated that a Household Hazardous Waste Collection Day has been set for September 6-7 at the Fairgrounds, and greeters for the event are still needed.

e. Sister City Delegation Visit. Mayor Spahr stated that the recent visit of the Inasa-cho delegation was very enjoyable. Mayor Spahr shared the gifts that were presented to him at a potluck dinner for the entire delegation and their host families.

f. Councilor Vacancy. Councilor Zylstra left the Council table to be interviewed, in addition to Diana L. Guthrie, for the Council District 3 vacant position left by the resignation of Beverley Butters-Gestrine. The term of the remaining portion of the vacancy is through the end of 1991.

9. Executive Session. After a five minute recess, the Mayor convened the Council into executive session at 4:55 PM pursuant to R.C.W. 42.30.110(h) to evaluate the qualifications of the candidates for appointment. After conclusion of the executive session the regular meeting was reconvened at 5:00 PM.

Councilor Roewe moved to appoint Diana L. Guthrie to serve the balance of the unexpired term for the vacant District 3 Council position. The motion was seconded by Councilor Hatfield and carried unanimously.

Councilor Zylstra announced that he will no longer actively seek the Council seat for District No. 3 and welcomed Ms. Guthrie to the City Council.

There being no further business to come before the City Council, the meeting adjourned at 5:05 PM.

Robert J. Spahr, Mayor

Attest:

Caryn Foley, Deputy City Clerk

September 9, 1991

The Chehalis City Council met in regular session on Monday, September 9, 1991, in the Chehalis City Hall. Mayor Spahr called the meeting to order at 3:00 PM and the following Councilmembers were present: Diana Guthrie, Bud Hatfield, Dr. Isaac Pope, Vivian Roewe, Joyce Venemon, Dave Zylstra, and Bob Spahr. Staff members present included: Dave Campbell, City Manager; Bill Hillier, City Attorney; Jo Ann Hakola, Finance Director/City Clerk; Pat Vess, Personnel Officer; Barry Heid, Public Works Director; Randy Hamilton, Chief of Police; Tony Keeling, Fire Chief; Ray Muyskens, Community Services Director; Bob Nacht, Building and Planning Director; and Caryn Foley, Deputy City Clerk. Representatives of the news media present included Laura Towey of The Chronicle and Jim Cook of KELA Radio.

1. Presentations/Proclamations.

a. City Attorney Bill Hillier administered the oath of office to Diana L. Guthrie who was appointed by the Council to fill the unexpired term of the Council District 3 position vacated by Beverley Butters-Gestrine.

b. Mayor Spahr read and presented a proclamation to Ms. Maureen Baker, representing the Chehalis PTA, declaring September as PTA month.

c. Employee service awards were presented to Rob Jenkins, a Public Works employee, and Tracy Paddock of the Community Services Department for five years of service.

2. Consent Calendar. Councilor Zylstra moved to approve the September 9, 1991, Consent Calendar comprised of the following items, except for item nine which should be moved to New Business:

a. Minutes of the regular City Council meeting of August 26, 1991;

b. August 15, 1991, Claim Vouchers No. 21621 through 21801 in the amount of \$364,096.08; and August 28, 1991, Claim Vouchers No. 21802 through 21898 in the amount of \$362,074.55.

c. Appointment of Ona Felker to the Parking Commission for a four-year term to expire September 30, 1995.

d. Pay Estimate No. 6 in the amount of \$84,647.68 to Dent's Construction for the 1991 Sanitary Sewer Rehabilitation Project, Basin 2012; and

e. Award bid for the Kresky Avenue Overlay Project to Lakeside Industries in the amount of \$202,088.94, and authorize the increase of expenditures from the Arterial Street Fund to \$122,088.94.

The motion was seconded by Councilor Hatfield and carried unanimously.

3. Resolution No. 15-91, First Reading - Set Date of October 14, 1991, at 3:05 PM for a Public Hearing on the Vacation of a Portion of N.E. Jay Street. Councilor Hatfield moved to suspend the rules requiring two readings of the resolution. Councilor Venemon seconded the motion which carried unanimously. Councilor Hatfield then moved to adopt Resolution No. 15-91 on first and final reading. The motion was seconded by Councilor Zylstra and carried unanimously.

September 9, 1991

4. Building & Planning Department Staffing - Proposed Minor Reorganization. City Manager Campbell explained that funds involved for personnel are budgeted for this year, but need to be reallocated. The proposal includes two part-time positions - a field inspector and departmental assistant to be shared with Municipal Court.

Councilor Hatfield felt the proposed reorganization should have been handled at the executive level and moved to approve the implementation of the reorganization. The motion was seconded by Councilor Roewe.

Building & Planning Director Bob Nacht stated that as with other departments, he would like to see staffing levels increased to handle routine, daily business along with new programs and services; however the proposal will at this time enable the Building & Planning Department to function as it has been. Mr. Nacht added that he would eventually envision his department being moved to the Public Works complex when funds allow for such a move.

The motion carried unanimously.

5. City Council/City Manager Reports.

a. Chehalis Industrial Park Annexation Study - Set Date for Public Meeting. City Manager Campbell stated that the Phoenix Group, whom the City contracted with several months ago to do a feasibility study regarding the potential annexation of the Industrial Park, expects that the study will be done within the next week or two and they recommend that the City set a public meeting date to review the study.

Councilor Roewe inquired about the agreement that the City could require annexation of the Industrial Park when water and sewer services were provided to the Park. City Attorney Hillier stated that the agreement is still valid and enforceable by the Council.

Councilor Roewe then questioned why the City has spent \$80,000 for an annexation study. Mr. Hillier stated that there is a possibility that some people who were extended service were not put on the program for signing up for a requirement that they annex should the City choose to have them annex. There may also have been some extension of utilities before this policy was adopted, but that would have to be researched.

Councilor Hatfield stated that according to the second annexation report by the Phoenix Group it states that all past agreements were to not oppose annexation, but none were agreements to support or agree to annexation. Mr. Hillier explained that the law provides that once a petition is filed the only procedure to be able to avoid the annexation would be an action to oppose.

Councilor Venemon moved to set a date of Monday, October 7, at 7:00 PM, at a place to be designated, to convene a public meeting to review the findings of the Phoenix Group's Study of potential annexation of the Industrial Park. The motion was seconded by Councilor Hatfield and carried unanimously.

September 9, 1991

b. Sewer Rehab Work. Councilor Roewe stated that the citizens of District 2 have requested that barriers be put around the plates, which cover the road during non-working hours due to sewer repair work being done on Market Boulevard, to cut down on the noise level caused by traffic going over the plates.

c. Hazardous Materials Household Collection Day. Fire Chief Tony Keeling reported that the recent collection day for hazardous materials was very successful. Overall it was estimated that about 527 vehicles came through the event.

d. Proposed Salzer Creek Project. City Manager Campbell stated that Senator Slade Gorton's office is being asked to intervene on behalf of the County and the cities of Chehalis and Centralia with FEMA to see if they will pick up a portion of the costs that they have initially decided not to. This may avoid staff and local officials from Lewis County from having to go to Washington in person.

e. South Chehalis Flooding. Councilor Pope stated that many citizens from the 4th District have expressed concern about flooding in the south end of Chehalis, particularly in regard to the ditch which runs along Salsbury Avenue to Kelly Avenue. Councilor Pope asked if there were any plans for the ditch before the rain begins this fall.

Public Works Director Barry Heid explained that this issue was one of the components of the storm drainage study report, and the funding mechanism which would allow the City to do these types of improvements are included in the stormwater management plan. Staff is still working on the costs for the stormwater management plan and a stormwater utility.

Councilor Pope felt a letter should be sent to the residents in the community affected by the ditch telling them what the plans are for flooding of the ditch. City Manager Campbell explained that there are currently no plans, and future plans will depend on the adoption of a storm drainage utility.

f. Inasa-cho Video. The City Council viewed a film left by the sister city delegation which visited this month from Inasa. The video was filmed this summer during the visit to Inasa by the sister school delegation from southwest Washington.

6. Executive Session. After a five minute recess, the Mayor convened the Council into executive session at 4:00 PM pursuant to R.C.W. 42.30.110(i) to discuss contract negotiations. After conclusion of the executive session the regular meeting was reconvened and immediately adjourned at 4:45 PM.

Robert J. Spahr, Mayor

Attest:

Caryn D. Foley, Deputy City Clerk

September 23, 1991

The Chehalis City Council met in regular session on Monday, September 23, 1991, in the Chehalis City Hall. Mayor Spahr called the meeting to order at 3:00 PM and the following Councilmembers were present: Diana Guthrie, Bud Hatfield, Dr. Isaac Pope, Vivian Roewe, Joyce Venemon, Dave Zylstra, and Bob Spahr. Staff members present included: Dave Campbell, City Manager; Bill Hillier, City Attorney; Jo Ann Hakola, Finance Director/City Clerk; Pat Vess, Personnel Officer; Barry Heid, Public Works Director; Randy Hamilton, Chief of Police; Tony Keeling, Fire Chief; Ray Muyskens, Community Services Director; Bob Nacht, Building and Planning Director; and Caryn Foley, Deputy City Clerk. Representatives of the news media present included Laura Towey of The Chronicle.

1. Presentations/Proclamations.

a. Certificates of Appreciation were presented to representatives of the Chehalis Lions Club and Chehalis Kiwanis Club for their donations to the City for the purchase of American flags.

b. Virginia and Ray Muyskens, Sr. were presented a Certificate of Appreciation for their work as caretakers at Stan Hedwall Park.

c. A proclamation was read and presented to Dorothy Smith in recognition of CROP Walk Week, September 30 - October 6.

d. Fire Chief Tony Keeling accepted a proclamation from Mayor Spahr proclaiming the week of October 6-12 as National Fire Prevention Week.

2. Consent Calendar. Councilor Hatfield moved to approve the September 23, 1991, Consent Calendar comprised of the following items:

a. Minutes of the regular City Council meeting of September 9, 1991;

b. August 30, 1991, Payroll Vouchers No. 20970 through 21139 in the amount of \$295,941.63; Transfer Voucher No. 1314 in the amount of \$178.18; and Transfer Voucher No. 1315 in the amount of \$10,273.47; and

c. Pay Estimate No. 3 in the amount of \$215,315.66 to J.J. Sprague, Inc. for the 1991 Sanitary Sewer Rehabilitation Project, Basin 2004.

The motion was seconded by Councilor Zylstra and carried unanimously.

3. Resolution No. 16-91 First Reading - Establishing a Timber Management Plan for the Duffy Addition Property. City Manager Campbell explained that Resolution No. 16-91 was being presented after a public hearing held last month to hear the recommendations of the Timber Management Advisory Committee. The Committee recommended that the Council declare timber in the Duffy Park Addition surplus, harvest the timber, establish a capital improvement fund for parks purposes with the proceeds from the sale of the timber, and develop a learning forest park.

Councilor Pope moved to follow the recommendation of the Timber Management Advisory Committee to surplus the Duffy Park

September 23, 1991

Addition timber, retain ownership of the property and establish a learning forest park. The motion was seconded by Councilor Venemon.

Mr. Dan Vanderkolk, a member of the Washington Environmental Balance, expressed his opposition to the harvesting of the timber. Mr. Vanderkolk stated that the timber has developed over 80 years and has many species of trees and plants, and many animals, birds and insects make their homes there. Children use the property as a recreation area. Mr. Vanderkolk felt that these uses have been overlooked by the Committee, and stated the property should be left alone for the future benefit of the generations to follow.

Councilor Hatfield requested that Mr. Vanderkolk state his address. Mr. Vanderkolk stated that his address is 1212 "F" Street, Centralia.

Councilor Hatfield expressed his opposition to the motion. Councilor Hatfield stated that the City has three parks - McFadden, Dobson and the former Alexander Park - that the City cannot afford to leave open. One of them could be used as a learning forest, and the Duffy property could then be developed since it abuts a large residential area. Councilor Hatfield stated that the property should be sold, but a section of the property should be retained for a future water reservoir, and that the proceeds from the sales of the land be put into a capital improvement fund to use for Community Services Department projects.

Councilor Zylstra agreed with Councilor Hatfield and thought it was in the City's best interest sell both the timber and land.

The motion, as stated by Councilor Pope, carried by a vote of 4 ayes and 3 nays - the dissenting votes being cast by Councilors Zylstra, Hatfield and Roewe.

4. Resolution No. 17-91, First Reading - Declaring City Property Surplus. Councilor Hatfield moved to suspend the rules requiring two readings of the resolution. The motion was seconded by Councilor Zylstra and carried unanimously. Councilor Hatfield then moved to adopt Resolution No. 17-91 on first and final reading. The motion was seconded by Councilor Venemon and carried unanimously. The items to be declared surplus include old fire hose and several City-owned vehicles that are no longer in use.

5. Parkland Drive and Interstate Avenue Improvements. Councilor Roewe moved to authorize staff to formally request the S.W. Parkland Drive and S.W. Interstate Avenue Intersection Improvement Project be funded by FAUS grant funds. The motion was seconded by Councilor Zylstra and carried unanimously. The work will include widening, surfacing and paving to incorporate left turn lanes on both S.W. Parkland Drive and S.W. Interstate Avenue. A preliminary estimate of the costs of the project is \$61,000, of which FAUS grant funding will pay \$50,630. The remaining amount would come from the City's Arterial Street Fund reserves. The project will be undertaken during the summer of 1992.

6. State Sponsored Deferred Compensation Program. Councilor Hatfield moved to authorize staff to enter into an agreement with the Committee for Deferred Compensation in order

September 23, 1991

to provide the State of Washington Deferred Compensation Program to City employees. The motion was seconded by Councilor Venemon and carried unanimously.

7. City Council/City Manager Reports.

a. Video - Message from Mayor Spahr to Inasa-cho. The Council watched a video in which Mayor Spahr addressed the City's sister city of Inasa-cho. The video addressed this years United Nations theme - "The World United Against Drugs."

b. Transit Authority Report. Councilor Roewe reported that the Transit Authority is awaiting the delivering of one of two new buses. The Authority has also gone to bid on a Dial-A-Ride van.

c. Neighborhood Improvement Project. Councilor Hatfield applauded the efforts of Councilor Zylstra and Ray Muyskens, Community Services Director, for their efforts in coordinating the neighborhood improvement project for the Cascade and Chehalis Avenues, and Market Street areas. Councilor Hatfield stated that several residents have taken advantage of the program.

d. Library Facility Committee. Councilor Hatfield requested that Council representation be removed from the Library Facility Committee. Councilor Hatfield did not feel a Councilmember was necessary on the Committee.

City Manager Campbell felt a Councilmember should be on the Committee so that the Committee can address questions to the Councilor before a proposal is brought before the entire Council.

Mayor Spahr agreed that a Council representative should remain on the Committee for insight by the Councilmember to avoid having the Committee from coming to the Council with a proposal that the Council totally rejects.

Councilor Hatfield moved to delete Council representation from the Library Facility Committee. The motion was seconded by Councilor Zylstra.

Councilor Roewe agreed that a Councilmember be on the Committee to provide assistance to the Committee.

The motion failed by a vote of 5 nays and 2 ayes - the dissenting votes being cast by Councilors Pope, Venemon, Roewe, Spahr and Guthrie.

Councilor Hatfield resigned from his position as Council representative on the Library Facility Committee.

e. City Manager Campbell reminded the Council of a public meeting set for October 7, at 7:00 PM, at the Community Building at Recreation Park to review the findings of The Phoenix Group's study on potential annexation of the Industrial Park.

8. Executive Session. After a ten minute recess, the Mayor convened the Council into executive session at 4:00 PM pursuant to R.C.W. 42.30.110(i) to discuss contract negotiations. After conclusion of the executive session the regular meeting was reopened.

September 23, 1991

9. Solid Waste Collection and Disposal Service Rates.
Councilor Hatfield moved to direct staff to prepare a contract amendment based on the proposed revised rate schedule and associated legislation required for Council action with an effective date to be determined after consultation with staff. The motion was seconded by Councilor Venemon and carried unanimously.

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

Robert J. Spahr, Mayor

Attest:

Caryn D. Foley, Deputy City Clerk

October 7, 1991

The Chehalis City Council held a public meeting on Monday, October 7, 1991, at the V.R. Lee Community Building at Recreation Park. Mayor Pro-tem Hatfield called the meeting to order at 7:00 PM, and the following Council members were present: Diana Guthrie, Dr. Isaac Pope, Vivian Roewe, Joyce Venemon, Dave Zylstra, and Bud Hatfield. Mayor Bob Spahr was absent (excused). Staff members present included: Dave Campbell, City Manager; Bill Hillier, City Attorney; Jo Ann Hakola, Finance Director/City Clerk; Pat Vess, Personnel Officer; Barry Heid, Public Works Director; Tony Keeling, Fire Chief; and Ray Muyskens, Community Services Director. Representatives of the news media included Laura Towey of The Chronicle.

1. Review of Study Regarding Potential Annexation of the Chehalis Industrial Park. An informational report was given by Mr. Roger Waid and Mr. Don Comstock of The Phoenix Group regarding a study done by The Phoenix Group about potential annexation of the Chehalis Industrial Park, including the financial impacts and attitudes/concerns regarding annexation.

Councilor Pope asked whether there was an agreement with the Industrial Commission regarding the City providing water and sewer services.

City Attorney Hillier addressed the three varieties of agreements that have been signed by the Industrial Commission and other users. He stated the Council had passed a resolution in 1976 that required an agreement to annex in exchange for utility service. If the party involved later refused to sign the annexation petition the City may (not shall) discontinue service. He stated all agreements were an agreement to annex at such time as the City deemed it appropriate.

Two rural residents questioned the availability of sewer service, indicating the sewer line runs in front of their homes, but they have not been allowed to connect.

Barry Heid, Public Works Director, stated he had no pending requests for utility service, and requested these individuals contact his office.

A gentleman inquired what benefits he would receive from being annexed.

Mayor Pro-tem Hatfield stated the Council would be taking no action on this issue at this meeting. He stated it did not appear annexation would be either socially or economically advantageous to the City at this time.

Mrs. Roewe indicated this has been a subject of discussion for years and the purpose of the study was to answer the Council's questions and address the issue formally.

Mr. Buck Hubbert, speaking for the Industrial Commission, thanked the City Council for their help in providing water-sewer services to the Industrial Park. He apologized for the negative comments received during the survey and indicated this was an emotional issue. He also pointed out the value of economic development in the Industrial Park to the City: more homes, more wages, a better tax base, and continued economic growth.

As there were no further questions or comments, the meeting was adjourned at 7:57 p.m.

October 7, 1991

Robert J. Spahr, Mayor

Attest:

Caryn D. Foley, Deputy City Clerk

October 14, 1991

The Chehalis City Council met in regular session on Monday, October 14, 1991, in the Chehalis City Hall. Mayor Spahr called the meeting to order at 3:00 PM and the following Councilmembers were present: Diana Guthrie, Bud Hatfield, Dr. Isaac Pope, Vivian Roewe, Joyce Venemon, Dave Zylstra, and Bob Spahr. Staff members present included: Dave Campbell, City Manager; Bill Hillier, City Attorney; Peggy Morant, Assistant Finance Director; Pat Vess, Personnel Officer; Barry Heid, Public Works Director; Randy Hamilton, Chief of Police; Tony Keeling, Fire Chief; Sharon Ferrier, Community Services Department; Bob Nacht, Building and Planning Director; and Caryn Foley, Deputy City Clerk. Representatives of the news media present included Jim Cook of KELA Radio, and Laura Towey of The Chronicle.

1. Public Hearing - Vacation of a Portion of N.E. Jay Street. Bob Nacht, Building & Planning Director, explained that a letter was received from Joe and Louise Garbe requesting the vacation of a portion of N.E. Jay Street. Mr. Nacht stated that a potential for the creation of a land-locked piece of property became a concern, and a letter was sent to the Garbe's conveying this concern. Mr. Nacht recommended that the Council continue the public hearing until November 12, to provide all affected property owners an opportunity to present a joint alternative proposal to the situation.

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

Mr. John Lindner, speaking on behalf of his mother Thora Lindner who resides at 44 S.W. 6th Street, stated his opposition to the proposed vacation of N.E. Jay Street. Mr. Lindner explained that his mother's property would be land-locked if the Council were to grant the vacation.

One of the petitioners, Mrs. Louise Garbe, stated that at the time the vacation was requested, they were unaware that any properties would become land-locked and assured the Council that they did not intend to land-lock any property.

There being no further comment by the public the Mayor closed the public hearing and reconvened the regular meeting.

Mr. Nacht explained that City ordinance precludes the City from creating a land-locked piece of property without specific legal action by the property owners, which is not likely to happen. Therefore, the Council is being asked to not take action on the matter and reopen the public hearing at the next regular Council meeting scheduled for November 12.

Councilor Roewe asked that since a majority of the property owners were in attendance, could the matter be resolved today.

Mr. Nacht stated that the affected property owners could meet in his office to discuss the matter, but felt that a decision could not be made today since the issue is somewhat complex.

Councilor Roewe moved to reopen the public hearing November 12, at 3:05 PM. This should allow the affected property owners time to come to a joint alternative proposal. The motion was seconded by Councilor Venemon and carried unanimously.

October 14, 1991

2. Consent Calendar. Councilor Hatfield moved to approve the October 14, 1991, Consent Calendar comprised of the following items:

a. Minutes of the regular City Council meeting of September 23, 1991;

b. Minutes of the public meeting of October 7, 1991;

c. September 13, 1991, Claim Vouchers No. 21899 through 22072 in the amount of \$234,912.18, and the September 26, 1991, Claim Vouchers No. 22073 through 22182 in the amount of \$316,878.45. September 30, 1991, Payroll Vouchers No. 21140 through 21299 in the amount of \$306,244.47, and Transfer Voucher No. 1317 in the amount of \$253.21; and

d. Appointments of Councilor Guthrie to the Library Facility Committee, and Mayor Spahr to the Lewis county Visitors and Convention Bureau.

The motion was seconded by Councilor Zylstra and carried unanimously.

3. Resolution No. 16-91, Second Reading - Establishing a Timber Management Plan for the Duffy Addition Property. Councilor Pope moved to accept the recommendation of the Timber Management Advisory Committee by adopting Resolution No. 16-91 on second and final reading which will declare timber in the Duffy Park Addition surplus. The motion was seconded by Councilor Venemon.

Councilor Hatfield expressed his opposition to the resolution, stating that the city will have another park on its hands which it cannot afford to operate or maintain, and therefore felt the property should be sold.

Councilor Pope stated that the City can only expand southward, and a high-level reservoir will be needed in the future to supply the needs of southward expansion. In addition, other parks cannot be used for a reservoir site because of stipulations in the deeds of dedication stating that the parks can only be used as parks.

Mayor Spahr stated that he did not feel the proposed learning forest will have to be maintained at a high level, and agreed that the land be retained by the City for a future water reservoir.

Councilor Roewe asked why the Dobson or McFadden Parks could not be used for a future reservoir site.

City Attorney Hillier stated that after a short review of the deeds for Dobson and McFadden Parks that there is a restriction on the McFadden deed that would probably restrict use of it for any purposes other than for a park. There is no such restriction on the Dobson deed.

Councilor Venemon felt the property should be kept and stated that the land could be sold at any time.

Councilor Roewe expressed concern that Duffy Park is accessible only through residential areas, which provides potential problems for those residents. In addition, Councilor Roewe did not think the City needed to increase its liability with the establishment of a learning forest.

October 14, 1991

The motion to adopt Resolution 16-91 on second and final reading carried by a vote of 3 ayes, 3 nays, and a tie-breaking vote of aye by Mayor Spahr.

4. Resolution No. 18-91, First Reading - Authorizing the City Manager to Enter Into an Agreement With the State of Washington Committee for Deferred Compensation. Councilor Zylstra moved to adopt Resolution No. 18-91 on first reading. The motion was seconded by Councilor Pope.

Councilor Roewe questioned if this program replaced any other deferred compensation programs that the City currently has.

Personnel Officer Pat Vess assured Councilor Roewe that other plans which the City currently offers will not be canceled.

Councilor Hatfield moved to amend the main motion by suspending the rules and adopt the resolution on first and final reading. The motion to amend was seconded by Councilor Zylstra and carried unanimously. The main motion, as amended, carried unanimously.

5. Resolution No. 19-91, First Reading - Support for Referendum 42 on the November Election Ballot, Providing for Statewide Enhanced 911 Emergency Communication Service. Randy Pennington, Director of the Lewis County Communications Center, stated that Lewis County operates a consolidated communications center which provides services for law enforcement, fire fighters and medical services within Lewis County. Mr. Pennington reviewed the basic 911 service that is currently in service, and the proposed Enhanced 911 service. The Enhanced 911 service would enable a dispatcher to automatically know the phone number and address where the call is coming from, along with other valuable features. Mr. Pennington stated that Enhanced 911 will save lives by allowing a dispatcher to determine the origin of the call in the event that the caller cannot convey that information. Mr. Pennington stated that Enhanced 911 is very expensive. Therefore Referendum 42 will be brought before the voters on the November election ballot and will establish a 20¢ tax on each telephone line (per access line) which tax will decrease by 1998 to 10¢. In addition, counties may levy an additional excise tax of up to 50¢ per month on telephone lines to obtain funding necessary to implement Enhanced 911.

Councilor Roewe questioned if the referendum included the authority for counties to levy the excise tax.

Mr. Pennington stated that the referendum authorizes up to a 50¢ excise tax.

Councilor Roewe understood that the Cities of Chehalis and Centralia, and Lewis County all shared percentages in the cost of operation of 911. Councilor Roewe asked if the agencies would still have to continue to provide that help along with funding for Referendum 42.

Mr. Pennington explained that the help would have to continue to fund the increasing costs of operating the 911 service.

October 14, 1991

Councilor Hatfield asked if the referendum would become effective on January 1, 1992, if passed in the November election and questioned when Lewis County would receive Enhanced 911 service.

Mr. Pennington stated that since Enhanced 911 service is so technical, it would take at least six months to program the telephones computers, and estimated that it would take sixteen to eighteen months to put it in place.

Councilor Hatfield moved to suspend the rules requiring two readings of the resolution. The motion was seconded by Councilor Venemon and carried unanimously. Councilor Hatfield then moved to adopt Resolution No. 19-91 on first and final reading. The motion was seconded by Councilor Zylstra and carried unanimously.

6. Resolution No. 20-91, First Reading - Revised Rate Schedule for Solid Waste Collection and Disposal Services Rates. City Manager Campbell stated that the resolution was the result of perceived inequities in the currently-charged solid waste collection and disposal rates as expressed by a few compactor owners. Staff have negotiated an alternative rate schedule with Superior Refuse that more equally distributes the costs of solid waste collection and disposal among all customers.

Mr. Jeff Meling, General Manager of Superior Refuse, requested that the Council amend the proposed resolution by changing the effective date of the ordinance for commercial billing purposes only to November 1, 1991. The effective date of the resolution as proposed is set at November 15, 1991, to make the billing change easiest for City staff billing residential customers.

Councilor Zylstra moved to suspend the rules requiring two readings of the ordinance. The motion was seconded by Councilor Hatfield and carried unanimously. Councilor Zylstra then moved to adopt Resolution No. 20-91 on first and final reading with an amendment to establish an effective date of November 1, 1991, for commercial customers, and an effective date of November 15, 1991, for residential customers. The motion, as amended, was seconded by Councilor Hatfield and carried unanimously.

7. City Council/City Manager Reports.

a. Chehalis Fire Department Pre-Fire Planning. Fire Chief Tony Keeling explained that the Chehalis Fire Department was re-inspected last year by the Washington Surveying and Rating Bureau (WSRB). At that time the Department was downgraded to a Class 6 - on a scale from Class 1 (the best) to Class 10 (no fire protection) - from a Class 5 rating. However, the WSRB have agreed to hold the grading in abeyance for a period of time, providing the Department actively works to maintain the Class 5 rating. The pre-fire planning was one suggestion that the WSRB made to the Department. Captain Brian Slater then reviewed one of the Fire Department's pre-fire plans which was for the St. Helens Inn.

The City Council commended the efforts of those involved in the pre-fire planning.

Captain Slater also acknowledged Mr. Dwayne Rader of Rader Cadd Drafting Services who developed the prints for the pre-fire plans.

October 14, 1991

b. Parking Enforcement Officer Position. Police Chief Randy Hamilton stated that a Parking Enforcement Officer will begin patrolling the downtown areas tomorrow. Mr. Bernie Schmitz, a Labor & Industries retraining person, will fill the temporary position at no cost to the City.

c. 1992 Budget "Preview" Meeting. City Manager Campbell requested that the Council set a date to preview the 1992 recommended budget.

The Council concurred on a date of Monday, November 4, at 5:00 PM, at City Hall for the meeting.

d. Mayor Spahr's Trip to Washington, D.C. Mayor Spahr reported on his recent trip to Washington, D.C., along with representatives from Centralia and Lewis County, to seek funding for the Salzer Creek project from FEMA. The delegation met with representatives from Jolene Unsoeld, Slade Gorton, and Brock Adams' offices. Although FEMA was unable to fund the project, the delegation then met with staff from the Army Corps of Engineers and a meeting was set for Monday, November 18, at 2:00 PM to discuss funding for the project.

e. Sister City Meeting. Mayor Spahr reported on a meeting he and Councilor Guthrie attended in Everett. The meeting was very informative and many ideas were brought back. Mayor Spahr also suggested that the City become a member of Sister Cities International from which the City could receive ideas on structuring, recruiting, committees, budgeting, etc.

8. Vacation of N.E. Jay Street - Continued. Building & Planning Director Bob Nacht stated that the parties involved in this matter have agreed to continue negotiations until the continuation of the public hearing on November 12.

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

Robert J. Spahr, Mayor

Attest:

Caryn Foley, Deputy City Clerk

October 28, 1991

The Chehalis City Council met in regular session on Monday, October 28, 1991, in the Chehalis City Hall. Mayor Spahr called the meeting to order at 3:00 PM and the following Councilmembers were present: Diana Guthrie, Bud Hatfield, Dr. Isaac Pope, Joyce Venemon, Dave Zylstra, and Bob Spahr. Councilor Vivian Roewe was absent (excused). Staff members present included: Dave Campbell, City Manager; Bill Hillier, City Attorney; Jo Ann Hakola, Finance Director/City Clerk; Pat Vess, Personnel Officer; Barry Held, Public Works Director; Randy Hamilton, Chief of Police; Tony Keeling, Fire Chief; Ray Muyskens, Community Services Director; Bob Nacht, Building and Planning Director; and Caryn Foley, Deputy City Clerk. Representatives of the news media present included Jim Cook of KELA Radio, and Laura Towey of The Chronicle.

1. Presentations. Police Chief Randy Hamilton presented a Certificate of Recognition to Chris Wilson, a fourth grade student at Olympic Elementary School. Chief Hamilton explained that Chris found a wallet containing some papers and a great deal of money at Stan Hedwall Park. Chris turned the papers and wallet into the Police Department and the owner was found. Chief Hamilton commended Chris for his honesty and for being a good citizen.

2. Citizens Business. Pam Brown, Director of the Lewis County Economic Development Council (EDC), reported on the third quarter activities of the EDC. The EDC worked with five local companies considering expanding their existing operations. EDC staff worked with fifty-four firms and numerous "preliminary contact" firms, and eighteen potential investment clients. Ms. Brown reported that Top Gunn, an airplane refinishing company, is planning to build a new facility at the Airport, and another client is also negotiating a three year lease for 40,000 square feet in the Chehalis Industrial Park. In regard to community relations, the Business and Job Retention program continues to assist local companies that experiencing problems in their businesses. The EDC also continues to provide technical assistance to clients interested in funding from the Chehalis Loan Fund. Ms. Brown reported that two cold call mailings were sent out to potential investment clients. An energy conference was conducted by EDC staff in October for firms that were interested in reducing energy costs. Ms. Brown noted that the Woodcrafts Cooperative continues to grow, and their first retail store will open this week in the South Sound Mall in Lacey. The EDC will also be involved in updating the Overall Economic Development Plan for Lewis County.

Councilor Hatfield asked about the status of Stericycle; the company which is locating at the Industrial Park is Morton.

Ms. Brown explained that the plant is under construction and is planning to open its doors in November or December. Stericycle is also in the process of obtaining permits from the Utility and Transportation Commission to transport materials.

3. Consent Calendar. Councilor Zylstra moved to approve the October 28, 1991, Consent Calendar comprised of the following items:

a. Minutes of the regular City Council meeting of October 14, 1991; and

b. Pay Estimate No. 4 in the amount of \$206,124.75 to J.J. Sprague, Inc. for the 1991 Sewer Rehabilitation Project, Basin 2004.

October 28, 1991

The motion was seconded by Councilor Hatfield and carried unanimously.

4. Resolution No. 21-91, First Reading - Authorizing the City Manager to Approve Amendments to the Interlocal Agreement Creating the Washington Cities Insurance Authority. Councilor Hatfield moved to suspend the rules requiring two readings of the resolution. The motion was seconded by Councilor Zylstra and carried unanimously. Councilor Hatfield then moved to adopt Resolution No. 21-91 on first and final reading. The motion was seconded by Councilor Zylstra and carried unanimously. The amendments proposed by WCIA would streamline future administrative process, simplify functions and clarify terms.

5. Ordinance No. 457-B, First Reading - Amending the Chehalis Criminal Code. City Attorney Bill Hillier explained that staff is requesting a modification to the penalty provisions of the Chehalis Municipal Code dealing with petty offenses and misdemeanor offenses. Mr. Hillier explained that the City tries to run an efficient court and control costs at the same time. Two of the major sources of costs to the Court are court appointed attorneys and jailing of individuals as a result of convictions for misdemeanors. Mr. Hillier stated that there are a substantial number of offenses which the City has considered to be petty offenses and have only been penalized monetarily. The problem that the court now faces is that the Supreme Court of the State of Washington has changed the rules of the Court so that on any non-jailable offense the Court can only enforce the offenses that are indicated in the County provision as being jailable. The Court now has no way to enforce the vast majority of the criminal citations issued by the Police Department. This has resulted in a dramatic increase in failures to appear and failures to pay among the more law-wise defendants, and has impacted the Court's ability to collect revenue. Mr. Hillier stated that making the offenses jailable will create additional costs in court appointed attorney fees and jail costs, but people will realize that the City will enforce the offenses.

Councilor Hatfield asked if there was any estimate on what the financial impact will be.

Mr. Hillier stated that there will be an adverse impact on the budget due mostly from court appointed attorney fees. However, making the offenses jailable will ultimately allow the City to recoup its losses.

Councilor Zylstra moved to suspend the rules requiring two readings of the ordinance. The motion was seconded by Councilor Hatfield and carried unanimously. Councilor Zylstra then moved to pass Ordinance No. 457-B on first and final reading. The motion was seconded by Councilor Pope and carried unanimously.

6. Ordinance No. 458-B, First Reading - Relating to Reactivation of Inactive Utility Services and Developer connection Fee/Capacity Charge Payment Policy. City Manager Dave Campbell explained that the proposed ordinance relates to two separate issues. A little over two years ago the City eliminated a previous policy of allowing water and/or wastewater accounts to be put into an inactive status for a limited period of time, and the account was not billed. There were costs (capital and administrative) that the City was not collecting for and there was a potential for having active accounts subsidizing inactive accounts. Since two years have passed, the elimination of inactive accounts has had a positive impact.

October 28, 1991

However, another indirectly related issue has become a concern when an inactive account wants to become active again. The elimination of the inactive account has basically established a policy whereby an account that is inactive and for which the property owner at a later date wishes to have the water/or wastewater service put back into active status, would be essentially starting over. Cases have risen where there have been questions of equitability of requiring repayment for services, that it could be argued under certain circumstances, a portion of which have already been paid. The proposed ordinance provides a procedure whereby property owners can reactivate single residential unit services, if there is sufficient capacity and no prohibition or moratorium on capacity, paying the lesser of back charges or current capacity/connection fees. All commercial accounts requesting to be put back into an active status may be allowed if capacity is available and there are no moratoriums or restrictions and the property owner pays all current capacity and/or connection fee charges.

The second issue of the ordinance relates to developer connection fee/capacity charge payment policy. The ordinance proposes to collect a portion of the fees in advance, but on particularly large projects, not encumber developer fees to the point where the project may not be feasible. The last twenty-five percent of the connection fees and capacity charges for the entire development would be required for projects of more than ten single family residential units. The amount would be non-refundable. For developers requesting ten or fewer single family residential units, all connection fees and capacity charges will be required up front.

Mayor Spahr expressed concern about the developer connection fees. Mayor Spahr felt some developments may be unfeasible if the City imposes these initial hookup fees.

Mr. Heid stated that developers should be figuring these costs into development plans.

Councilors Pope and Hatfield agreed that the City should require some costs to be paid up front if a developer is going to tie up connections. Councilor Hatfield pointed out that the ordinance gives a developer six months from the date of the application to obtain financing to cover the costs of the connection fees.

Councilor Hatfield moved to pass Ordinance No. 458-B on first reading. The motion was seconded by Councilor Zylstra and carried unanimously.

7. Ordinance No. 459-B, First Reading - Amending Ordinance No. 283-B Relating to Streets, Grades and Curves. Public Works Director Barry Heid explained that the proposed ordinance has been developed to resolve discrepancies that currently exist between City standards and the Washington State Department of Transportation Local Agency Guidelines. The City must comply with DOT's criteria in order for street improvement projects to be eligible for Federal or State funding participation. In addition, revisions are being proposed to maintain access for large and more fully equipped emergency vehicles. The ordinance will restrict the grade of all streets constructed in the future under normal circumstances to a ten percent grade.

October 28, 1991

Councilor Zylstra moved to suspend the rules requiring two readings of the ordinance. The motion was seconded by Councilor Venemon and carried unanimously. Councilor Zylstra then moved to pass Ordinance No. 459-B on first and final reading. The motion was seconded by Councilor Hatfield and carried unanimously.

8. North Fork Study Group Agreement. Barry Heid, Public Works Director, stated that representatives from Chehalis, Centralia and Lewis County met to discuss the slide issue on the North Fork and what could be done. In an effort to resolve the issue an interlocal agreement was created to organize the efforts of all the entities in seeking funds for the investigation of means and methods for mitigating or removing the effects of the landslide which is affecting the water quality of the cities' intake at the diversion point on the North Fork of the Newaukum River. When the slide first occurred, FEMA wrote a damage survey report (DSR) for a study and mitigative action if the study were to prove acceptable. The initial amount of the study was \$40,000, of which ten percent is to be borne by the local entities, but that may be low.

Mr. Heid added that the water quality equipment for the intake has been installed and is being tested and should be running soon.

Councilor Pope asked why the City should take part in the North Fork Study Group Agreement if it has equipment at the site to filter the water.

City Manager Campbell explained that there may be times when the equipment cannot be used because of the turbidity being created by the slide. In addition, if a dam is created and breaks behind the slide, the first property that would be hit would be the City's intake.

Councilor Hatfield moved to approve the signing of the proposed Interlocal Agreement in its current form by the City Mayor. The motion was seconded by Councilor Venemon and carried unanimously.

9. City Council/City Manager Reports.

a. "Crime Watch" Program. Police Chief Randy Hamilton stated that the Crime Watch Program was developed in the early 1970s. Grant funding was available from 1975 to 1978, which allowed the Chehalis Police Department to fund one officer and the cost of the program. However, grant funding for the program was discontinued and there was not enough funds to have one officer perform those duties. Chief Hamilton stated that the City's D.A.R.E. Officer will be taking on the duties of the Crime Watch Program, and there is now a new campaign underway to increase public awareness of the value of an effective crime prevention program. Chief Hamilton reported that the 21st Street area has been active in the Crime Watch Program for eight months, and two other neighborhoods are now scheduled for the program.

Officer Bob Cosser stated that in conjunction with his duties as the D.A.R.E. Officer, the Police Department is implementing a new program dealing with crime prevention for fourth grade students. The program will include such things as borrowing, stealing and shop lifting.

October 28, 1991

b. Minutes From October 14, 1991 Meeting. Councilor Hatfield requested that the Councilors (Hatfield, Zylstra and Roewe) voting against Resolution No. 16-91, regarding the establishment of a timber management plan for the Duffy Addition property be listed. The names of the those Councilors were omitted from the minutes of the October 14 meeting.

c. Kresky Road Improvements. Councilor Hatfield complimented the Public Works Department for the recent resurfacing improvements to Kresky Road.

There being no further business to come before the Council, the meeting adjourned at 4:20 PM.

Robert J. Spahr, Mayor

Attest:

Caryn D. Foley, Deputy City Clerk

November 4, 1991

The Chehalis City Council conducted a special work session to review the 1992 recommended budget on Monday, November 4, 1991, in the Chehalis City Hall. Mayor Spahr called the meeting order at 5:00 PM and the following Councilmembers were present: Diana Guthrie, Bud Hatfield, Dr. Isaac Pope, Vivian Roewe, Joyce Venemon, Dave Zylstra, and Bob Spahr. Staff members present included: Dave Campbell, City Manager; Bill Hillier, City Attorney; Jo Ann Hakola, Finance Director/City Clerk; Pat Vess, Personnel Officer; Barry Held, Public Works Director; Randy Hamilton, Chief of Police; Tony Keeling, Fire Chief; Ray Muyskens, Community Services Director; and Bob Nacht, Building and Planning Director. Representatives of the news media present included Laura Towey of The Chronicle.

City Manager, Dave Campbell, began with an overview of the overall budget figures and the General Fund. He explained each Department Head would be addressing what service or program cuts were necessary to provide a balanced budget to the Council.

Ray Muyskens, Community Services Director, began by discussing the impact of closure of the swimming pool and the loss of the recreation programs currently in place.

Bud Hatfield inquired about setting different rates for inside and outside city residents for the various recreation programs. Ray indicated that matter had been researched in the past, and would not be economically feasible. It would cost a lot to implement and has the potential for driving away "outside" customers.

He then addressed the man hour cuts in the property management division. He stated the budget is 13,496 hours short of what was budgeted in 1991, and pointed out several areas of reduction in service levels to accommodate this change.

He also indicated the janitorial service level will be decreased due to budget cuts.

He addressed the transfer of General Fund wages to the CDBG return funds, indicating this could only go on for three to four years before the funds will be depleted.

As a last note, he stressed to the Council if it became a choice between the swimming pool and the recreation program for reinstatement, he would recommend retaining the recreation programs. These programs could be expanded to make up for the loss of the pool, but the pool would only be functional for three months.

Barry Heid, Public Works Director, then discussed the Street and Water-Sewer budgets. He began with a discussion of the street oiling program history. He then pointed out Arterial Street is being used to help fund this program this year, and this fund is the only real reserve the City has for street construction projects. He expressed concern at depleting this source of funds when there are so many unfunded infrastructure needs.

He also advised the Council the Street budget contained virtually no storm drainage work, no new lighting in street lighting, no non-regulatory street signing, less cross-walk painting, and a one-third reduction in street cleaning.

Water-Sewer, being a self-supporting utility, is in much better shape. He stated the City had received more money in grants and loans than had been originally anticipated. However, new directives are being received from the Department of Ecology, which will increase the cost of the rehabilitation project. One new cost that has been identified is the need for an accredited laboratory at the Sewage Treatment Plant. At this point, it is too soon to know what the total financial impact of the sewer rehabilitation work will be.

Randy Hamilton, Police Chief, then spoke about his budget. Since he has a very labor intensive budget and was required to stay within 1991 expenditure levels, it was necessary for him to absorb a 4.5% increase in salaries and benefits. He will be losing one patrol officer, which will result in the loss of the UNET position. He must maintain the patrol level, so there will be a reduction in narcotics investigations.

November 4, 1991

This budget also reflects the deletion of a parking enforcement officer and the one-half time clerical position just added this year. As there is a larger workload due to the necessity of processing background checks on handgun purchases, it will be necessary to close the police station four hours a day.

He also pointed out that while two police cars are budgeted, he actually needs three.

Dr. Pope pointed out that the issue of dropping UNET came up last year. He also stated he could see no real benefit to the City. Randy indicated our benefit was more indirect than direct, and explained that the trust fund being created from confiscated money and goods is being used as a reserve for future years when outside funding dries up.

Bob Spahr indicated he felt this position was awfully important and should be maintained.

Tony Keeling, Fire Chief, then addressed his budget cuts. The fitness room equipment was eliminated, outside training was eliminated, the vacant firefighter position was left unfilled, and fewer supplies were budgeted.

He then pointed out the budget did include funding for a new fire truck (with help from the EMS levy), but the bad news was that this would deplete the Fire Department's Automotive/Equipment Reserve. He also pointed out there are no funds set aside for future station replacement or replacement of the snorkel.

Becky Fox, Court Administrator, highlighted the changes in the Municipal Court budget. She indicated there was an increase in indigent defense, that court supplies were reduced by one-half, and that repair and maintenance was increased to cover a maintenance agreement on the new computer system. She also discussed the need for expanded court hours and indicated funding for such a need has not been included in the 1992 Recommended Budget.

Dave Campbell then reviewed the City Council's budget, pointing out the largest increase was in personnel benefits.

Bob Nacht, Building and Planning Director, explained the changes in staffing levels in his department and Municipal Court. He also indicated he would be closing his office on Wednesdays to allow him an opportunity to work on Growth Management Act prerequisites.

Vivian Roewe asked if he could increase his fee schedule. He stated if the charges could be justified the fees could be raised but, at current service levels, they can't be justified.

Bill Hillier, City Attorney, spoke about the necessity of expanded court hours and the cost of such. He indicated if the hours expanded into daytime hours, it would be necessary to provide more salary for both the judge and the prosecutor's office.

Dave Campbell, City Manager, then spoke about his budget. He stated there was no major change, as his budget is so limited, but he had dreamed of acquiring his own PC for word processing. At this point, it is still a dream.

Jo Ann Hakola, Finance Director, explained the decrease in departmental funding levels and the need for additional help. She also pointed out the 1992 Recommended Budget for Water-Sewer and Garbage does include three-quarters of an FTE to help with the utility work.

Pat Vess, Personnel Director, spoke about his budget. He indicated this year's budget more accurately reflects the cost of his department. There were several items that were not budgeted in the current year's budget and have now been included in the 1992 Recommended Budget.

The Mayor thanked the Department Heads and City Manager for their presentations and asked the Council when they would like to meet again to continue the discussion and review the revenue options. A date of November 18th at 5:00 P.M. in the Council Chambers was agreed upon.

November 4, 1991

Dr. Pope reminded Council members that the City could not provide services without revenues to support them.

The meeting adjourned at 8:05 P.M.

Robert J. Spahr, Mayor

Attest:

Caryn Foley, City Clerk – Deputy

November 12, 1991

The Chehalis City Council met in regular session on Tuesday, November 12, 1991, in the Chehalis City Hall. Mayor Spahr called the meeting to order at 3:00 PM and the following Councilmembers were present: Diana Guthrie, Bud Hatfield, Dr. Isaac Pope, Joyce Venemon, Dave Zylstra, and Bob Spahr. Councilor Vivian Roewe was absent. Staff members present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director/City Clerk; Randy Hamilton, Chief of Police; Barry Held, Public Works Director; Tony Keeling, Fire Chief; Ray Muyskens, Community Services Director; Bob Nacht, Building and Planning Director; Mark Scheibmeir, Assistant City Attorney; Pat Vess, Personnel Officer; and Caryn Foley, Deputy City Clerk. Representatives of the news media present included Jim Cook of KELA Radio, Scott Hodges of KITI Radio, and Laura Towey of The Chronicle.

1. Public Hearing - Petition for the Vacation of a Portion of N.E. Jay Street (Continued). Bob Nacht, Building and Planning Director explained that the Council was asked at its October 14th meeting to continue the public hearing to provide the affected property owners time to negotiate an alternative proposal because the requested vacation would create two "landlocked" properties. The petitioners have now informed the Building and Planning Director that they are withdrawing the petition at this time. Mr. Nacht recommended that the Council reopen and immediately close the public hearing and take no action on the petition.

The Mayor closed the regular meeting at 3:05 PM, opened the public hearing and immediately closed the public hearing after receiving no public comment. Mayor Spahr then reopened the regular meeting.

2. Citizens Business - Water/Wastewater Connection Fees. Mr. Buck Hubbert and Ms. Pam Brown, both of the Lewis County Economic Development Council (EDC), expressed concern to the City Council regarding the new capacity-based water and wastewater connection charges adopted by the City last January. Ms. Brown stated that the charges are extremely high and felt the connection charges could create a potential for losing companies interested in locating in the Chehalis area. Ms. Brown stated that this is a serious problem and requested that the City consider a different rate for industry rather than the current residential equivalency.

Councilor Venemon asked if companies who use vast amounts of water have considered recycling the water.

Ms. Brown stated that has been discussed and several companies are willing to look at alternatives, including using water that has been additionally treatment from the sewage treatment plant.

Councilor Pope agreed that connection charges should be more reasonable for industries, however the City does not want to be left with expenses from a company who the City gave certain privileges to.

Mayor Spahr stated that the City has a limited supply of water and if two or three large industries choose Chehalis, the City will be out of capacity will then have to spend 5-10 million dollars to find another source of water. Mayor Spahr agreed that another solution should be researched because the rates are high.

Public Works Director Barry Heid stated that he felt the rate structure for the connection charges are accurate. The costs were developed by calculating as close as possible what the costs of certain portions of components of capacity are. Mr. Heid reiterated that the City will run out of capacity in the near future and the City will have to shut the door on other companies.

Councilor Hatfield felt the connection charges make the City noncompetitive with other cities.

3. Public Hearing - 1992 Budget. The Mayor closed the regular meeting and opened the public hearing at 3:20 PM to give the public a formal time to comment on the City's 1992 budget.

November 12, 1991

Mayor Spahr stated that a letter was received from Ms. Anna Lou Pearce, 386 S.W. 15th Street, requesting that the City not close the swimming pool or cut the City's recreation programs, and police and fire protection.

Ms. Sandra Papineau, 742 N.W. Maryland, representing the Chehalis Youth Soccer Club, requested that the Council not cut the City's recreation program.

Mr. Craig Ruthford, a downtown business owner and president-elect of the Chamber of Commerce, residing at 171 N.E. Terrace, requested that the City not cut the City's police protection, or downtown maintenance. Mr. Ruthford stated that some downtown businesses feel the Council should raise property taxes.

Ms. Pam Brown, of the EDC, requested that the City consider participating in funding of the EDC with a per capita contribution of \$6,560.00.

There being no further public comment, the Mayor closed the public hearing and reopened the regular meeting at 3:25 PM.

4. Consent Calendar. Councilor Zylstra moved to approve the November 12, 1991, Consent Calendar comprised of the following items:

- a. Minutes of the regular City Council meeting of October 28, 1991; and
- b. October 16, 1991, Claim Vouchers No. 22183 through 22377 in the amount of \$208,966.92, and the October 29, 1991, Claim Vouchers No. 22378 through 22477 in the amount of \$242,377.62. October 31, 1991, Payroll Vouchers No. 21300 through 21444 in the amount of \$276,749.87, and Transfer Voucher No. 1318 in the amount of \$193.67;
- c. Authorization to call for bids for the rehabilitation of Sewer Basin 3012-A;
- d. Appointment of Dr. Henry Kirk to the Historic Preservation Commission for a three year term to expire December 31, 1994; and
- e. Appointment of Michael Boring to the Board of Adjustment to fill the unexpired term of Don Mitchell to expire October 31, 1994.

The motion was seconded by Councilor Hatfield and carried unanimously.

5. Ordinance No. 458-B, Second Reading - Relating to Reactivation of Inactive Utility Services and Developer Connection Fee/Capacity Charge Payment Policy. Councilor Hatfield moved to pass Ordinance No. 458-B on second and final reading. The motion was seconded by Councilor Zylstra and carried unanimously. The ordinance establishes policies and procedures for the reactivation of inactive water and/or wastewater services and also establishes a developer connection fee/capacity charge payment (deposit) policy.

6. Follow-up to Chehalis Industrial Park Annexation Study. City Manager Dave Campbell explained that the report done by the Phoenix Group on the annexation of the Chehalis Industrial Park concluded that annexation, now and in the next couple of years, would be financially unwise and operationally impractical for the City at this time. The Phoenix Group suggested that in the meantime the City could begin working on a couple of items for possible future annexation. One is to create a plan specifying the kinds and levels of services, both operating and capital, that the City would provide upon annexation. Another plan would be to designate urban growth areas under both the City's and County's comprehensive plans, possibly including land use (zoning) designations and joint plan reviews and permitting for proposed development in the areas. Mr. Campbell stated that these projects would take a considerable amount of time.

In addition, Mr. Campbell stated that there are other policy decisions that the Council needs to be addressing during the next couple of years. One issue is if the City wants to provide a financial incentive to annex. Another issue is how much further, if at all, should City water and sewer lines be extended in the industrial park vicinity.

November 12, 1991

Mr. Campbell also addressed questions which came up during the October 7 public meeting to review the annexation study. In regard to how many consent-to-annex agreements the City currently has on file, Mr. Campbell reported that staff calculated two years ago that there were agreements from owners of 62-64 percent of the property value in the area. However, this figure may be slightly different now due to changes in assessed values since then. Another question that came up at the meeting was if utility service to any such property owner could be terminated if the owner refused to sign a petition requesting annexation in the future. The City Attorney has confirmed that the City does have that power, but it does not mean that the City should or would take such action.

Mr. Campbell recommended that the Council direct staff to work with the study area residents and property owners on both an annexation service plan and an urban growth area land use and development processing agreement (also involving County staff).

Councilor Hatfield moved to accept the recommendation as stated by Mr. Campbell. The motion was seconded by Councilor Zylstra. Councilor Zylstra asked if there would be any additional costs to the City to implement such actions.

City Manager Campbell stated that there would be an option to get some additional resources beyond the City's existing staff. If those funds are not available City staff would work on the projects as time allows.

Councilor Pope asked if there would be an advantage of asking the County to participate in this process.

Building and Planning Director Bob Nacht stated that the actual communication and joint planning with the County is mandatory. Any planning including areas outside the City's limits would have to be done in conjunction with the County. Mr. Nacht stated that he was unsure if there would be any financial benefits in working with the County.

Councilor Hatfield asked if there were any CDBG funds that would be available.

Community Services Director Ray Muyskens stated that he would have to research if potential grant funding could be available. Mr. Muyskens stated that existing CDBG monies could be used.

The motion as stated by Councilor Hatfield carried unanimously.

7. Ordinance No. 456-B, First Reading – Amending Ordinance No. 414-B; the Animal Control Ordinance. Community Services Director Ray Muyskens stated that staff is recommending an increase in license fees to better reflect the true costs of issuing licenses. Staff is also recommending that the impound duration for unlicensed dogs and cats be cut from 96 hours to 48 hours, reducing the City's impound costs. With this change, a voluntary license will be available so owners of licensed cats can be notified if their cat is impounded. Staff is also proposing to increase some of the fines for non-compliance with the ordinance.

Councilor Venemon felt that the proposed increases were unfair to those people who have paid for their licenses all along. Councilor Venemon did not agree with increasing the fees if the City is unable to enforce offenders.

Councilor Zylstra agreed with Councilor Venemon in that the City should not penalize the people that comply with the law. Councilor Zylstra felt staff should take another look at the fees being proposed.

Councilor Hatfield moved to pass Ordinance No. 456-B on first reading. The motion was seconded by Councilor Pope and defeated by a vote of 3 ayes, 3 nays. Those Councilors voting against the Ordinance were Pope, Venemon and Zylstra.

Councilor Hatfield requested that staff revise the fee schedule for licensing, leaving the penalties as they are.

November 12, 1991

8. Addition of Good Health Plan of Washington. Personnel Officer Pat Vess explained that the Association of Washington Cities (AWC) notified the City that Health Plus had notified them that they were no longer offering their plan. Staff has found another HMO plan, Good Health, to now offer employees. Mr. Vess stated that Good Health is a comparable plan to Health Plus and serves the Lewis County area.

Councilor Hatfield moved to authorize staff to enter into an agreement with Good Health of Washington so a local HMO medical plan can be offered to City employees. The motion was seconded by Councilor Zylstra and carried unanimously.

9. City Council/City Manager Reports.

a. Third Quarter 1991 Analysis of Revenues and Expenditures. Finance Director Jo Ann Hakola reported on the Revenues and Expenditures during the third quarter of 1991. Ms. Hakola stated that the actual beginning unreserved cash and investment balances came out close to budget estimates, although they were slightly below the estimate this year whereas they were slightly above the estimate last year. Property tax revenues are on schedule. Tax receipts are close to the 75 percent mark in 1991, however it could be a little less than projected by year-end due to the recession. The electrical utility tax is ahead of budget projections. The natural gas utility tax is on schedule, and telephone utility taxes are slightly ahead. Ms. Hakola stated that fines and forfeitures are below the three-quarter mark and below last year's collection rate because some of the new revenue sources appear to have been projected at levels higher than the actual collection rate. The water-sewer revenues are lower in 1991 than they were in 1990. The amount appropriated for the sewer rehab work has been greatly exceeded because the basins are being completed much sooner than expected.

Councilor Pope stated that property taxes are collected by the County and transferred to the City, and questioned if the County pays the City interest on those monies.

Ms. Hakola stated that the City does not receive interest on those monies since the County does not charge the City for the service of collecting and processing property taxes. Ms. Hakola added that the City receives the money in 30 days or less.

b. Confirm Date for Second Regular Council Meeting in December. The City Council confirmed the date for the second regular council meeting in December scheduled for the 23rd.

10. 1992 Budget. Ted Held, 451 N.W. Division Street and a downtown business owner, apologized for being late for the public hearing on the 1992 budget. Mr. Held stated he did not want to see police and fire protection or downtown maintenance decreased. Mr. Held stated that he was in favor of increasing property taxes.

11. Police Department Report. Chief of Police Randy Hamilton stated that at Council's last meeting a certificate of recognition was given to Chris Wilson, a fourth grader at Olympic Elementary School, who found a wallet with a considerable amount of money and turned it into the Police Department. In addition to the certificate, Chief Hamilton invited Chris to lunch. During their lunch five or six people came to the table because they had recognized Chris from his photo which appeared in The Chronicle and congratulated him. Chief Hamilton felt this left a very positive impression on Chris.

12. Election Results. City Manager Campbell explained that in the election for the Council District 3 seat, Councilor Zylstra received the most votes over Diana Guthrie. Councilor Zylstra had announced that he would not actively seek reelection for that position, although not in time prevent his name from appearing on the ballot. Councilor Zylstra, in a letter to the Council, stated that he would remain at his at-large position, leaving a vacancy in the District 3 position effective January 1, 1992.

Councilor Pope moved to appoint Diana Guthrie to the District 3 position effective January 1, 1992. The motion was seconded by Councilor Venemon and carried unanimously.

November 12, 1991

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

Robert J. Spahr, Mayor

Attest:

Caryn Foley, Deputy City Clerk

November 18, 1991

The Chehalis City Council conducted a special work session to continue review of the 1992 recommended budget on Monday, November 18, 1991, in the Chehalis City Hall. Mayor Spahr called the meeting to order at 5:00 PM and the following Councilmembers were present: Diana Guthrie, Bud Hatfield, Dr. Isaac Pope, Vivian Roewe, Joyce Venemon, Dave Zylstra, and Bob Spahr. Staff members present included Dave Campbell, City Manager; Bill Hillier, City Attorney; Jo Ann Hakola, Finance Director/City Clerk; Pat Vess, Personnel Officer; Barry Heid, Public Works Director; Randy Hamilton, Chief of Police; Tony Keeling, Fire Chief; Ray Muyskens, Community Services Director; and Bob Nacht, Building and Planning Director. Representatives of the news media present included Laura Towey of The Chronicle.

The Mayor began discussion by asking Ray Muyskens, Community Services Director, how much impact a reduction of \$5,000 in pool operations would affect it. Ray stated any reduction would have an adverse effect. Reducing hours or supplies would require eliminat-ing some hours of operations, which would then reduce revenues.

Dr. Pope inquired about the quantity of Lewis County residents who use the pool. Mr. Muyskens stated approximately 40% of the pool users are from the County. Dr. Pope felt the City should request financial assistance from the County for pool operations.

Mr. Hatfield questioned the potential of raising the pool fees. Mr. Muyskens indicated the major users are children, and he did not wish to set a price so high they would not be able to utilize the pool.

John McCroskey asked the Council to keep the pool open. He stated it could potentially cost more in the long run if the pool wasn't open. He suggested the use of grant funds to enable children to use the pool.

Mr. Zylstra asked the Council if they would take action on Mr. Hatfield's proposal to amend the recommended budget by \$204,000, which would reinstate recreation.

Vivian Roewe spoke in favor of retaining the recreation position and the swimming pool.

Bernie McKay stated children need to have something to do. If fees are raised substantially in recreation, the activities become a "rich families' sport." He stated he had moved to this area because it had good schools and good youth programs. He wished to see these services maintained.

Tom Guyer stated he is willing to support the teams as a business, and provide sponsorship for several teams.

Earl Blumquist questioned why the salaries and benefits for the Council increased by 33.8%?

The Mayor advised him it was due to increased medical costs. Dr. Pope assured him the Councilmembers had not received a raise.

John McCroskey suggested setting up a fee schedule that would allow low-income families to pay less.

November 18, 1991

After discussion, it was the general consensus of the Council that the top two priorities they had for restoration of services were the recreation program and the swimming pool.

Vivian spoke in favor of retention of the UNET officer. She also wanted to retain the parking enforcement officer, and suggested using an increased business license fee to provide the revenue necessary for the reinstatement of the position. She also spoke in favor of retaining the firefighter position, and suggested the EMS Levy could be used to fund a portion of this salary.

Fred Rider indicated the downtown business people would like to see the parking enforcement officer's position continued. He stated the whole City benefits from this position, and all businesses should share the cost, not just the downtown core.

Dr. Pope stated he has a local business and doesn't mind paying a business license fee, but doesn't want to increase the fee when downtown businesses park in their own spaces in front of their stores.

Mr. Rider indicated that is a problem with some businesses, but not all. He also said there is a Business Improvement Association (BIA) being considered for the downtown area, and perhaps that could help with the parking enforcement officer funding.

Mr. Herb Kreutzer indicated he did not feel the present \$15 business license was necessary and that \$50 was too much. He stated the City needed to operate more like a business. He also stated he was against a B&O tax.

Mayor Spahr assured him a B&O tax was not under consideration.

Craig Ruthford requested the City work with the business community before implementing a change in the business license ordinance.

Mr. Rider stated he felt the current parking permits were less than they should be. He suggested changing the fee to \$10 - \$15 a quarter.

Staff advised the Council such a change must come from the Parking Commission, as they have jurisdiction over the lots. They are considering changes to the current fee schedule.

Mr. Glen Upton of VideoTime suggested offering a \$5 on street parking fee for two-three hours.

Mrs. Roewe spoke in favor of adding back a firefighter. Mr. Spahr indicated a single position wouldn't help, it would just be a start towards a three man crew. Mr. Hatfield stated one position wouldn't help a thing. He stated it would not change the insurance rating, said resident rates won't change despite the rating change, and that smoke alarms aren't effective unless they are maintained.

Steve Gunsolley, firefighter, told the Council the Fire Department was currently operating five people down from where it should be with thirty-year old equipment. At this point, staff cannot initiate a rescue if there are not three men on

November 18, 1991

duty; they must not enter a building if they are not properly staffed. He indicated a concern for life safety.

George Zaikowski of Kit Carson stated if business gets bad, businesses must tighten their belts, and suggested the City do the same.

Fred Rider stated he felt having a fireman was more important than having the swimming pool open.

Ms. Roewe suggested raising the business license fee. Dr. Pope asked why businesses should be the only ones to pay for the needs.

Craig Ruthford asked that the City work with the business community if they wished to change the license fee, as the original license was established through meetings with staff, the Chamber of Commerce, and various business owners.

Mark Simmons questioned what the new user fees would be?

Mr. Zylstra indicated he would prefer to see the adults charged more rather than the kids.

Glen Upton suggested Councilmembers bite the bullet and raise the property taxes, sales taxes, etc. While it would make the Council look bad now, but will take care of the deficiencies and restore services.

Mr. Hatfield indicated to restore all the programs would require lots of bullets to be bit.

The meeting was recessed at 7:05 P.M. for a five minute break.

The Mayor reopened the meeting at 7:15 P.M.

Mr. John Hansen of Assured Home Health spoke against a gambling tax on bingo for non-profits. He indicated all the proceeds from the Visiting Nurses Bingo go towards free health care for those who cannot otherwise afford medical care. He stated the Council would be taking services away from one area to serve another.

The Finance Director for the Chehalis American Legion also spoke against the gambling tax, indicating their proceeds are used for local service projects. This is their only source of income and, if sales decrease much more, they may be forced to close their operations.

Mr. Hatfield indicated a 10% tax wouldn't stop gambling.

After discussion, staff was directed to change the 1992 Recommended Budget figures to reflect the following:

- * Set the property tax levy at \$3.10.
- * Maximize the utility rates to 6%, and add a 6% utility tax to the cable TV services.
- * Adopt the fire permit and inspection fees shown in the "Revenue Options" memo.
- * Adopt the increased recreation and swimming pool fees shown in the "Revenue Options" memo.
- * Tax the non-profit bingos at 10% on net receipts.

November 18, 1991

- * Restore the recreation program.
- * Restore the swimming pool.
- * Restore \$17,000 of the building maintenance programs.
- * Restore \$20,000 of the property maintenance programs.
- * Restore \$4,000 for the janitorial service.
- * Restore \$4,000 for the spring rally.
- * Restore the UNET officer.
- * Restore the 1/2 time police clerk position.
- * Restore the firefighter position.
- * Add a 1/2 time fire clerk position.

The meeting was adjourned at 8:07 PM.

Robert J. Spahr, Mayor

Attest:

Caryn D. Foley, Deputy City Clerk

November 25, 1991

The Chehalis City Council met in regular session on Monday, November 25, 1991, in the Chehalis City Hall. Mayor Spahr called the meeting to order at 3:00 PM and the following Councilmembers were present: Diana Guthrie, Dr. Isaac Pope, Dave Zylstra, and Bob Spahr. Councilor Vivian Roewe arrived at 3:04 PM, Councilor Bud Hatfield arrived at 3:05 PM, and Councilor Joyce Venemon was absent (excused). Staff members present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director/City Clerk; Randy Hamilton, Chief of Police; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Tony Keeling, Fire Chief; Ray Muyskens, Community Services Director; Bob Nacht, Building and Planning Director; Pat Vess, Personnel Officer; and Caryn Foley, Deputy City Clerk. Representatives of the news media present included Jim Cook of KELA Radio, and Melanie Harrison of The Chronicle.

1. Oath of Office to Diana L. Guthrie for City Council District No. 3 Position.

Councilor Zylstra moved to appoint Diana Guthrie to fill the District 3 seat on the City Council. The motion was seconded by Councilor Pope and carried unanimously. Municipal Court Judge Michael Roewe then administered the oath of office to Councilor Guthrie.

2. Employee Service Awards. Mayor Spahr presented a five year service award pin to Finance Department employee, Caryn Foley.

3. Consent Calendar. Councilor Zylstra moved to approve the November 25, 1991, Consent Calendar comprised of the following items:

- a. Minutes of the special City Council meeting of November 4, 1991;
- b. Minutes of the regular City Council meeting of November 12, 1991; and
- c. Pay Estimate No. 5 in the amount of \$29,552.14 to J.J. Sprague, Inc., for the 1991 Sewer Rehabilitation Project, Basin 2004.

The motion was seconded by Councilor Hatfield and carried unanimously.

4. Ordinance No. 460-B, First Reading - Amending Ordinance No. 414-B; the Animal Control Ordinance. Community Services Director Ray Muyskens stated that at the last Council meeting staff recommended increasing license fees for both altered and unaltered animals, however the Council did not agree with increasing the rates for altered animals. Staff have now revised the fees to reflect higher fees for unaltered animals only.

Councilor Roewe moved to suspend the rules requiring two readings of the ordinance. The motion was seconded by Councilor Pope and carried unanimously. Councilor Roewe then moved to pass Ordinance No. 460-B on first and final reading. The motion was seconded by Councilor Hatfield and carried unanimously. The ordinance increases dog license fees, increases penalties for non-compliance, and includes voluntary licensing of cats.

5. Salzer Creek Flood Protection Project. City Manager Dave Campbell, stated that a year ago the Council agreed to participate in the Salzer Creek Project contingent upon the receipt of a State Flood Control Assistance Account grant. That grant was denied last spring because of competition with other grants and limited funding at the State level. In addition the Federal Emergency Management Agency (FEMA) declined funding of the project. Mr. Campbell explained that the only alternative now is to allow the Army Corps of Engineers to conduct a feasibility study, which could take up to two years, at a cost estimated to be \$600,000 to \$650,000. Chehalis' cost would be about \$130,000 based on the proportion of assessed property value in the potential benefit area. There would then be a two to three year period to actually design and construct the project if it proves feasible at a cost of another \$3 million, with 25 percent to be paid locally. Mr. Campbell asked that the Council discuss the issue and decide whether they would like to financially participate in the project, possibly using the City's Public Facilities Reserve Fund (PFRF).

Councilor Pope stated his opposition against using the City's Public Facilities Reserve Fund.

November 25, 1991

Councilor Roewe stated that at the time the Council conducted the public hearing on the Salzer Creek Project there was not much interest by the affected property owners, so she was against pursuing the project.

Councilor Hatfield moved that the City not participate in the Salzer Creek Flood Project. The motion was seconded by Councilor Zylstra and carried unanimously.

6. Jail Services Agreement. Randy Hamilton, Chief of Police, explained that the City entered into a 10-year agreement with Lewis County to provide jail services. A daily fee of \$37 was set and locked in through the end of 1991. The new interlocal agreement sets the daily fee for prisoners at \$49. Chief Hamilton stated that the new rate will be about a 33% increase in jail costs based on current usage. Because of the higher daily fee, Chief Hamilton stated that jail costs will try to be kept down by using other alternatives, such as work release programs or electronic home monitoring.

Councilor Roewe moved to approve the jail services agreement by authorizing the City Manager to sign it on behalf of the City. The motion was seconded by Councilor Zylstra and carried unanimously.

7. Authorization to Increase Court Budget for Expanded Hours. Municipal Court Judge Michael Roewe addressed the Council regarding expansion of Municipal Court hours. Judge Roewe explained that the caseload has become overwhelming. Because of the caseload and limited hours available, the City Attorney has taken very few cases to trial. Approximately 98% of all criminal cases are settled, usually reducing the charges. This situation has resulted in the City Attorney losing credibility with defense attorneys and the Police Department. Judge Roewe stated that the proposed expansion of hours would begin operating an eight-hour session each week beginning at 1:00 PM. The expanded hours would create approximately a \$1,500 increase per month in the City Attorney's budget, and about a \$400-700 increase per month in the judicial budget.

Mayor Spahr asked if the Court could lessen its caseload by operating one or two times per month instead of every week.

Judge Roewe stated that it would still be very difficult to conduct trials.

Councilor Hatfield asked if the anticipated costs of expanding hours went beyond the current judicial budget.

Judge Roewe explained that the projected cost increases are estimates, and there is no way to accurately project exact costs or revenues.

City Attorney Bill Hillier stated that the caseload may eventually drop if the Court is able to handle the cases instead of offenders requesting a trial when they know the City only has 90 days to act.

Councilor Hatfield stated that if the City was not looking at such a tight budget year, there would be question as to approving the expansion of hours, but there being no guarantee as to what the revenues will be, Councilor Hatfield did not approve of expanding the hours.

Councilor Roewe stated that the Municipal Court is self-sustaining.

Mayor Spahr suggested that the Council table consideration on this issue to later on the agenda after discussion of the 1992 recommended budget.

8. Ordinance No. 464-B, First Reading - Removing the Bingo Tax Exemption for Charitable and Nonprofit Organizations Unless Gross Receipts Are Less Than \$5,000 Per Calendar Year. City Manager Campbell reported that the figure given by the State Gambling Commission is off by a factor of three. The Gambling Commission reported a quarterly figure multiplied by twelve instead of four, so instead of \$57,000 being available to the City with a 10% bingo tax the figure would be about \$18,000.

November 25, 1991

Councilor Roewe moved to pass Ordinance No. 464-B on first reading. The motion was seconded by Councilor Hatfield.

Mr. Earl Connor of the Centralia Eagles did not agree with the figure given by the State Gambling Commission. Mr. Connor thought the figure included pull-tabs.

Ms. Janelle Goodwillie, representing the American Legion, spoke against the proposed tax on bingo activities. Ms. Goodwillie stated that some organizations are barely operating and if the City imposes the tax, some operations may have to shut down. Ms. Goodwillie added that bingo is the only source of entertainment for senior citizens.

Councilor Hatfield suggested that staff request the Gambling Commission to send the City the latest two quarterly reports regarding bingo net revenues, then the Council can act based on that.

Mr. Tom Jones of Visiting Nurses also spoke against the proposed tax. Mr. Jones stated that last year \$25,000 went back to Visiting Nurses for various health care programs and \$5,000 was left to the start the next bingo year. Mr. Jones added that during the last quarter on pull-tabs the City received \$2,953, while Visiting Nurses only received \$2,001.

Councilor Hatfield asked Mr. Jones if he agreed with the 1991 figure given for net receipts from the Gambling Commission.

Mr. Jones stated that it may be a little high, but is probably close to net receipts of bingo activity in Chehalis.

Mayor Spahr stated that bingo costs the City money. State mandates provide that the City must oversee all gambling operations in the City limits. Mayor Spahr suggested that bingo operators increase fees by maybe five cents.

Ms. Goodwillie and Mr. Jones stated that people will go elsewhere if the bingo fees to play increase because many people that play bingo are on a limited income. Mr. Jones stated that the tax will take funds away from the programs that they were intended for.

The motion to pass Ordinance No. 464-B on first reading carried unanimously.

9. Ordinance No. 462-B, First Reading - Determining and Fixing the Amount of Revenues to be Raised by Ad Valorem Taxes. Councilor Roewe moved to pass Ordinance No. 462-B on first reading. The motion was seconded by Councilor Zylstra.

Mr. Don Richter, 1398 S.W. William, expressed his concern about the proposed increase of property taxes being proposed by the City. Mr. Richter asked if the increase was temporary or permanent.

Mayor Spahr stated that property taxes are considered on a year-to-year basis, and the Council has not raised taxes in seven years.

Mrs. Sharon Eames, a Chehalis resident and business owner, stated that payroll costs are the City's largest controllable expense. Mrs. Eames said that she would like to see a printout of all City employees, the hours they work, their rates of pay, and their benefits. Mrs. Eames did not think that the citizens should pay for all the medical benefits of city workers.

Mayor Spahr stated that many City expenses are State and Federal mandates that the City has no control over.

Councilor Zylstra stated that at other work sessions and public hearings recently held by the Council, citizens asked the Council to raise taxes to keep City programs operating.

The motion carried unanimously.

November 25, 1991

10. Ordinance No 463-B, First Reading - Increasing the Business and Occupation Tax Rates on Telephone, Gas, and Electric Utility Businesses. Councilor Zylstra moved to pass Ordinance No. 463-B on first reading. The motion was seconded by Councilor Hatfield and carried unanimously. The ordinance proposes an increase of 6% from 5-1/2%, which is the maximum under State law that the Council can establish.

11. Authorization to Increase Court Budget for Expanded Hours - continued. Councilor Roewe moved to approve the increase in the Court budget for expanded hours. The motion died for lack of a second. A majority of the Council did not feel the City could be guaranteed that the expanded hours would generate enough funds to pay for itself.

12. Ordinance No. 461-B, First Reading - Adopting the 1992 Annual Budget. City Manager Campbell stated that the budget was balanced at the beginning of the day, however with the shortfall in the assumption of what the bingo tax revenue would be, the budget is out of balance.

Councilor Pope asked Finance Director Jo Ann Hakola how much authority the Council had to pass Councilmatic bonds without going through the tax payers for approval.

Ms. Hakola stated that up to three quarters of one percent of assessed property tax values can be levied without voter approval. If the Council were to do that, property tax revenues would have to be used to pay them back.

The Council agreed to hold a work session on Monday, December 2, at 5:00 PM to continue discussion of the budget. Councilor Zylstra moved to table Ordinance No. 461-B until the Council's next regular meeting. The motion was seconded by Councilor Pope and carried unanimously.

13. Replacement of Generator at the EOC Building. City Manager Campbell stated that the generator at the EOC building has failed and there are no specific reserves set aside for its replacement. Staff is requesting that the Council authorize the use of the Automotive & Equipment reserves in the amount of \$11,082.00. Councilor Hatfield moved to authorize the purchase of a new generator unit using Automotive & Equipment reserves. The motion was seconded by Councilor Zylstra and carried unanimously.

14. City Council/City Manager Reports.

a. Utility Connections Fees. City Manager Campbell explained that at Council's last meeting representatives of the EDC expressed concern about the City's connection fees for water and wastewater service. Staff is therefore requesting that a three-member subcommittee of the Council be appointed to review the utility fee issue. Councilors Hatfield and Pope, and Mayor Spahr volunteered to serve on the subcommittee.

b. Flood Warning Map. Community Services Director Ray Muyskens stated that a four-phase flood warning map for the Chehalis-Centralia area has been developed with the assistance of the Corps of Engineers, the Cities of Chehalis and Centralia, and Lewis County. The map shows the areas that would normally be affected at four different levels of flooding. In addition, the Building & Planning Director, Chief of Police and Fire Chief are working on a communication "fan-out" system to notify those people who may be affected by the flood.

c. National Avenue Hillside. Public Works Director Barry Held reported that the City is concerned about the condition of the slide on the hillside. City staff have been monitoring the hill on a daily basis. There was a situation that caused mud to slide onto the street surface which was taken care of.

d. Jail Symposium. Mayor Spahr stated that on December 13 there is a jail symposium being held in Seattle. If any Councilors are interested in attending they may get the information from Mayor Spahr.

There being no further business to come before the Council the meeting adjourned at 4:50 PM.

Robert J. Spahr, Mayor

Attest:

Caryn D. Foley, Deputy City Clerk

December 2, 1991

The Chehalis City Council conducted a special work session to review the 1992 recommended budget on Monday, December 2, 1991, in the Chehalis City Hall. Mayor Spahr called the meeting to order at 5:00 PM and the following Councilmembers were present: Diana Guthrie, Bud Hatfield, Dr. Isaac Pope, Joyce Venemon, Dave Zylstra, and Bob Spahr. Councilor Vivian Roewe was absent. Staff members present included Dave Campbell, City Manager; Jo Ann Hakola, Finance Director/City Clerk; Randy Hamilton, Chief of Police; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Tony Keeling, Fire Chief; Ray Muyskens, Community Services Director; Bob Nacht, Building and Planning Director; and Pat Vess, Personnel Officer. Representatives of the news media present included Melanie Harrison of The Chronicle.

The City Manager advised the Council staff had confirmed the bingo tax numbers that had been presented at the last meeting. If the bingo revenues remain the same during the last half of the year, \$18,000 would be the estimated revenue from a 10% tax on bingo. He pointed out that Centralia does have a bingo tax, also at the rate of 10%.

Mr. Hatfield and Mr. Zylstra questioned the amount of taxation on pull tabs and punchboards. Mr. Campbell indicated we currently have a rate of 3.5% on the gross receipts of pull tabs and punchboards. Mr. Hatfield asked what Centralia's rate was. Mr. Hamilton stated it was recently changed to 3%. He also advised the Council the rate could be increased to 10%. Mr. Hatfield asked what the current revenue receipts were for this tax. Ms. Hakola stated \$50,000 was budgeted in 1991.

Mr. Campbell stated that the change in the bingo tax projections for 1992 would result in a \$26,000 shortfall in balancing the budget. He also pointed out, if the Municipal Court hours were expanded, Judge Roewe's request included an additional \$25,000 for Municipal Court operations. He also offered the Council a list of the staff's lowest priorities of the service restorations approved by the Council on November 18th for their consideration. Items included on the list were the miscellaneous facilities repairs and remodeling (\$17,000), the janitorial service in City buildings (\$4,000), and the "Spring Rally" landfill tipping fees (\$4,000).

Mr. Zylstra stated he had a problem with the bingo tax. He felt it would decrease the funds available for service projects in the community. He suggested dropping both the bingo tax and the building repair and remodeling. Dr. Pope emphasized his interest in maintaining some monies in building repair, and suggested removing the \$4,000 from the "Spring Rally" and using that sum for building repair.

Mr. Zylstra made a motion to approve Mr. Hatfield's proposal with the aforementioned changes. Mr. Hatfield seconded the motion and it passed unanimously. This proposal also eliminated the firefighter position that had been reinstated and the part-time clerical staff for the Fire Department.

Mr. Campbell pointed out there may be some problem in collecting the new revenue from permits and fees the Council adopted in a previous budget session without additional clerical help in the Fire Department.

Mr. Hatfield then made a motion to delete the 1992 Budget contributions to the Chehalis/Centralia Railroad Association and the Special Olympics, as they had not made a formal request for

funds. Dr. Pope seconded the motion, and it passed with four ayes and one nay. The dissenting vote was Mayor Spahr.

Mr. Muyskens pointed out that Special Olympics has not previously been requested to apply for funding. This has historically been a budget item in the General Fund in the Recreation Division and has been funded for the last eighteen years.

Mr. Hatfield then made a motion to add back the Special Olympics' contribution. Ms. Venemon seconded the motion, and it was passed unanimously.

There being no further business, on motion, the meeting adjourned at 5:58 P.M.

Robert J. Spahr, Mayor

Attest:

Caryn Foley, Deputy City Clerk

December 9, 1991

The Chehalis City Council met in regular session on Monday, December 9, 1991, in the Chehalis City Hall. Mayor Spahr called the meeting to order at 3:00 PM and the following Councilmembers were present: Diana Guthrie, Bud Hatfield, Vivian Roewe, Joyce Venemon, Dave Zylstra, and Bob Spahr. Councilor Isaac Pope arrived at 3:10 PM. Staff members present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director/City Clerk; Randy Hamilton, Chief of Police; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Tony Keeling, Fire Chief; Ray Muyskens, Community Services Director; Bob Nacht, Building and Planning Director; Pat Vess, Personnel Officer; and Caryn Foley, Deputy City Clerk. Representatives of the news media present included Laura Towey of The Chronicle.

1. Citizens Business.

a. Introduction of Pacific Sound Resources. Pam Brown, Executive Director of the Lewis County EDC, introduced Mr. Bruce Lines and Mr. Bob Russell of Pacific Sound Resources of Seattle. Ms. Brown explained that the Port of Seattle is interested in acquiring the land that the company is located on for a transportation facility that would facilitate goods coming in from ships and moving onto rails. The company has been looking for a new location and it appears that a piece of undeveloped land in the Industrial Park past the old PPG facility fits the needs of the company.

Mr. Bruce Lines, Vice President of Pacific Sound Resources, a wood products industry, gave the Council an overview of his company. Mr. Lines stated that the company would plan to relocate from Seattle in about two to three years, creating 15 - 25 jobs. Mr. Lines stated that the company does not anticipate being a large water user, using about 75,000 to 100,000 gallons per month.

Councilor Hatfield asked how many acres were being looked at in the Industrial Park.

Mr. Lines stated that the company is currently looking at 50 acres.

Councilor Hatfield asked Public Works Director Barry Heid if the City's system could withstand a use of 100,000 gallons of water per month.

Mr. Heid stated that is not a very large customer, but it would require both extension of water and sewer to the site.

Mr. Gail Shaw of the Chehalis Industrial Commission stated that the Commission has been working with Pacific Sound Resources and expressed support of the company locating in the Industrial Park.

b. Salzer Creek Flooding. Mr. Stuart Halsan, on behalf of himself and Mr. Bill Ralph, addressed the Council in regard to the flooding of the area in the Salzer Valley. Mr. Halsan stated that his office is located on Kresky Road in Centralia. Mr. Halsan stated that he feels that there are four contributing factors to the increased flooding last year. The four factors cited by Mr. Halsan included: 1) At the Fair St. and Pacific Avenue bridge area there has been a great deal of fill put into the floodway; 2) fill placed in the floodway at the location of the Floors 'n More building; 3) the channel is not clear of obstructions; and 4) the resurfacing of Kresky Road. Mr. Halsan stated that City staff told him that the surface of the road

December 9, 1991

would only be raised one inch when in fact it has been raised three inches in some areas. Mr. Halsan requested that the Council review his comments and direct staff to take care of the problems brought up.

Public Works Director Barry Heid stated that Fair Street is not in the City limits. In regard to obstructions in the channel of Salzer Creek, Mr. Heid explained that after consulting with the City Attorney, the City has no jurisdictional control over the property because it is privately owned. Mr. Heid also stated that the resurfacing of Kresky Road would not create an impact on the flooding of Mr. Halsan's office. Mr. Heid stated that some areas required more than one inch of resurfacing due to the condition of the road. Mr. Heid felt Mr. Halsan's concerns should be directed to the City of Centralia.

Bob Nacht, Building and Planning Director, addressed Mr. Halsan's concerns about the fill at Floors 'n More. Mr. Nacht stated that there is evidence to indicate that the City should take a look at the fill site. When the permit to fill was issued through the Shorelines Management Act and the State Department of Ecology it was to develop that property with a condition put on it by the City to not encroach within thirty feet of the stream bank. Mr. Nacht stated that development of a parking lot can be done if it does not include filling.

2. Consent Calendar. Councilor Zylstra moved to approve the December 9, 1991, Consent Calendar comprised of the following items:

a. Minutes of the special City Council meeting of November 18, 1991;

b. Minutes of the regular City Council meeting of November 25, 1991;

c. Change Order No. 1 (Reconciliation) - Increasing the Contract in the Amount of \$1,493.08 for the 1991 Sewer Rehabilitation Project, Basin 2004; and

d. Appointment of Cheri Wilder to the Civil Service Commission for a six-year term beginning January 1, 1992.

The motion was seconded by Councilor Pope and carried unanimously.

3. Ordinance No. 461-B, First Reading - Adopting the 1992 Annual Budget. Councilor Hatfield moved to pass Ordinance No. 461-B on first reading. The motion was seconded by Councilor Zylstra and carried unanimously.

Mr. Steve Gunsolley of the Chehalis Fire Department expressed his concern about not including funding in the budget for a firefighter. Mr. Gunsolley requested that the Council meet in a workshop setting with members of the Fire Department to discuss the Department's concerns and ways to save money in the Department.

Councilor Hatfield stated that he felt the concerns of the Department should be discussed with the Fire Department administration and the City Manager.

Mayor Spahr stated that the Community Services Director is working on a strategic plan for the City and maybe that would be the time to discuss the concerns of the Fire Department.

December 9, 1991

City Manager Dave Campbell explained that there has been a desire to create a fire service master plan; but there are no funds included in this year's or next year's budget for outside assistance, so it will have to be done in-house.

Councilor Roewe felt that designating the entire amount of the EMS levy monies to only the purchase of equipment was a mistake.

Councilor Pope stated that in regard to the 1992 budget, he would not agree to any changes to the budget at this time.

Mr. Bill Downey, 2677 Jackson Highway, addressed the City Council about concerns in the Chehalis Fire Department. Mr. Downey thought that there were too many administrators for the nine firefighters in the Department. He expressed concern that one of the employees lives in the Olympia area and drives a City vehicle to and from work. Mr. Downey thought the City should hire another firefighter to provide a three-person response team. The City has also lost its rating class, and wondered why after a year-and-a-half, has the Fire Department not been able to retain its Class 6 fire insurance rating.

The motion to pass Ordinance No. 461-B carried unanimously.

4. Ordinance No. 462-B, Second Reading - Determining and Fixing the Amount of Revenues to be Raised by Ad Valorem Taxes. Councilor Hatfield moved to pass Ordinance No. 462-B on second and final reading. The motion was seconded by Councilor Pope and carried unanimously. The ordinance establishes a rate of \$3.10 per \$1,000.00 of assessed value, and a rate of \$0.25 per \$1,000.00 of assessed valuation for funding of emergency medical services.

5. Ordinance No. 463-B, Second Reading - Increasing the Business and Occupation Tax Rates on Telephone, Gas, and Electric Utility Businesses. Councilor Zylstra moved to pass Ordinance No. 463-B on second and final reading. The motion was seconded by Councilor Hatfield and carried unanimously. The Ordinance increases the rate to six percent, from the current rate of 5.5%, of the total gross revenues of said businesses.

6. Ordinance No. 464-B, Second Reading - Removing the Bingo Tax Exemption for Charitable and Nonprofit Organizations Unless Gross Receipts Are Less Than \$5,000 Per Calendar Year. City Manager Campbell stated that the council passed this ordinance on first reading at their last regular meeting, but decided not to pursue the bingo tax at a work session last week. The ordinance died for lack of a motion to pass.

7. Ordinance No. 465-B, First Reading - 1991 Budget Amendment. Councilor Zylstra moved to suspend the rules requiring two readings of the Ordinance. The motion was seconded by Councilor Hatfield and carried unanimously. Councilor Zylstra then moved to pass Ordinance No. 465-B on first and final reading. Councilor Hatfield seconded the motion which carried unanimously. A budget amendment is required because of conditions during the year such as increased revenue, and changes in allocations and appropriations from reserves.

8. Ordinance No. 466-B, First Reading - Providing for an Interfund Loan. Councilor Hatfield moved to suspend the rules requiring two readings of the Ordinance. The motion was seconded by Councilor Zylstra and carried unanimously. Councilor Hatfield then moved for passage of the ordinance on

December 9, 1991

first and final reading. Councilor Pope seconded the motion and it was carried unanimously. The ordinance provides for an interfund loan up to the sum of \$150,000.00, plus interest, from the Arterial Street Fund to Fund No. 193, the 1990 Community Development Block Grant Fund, and provides for the method of repayment of the loan.

9. Resolution No. 22-91, First Reading - Establishing Allowable Uses of the Public Facilities Reserve. Councilor Zylstra moved to suspend the rules requiring two readings of the resolution. The motion was seconded by Councilor Hatfield and carried unanimously. Councilor Zylstra then moved to adopt Resolution No. 22-91 on first and final reading. The motion was seconded by Councilor Hatfield and carried by a vote of 6 ayes and 1 nay. Councilor Roewe cast the dissenting vote. The resolution provides clarification on City policy with regard to uses of the Public Facilities Reserve Fund. The resolution allows any improvement, or combination, including design costs for construction, reconstruction, repair, renewal, improvement or alteration, including landscaping of streets, water and sewer systems, park and recreation facilities, bridges, etc.

10. Wallace Road Sewer Project Interlocal Agreement. Public Works Director Barry Heid explained that the Interlocal Agreement between the City and the Lewis County Health District is being proposed for coordination between the city and Health District to provide sewerage to the Wallace Road area. The Health District has received a grant from the State Department of Ecology to provide for the engineering design of a system to serve the area, and there are strong assurances that Lewis County will receive a grant that will help fund the actual construction phase of the project. The City will proceed with the engineering and design of the project. The County will continue to assist in the formation of the ULID and will also be submitting a construction grant to DOE in January, 1992. Actual construction is expected to begin next summer.

Councilor Roewe asked if the City will be reimbursed from the grant for the time that City employees will be using to oversee the project.

Mr. Heid stated that there are provisions for reimbursement through the County.

Councilor Pope moved to approve the interlocal agreement and authorize the City Manager to sign it on behalf of the City. The motion was seconded by Councilor Hatfield and carried unanimously.

11. Revisions to the Employee Rules and Regulations and the Classification and Compensation Plan. City Manager Campbell explained that once a year staff reviews the adopted Employee Rules and Regulations to find any areas which have been outdated or need changing because of new conditions or new personnel law. In conjunction with this the City's compensation and classification pay plan is reviewed to see if there are any positions that, because of their duties, are no longer appropriately assigned.

Personnel Officer Pat Vess stated that some of the changes to the Employee Rules included clarification of policies regarding leaves of absence and put them in one area together. Also proposed is a new family leave policy as required by statute. The procedure for progressive discipline was clarified to allow for an investigatory suspension. A new section will

December 9, 1991

include City paid benefits. In addition the longevity structure was reorganized to provide for longevity for 25 years of service.

Councilor Pope asked if longevity and pay increases were automatically given to employees on specific anniversary dates.

Mr. Vess stated that longevity and step increases were two separate issues, but employees are given pay increases for their years of service.

Councilor Pope asked if the City pays for both the employee and the employee's family health insurance, and questioned how expensive it was for a large family.

Mr. Vess stated that the City does pay for the employee and the employee's family, and explained that the highest rate is established for an employee and family including two children, even if the family is larger than that. Mr. Vess went on to say that there are seven requests for reclassification, out of the eleven that were submitted, due to changes in job responsibilities.

Councilor Roewe moved to approve the employee rule revisions and classification changes and instruct staff to prepare an ordinance for formal action on the employee rules. The motion was seconded by Councilor Venemon and carried unanimously.

12. City Council/City Manager Reports.

a. Washington Surveying and Rating Bureau's Grading of City Fire Protection Services. Fire Chief Keeling stated that the Washington Survey and Rating Bureau recently completed a reinspection and grading of the City's fire protection capabilities, rating the City as a Class 6. Some of the reasoning for the rating included the recent water connection to the Yard Birds. The rating bureau felt there was still not sufficient flow in the north end of the City. Another concern of the Bureau was automatic aid with the City of Centralia whereby both fire departments' engine companies respond to major calls automatically but wait for confirmation of a working fire before actually leaving their stations. Chief Keeling stated that he is working on this situation with the Centralia Fire Chief, and is also working on other ways to raise the City's rating.

Councilor Roewe questioned when the new insurance rates for the Class 6 rating would effect the citizens.

Chief Keeling stated that there are different evaluations that each insurance company makes, and some citizens will not see any difference in their rates.

b. 1990-91 Council Goals Update. City Manager Campbell reviewed the 1990-91 Council goals adopted by the Council in February, 1990. Mr. Campbell reviewed some of the top and moderate priorities of the council including, solid waste issues, infrastructure funding, southward annexation, timber management, and improvement of City workers' compensation/safety record.

c. Economic Development Council Retreat. Councilor Hatfield reported that in 1991 the EDC was instrumental in creating a 175 new jobs in Lewis County; 52 of which were created in Chehalis.

December 9, 1991

d. Visitor and Convention Bureau Retreat. Mr. Bill Vanderhoeff reported that a strategic plan has been developed for the VCB through 1995. Mr. Vanderhoeff thanked the City of Chehalis for its participation and contribution to the VCB.

13. Executive Session. After a short recess the Mayor closed the regular meeting and convened the Council in executive session pursuant to R.C.W. 42.30.110(i) to discuss potential litigation. At 4:50 PM the Mayor closed the executive session and reopened the regular meeting.

There being no further business to come before the Council the meeting adjourned at 4:50 PM.

Robert J. Spahr, Mayor

Attest:

Caryn Foley, Deputy City Clerk

December 23, 1991

The Chehalis City Council met in regular session on Monday, December 23, 1991, in the Chehalis City Hall. Mayor Spahr called the meeting to order at 3:00 PM and the following Councilmembers were present: Diana Guthrie, Bud Hatfield, Dr. Isaac Pope, Vivian Roewe, Joyce Venemon, and Bob Spahr. Councilor Dave Zylstra was absent (excused). Staff members present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director/City Clerk; Randy Hamilton, Chief of Police; Louis Ciolli, Public Works Department; Bill Hillier, City Attorney; Tony Keeling, Fire Chief; Ray Muyskens, Community Services Director; Bob Nacht, Building and Planning Director; and Pat Vess, Personnel Officer. Representatives of the news media present included Laura Towey of The Chronicle, and Bill Moeller of KELA Radio.

1. Consent Calendar. Councilor Hatfield moved to approve the December 23, 1991, Consent Calendar comprised of the following items:

a. Minutes of the special City Council meeting of December 2, 1991;

b. Minutes of the regular City Council meeting of December 9, 1991;

c. Appointment of Richard L. Brosey as new Municipal Court Judge to fill the unexpired term of Michael P. Roewe to expire December 31, 1993;

d. Approval of U.S. Department of Transportation Federal Aviation Administration grant agreement for the Chehalis-Centralia Airport Master Plan; and

e. Amended City Attorney Retainer Agreement and City Manager Employment Agreement.

The motion was seconded by Councilor Pope and carried unanimously.

2. Ordinance No. 461-B, Second Reading; Adopting the 1992 Annual Budget. Councilor Roewe moved for the passage of the ordinance on second and final reading. The motion was seconded by Councilor Hatfield and carried unanimously. The total of all funds for the 1992 budget are in the amount of \$12,807,586.00.

3. Ordinance No. 467-B, First Reading - Creating and Imposing a Utility Tax on Cable Television Businesses. City Manager Campbell stated the ordinance would be at the rate of 6%, which is the same percent currently being collected from natural gas, electrical and telephone businesses in the City.

Councilor Hatfield moved to pass Ordinance No. 467-B on first reading. The motion was seconded by Councilor Pope and carried unanimously.

4. Ordinance No. 468-B, First Reading - Increasing the Rate of the Existing Cable Communications Franchise Fee/Excise Tax Paid by TCI Cablevision. The ordinance died for a lack of a motion.

5. Ordinance No. 469-B, First Reading - Amending the Employee Rules and Regulations. Personnel Officer Pat Vess stated that the majority of the changes being proposed to the Rules and Regulations are merely "housekeeping" revisions, however the section dealing with disciplinary procedures have

December 23, 1991

been changed to include an investigatory suspension process. A new family leave policy was added to vacation leave section of the rules required by the RCW. A clarification was also added for the vacation leave policy, and a new section was added to reflect all the benefits the city provides.

Councilor Hatfield moved to suspend the rules requiring two readings of the ordinance. The motion was seconded by Councilor Pope and carried unanimously. Councilor Hatfield then moved for passage of the ordinance on first and final reading with an effective date of January 1, 1992. The motion was seconded by Councilor Pope and carried unanimously.

6. Resolution No. 23-91, First Reading - Amending the Employee Classification and Compensation Plan. City Manager Campbell stated that the resolution reflects the reclassification of seven positions because of new responsibilities or increased assignments.

Councilor Hatfield moved to suspend the rules requiring two readings of the resolution. The motion was seconded by Councilor Venemon and carried unanimously. Councilor Hatfield then moved to adopt Resolution No. 23-91 on first and final reading. The motion was seconded by Councilor Venemon and carried unanimously.

7. Resolution No. 24-91, First Reading - Executing an Interlocal Agreement Regarding Lewis County Solid Waste Disposal District and Flow Control. City Manager Campbell explained that the resolution is the first step in the creation of a county-wide solid waste disposal district. The next step would be a resolution authorizes inclusion of the City in the disposal district that would be formed by County Commission action. A flow control ordinance would then be presented which would allow the district to direct the flow of solid waste from Chehalis and all other areas of the County to designated disposal sites. The purposes of the disposal district are to collect funds throughout the County to pay for closure and cleanup of the Centralia Landfill, implementing the Comprehensive Solid Waste Management Plan, making county-wide decisions in regard to solid waste, and dealing with the disposal of solid wastes.

Bob Berg, Lewis County Public Services Director, stated that the County is currently preparing a contract and bid call for solid waste disposal services. The bid call is planned for this spring with a bid award in April. The County is also in the process of finishing up the siting process for the solid waste transfer station, the cost of which will be from \$2.4-2.5 million. The County plans to sell bonds to construct the transfer station.

Councilor Roewe asked if the participating cities had any say about the decision made by the district since the County Commissioners will act as the sole board of directors for the district.

Mr. Berg stated that by law, the County Commissioners will serve as the board of directors for the district. However, the County chose to

NOTE

The minutes from this point on are missing