

January 13, 1992

The Chehalis City Council met in regular session on Monday, January 13, 1992, 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; Peggy Morant, Assistant Finance Director; 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 John Pierce of The Chronicle, and Jim Cook of KELA Radio.

1. Selection of Mayor and Mayor Pro-Tem. Councilor Roewe moved to appoint Bob Spahr as Mayor for an additional two-year term. The motion was seconded by Councilor Zylstra and carried unanimously.

Councilor Zylstra moved to retain Bud Hatfield as Mayor Pro-Tem for another two-year term. The motion was seconded by Councilor Pope and carried unanimously.

2. Chehalis School District Levy Proposal. Mike Boring, Chehalis School District Superintendent gave an informational report regarding the District's special levy election for February 4, 1992 for maintenance and operations.

Councilor Pope suggested that the District clarify that the levy is strictly for maintenance and operation.

3. Consent Calendar. Councilor Hatfield moved to approve the January 13, 1992, Consent Calendar comprised of the following items:

a. Minutes of the regular City Council meeting of December 23, 1991;

b. December 16, 1991, Claim Vouchers No. 22757 through 22926 in the amount of \$189,591.37, and the December 30, 1991, Claim Vouchers. No. 22927 through 23025 in the amount of \$66,019.25; and

c. Award bid to J.W. Fowler Company in the sum of \$868,462.30 for the rehabilitation of Sewer Basin 3012A.

The motion was seconded by Councilor Pope and carried unanimously.

4. Resolution No. 1-92, First Reading - Authorizing the Area Within the City Limits to be Included Within the Boundaries of the Lewis County Solid Waste Disposal District No. 1. City Manager Dave Campbell explained that last month the Council adopted a resolution which authorized the formation of a county-wide solid waste disposal district. Resolution No. 1-92 would authorize the area within the City limits to be included in the District once it is formed.

Councilor Zylstra moved to adopt Resolution No. 1-92 on first reading. The motion was seconded by Councilor Venemon and carried unanimously.

January 13, 1992

5. Comprehensive Fire Service Plan. Fire Chief Tony Keeling stated that a master plan for fire protection, hazardous materials safety and emergency medical services was established as a goal of the City Council. Funding for a professional fire service planner was not available. Chief Keeling stated that a master planning process has been created and requested that the Council endorse the process and appoint one member of the Council to serve on the Steering Committee that would include community involvement. The Committee's main function would be to provide resources and background necessary to recommend solutions to existing fire service problems. The Steering Committee would then select a Planning Committee to join them in the process. Chief Keeling added that the Fire Department would act only as a resource for the Committee and he would act as the facilitator for the process.

Councilor Hatfield asked if consideration has been given to finding an outside facilitator.

Chief Keeling stated that he would only be acting as a facilitator in the process only, not on the final outcome. Chief Keeling stated that the process to be used will come from FEMA.

Councilor Pope asked what areas the plan will include, and questioned if funding options for proposed projects would be included with recommendations.

Chief Keeling stated that the plan will include all aspects of planning for fire protection, hazardous materials and emergency medical services and will include resource options to carry out the plans.

Councilor Zylstra volunteered to serve on the Steering Committee.

Councilor Roewe moved to endorse the master planning process and appointed Councilor Zylstra to serve on the Committee. The motion was seconded by Councilor Venemon and carried unanimously.

6. City Council/City Manager Reports.

a. Process for Reviewing and Enacting Growth Management Act (GMA) - Related Revisions to the City's Comprehensive Plan and Zoning Ordinance. Building and Planning Director Bob Nacht explained that the GMA of 1990 mandated that all cities and counties identify and map critical areas and natural resource areas. In addition, the 1991 amendment to the GMA required that the areas identified in the 1990 GMA be regulated. The Planning Commission is in the process of determining what areas in the City are natural resource and critical areas. Mr. Nacht stated that Clyde Stricklin from The Phoenix Group has been obtained to help the Planning Commission in drafting the documents that Chehalis needs to become in compliance with the GMA by March 1, 1992.

Councilor Roewe asked if there has been any designations of wetlands to this date.

Mr. Nacht stated that through the permitting process, the Clean Water Act requires that the Army Corps of Engineers issue a specific permit for activities within wetlands. Areas have been identified as potential wetlands.

January 13, 1992

7. Executive Session. After a short recess the Mayor closed the regular meeting and convened the Council in executive session pursuant to R.C.W. 42.30.119(i) to discuss potential litigation. At 3:50 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 3:50 PM.

Robert J. Spahr, Mayor

Attest:

Caryn Foley, Deputy City Clerk

January 27, 1992

The Chehalis City Council met in regular session on Monday, January 27, 1992, 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; Jo Ann Hakola, Finance Director; 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 John Pierce of The Chronicle.

1. Citizens Business.

a. Community Building Rental Fee Increase. Mr. Carl Erickson, 819 Sunrise Lane, Centralia, on behalf of the Tag Along Trailer Club, addressed the Council in regard to the recent rental fee increase for the Community Building. Mr. Erickson stated an increase from \$18 to \$30 was inappropriate and that the majority of members were senior citizens and the increase would be a burden on them.

Community Services Director Ray Muyskens stated that at the beginning of the year a letter was sent to those groups who use the Community Building regularly notifying them of the increase. The letter explained that if the increase caused a hardship then the group should send a letter back to the City explaining what the hardship was. Mr. Muyskens stated that the City has received five responses from various groups. After review of the letters a proposal will be sent to the City Manager.

b. Lewis County Economic Development Council (EDC) Quarterly Report. Pam Brown, EDC Executive Director, reported on the fourth quarter of 1991 activities of the EDC. Ms. Brown stated that the EDC met with 17 potential investment clients and 58 preliminary contact firms. Announced investments included Alaskan USA, a camper manufacturer, to Chehalis, which will create 15 new jobs. The EDC continued to be active with the Business and Job Retention program. An energy conference was sponsored by the EDC to provide information to business people about resources and available funding to reduce energy costs. A funding seminar was hosted to identify alternatives to conventional financing that can support the requirements of growing companies. The EDC continued to provide technical assistance to clients interested in funding from the Chehalis Loan Program. Currently there are five companies in the process of applying for loans.

Ms. Brown stated that she received a letter from City Manager Campbell with information regarding water and wastewater capabilities. She indicated that she would like to schedule a meeting to discuss the issue.

2. Comprehensive Fire Service Plan Status Report. Mr. Jim Johnston, a member of the Steering Committee of the Fire Service Master Plan, stated that a meeting has been held and members of the Committee include Carla Wiseman, Dean Hackett, Councilor Zylstra, with staff assistance from Bill Cavinder, Tony Keeling, Rod Erickson and Barb Trejo from the Fire Department. Mr. Johnston stated that meetings will be held on Thursday nights for the next 3-4 months, and Planning Committee members for the plan will be appointed soon.

January 27, 1992

3. Consent Calendar. Councilor Zylstra moved to approve the January 27, 1992, Consent Calendar comprised of the following items:

a. Minutes of the regular City Council meeting of January 13, 1992;

b. December 31, 1991, Payroll Vouchers No. 21592 through 21736 in the amount of \$297,867.53, and Transfer Voucher Nos. 1320 and 1321 in the amount of \$194.83; and

c. Authorize call for bids for liquid Aluminum Sulfate.

The motion was seconded by Councilor Hatfield and carried unanimously.

4. Ordinance No. 467-B, Second Reading - Creating and Imposing a Utility Tax on Cable Television. City Manager Dave Campbell stated that the six percent tax would generate about \$30,000 in revenue to the City. Mr. Campbell added that 12-15 cities statewide have both a franchise fee and a utility tax on cable television providers.

Councilor Hatfield moved to pass Ordinance No. 467-B on second and final reading. The motion was seconded by Councilor Zylstra and carried unanimously.

City Attorney Bill Hillier stated that Mr. Marshall Nelson, attorney for TCI, requested that his letter dated January 22, be made a part of the record.

Mr. Paul Renz, General Manager of TCI Cablevision, stated his opposition to the proposed ordinance. Mr. Renz stated that a six percent utility tax added with the existing four percent franchise fee will bring a total of ten percent to TCI's customers. Mr. Renz stated that the tax will be passed on and paid by TCI's customers. Mr. Renz stated that TCI believes the tax is in violation of Ordinance No. 303-B, Section 14, Paragraph 1, which grants a franchise to TCI Cablevision.

The motion to pass Ordinance No. 467-B on second and final reading carried unanimously.

5. Resolution No. 1-92, Second Reading - Authorizing the Area Within the City Limits to be Included Within the Boundaries of the Lewis County Solid Waste Disposal District No. 1. City Manager Dave Campbell explained that this resolution would authorize the area within the City limits to be included in the District once it is formed. It is anticipated that in the spring a flow control ordinance will be proposed to the Council for passage to make the District effective.

Councilor Hatfield moved to adopt Resolution No. 1-92 on second and final reading. The motion was seconded by Councilor Venemon and carried unanimously.

6. Crestview and Fairview Area Fire Flow Improvements. Public Works Director Barry Heid stated that conceptual designs were developed by Gibbs & Olson for water fire flow improvements in the Crestview and Fairview area. Costs for the projects have been developed involving several alternatives. Mr. Heid stated that different costs for projects that would provide fire flow rates of both 1000 and 1500 gallons per minute, as well as flow durations of both one and two hours were identified. Mr. Heid stated that the costs do increase as the projects, fire flow,

January 27, 1992

and duration are combined, but as the costs are compared for a combined project of both Crestview and Fairview there is a financial advantage to the City to combine the projects. In addition, a combined project would allow for additional development in currently undeveloped areas. Mr. Heid stated that for these reasons staff would recommend going with a combined project for both areas with a fire flow rate of 1500 gallons per minute and a flow duration of two hours. If the Council chooses to accept the recommendation it is requested that the City only charge the property owner their proportionate proportion of the cost of a combined project with a fire flow rate of 1000 gallons per minute and a flow duration of 1 hour since the Uniform Fire Code allows that. The City would then as a whole pay for the additional costs for the project. Mr. Heid also stated that it is requested that as part of the L.I.D., a charge be established and the City could then recoup that cost as additional connections were allowed in that area.

Councilor Zylstra suggested that the issue be included in the Fire Service Master Plan study to take a more comprehensive look at the project.

Councilor Hatfield agreed that it was appropriate to include the project within the Fire Service Master Plan.

Councilor Pope felt the Crestview and Fairview areas have been without fire protection too long and disagreed that the project should be put off any longer.

City Attorney Bill Hillier pointed out that if the Council looked at the history of the issue, the Council had requested that staff act on a course of a council-initiated U.L.I.D.

Councilor Hatfield moved to include the Crestview and Fairview water fire flow improvement project with the Fire Service Master Plan with a report to the Council by the first Council meeting in July. The motion was seconded by Councilor Zylstra and carried unanimously.

7. Resolution No. 2-92, First Reading - Authorizing Participation in the Southwest Washington Regional Transportation Planning Organization. City Manager Campbell stated that the City has an opportunity to participate with other jurisdictions to join in a regional transportation planning organization. The costs to the City would be minimal - staff and council member time. Mr. Campbell added that this could potentially become a requirement of the state in order to receive transportation and improvement funds.

Public Works Director Barry Heid stated that participation in an RTPO is state-funded. The advantages to the City would be to allow the City to be part of an organization that looks at regional transportation issues. Mr. Heid stated that it is recommended that the Council appoint a voting representative and that the Public Works Director act as a voting alternate and staff representative. Mr. Heid added that in order for Lewis County to participate in the Organization it must receive sixty percent support of the cities and towns of the County.

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 adopt Resolution No. 2-92 on first and final reading and

January 27, 1992

appoint Mayor Spahr as the city's voting representative to the RTPO. The motion was seconded by Councilor Zylstra and carried unanimously.

8. 1991 Annual Report from Superior Refuse. In compliance with its solid waste collection and disposal contract with the City, Jeff Meling, General Manager of Superior Refuse, presented the annual report for 1991. The annual report included sections covering the newly implemented recycling program, numbers of commercial and residential container and can accounts, delinquent accounts, complaints, changes in equipment, community activities and accidents.

9. Purchase of Lewis County P.U.D. Line Truck. Public Works Director Heid stated that the purchase of the truck would allow the City to do jobs that now have to be contracted out. It would allow the City to pull and install pumps and other heavy equipment and maintain street lights and traffic signals. Mr. Heid stated that it is anticipated that the truck will have paid for itself within 18 to 24 months. The City will have to purchase a bucket for the truck.

Councilor Hatfield moved to approve the purchase of the line truck and bucket, and authorize a budget adjustment to provide funding for these purchases from the Water/Sewer automotive/equipment reserves in the amount of \$9,200. The motion was seconded by Councilor Venemon and carried unanimously.

10. Appointment of Council Representative to the Airport Master Plan Technical Advisory Committee. City Manager Campbell explained that the Airport Board is updating its master plan for future development of the Airport. Meetings will be held next month which will be open to the public to review and comment on the draft plan. Mr. Campbell stated that the City's Public Works Director and Building and Planning Director have agreed to participate with the Committee on the City's behalf, and the Committee would also like a council member to participate.

Mayor Spahr appointed Councilor Pope as the City's elected-official representative to the Master Plan Technical Advisory Committee.

11. Strategic Planning Process. City Manager Campbell explained that funding has been provided in the 1992 budget for a strategic planning process for the City which will focus on achievable and implementable results. The positive outcomes include community awareness, education and understanding, trends in the Chehalis area - demographically, economically and socially. It includes a self-assessment of the community. Individual citizens and interest groups would help identify strengths and weaknesses that they see in the area. The planning process would require citizen interest groups and other organizations to be involved for the process to be a success. The result would be a good idea of what citizens and interest groups see as the high priority services, projects and programs for the City to be involved in and how to go about getting the resources to get those things accomplished. Mr. Campbell acknowledged Community Services Director Muyskens for his research and assistance in putting together the report. Mr. Campbell recommended that the Council approve the strategic planning process, appoint the Mayor, two other Council members and the City Manager to the Chehalis 2000 task force and authorize the City Manager to sign the necessary documents with the Phoenix Group to provide consultant services.

January 27, 1992

Councilor Pope moved to accept the recommendation of staff as outlined by Mr. Campbell. The motion was seconded by Councilor Zylstra and carried unanimously. Councilor Guthrie volunteered to serve as one of the two council member representatives on the task force.

12. City Council/City Manager Reports.

a. Firebusters Fire Safety Program. Chief Keeling stated that the annual fire safety program known as Firebusters is scheduled for February 3-7. Chief Keeling introduced the Chehalis Fire Department's coordinator of the Firebuster program, Kevin Curfman. Firefighter Curfman stated that he has been involved with Firebusters since its inception five years ago. Mr. Curfman explained how the Firebusters program works and showed a video of KIRO News which airs as a five-part series during the week of the Firebusters safety program.

b. Americans With Disabilities Act (ADA) Report. Personnel Officer Pat Vess explained that the ADA was signed into law by President Bush on July 26, 1990 and became effective January 26, 1992. Mr. Vess stated that what this means to the City is that there are various areas of the City that must be analyzed by a self-evaluation. All job descriptions must be reviewed to identify the essential ingredients of a job and the non-essential tasks of a job so accommodations can be made if a disabled person is applying for that job. A notice will be posted to the public regarding the ADA stating that the City is prepared to make reasonable accommodations. Mr. Vess stated that the notice is posted at all the counters in City buildings. A training program will be put on for supervisors and managers to make them aware of what is involved in the law and the types of things that must be accommodated. An analysis will also be done regarding what public services that the City provides that would not be available to the public without some sort of accommodations. Mr. Vess stated that the Community Services Director is arranging to have some handicapped/disabled individuals tour the City's facilities in order to identify places that may require minor building and grounds modifications to comply with the law.

c. Growth Management Act. Building and Planning Director Bob Nacht reviewed the tentative agenda of the Planning Commission for the next few weeks in regard growth management planning required by law.

d. Salzer Creek Update. Mayor Spahr stated that a meeting was held in regard to the Salzer Creek issue. It was discussed how, if funding were available, the rest of the project would fall into place. A survey of the local businesses and property owners in the area will be done to see what kind of support is available.

City Manager Campbell stated that in addition to the petition there is a commitment to have the County put in another grant through the State FCAAP program for 75% of the local share for this time next year which would reduce the cost significantly.

e. D.A.R.E. Graduation. The Mayor announced that a D.A.R.E. graduation program will held tonight at 7:00 PM at St. Joseph School.

There being no further business to come before the Council the meeting adjourned at 4:35 PM.

Robert J. Spahr, Mayor

Attest:

Caryn Foley, Deputy City Clerk



February 10, 1992

The Chehalis City Council met in regular session on Monday, February 10, 1992, 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, and Bob Spahr. Councilors Vivian Roewe and Dave Zylstra were absent (excused). Staff members present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director; 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 John Pierce of The Chronicle.

1. Presentations. Larry Allen, a reserve firefighter with the Fire Department was honored with a plaque by Fire Chief Tony Keeling and Mayor Spahr as Reserve Firefighter of the Year.

2. National Avenue Hillside Slide. Public Works Director Barry Heid stated that a portion of the hillside gave way during the weekend, blocking two lanes of traffic and forcing a section of National Avenue to be closed. The area was cleaned in a few hours, but closure of the road remained throughout the weekend to insure that further sliding was not going to occur. A soils engineer was consulted and provided some preliminary recommendations for the City including continued monitoring, establishment of emergency procedures in the event of future slide occurrences, study of the potential impact on the storm drainage system in regard to the open cut in the hill which could cause mud and debris to wash into the system if there are heavy rains. Mr. Heid stated that the property owner has been told that surveying and engineering of the area has been advised by the soils engineer and that the property owner will be billed for all costs incurred by the City for cleanup, traffic control, etc. Mr. Heid added that the City will continue to work with the property owner.

Mayor Spahr asked if the soils engineer looked at the rest of the hillside for other potential sliding areas.

Mr. Heid stated that the rest of the hillside was not looked at in depth so no determinations have been made to date.

City Attorney Bill Hillier stated that City will register a claim with the property owner to seek reimbursement for costs the City has incurred to date as well as any future costs. In addition, the City now has the authority to go upon the property to take any steps necessary to abate conditions that may threaten damage to City and private property and the safety of humans since the slide has occurred. Legal research is also being done to determine if the City now has the authority to require the property owner to comply with the requirements of the State Environmental Policy Act (SEPA).

City Manager Dave Campbell acknowledged the efforts of all the City employees who were involved in the cleanup and traffic control after the slide occurred.

3. Presentations. Mayor Spahr presented a 10-year service award pin to Rick Sahlin of the Public Works Department.

4. Consent Calendar. Councilor Hatfield moved to approve the February 10, 1992, Consent Calendar comprised of the following items:

February 10, 1992

a. Minutes of the regular City Council meeting of January 27, 1992;

b. December 31, 1991, Claims Vouchers No. 23026 through 23225 in the amount of \$204,492.65, and Claims Vouchers No. 23230 through 23371 in the amount of \$77,875.44, and January 31, 1992, Payroll Vouchers No. 21737 through 21875 in the amount of \$285,842.30.

c. Authorize call for bids for rock and asphalt with a bid opening date of February 20, 1992, at 3:00 PM;

d. Pay Estimate No. 2 (final) in the amount of \$575.84 for the Franklin Avenue sewer rehabilitation project and acceptance of final project; and

e. Set date of February 24, 1992, at 3:05 PM for public hearing - appendix to Chehalis Comprehensive Plan relating to identification, mapping and regulation of critical and natural resource areas.

The motion was seconded by Councilor Pope and carried unanimously.

5. Employee Life, Dependent Life, and Accidental Death and Dismemberment Insurances. Personnel Officer Pat Voss stated that at the present time, all uniformed employees and the City Council are provided with a \$5,000 life insurance policy, dependent life insurance in the amount of \$1,000 and an AD&D policy for \$5,000 through Standard Insurance Company. All other employees are provided with a \$5,000 life insurance policy through States West Insurance Company. These employees lost dependent life and AD&D coverage when the City was forced to change health insurance plans in July, 1991. The Employee Insurance Cost Containment Committee has found that if all employees were covered by AWC's States West Plan, enough money would be saved to be able to restore dependent life and AD&D insurance for non-uniformed employees with a cost savings of approximately \$9.00 per month.

Councilor Venemon moved to authorize staff to transfer uniformed employees and City Councilors to the States West Life insurance plan, and include dependent life and AD&D insurance for all other employees. The motion was seconded by Councilor Hatfield and carried unanimously.

6. Executive Session. Mayor Spahr closed the regular meeting at 3:20 PM and convened the Council into executive session pursuant to R.C.W. 42.30.110(i) and 42.30.140(4) to discuss potential litigation and labor relations. After conclusion of the executive session the regular meeting was reopened and immediately adjourned at 4:15 PM.

Robert J. Spahr, Mayor

Attest:

Caryn Foley, Deputy City Clerk

February 18, 1992

The Chehalis City Council met in special session on Tuesday, February 18, 1992, in the Chehalis City Hall to conduct a work session regarding the initiation of the 1992-93 Council goal setting process. 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; Jo Ann Hakola, Finance Director; 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 John Pierce of The Chronicle.

1. Final Report on 1990-91 Council Goals. City Manager Campbell reviewed the final report on the 1990-91 Council Goals.

2. Initiation of 1992-93 Council Goal Setting Process. During the goal setting process the City Council and staff reviewed the successes and failures during 1990-91. Some of the successes recognized included the purchase of an EMS aid van, the Operation S.A.F.E. program, and funding obtained from the State and EPA for the sewer rehab program. Failures cited included the unsuccessful annexation attempt south of town, the situation on the hillside adjacent to National Avenue, and the fire service rating decrease.

A woman spoke in regard to the Crestview and Fairview neighborhood fireflow improvements needed in that area. She stated that taxpayers should not have to pay for fireflow improvement twice.

Mr. Chuck Haunreiter stated that the City's downtown area was in need of revitalization. He also spoke in regard to the parking problems in the downtown area.

The Council and staff then listed potential goals for 1992-93. Some of the goals included fireflow water line improvements in selected neighborhoods, employee (dependent) medical insurance cost containment, compliance with the Americans with Disabilities Act, downtown parking, completion and implementation of the fire service master plan, and development and adoption of a long-term strategic plan for the City. The Council concurred to meet at a later date to prioritize the goals for 1992-93.

There being no further business to come before the Council the meeting was adjourned.

Robert J. Spahr, Mayor

Attest:

Caryn D. Foley, City Clerk

February 24, 1992

The Chehalis City Council met in regular session on Monday, February 24, 1992, 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, Dave Zylstra, and Bob Spahr. Councilor Joyce Venemon arrived late. Staff members present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director; 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 Caryn Foley, Deputy City Clerk. Representatives of the news media present included John Pierce of The Chronicle, and Jim Cook of KELA Radio.

1. Consent Calendar. Councilor Roewe moved to approve the February 24, 1992, Consent Calendar comprised of the following items:

a. Minutes of the regular City Council meeting of February 10, 1992;

b. Change Order No. 1 in the amount of \$9,928.25 and Change Order No. 2 in the amount of \$45,509.63 for the sanitary sewer rehabilitation project, basin 2012; and

c. Reappointment of Bob Venemon to the Library Board for a 5-year term to expire December 31, 1996.

The motion was seconded by Councilor Zylstra.

Councilor Pope expressed his objection to the 10% profit added to the Change Orders by the contractor, Dent's Construction.

Public Works Director Heid explained the charges for the Change Orders and commented that the 10% profit was a normal cost of doing business.

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

2. Public Hearing - Appendix to Chehalis Comprehensive Plan Relating to Identification, Mapping and Regulation of Critical and Natural Resource Areas. Planning Commission member Adrian Schraeder presented the Council with the Appendix to the Chehalis Comprehensive Plan. The Mayor then closed the regular meeting and opened the public hearing. Mr. Clyde Stricklin of The Phoenix Group reviewed the Appendix for the Council. There being no public comment, the Mayor closed the public hearing and reopened the regular meeting at 3:20 PM.

3. Resolution No. 3-92, First Reading - Adopt Appendix to Chehalis Comprehensive Plan Relating to Identification, Mapping and Regulation of Critical and Natural Resource Areas. Councilor Roewe moved to suspend the rules requiring two readings of the resolution. The motion was seconded by Councilor Hatfield and carried unanimously. Councilor Roewe then moved to adopt Resolution No. 3-92 on first and final reading to comply with the requirements of the Growth Management Act. The motion was seconded by Councilor Venemon and carried unanimously.

4. Rejection of Prior Bids Received for Rehabilitation of Sewer Basin 3012A and Authorization to Call for New Bids. Public Works Director Heid explained that the Council awarded

February 24, 1992

the bid for the rehabilitation of sewer basin 3012A to J.W. Fowler Company, subject to Department of Ecology approval and contingent upon the contractor submitting all State and Federal required bid documentation. The City was notified that the contractor did not provide satisfactory information in regard to bid criteria for small, minority and women-owned business solicitations. Mr. Heid recommended that the Council reject all bids and authorize staff to call for bids for the rehab of sewer basin 3012A. Because of time constraints, Mr. Heid recommended that the City advertise for only two weeks and schedule the bid opening for 2:00 PM on March 17 with the award to be presented to the City Council on March 23.

Councilor Hatfield asked what the City's potential liability was from J.W. Fowler Company.

City Attorney Hillier stated that the contractor was aware that the City's award of the bid was contingent upon EPA and DOE approval. Mr. Hillier stated that the contractor did not meet the criteria and added that no protest has been received from the contractor to-date.

Councilor Hatfield moved to reject all bids and authorize staff to call for bids for the rehab of sewer basin 3012A to be advertised for a two week period with a bid opening date of March 17, and the recommendation of award to be presented to the Council on March 23. The motion was seconded by Councilor Pope and carried unanimously.

5. Resolution No. 4-92, First Reading - Set Date of March 23, 1992 at 3:05 PM for a Public Hearing Regarding the Vacation of a Portion of N.E. Greenwood Terrace. 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. 4-92 on first and final reading. The motion was seconded by Councilor Zylstra and carried unanimously.

6. Request for Funding From the Chehalis-Centralia Railroad Association for Annual Tourism Promotion. Community Services Director Muyskens stated that during the City's 1992 budget process the Association was requested to submit a funding request to the City before a \$2,500 request was granted to the Association. The Association has now restructured itself and is working on a business plan that will allow it to seek funding from other municipalities, and will be able to submit applications for funding from different foundations. Mr. Muyskens stated that a financial report is being created to meet the request of the City.

Councilor Roewe asked if the Association will remain a non-profit organization and questioned the salaries listed in the budget for the Association.

Mr. Muyskens stated that the Association will remain a non-profit organization. The salaries are paid to the engineers, conductors and, firemen. Mr. Muyskens stated that the salaries range from \$6.50 - \$8.50 per hour.

Councilor Roewe asked if the Association was going to operate as a business would it be eligible for any low interest loans that the City grants to small businesses.

February 24, 1992

Mr. Muyskens stated that the Association would not qualify for a City loan because it does not hire low income people and it is not a new business.

Councilor Zylstra moved to approve the \$2,500 request for annual tourism promotion subject to an adequate financial report to the City with funding to be appropriated from the Tourism Fund. The motion was seconded by Councilor Roewe and carried unanimously.

7. Request for Funding From the Chehalis-Centralia Railroad Association for an Architectural Rendering of the Brookbank Property Located on West Main Street. Community Services Director Muyskens explained that the rendering will be used to approach potential investors for development of a commercial project on the property. A survey was conducted and it was found that Darigold Farms was interested in developing a product outlet in Chehalis. Mr. Muyskens stated that the request will be used to develop a scheme of how the property can be laid out to be more interesting to investors. Mr. Muyskens requested the Council approve a \$2,500 grant to the Association from the Tourism Fund. Councilor Hatfield moved to grant the request of \$2,500 to the Association. The motion was seconded by Councilor Venemon and carried unanimously.

8. City Council/City Manager Reports.

a. Board of Zoning Adjustment Vacancies. Building & Planning Director Nacht announced that there are currently two vacancies on the Board of Zoning Adjustment.

b. Application for Growth Management Act Planning Funds. Building & Planning Director Nacht requested that the Council authorize the City Manager to execute an interlocal agreement or letter of understanding to participate in an application for a \$50,000 Department of Community Development grant for Growth Management Act planning and implementation. Councilor Hatfield moved to authorize the recommendation of staff. The motion was seconded by Councilor Pope and carried unanimously.

c. Councilor Roewe reported that the Lewis Public Transportation Benefit Authority (LPTBA) is one of five which have complied with all the requirements of the Americans with Disabilities Act.

d. Councilor Pope stated that a meeting of the Airport Master Plan Technical Advisory Committee was held. Consultants for the project were in attendance and they will be bringing back their findings to the Committee at a later date.

e. Councilor Hatfield stated that the Lewis County Economic Development Council (EDC), the Chehalis Port District and the Chehalis Industrial Commission will be meeting with members of the City Council and staff on March 13 to discuss City water and sewer connection fees.

f. Chief of Police Hamilton announced that the Senate Health and Long-Term Care Committee passed HB 2813 out of its Committee today.

9. Executive Session. After a brief recess, Mayor Spahr closed the regular meeting at 4:05 PM and convened the Council into executive session pursuant to R.C.W. 42.30.110(g) to

February 24, 1992

discuss personnel matters. After conclusion of the executive session the regular meeting was reopened and immediately adjourned at 4:10 PM.

Robert J. Spahr, Mayor

Attest:

Caryn D. Foley, Deputy City Clerk

March 9, 1992

The Chehalis City Council met in regular session on Monday, March 9, 1992, 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, Dave Zylstra, Joyce Venemon and Bob Spahr. Councilors Isaac Pope and Vivian Roewe were absent. Staff members present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director; 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 Caryn Foley, Deputy City Clerk. Representatives of the news media present included John Pierce of The Chronicle.

1. Proclamations/Presentations.

a. Mayor Spahr read and presented a proclamation to Jim Alexander, a senior at W.F. West High School, who took second place in the State AA Wrestling Tournament.

b. Francis Landry, an employee of the Public Works Department, was awarded \$100 for an idea which he presented to the City's Employee Incentive Awards Board. As a result of his idea, a used P.U.D. line truck was purchased by the City. The truck will help in the lifting of heavy equipment to avoid injury to City workers and will also create a cost savings because the city will no longer have to rent similar equipment for various purposes.

c. A 20-year service award pin was presented to John Barton of the Public Works Department.

2. Citizens Business.

a. Fire Service Master Plan Status Report. Mr. Jim Johnston, Chair of the Steering Committee for the Fire Service Master Plan, reported that the Committee has established some goals and has also appointed members to the Planning Committee.

b. Port of Chehalis Report. Heidi Pehl of the Port of Chehalis, reported that the Port is in the process of negotiating a contract with Gibbs & Olson for the purpose of conducting a comprehensive land use plan for the Port. Ms. Pehl stated that the Port would appreciate any assistance the city's Building & Planning and Public Works Departments could provide during the process.

Councilor Hatfield stated that the Public Works and Building & Planning Departments should have input into the planning process since there is a possibility that the area in question could someday become a part of the City.

3. Consent Calendar. Councilor Zylstra moved to approve the March 9, 1992, Consent Calendar comprised of the following items:

a. Minutes of the special City Council meeting of February 18, 1992;

b. Minutes of the regular City Council meeting of February 24, 1992;

c. Pay Estimate No. 7 (Final) in the amount of \$11,824.91 and acceptance of the sanitary sewer rehabilitation project, basin 2012;



March 9, 1992

d. Reappointment of Bill Junk and Jim Fechtner to the Parking Commission with terms to expire October 31, 1993, and February 28, 1995, respectively;

e. Appointment of Dean Tauscher to the Board of Zoning Adjustment for a 5-year term to expire December 31, 1996;

f. Appointment of James Gober to the Library Facility Committee;

g. Authorize call for bids for a new replacement sewer jet/ vacuum unit with a bid opening date of March 31, 1992; and

h. Authorize call for bids for a new diesel powered 1500 GPM pumper with a bid opening date of April 17, 1992.

The motion was seconded by Councilor Venemon and carried unanimously.

4. Ordinance No. 470-B, First Reading - Amending Employee Rules and Regulations. 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. 470-B on first and final reading. The motion was seconded by Councilor Venemon and carried unanimously. The ordinance clarifies Ordinance No. 469-B, passed by the City Council in December adopting the revised Employee Rules and Regulations, in regard to vacation time accrual. There was some misunderstanding in the proper procedure for vacation time accrual. An analysis of vacation benefits will be done to ensure that all employees have received the proper benefits.

5. Authorization to Purchase a New Replacement Backhoe/Loader. Public Works Director Heid stated that the current backhoe/loader being used by the Department is thirteen years old and has been experiencing serious mechanical and hydraulic problems causing it to become inoperable. The potential costs of repairing the unit is likely to be in excess of \$12,000. Mr. Heid stated that with the estimated cost of repair and the age of the piece of equipment, it would be wise for the City to purchase a new unit and use the current backhoe/loader as a trade-in. The City can also take advantage of an existing bid process recently completed by the City of Cashmere and purchase a new unit from N.C. Machinery in Chehalis.

Councilor Hatfield moved to authorize the purchase of a backhoe/loader and authorize a transfer of funds from the water and wastewater equipment reserve funds. The motion was seconded by Councilor Zylstra and carried unanimously.

6. Authorization to Purchase of New Replacement K-9 Vehicle. Chief of Police Hamilton explained that the present K-9 vehicle is in need of extensive mechanical repair estimated to be about \$1,200, while the vehicle is valued at less than \$1,500. The Police Department would like to purchase a multipurpose vehicle - a 4-wheel drive utility unit - to be used by the K-9 officer, and by regular patrol officers during disasters and inclement weather. Chief Hamilton stated that the Department will negotiate with local dealers to keep the cost under \$15,000 to avoid having to go through a bidding process.

Councilor Hatfield moved to authorize the purchase of a K-9 vehicle and a budget adjustment to provide funding for the purchase from the Police Department's automotive/equipment reserve account in an amount not to exceed \$16,000. The motion was seconded by Councilor Venemon.

March 9, 1992

Councilor Zylstra asked if the money from the surplus of the vehicle(s) would be put back into the automotive/equipment reserve account.

Chief Hamilton explained that the money goes back to the general fund of the City, but it has been traditional to put the money back into the automotive/equipment reserve fund.

The motion carried unanimously.

7. 1992 Community Survey. City Manager Campbell stated that as part of the "Chehalis 2000" strategic planning effort, staff would like to conduct a survey of Chehalis residents this spring about their opinions of City services and facilities, etc. Mr. Campbell stated that Centralia College students may be used to help administer the survey. A random selection of 600-700 addresses within the city limits would be pre-contacted to participate in the survey. Staff plan to present the results of the survey to the Council during the first half of May.

8. City Council/City Manager Reports.

a. Fourth Quarter 1991 Analysis of Revenues and Expenditures. Finance Director Hakola reviewed the analysis of revenues and expenditure activity during the fourth quarter of 1991. Ms. Hakola stated that revenue projections were close - in the ninety percent area. The natural gas utility tax was below the amount budgeted and below the prior year's receipts due probably due to the mild winter. For the beginning fund balance for 1992, the unreserved amount budgeted was \$300,000 and the actual figure turned out to be \$268,617. The water/sewer revenue projections were close as were the expenditures. In regard to the water/sewer beginning fund balance for 1992, the sewer division appears lower with a projection of \$656,920 and actual cash of only \$350,084, due to outstanding sewer rehabilitation grant reimbursement requests of \$1,086,532.

b. City Manager Campbell reminded the Council of upcoming meetings. On March 11, the Tri-Agency group will hold a meeting beginning at 5:30 PM at the Centralia College Board Room, and City staff will meet with EDC staff on March 13 beginning at 5:00 PM at the EDC office to discuss utility connection fees.

c. Councilor Venemon reported that the railroad crossing on West Street has some spikes sticking out high enough to cause potential vehicle damage. Councilor Venemon also stated that there is a street light out in the second block of West Street.

d. Councilor Hatfield stated that there is an abandoned home on Chehalis Avenue that could possibly be considered for abatement and asked if there were any budgeted funds for removal of the home.

Building & Planning Director Nacht stated that there are funds available for abatement of the home, but there is currently a potential buyer interested in renovating the home.

9. Executive Session. After a brief recess, Mayor Spahr closed the regular meeting at 3:50 PM and convened the Council into executive session pursuant to R.C.W. 42.30.110(i) to discuss potential litigation and R.C.W. 42.30.140(4) to discuss personnel matters. After conclusion of the executive session the regular meeting was reopened and immediately adjourned at 4:20 PM.

March 9, 1992

Robert J. Spahr, Mayor

Attest:

Caryn Foley, Deputy City Clerk

March 23, 1992

The Chehalis City Council met in regular session on Monday, March 9, 1992, in the Chehalis City Hall. Mayor Pro-Tem Hatfield called the meeting to order at 3:00 PM and the following Councilmembers 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; Jo Ann Hakola, Finance Director; 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 Caryn Foley, Deputy City Clerk. Representatives of the news media present included John Pierce of The Chronicle.

1. Presentations.

a. Mayor Pro-tem Hatfield and Councilor Pope presented certificates of welcome to Japanese visitors from Seirei Gakuen High School who were here visiting W.F. West High School which is their sister school. The Seirei Gakuen students then presented a wall hanging to the City Council.

b. Employee Service Awards. Kevin Curfman and Rob Gebhart of the Fire Department were presented with 5-year service award pins from Mayor Pro-tem Hatfield.

2. Public Hearings.

a. Vacation of a Portion of N.E. Greenwood Terrace. The Mayor Pro-tem opened the public hearing at 3:15 PM to accept comment on the vacation of a portion of N.E. Greenwood Terrace.

Mr. Jim Leverett, one of the two petitioners of the vacation, stated that the easement has never been used and serves no purpose, and is overgrown with trees and brush which the petitioners would like to remove. Mr. Leverett added that the south-end property owner has been notified of the petition and stated no objections.

Councilor Pope asked if the petitioners would have to compensate the City if the vacation of the property was granted.

Mr. Nacht stated that the petitioner would be required to pay one-half of the appraised value ha determined by the Lewis County Assessor's Office.

There being no further comment, the public hearing was closed and the regular meeting was reopened at 3:17 PM.

Councilor Zylstra moved to direct staff to prepare the required ordinance to vacate a portion of N.E. Greenwood Terrace. The motion was seconded by Councilor Pope and carried unanimously.

b. Community Development Block Grant Application for a "Planning Only" Grant for a County-Wide Housing Needs Assessment and Implementation Plan. Mayor Pro-tem Hatfield closed the regular meeting and opened the public hearing, which is the first of two hearings, at 3:19 PM to accept comment on the grant.

Community Services Director Muyskens stated that the purpose of the grant is to address the housing shortage issue in Lewis County. Mr. Muyskens explained that if a single municipality were to apply for the grant, only \$20,000 could be

March 23, 1992

received by that municipality; however, if the City were to join with the City of Centralia and Lewis County, \$40,000 could be received. Mr. Muyskens stated that the program would include a county-wide housing needs survey, a county-wide housing assessment, and development of an action plan on how to meet those needs.

Councilor Roewe asked if there were any costs associated with the study.

Mr. Muyskens stated that there is a \$2,700 cost to be shared evenly by all three entities.

Councilor Roewe asked what the next step would be after the study is completed.

Mr. Muyskens stated that a task force will be set up comprising representatives from all three agencies and will be in charge of receiving information and directing the entities on how to proceed.

There being no public comment the hearing was closed at 3:22 PM and the regular meeting was reopened.

Councilor moved to set April 13, 1992, at 3:15 PM for a second public hearing regarding the grant application. The motion was seconded by Councilor Venemon and carried unanimously.

### 3. Citizens Business.

a. Salzer Creek Flooding. Mr. Scott Hamilton stated that about 18 months ago the Army Corps of Engineers conducted a preliminary study of the lower Salzer Creek and Coal Creek basins. The study determined that a flood control project for these basins would be cost effective and therefore qualify for Federal funding assistance. The estimated cost of the project was about \$648,500 of which the local share would be about \$324,250. The City of Centralia and Lewis County both endorsed the project, while the City of Chehalis did not. Mr. Hamilton stated that since that time an overall master flood control plan has been developed by staff from the City of Centralia and Lewis County. A grant is now in the process of being applied for through the Department of Ecology which would fund seventy-five percent of the local share. Mr. Hamilton stated that the grant cannot be filed until the City of Chehalis agrees to participate in the project. A questionnaire is being circulated to the property owners of the area to determine their interest in the project.

Councilor Roewe stated that her concern with the preliminary study done by the Corps of Engineers was that there was no guarantee that the project would result in no flooding.

Councilor Pope stated that he contacted the University of Washington Engineering Department to determine a way to reduce the costs of the project and encouraged Mr. Hamilton to pursue that avenue.

Mr. Hamilton stated that even if the U of W students were used to do the study, it would still have to be certified as correct and sound.

Councilor Zylstra commented that the questionnaire asks property owners if they would support the proposed study with

March 23, 1992

the costs being split by the Cities of Centralia and Chehalis and Lewis County. Councilor Zylstra suggested that a question be drafted asking if the property owners would be willing to pay some of the costs up-front.

Councilor Pope expressed his interest in the City of Chehalis participating in the project.

4. Consent Calendar. Councilor Roewe moved to approve the March 23, 1992, Consent Calendar comprised of the following items:

a. Minutes of the regular City Council meeting of March 9, 1992;

b. Reappointments to the Historic Preservation Commission as follows: Mike Austin, Barbara Wood and Aliz Hirsekorn to expire 12-31-92; Brenda O'Connor and Henry Kirk to expire 12-31-93; and John McKerricher and Donna Karvia to expire 12-31-94;

c. Pay Estimate No. 6 (Final) in the amount of \$5,388.42 to J.J. Sprague for sanitary sewer rehabilitation project, basin 2004, and acceptance of the project; and

d. Award bids for 1992 rock, gravel and asphalt materials.

The motion was seconded by Councilor Zylstra and carried unanimously.

5. Award Bid for Sanitary Sewer Rehabilitation Project, Basin 3012A. Public Works Director Heid stated that the apparent low bidder for the project was Pape & Sons, of Bremerton, with a bid of \$873,651.74. A check that was completed subsequent to the opening of the bids indicated that there was approximately \$50,000 that was established for subcontracting - minority, small business or women-owned businesses - which is under the required amount; however, Pape & Sons is identified as a minority contractor. Mr. Heid explained that the award recommendation is contingent upon Department of Ecology and Environmental Protection Agency approval.

Councilor Roewe moved to approve the bid award to Pape & Sons for the rehabilitation of sewer basin 3012A contingent upon DOE and EPA approval. The motion was seconded by Councilor Venemon and carried unanimously.

6. Draft Memorandum of Understanding on Backyard Composting Program. Linda Glasier, Recycling Coordinator of the Tri-Agency Recycling Committee, stated that the purpose of the program is to divert compostable waste from the landfill through backyard composting. Ms. Glasier stated that Lewis County and the City of Centralia have approved funds for participation in the program and the City of Chehalis is being asked to fund \$6,500 to participate. Ms. Glacier stated that training for composting has begun.

Mayor Pro-tem Hatfield questioned the \$6,500 funding request. Mr. Hatfield stated that Chehalis residents can use the Hedwall Park composting site.

Councilor Zylstra spoke in favor of the program, stating that it is just one additional way to cut down the waste stream while educating people at the same time.

March 23, 1992

Community Services Director Muyskens stated that there is now a new procedure for dumping at Hedwall Park. Mr. Muyskens explained that only Chehalis residents can dump at the site by registering at the community Services Office by paying a \$5 fee which will be used to help pay for maintenance of the site. A card will be issued to the resident and is valid from April 1, 1992 through September 30, 1992.

7. City Council/City Manager Reports.

a. City Manager Campbell announced that a another meeting will be held to discuss the City's utility connection fees on March 27 at 12:00 noon at the Plaza Jalisco Restaurant.

b. Councilor Roewe stated that the Twin Transit's dial-a-ride buses are ready to begin operation. Mrs. Roewe added that the ridership for February was about 19,000.

c. Mayor Pro-tem Hatfield commended the presentation made by Public Works Director Heid at a meeting held on March 13 at which the City's utility connection fees were discussed with Lewis County Economic Development Council staff.

8. Executive Session. After a brief recess, Mayor Pro-Tem Hatfield closed the regular meeting at 4:08 PM and convened the Council into executive session pursuant to R.C.W. 42.30.110(g) and (i) to discuss potential litigation and personnel matters. After conclusion of the executive session the regular meeting was reopened and immediately adjourned at 4:33 PM.

Robert J. Spahr, Mayor

Attest:

Caryn D. Foley, Deputy City Clerk

April 13, 1992

The Chehalis City Council met in regular session on Monday, April 13, 1992, 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; Jo Ann Hakola, Finance Director; Randy Hamilton, Chief of Police; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Ray Muyskens, Community Services Director; Bob Nacht, Building and Planning Director; and Caryn Foley, Deputy City Clerk. Representatives of the news media present included John Pierce of The Chronicle.

1. Proclamations.

a. Centralia-Chehalis Youth Service Day. Mayor Spahr read and presented a proclamation proclaiming April 28, 1992, as Centralia-Chehalis Youth Service Day.

b. Community College Month. A proclamation was also read by Mayor Spahr designating April, 1992, as Community College Month.

2. Public Hearing - Community Development Block Grant Application for a "Planning Only" Grant for a County-Wide Housing Needs Assessment and Implementation Plan. At 3:08 PM, Mayor Spahr closed the regular meeting and opened the second of two public hearings to receive comment on the "planning only" grant for a county-wide housing needs assessment and implementation plan. There being no public comment, the Mayor immediately closed the public hearing.

3. Resolution No. 5-92, First Reading - Certifying Compliance with Federal and State Mandates in the Further Application for a Community Development Block Grant. City Manager Campbell stated that in addition to the resolution, staff is requesting that the Council authorize the Mayor to sign and enter into a grant application agreement with the City of Centralia and Lewis County.

Councilor Venemon asked how the funding for the grant application would be divided among the three agencies.

Community Services Director Muyskens stated that each agency will contribute \$900 to cover the \$2700 cost. Mr. Muyskens added that the City's cost was budgeted in the 1992 budget.

Councilor Roewe moved to suspend the rules requiring two readings of the resolution. The motion was seconded by Councilor Pope and carried unanimously. Councilor Roewe then moved to adopt Resolution No. 5-92 on first and final reading. The motion was seconded by Councilor Venemon and carried unanimously.

Councilor Hatfield moved to authorize the Mayor to sign an interlocal agreement with the City of Centralia and Lewis County to provide funding for consultant services in development of the multi-agency grant application. The motion was seconded by Councilor Zylstra and carried unanimously.

4. Citizens Business

a. EDC Quarterly Report. Pam Brown, Executive Director of the Lewis County Economic Development Council (EDC) reported



April 13, 1992

on the first quarter activities of the EDC relating to the City of Chehalis. The EDC met with several firms interested in locating in the Chehalis area. The EDC continued to work with Quali-Cast to help them in the reconstruction of their facility that burned in December. The Business and Job Retention program continued to provide assistance to businesses experiencing challenges that could have resulted in job reductions. Technical assistance was provided to clients interested in funding from the Chehalis Loan Fund. EDC staff worked with representatives of the City of Chehalis, the Port of Chehalis and the Industrial Commission to develop an alternative fee structure for City sewer and water connections. One cold call mailing was sent out with no responses returned. Ms. Brown stated that the EDC will not continue with the mailings since they have not proved successful. Several Lewis County firms received assistance with business plans, start-up companies and other issues. Ms. Brown stated that the Manufacturers Directory is being updated and will be published in May.

Councilor Pope stated that he has been asked by several people what benefit it is for the City to participate in the EDC.

Ms. Brown stated that the EDC provides a variety of programs in bringing new industry into the area and assisting existing businesses. There is a budget that is required to support those ongoing operations and historically there has been a three-way participation in the EDC by the State, from private memberships, and from local governments.

b. Citizen Complaint. Mr. Robert Sweeney, 643 N.E. Franklin Avenue, addressed the Council in regard to a residence at 653 N.E. Franklin Avenue. Mr. Sweeney stated that a neighborhood meeting was held in March at which Mayor Spahr and Councilor Guthrie were present. Mr. Sweeney explained that the neighborhood is concerned about the garbage in the yard, the amount of traffic that comes in and out of the residence, and the noise. It is also believed that more than one family lives in the residence. Mr. Sweeney stated that part of the problem has been taken care of by the Police Department and the Lewis County Health Department. Mr. Sweeney stated his appreciation, but felt the house was a fire hazard and asked for the City Council's help. The owner of the home, Mr. Eric Conrad, was contacted, but did not respond. Mr. Sweeney did not believe the home was liveable and was concerned about the children that lived in the home.

Chief of Police Hamilton stated that the Police Department is in the process of making the house uninhabitable, but the tenants must first be evicted by the property owner.

5. Consent Calendar. Councilor Hatfield moved to approve the April 13, 1992, Consent Calendar comprised of the following items;

a. Minutes of the regular City Council meeting of March 23, 1992;

b. February 26, 1992, Claims Vouchers No. 23554 through 23674 in the amount of \$68,887.32, and the March 13, 1992, Claims Vouchers No. 23675 through 23832 in the amount of \$140,572.79; February 28, 1992, Payroll Vouchers No. 21876 through 22013 in the amount of \$292,871.43, Transfer Voucher No. 1328 in the amount of \$25,000 and Transfer Voucher No. 1329 in the amount of \$315.54; March 27, 1992, Claims Vouchers No. 23833

April 13, 1992

through 23957 in the amount of \$99,425.93; March 31, 1992, Payroll Vouchers No. 22014 through 22154 in the amount of \$298,766.61, Transfer Voucher No. 1330 in the amount of \$170.49, and Transfer Voucher No. 1331 in the amount of \$372.39;

c. Change Order No. 2 (Reconciliation) in the amount of \$44,480.87 to J.J. Sprague for sanitary sewer rehabilitation project, basin 2004;

d. Authorization to call for bids for a sewer television camera; and

e. Request for approval to purchase replacement printer for the Finance Department.

The motion was seconded by Councilor Venemon and carried unanimously.

6. Ordinance No. 471-B, First Reading - Vacation of a Portion of N.E. Greenwood Terrace. 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 Ordinance No. 471-B on first and final reading. The motion was seconded by Councilor Pope and carried unanimously.

7. Request from Lewis County Sewer District No. 1 for Pump Station Maintenance and Repair. Public Works Director Heid stated that the City has received a request from Lewis County Sewer District No. 1 to perform routine maintenance and repair for a proposed sewer pump station. Mr. Heid explained that the District received a request from property owners in the vicinity of Jackson Highway and Logan Hill Road to provide sanitary sewer service to the area, but the District has no maintenance staff at this time. Mr. Heid added that the Lewis County Health District has expressed its support for the project and concurrence that the City's assistance is needed. Mr. Heid stated that staff have determined that the City would be able to provide the maintenance and repair functions with little effect on current maintenance operations. Mr. Heid recommended that the City enter into an agreement with the Sewer District which stipulates all of provisions and responsibilities including reimbursement from the District for all costs incurred by the City for maintenance and repair, as well as administrative costs. It will also be requested that the District additionally insure the City should the City's involvement, in the pump station result in any liability.

Councilor Roewe asked if when costs went up for sewage treatment was the City able to increase the costs for treating Sewer District No. 1 and the Industrial Park.

Mr. Heid stated that the Industrial Park has their own collection system which is part of the City's system. The Sewer District is not charged for any kind of collection system operation. They are charged only for the cost of treatment, which is factored on the same formula as the City.

Councilor Roewe expressed her concern that the City was becoming a county-wide sewer treatment facility and felt that when the City requests annexation of an area there is opposition.

April 13, 1992

Councilor Hatfield felt that the agreement should include a charge above and beyond the actual cost of maintenance or repair to cover the City's overhead.

Mr. Heid stated that he felt a figure of 25% was reasonable.

Councilor Zylstra moved to authorize the establishment of an interlocal agreement with Lewis County Sewer District No. 1 to provide for maintenance and repair of a sewer pump station. The motion was seconded by Councilor Zylstra and carried unanimously.

8. Request for Water and Sewer Connections. Mayor Spahr removed himself from the table due to a possible appearance of fairness and turned the meeting over to Mayor Pro-tem Hatfield.

Public Works Director Heid stated that the City has received a request from Mr. Harvey Breen for 20 water and sewer connections for a subdivision adjacent to the city limits and is willing to sign an annexation agreement. Mr. Heid pointed out that when the developer originally planned for the Valley View Estates subdivision there was capacity designed for 84 residential units of which 53 were set aside and dedicated to the development and there were provisions established to provide for 31 additional units of capacity to be allocated. Several have been allocated leaving 28 units still available, 8 units remaining if this request is granted. Mr. Heid stated that since fire protection in that area does not currently meet City standards, is in Lewis County, and does meet County fire protection standards, it is requested that the City not pursue immediate annexation until fire protection improvements meet the City's fire protection standards.

Councilor Zylstra asked what the present capacity in the Valley View Estates was in terms of gallons per minute as compared to the City's standards.

Mr. Heid stated that the City's standard was established at a uniform fire flow level of 1,000 gallons per minute. The fire hydrant closest to the proposed project is short by about 200 gallons. In addition, there is only the capability of providing fire flow duration of a half-hour.

Councilor Venemon asked if the City would have any control over the specifications for the water and sewer lines.

Mr. Heid stated that the City has the right and responsibility to control the lines that are installed since the City owns a great deal of system in the County. The City will require an 8" minimum water line and a step sewer system which would be owned and operated by the individual property owners or through an association arrangement of which the city would not become involved.

City Attorney Hillier stated that if the City drafts a proper annexation agreement with Mr. Breen the city can put a mandatory ULID in the agreement and the cost of fire protection will then be defrayed over several property owners and the developer will not have to pay the costs.

Councilor Roewe asked what the benefit will be to the City if the request for water and sewer connections is granted outside of the City limits. Councilor Roewe felt the city was providing services that it could not benefit from.

April 13, 1992

Councilor Zylstra asked what it would cost to bring the Valley View system up to city fire protection standards.

Mr. Heid stated that an additional reservoir of 100,000 gallons at approximately \$50,000 and increased piping, may bring that area up to City standards.

City Manager Campbell addressed a question posed by Councilor Roewe in regard to the benefit to the City. Mr. Campbell stated that there would be a benefit to the utility system. If the property owners are required to pay their share of the capital and operating costs of the utility systems, that would spread the base for those costs over a larger group of properties making the relative cost for the individual property owner somewhat less.

Councilor Roewe stated that she wants to be insured that when the time comes that the City requests annexation, there will be no opposition to it.

Councilor Pope moved to table the issue until the next meeting. The motion died for a lack of a second.

Mr. Jim Johnston, Chair of the Fire Department Master Plan Committee, asked the Council if they would like the Committee to undertake this issue and incorporate it into the Master Plan.

The Council was not sure if they wished the Committee to include this matter in the Master Plan.

Councilor Zylstra felt the Council should grant the connections to Mr. Breen, stating that Mr. Breen probably cannot afford to take on a capital investment at this time to get the area up to City standards.

Mr. Frank Hansen, 371 Summit Rd., stated his concern that many citizens are not aware that there is a fire protection problem. He also felt the Council should look ahead to potential problems such as increased traffic.

City Manager Campbell suggested that the Council defer the issue until an annexation agreement can be drafted.

Councilor Roewe moved to table the issue until the next meeting. The motion was seconded by Councilor Pope and carried unanimously.

Mayor Spahr returned to the Council table.

9. City Council/City Manager Reports.

a. Employee Incentive Program, 1991 Annual Report. City Manager Campbell reported on the 1991 activities of the Employee Incentive Program. In 1991 the Awards Board received five suggestions, two of which resulted in monetary awards. Mr. Campbell stated that although the program was not as active in 1991, it is a low-cost program to administer and merits continuation.

b. Water System Update. Public Works Director Heid stated that City staff have been working with Lewis County and the City of Centralia on the North Fork slide study group. Mr. Heid stated that the City did not have to use its secondary source that much because of the favorable weather in the past year. The study group is in the process of selecting a

April 13, 1992

consulting engineer, L.R. Squire & Associates to evaluate the slide and to look at future alternatives that may come about - such as another slide in a different area. Mr. Heid added that Centralia will be the lead agency in this project.

Mr. Heid stated that an engineer evaluated the City's reservoir and found no concerns at this time. He added that the reservoir was sealed two years ago and there are funds in the 1992 budget in the Water/Sewer Fund for sealing it again this year.

c. Spring Rally Week - April 20-24. Public Works Director Heid announced that the City's annual Spring Rally will be held on April 20-24. there will be many materials which will not be picked up this year as in previous years, because of the closure of the Centralia Landfill. Appliances will be picked up and taken to a recycling facility at no cost, and brush and branches will be chipped and recycled.

d. Utility Connection Fee Meeting. City Manager Campbell stated that a meeting will be held on Thursday, April 16, at 7:00 AM to discuss the City's utility connection fees.

e. 1992 AWC Annual Convention. Mayor Spahr announced that the AWC convention is scheduled for June 16-19 and requested volunteers to serve as voting delegates at the business meeting on June 19. Mayor Spahr and Councilors Venemon and Roewe volunteered to serve as the City's voting delegates.

10. Executive Session. After a brief recess, Mayor Spahr closed the regular meeting at 4:47 PM and convened the Council into executive session pursuant to R.C.W. 42.30.110(1)(i) and 42.30.140(4) to discuss labor relations. After conclusion of the executive session the regular meeting was reopened and immediately adjourned at 5:00 PM.

Robert J. Spahr, Mayor

Attest:

Caryn D. Foley, Deputy City Clerk

April 27, 1992

The Chehalis City Council met in regular session on Monday, April 27, 1992, 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; Jo Ann Hakola, Finance Director; Barry Head, Public Works Director; Bill Hillier, City Attorney; 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 John Pierce of The Chronicle, and Bill Moeller of KELA Radio.

1. Proclamations/Presentations.

a. Ms. Harriet Clark accepted a proclamation designating May 8-9, as Buddy Poppy Days in the City of Chehalis.

b. A 10-year service award pin was presented to Councilor Dave Zylstra.

c. A proclamation was read by Mayor Spahr honoring Elks Youth Week - May 1-7.

2. Citizens Business. Councilor Hatfield announced that Dave Campbell, Corene Jones-Litteer, Doug Erickson and himself participated in the Students Active In Literacy and the Lewis County Literacy Council's spelling bee held recently. Councilor Hatfield stated that the team won a third place award which he presented to City Attorney Bill Hillier who sponsored the team.

3. Consent Calendar. Councilor Hatfield moved to approve the April 27, 1992, Consent Calendar comprised of the following items:

a. Minutes of the regular City Council meeting of April 13, 1992;

b. April 15, 1992, Claims Vouchers No. 23958 through 24165 in the amount of \$148,945.58;

c. Award bid for sewer jet/vacuum unit to Ben-ko-matic Brush and Equipment Company in the amount of \$101,552.46; and

d. Approval of engineering services agreement for Wallace Road Sewer Project.

The motion was seconded by Councilor Zylstra and carried unanimously.

4. City Council/City Manager Reports.

a. First Quarter 1992 Analysis of Revenues and Expenditures. Finance Director Hakola provided the Council with an analysis of revenue and expenditure activity during the first quarters of 1992 and 1991. Ms. Hakola reported that revenues are not exceeding what was anticipated. Beginning balances were close to budget estimates. Property taxes showed little activity, but will be more accurately reflected next quarter. Sales and use tax receipts were on target for 1992. Ms. Hakola stated that in regard to the Water-Sewer Fund, the sewer unreserved retained earnings began the year with a negative balance until EPA and DOE reimbursement requests came in and replenished the sewer cash accounts.

April 27, 1992

Councilor Pope felt the City is not making any progress in getting ahead, and asked what the 1993 budget year would be like.

Ms. Hakola stated that she thought it would be as equally as hard a budget year as 1992, and would depend on what happens with the economy.

b. Recommended Revisions to Utility Connection Fees. Mayor Spahr explained that a Council subcommittee, comprised of himself and Councilors Pope and Hatfield, held several meetings with staff from the EDC, Port District and Industrial Commission. The meetings were the result of concerns expressed by the EDC with regard to the connection fees for water and sewer service. The EDC felt the high costs for utility connections would prevent large industrial businesses from locating in Chehalis.

Mayor Spahr explained that the subcommittee's recommendation does not reduce or change the Equivalent Residential Unit (ERU) fee per hookup. Rather, it caps the number at 27 ERUs that the City would allow to be given without coming before Council for approval. Beyond that, a dollar figure would be negotiated.

City Attorney Hillier stated that he has done preliminary research regarding the legality of this subject, and has concluded that there must be a rational relationship between the service provided and the fee set forth. The City will have to set some sort of minimum criteria. In addition, the City cannot be put in a position where it is gifting public funds.

Councilor Roewe asked if water usage determines sewer charges for hookups.

Public Works Director Heid explained that the connection fees are based on actual water usage, although it also takes into consideration the amount of wastewater discharged. If a business recycles, say half of its wastewater, they would not be charged an equivalent amount of ERU capacity for water and wastewater.

Councilor Roewe asked if the untreated wastewater would run into storm drainage and have to be treated.

Mr. Heid explained that there are several criteria that would establish that whether the wastewater would be allowed to run into the City's storm drainage.

Councilor Venemon moved to direct staff to prepare an ordinance amending the existing utility connection charges to new developments such that those costs above \$40,000 for water and \$100,000 for wastewater be subject to negotiation, ultimately to be established by the Council on a case-by-case basis. The motion was seconded by Councilor Zylstra and carried unanimously.

c. Mayor Spahr announced that he and Councilor Roewe are leaving for Japan on April 28 to visit the City's sister city of Inasa, Japan.

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

Robert J. Spahr, Mayor

Attest:

Caryn D. Foley, Deputy City Clerk

May 11, 1992

The Chehalis City Council met in regular session on Monday, May 11, 1992, in the Chehalis City Hall. Mayor Pro-tem Hatfield called the meeting to order at 3:00 PM and the following Councilmembers were present: Dr. Isaac Pope, Joyce Venemon, Dave Zylstra, and Bud Hatfield. Councilors Diana Guthrie and Vivian Roewe were absent. Mayor Spahr arrived at 3:02 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; and Caryn Foley, Deputy City Clerk. Representatives of the news media present included Melanie Harrison of The Chronicle, and Jim Cook of KELA Radio.

1. Proclamations/Presentations.

a. Mayor Spahr read and presented a proclamation to Police Chief Randy Hamilton, designating May 10-16, 1992, as Police Week.

b. A memorial plaque was presented to Nancy Dunn in honor of her late husband, Jack Dunn, who was a former chaplain for the Chehalis Fire Department. Chief Keeling and Kevin Curfman expressed their appreciation for the invaluable and dedicated service that he provided to the Fire Department and to the citizens of Chehalis.

Chief Keeling and Deputy Chief Mike Harris also presented a plaque to Kevin Curfman for his involvement in the chaplaincy program and Firebusters program.

2. Consent Calendar. Councilor Hatfield moved to approve the May 11, 1992, Consent Calendar comprised of the following items:

a. Minutes of the regular City Council meeting of April 27, 1992;

b. April 27, 1992, Claims Vouchers No. 24166 through 24282 in the amount of \$80,445.31; April 30, 1992, Payroll Vouchers No. 22155 through 22294 in the amount of \$285,089.34, and Transfer Voucher No. 1332 in the amount of \$206.50; and

c. Award bid for sewer television camera to Cues, Inc. in the amount of \$56,705.20.

The motion was seconded by Councilor Pope and carried unanimously.

3. Ordinance No. 473-B, First Reading - Amending Ordinance No. 442-B; Revising Water and Sewer Utility Connection Fees. City Manager Campbell stated that the ordinance is being presented under Council direction following discussion of the City's utility connection fees. The ordinance caps the large development ERU cost at 27 ERUs. The rates as adopted by Ordinance No. 442-B would remain the same up to 27 ERUs and beyond that figure the connection fees would be negotiable, except for a minimum charge of ten percent of the ERUs in excess of 27.

Councilor Hatfield moved to pass Ordinance No. 473-B on first reading with an effective date of June 1, 1992. The motion was seconded by Councilor Venemon.



May 11, 1992

Councilor Pope moved to amend the main motion by suspending the rules requiring two readings of the ordinance. The motion was seconded by Councilor Venemon and carried by a vote of 5 ayes and 1 nay. The dissenting vote was cast by Councilor Hatfield.

Councilor Pope moved to pass Ordinance No. 473-B on first and final reading. The motion was seconded by Councilor Venemon and carried unanimously.

4. Ordinance No. 472-B, First Reading - Amending Ordinance No. 413-B; Relating to Legal Description of Certain Vacated Streets. City Manager Campbell explained that the proposed ordinance corrects a previous ordinance, No. 413-B, relating to the vacation of property at N.E. Snow Street, N.W. Duffy Street, N.W. Lake Street, and N.W. Louisiana Avenue. Ordinance No. 472-B will not vacate the streets, but will correct the legal description of the property that was vacated by Ordinance No. 413-B.

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

5. Ordinance No. 474-B, First Reading - Amending Ordinance No. 446-B; Relating to Low Income/Senior Citizen Utility Discount. City Manager Campbell stated that Ordinance No. 446-B changed the qualifying income for the discount to \$12,000 and established an effective date of July 1, 1991. It was discovered that although the effective date had been changed, the annual period designated had not been. Ordinance No. 474-B changes the annual period to July 1 through June 30 in each year.

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. 474-B and first and final reading. The motion was seconded by Councilor Hatfield and carried unanimously.

6. Duffy Park Addition Timber Harvest. City Manager Campbell stated that the Council approved the harvest of trees in Duffy Park and its use as a learning forest by students at Centralia College and W.F. West High School. Mr. Campbell stated that the Timber Management Advisory Committee is recommending that the City contract with Holbrook Logging to perform the harvest.

Community Services Director Ray Muyskens stated that estimated revenues from the harvest are expected to be between \$48,000 to \$50,000 after expenses. Mr. Muyskens stated that four contractors were reviewed before recommending that Holbrook Logging of Olympia be utilized. Mr. Muyskens added that although Holbrook Logging was not the low bidder, the company has special equipment that will be used to avoid having to slash burn the site.

Councilor Zylstra asked if there were no local logging companies that were as equally qualified as Holbrook Logging.

May 11, 1992

Greg Murphy, a member of the Timber Management Advisory Committee, stated that the Department of Natural Resources requires that slash be abated along residential home sites. The Committee felt that the use of the special equipment by Holbrook Logging would be preferred by the property owners in the vicinity.

Councilor Zylstra asked what the home owners in the area might expect from the logging activity.

Mr. Murphy stated that other than noise and increased traffic, he did not see any other problems. Mr. Murphy added that once logging has begun, it should take about two weeks to complete the operation if no unforeseen problems arise.

Mr. Frank Hansen, 371 Summit Road, asked if the Council would consider establishing restrictions on the hours of operation that logging could take place.

Councilor Pope felt that since the project was only expected to last for two weeks, the Council should not put any restrictions on the project.

Councilor Zylstra moved to approve Holbrook Logging as the contractor for the Duffy Park timber harvest project. The motion was seconded by Councilor Pope and carried by a vote of 4 ayes and 1 nay. The dissenting vote was cast by Councilor Hatfield.

7. City Council/City Manager Reports.

a. Spring Rally Report. Public Works Director Barry Heid reported that during Spring Rally week, April 20-24, 27 cubic yards of branches and brush were chipped and 32 appliances were taken to local recycling centers.

8. Executive Session. After a short recess, the Mayor convened the Council in executive session pursuant to R.C.W. 42.30.110 (f) and (i) regarding potential litigation.

After conclusion of the executive session, the Mayor reopened and immediately adjourned the regular meeting at 4:00 PM.

Robert J. Spahr, Mayor

Attest:

Caryn D. Foley, Deputy City Clerk

May 26, 1992

The Chehalis City Council met in regular session on Tuesday, May 26, 1992, in the Chehalis City Hall. Mayor Spahr called the meeting to order at 3:00 PM and the following Councilmembers were present: Bud Hatfield, Diana Howard, Dr. Isaac Pope, Vivian Roewe, Joyce Venemon, Dave Zylstra and Bob Spahr. 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 Caryn Foley, Deputy City Clerk. Representatives of the news media present included John Pierce of The Chronicle.

1. Consent Calendar. Councilor Zylstra moved to approve the May 26, 1992, Consent Calendar comprised of the following items:

a. Minutes of the regular City Council meeting of May 11, 1992;

b. Authorize call for bids for chlorine and sulfur dioxide with a bid opening date of June 11, 1992, at 10:00 AM;

c. Authorize call for bids for main reservoir sealing and budget adjustment for settling basin seam repairs with a bid opening date of June 25, 1992, at 3:00 PM; and

d. Appointment of Robert Peters to the Board of Zoning Adjustment to fill the unexpired term of Louis Pernerl expiring December 31, 1992.

The motion was seconded by Councilor Venemon and carried unanimously.

2. Request for Hiring of Temporary Help at the Wastewater Treatment Plant. City Manager Campbell explained that the Wastewater Treatment Plant is experiencing a staffing shortage due to medical problems of two staff members. With the operation of the plant becoming more difficult due to the shortage, it is requested that a temporary person be hired for about 4-5 months to help at the plant until the return of the regular employees.

Councilor Roewe moved to authorize the hiring of a temporary employee at the Wastewater Treatment Plant for a maximum of five months and approve a budget adjustment of \$7,500 to be taken from the sewer ending fund balance. The motion was seconded by Councilor Hatfield and carried unanimously.

3. Draft Annexation Agreement With Harvey and Judy Breen in Exchange for City Water and Sewer Connections. Mayor Spahr excused himself from the Council table and turned the meeting over to Mayor Pro-tem Hatfield due to a potential conflict of interest in the matter.

City Manager Campbell stated that the draft agreement addresses the City's requirements of having fire protection adequate to the City's specifications at the time of annexation. In addition, the developer would be required to pay the existing connection fees for the development as it occurs.

Councilor Pope requested that a definitive statement be included in the agreement that the developer will be required to annex.

May 26, 1992

City Attorney Hillier stated that the agreement specifies that annexation can be triggered either by the owners or by the City. However, the City's request for annexation is conditioned upon the sale, build-out or request for build-out of at least 80% of the lots of the development.

Councilor Pope expressed concern that the fire protection for the development should meet City standards before annexation is requested.

Mr. Hillier stated that at the time the property is developed there will be a requirement to install the water lines which will connect to the fire hydrants, as well as the fire hydrants themselves.

Public Works Director Heid stated that the development will have fire protection through a connection to the Valley View Estates water system.

Councilor Pope questioned connecting to a system that already has trouble meeting fireflow standards.

Mr. Heid explained that the connection will be to provide domestic use only.

Councilor Zylstra asked if the additional hookups to the Valley View Estates water system would deplete the water pressure in that area.

Mr. Heid stated that the additional connections should not affect current water pressure in the Valley View Estates area.

Councilor Zylstra asked if any tests have been done to determine for sure whether the additional hookups would affect the water pressure.

Mr. Heid stated that tests are not done frequently, but there have been no problems with the tests that have been done.

Councilor Roewe stated that the agreement states that to jointly construct such a fire protection system so as to benefit other property in the immediate area not within the proposed development of the undersigned developer, the parties reserve the right to make such modified plans in the future and this agreement shall not preclude further negotiations in that regard. Councilor Roewe asked what other properties were being considered.

City Attorney Hillier stated that Valley View and Crestview are both areas that may benefit from a regional enhancement of fireflow. It was the City's intent to have the developer participate in such a regional plan so that all fireflow could meet City standards that were in effect at that time.

Councilor Roewe also stated that the agreement addresses a ULID and asked if the other areas would be asked to be included in a ULID.

City Attorney Hillier stated that was a possibility if the areas chose to participate.

Councilor Roewe stated that she has been approached by people expressing concern that property owners in the Crestview

May 26, 1992

area cannot connect to the water system because of a lack of capacity, and are now concerned that the City is possibly furnishing water capacity to areas outside of the City.

Mr. Heid stated that the Crestview system's source comes from Evergreen Drive as part of the high level system and as such uses the McFadden Park reservoir as its storage and base point for pressure. The Valley View Estates system is pumped from the main water distribution system to its own reservoir.

Larry Fagerness, the attorney representing the Breens, stated that the Breens have not yet agreed to the draft annexation agreement. Mr. Fagerness stated that he believed all of the City's concerns regarding fireflow protection and annexation were included in the agreement, and that the proposed development will meet the County's fire protection standards. Mr. Fagerness added that this area is in need of more housing.

Councilor Zylstra stated that the agreement references a ULID assessment not to exceed 15% of the then fair market value as determined by MAI appraisal. Councilor Zylstra asked what the 15% was.

Mr. Fagerness stated that 15% is what would be considered as a present fair market value of one lot in the development which is expected to be about \$30,000 to \$40,000.

Mr. Don Younghans, a Valley View resident, stated that he was not opposed to the proposed development, but was concerned about the low water pressure in the Valley View area.

Mr. Frank Hansen, 371 Summit Road and member of the Committee representing the Crestview area, and Fire Service Master Plan, expressed his concern about furnishing water and sewer service outside of the City limits. Mr. Hansen felt that the City should take care of the water capacity problems inside the City before granting service outside. Mr. Hansen requested that the Council deny the request for utility service until all water and sewer lines, fire protection systems and storage tanks to serve the development meet City standards.

Mr. John May, on behalf of Dave Frankovich representing the Fairview neighborhood, read a letter addressed to the Council requesting that the Fairview residents be given time to review Resolution No. 7-76, regarding the granting of utility services outside the city limits, and the Chehalis Comprehensive Plan. The letter further requested assurance that the development would follow the procedure that was used in the case of the Yankis Addition as to the provision of water and sewer as well as fire protection facilities. The Fairview residents requested deferral of action on the matter until they were able to review the above.

Councilor Roewe moved to approve the granting of twenty ERUs to Harvey and Judy Breen for their development. The motion was seconded by Councilor Venemon.

Councilor Zylstra opposed the granting of the hookups because of his concern on the possible effect to the water pressure in the Valley View area, and felt the matter should be reviewed further.

Councilor Roewe stated that the Council should make a decision in order for the Breens to continue with the proposed development.

May 26, 1992

Mayor Pro-tem Hatfield asked Public Works Director Heid what more could be studied that has not already been presented on the effect of twenty additional ERUs on the Valley View system.

Mr. Heid stated that any testing that would be done would probably show that the pumping system is not being used anywhere near its capacity to keep the reservoir full. Mr. Heid stated that further study could tell what pressures are occurring in various locations.

The motion to grant the Breen's request failed by a vote of 2 ayes and 4 nays. The dissenting votes were cast by Councilors Zylstra, Guthrie, Venemon and Pope.

Mr. Heid was instructed by the Council to check the water pressure at each residence in the Valley View area.

4. City Council/City Manager Reports.

a. Duffy Park Addition Timber Harvest. Police Chief Hamilton reported that most of the trees have been cut and hauling will begin in the morning.

b. Historical Museum Report. Mayor Spahr announced that the Museum is having a farmers-merchants historical picnic on July 25 to raise funds to support the Museum.

5. Executive Session. After a short recess, the Mayor convened the Council in executive session at 4:25 PM pursuant to R.C.W. 42.30.110(g) to discuss personnel matters.

After conclusion of the executive session, the Mayor reopened the regular meeting, and there being no further business to come before the Council, adjourned the meeting at 5:00 PM.

Robert J. Spahr, Mayor

Attest:

Caryn D. Foley, Deputy City Clerk

June 8, 1992

The Chehalis City Council met in regular session on Monday, June 8, 1992, in the Chehalis City Hall. Mayor Spahr called the meeting to order at 3:00 PM and the following Councilmembers were present: Bud Hatfield, Diana Howard, Dr. Isaac Pope, Vivian Roewe, Joyce Venemon, Dave Zylstra and Bob Spahr. 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; Mike Harris, Deputy Fire Chief; Ray Muyskens, Community Services Director; and Caryn Foley, Deputy City Clerk. Representatives of the news media present included John Pierce of The Chronicle.

1. Presentations.

a. Introduction of Patty Talbott. Bill Hillier, City Attorney, introduced Ms. Patty Talbott to the Council. Ms. Talbott is a new associate with Hillier and Scheibmeir and will be performing prosecuting duties for Municipal Court.

b. Plaque to Louis Ciolli. Mayor Spahr presented a plaque to Louis Ciolli in recognition of his retirement as Water Superintendent for the Public Works Department with 19 years of service.

2. Consent Calendar. Councilor Zylstra moved to approve the June 8, 1992, Consent Calendar comprised of the following items:

a. Minutes of the regular city Council meeting of May 26, 1992;

b. May 15, 1992, Claims Vouchers No. 24283 through 24469 in the amount of \$129,245.17 and the May 27, 1992, Claims Vouchers No. 24470 through 24588 in the amount of \$106,680.28; May 29, 1992, Payroll Vouchers No. 22295 through 22447 in the amount of \$284,766.36 and Transfer Voucher No. 1333 in the amount of \$315.94;

c. Reject all bids opened on May 13, 1992, for a new fire pumper and authorize a new call for bids for a fire pumper with a bid opening date of July 10, 1992, at 3:00 PM.

The motion was seconded by Councilor Pope and carried unanimously.

3. Salzer Creek Flood Control Protect Report. City Manager Campbell stated that the project has been reviewed and considered over the last year-and-a-half by the City, along with the City of Centralia and Lewis County. In November, 1990, the Council indicated a lack of willingness to participate in the project with the Army Corps of Engineers until additional grant funding was available from the State to help with the local share of the project. A potential grant of \$100,000.00 is now available for the project from the Department of Community Development.

Public Works Director Barry Heid stated that the grant would be contingent upon all three agencies going ahead with the project if a feasibility study proved it to be acceptable. If the study proved not to be feasible, the funding would not have to be paid back. Mr. Heid also stated that a special purpose district should be formed to provide for such costs of studies, construction and maintenance associated with the project. The City's share of the project is estimated at \$93,000.00.

June 8, 1992

Councilor Hatfield noted that the City of Centralia recently voted against participating in the project.

Mr. Campbell stated that unless there were a storm drainage utility that provided some non-general funding, or unless there were a special purpose district formed, the only feasible way to pay for the project is through the Public Facilities Reserve Fund.

Councilor Roewe stated that she had no objections to entering into an interlocal agreement if certain points were incorporated in the agreement, including the formation of a special purpose district, the participation of both the City of Centralia and Lewis County, and the formation of boundaries because there will be areas in Chehalis that will not be protected by the study.

Councilor Zylstra added that the agreement should also include provisions for funding the study as well as the project itself from the special purpose district.

Mr. Scott Hamilton, a property owner in the Salzer Creek flood area, stated that the property owners in the flood area have shown a 77% to 88% interest in proceeding with the proposed flood control project. In addition, 54% to 85% have favorably expressed a willingness to share in the funding of a portion of the feasibility study through the formation of a diking or flood control district.

Councilors Hatfield and Venemon felt the Council should defer action on the issue until the City of Centralia, as the lead agency, makes a decision on participating with the project.

Councilor Roewe moved to approve participation in the feasibility study for the Salzer Creek flood protection project to be conducted by the Army Corps of Engineers contingent upon approval of an interlocal agreement between the City of Centralia, Lewis County and Chehalis incorporating the points stated above by Councilors Roewe and Zylstra, and to encourage Lewis County to form the special purpose district and the implementation of the funding source to provide for such costs of studies, construction and maintenance associated with the Salzer Creek flood control protection project. The motion was seconded by Councilor Pope and carried by a vote of 4 ayes and 3 nays. The dissenting votes were cast by Councilors Zylstra, Hatfield and Venemon.

4. Ordinance No. 475-B First Reading - Relating to Disposal of Solid Waste Generated and Collected Within the City. City Manager Campbell explained that the proposed ordinance is the last step required to complete the formation of a solid waste district within Lewis County. The primary purpose of the ordinance is to facilitate the establishment of a comprehensive county-wide system of handling solid waste.

Councilor Hatfield moved to approve the ordinance on first reading. The motion was seconded by Councilor Zylstra and carried unanimously.

5. City Council/City Manager Reports.

a. Valley View Estates Water Pressure/Capacity Study Report. City Manager Campbell stated that at the Council's request, the water systems and pressure were tested at all residences in the subdivision. This action was triggered by a



June 8, 1992

proposed development outside the city limits by Harvey and Judy Breen that would receive its water from the Valley View Estates water source.

Public Works Director Heid stated that testing of the subdivision showed that all homes in the area comply with state criteria. In regard to the level of fire flow available from the hydrants located in the Valley View subdivision, the flow in one of the fire hydrants comes slightly short of complying with current City fire flow standards, however, a more significant problem is that the current facilities can only provide about one-half of flow duration, compared with the current City standard of one hour duration. Mr. Heid stated that the proposed project outside the City limits should not affect the Valley View Estates water system.

Councilor Zylstra asked what the schedule of payment would be for utility connections if the Council approved the request from the Breens.

Mr. Heid stated that payment for capacity is required up-front at the time of connection, or whatever arrangement the City Council would implement for multiple connections. When the City granted connections for the Jackson View Estates subdivision, payment was for five connections.

Councilor Zylstra pointed out that there has been discussion of a ULID in the Crestview and Fairview areas, and that the residents in those areas are reluctant to participate in a ULID.

Mayor Spahr excused himself from the table due to a potential conflict of interest.

Councilor Zylstra moved that the City accept the request from Harvey and Judy Breen for 20 ERUs to be served by the Valley View water and sewer system following the payment plan of the Jackson View Estates for payment of 5 ERUs up-front and incorporating the annexation agreement as drafted. The motion was seconded by Councilor Howard and carried unanimously.

Mayor Spahr returned to the Council table.

Mr. John May requested that a letter dated June 4, 1992, from the residents of the Fairview area be made a part of the minutes of this meeting. The letter is as follows:

"The people of the Fairview area very much appreciated the stance of the council on the Draft Annexation proposal presented on behalf of Mr. and Mrs. Breen at the May 26, 1992, council meeting. In our view, you reached a very logical conclusion when you voted to defer approval of the agreement.

We in Fairview area have now had an opportunity to review the Annexation Agreement along with City Resolutions 7-76 and 8-81. In addition, we have obtained a copy of the County Resolution No. 77-392 which came into being at the time the Valley View Estates Plat was approved.

In the case of Valley View Estates, the Lewis County Resolution No. 77-392 called for installation of fire hydrants according to the standards of the Survey and Rating Bureau. There was absolutely no mention of ULID in any of the city or county documents on Valley View, and so it should be this time.

June 8, 1992

Great consideration has been given to the water situation in the Fairview area by the Steering Committee for developing a Fire Department Master Plan. After extensive analysis and discussion with both District 6 and Chehalis firemen on this panel, we learn that there is really no problem in fighting residential fires in Fairview area. Some improvements might be desirable, but there is no critical water issue to be addressed. Of course, there is the potential during summer months for a fire of holocaust proportions all along the hill side area of Chehalis, but this is not really a correctable condition.

You can readily appreciate that any suggestions of an LID in which Fairview area would participate will meet with the very strongest kind of opposition. Further based on the survey of Crestview area as presented to the Steering Committee, less than 10% were willing to participate. Without much doubt, all available remedies would be pursued to protect our rights. These provisions in the agreement should be deleted.

A reading of the Annexation Agreement yields two very definite conclusions. One is that the developer wishes to control all the terms of any annexation agreement as to when and how and if it will occur. Secondly, the developer wishes to involve anyone in sight with the cost of developing an adequate water supply for his project.

This development will begin with 20 lots, but if it is successful, 20 will only be the beginning as there are already rumors of an additional 30. Therefore, it is time to "bite the bullet" and require those things which the developer of Valley View Estates was required to provide.

It is difficult to understand how the annexation process procedes between the county and the city of Chehalis. Wouldn't it make sense for the city to offer assurance to Lewis County that we will provide water and sewer if we are in agreement with a draft of their resolution provisions? For example, if the installation of fire hydrants is not included in the county resolutions, it could have an impact on what the Annexation Agreement would have to include that is not presently there. This process has two parties, the city and the county, and we should not abdicate our control of what will become city.

It appears the council is some distance from a position where it can logically approve the present agreement. We would look with disdain on any proposition wherein our personal assets are pledged to the benefit of another in the form of increased taxes and this is what an LID is. We would be asked to pay once again for a basic city service . . . proper fire protection. That would be intolerable.

The policy that best serves all the citizens of Chehalis is a continuance of the standards established in the development of Valley View Estates. In the long run, it will likewise best serve the council as it is equitable to all concerned."

6. Executive Session. After a short recess, the Mayor convened the Council in executive session at 3:51 PM pursuant to R.C.W. 42.30.110(g) to discuss personnel matters.

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

Robert J. Spahr, Mayor

Attest:

Caryn D. Foley, Deputy City Clerk

June 22, 1992

The Chehalis City Council met in regular session on Monday, June 22, 1992, in the Chehalis City Hall. Mayor Spahr called the meeting to order at 3:00 PM and the following Councilmembers were present: Bud Hatfield, Diana Howard, Dr. Isaac Pope, Vivian Roewe, Dave Zylstra and Bob Spahr. 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; and Caryn Foley, Deputy City Clerk. Representatives of the news media present included John Pierce of The Chronicle.

1. Citizens Business.

a. Request for Sewer Connections. Mayor Spahr excused himself from the meeting due to a potential conflict of interest and turned the meeting over to Mayor Pro-tem Hatfield.

Mr. Art Merritt, of Edmonds, Washington, explained that he has acquired 62 acres of property behind the Rib Eye Restaurant for residential and commercial development on half of the property. Mr. Merritt stated that he understood that the Lewis County Center was searching for a location for its convention center and felt his location would be ideal for that. Mr. Merritt requested guidance from the Council on obtaining about 200-300 sewer connections for the development.

Councilor Roewe asked how many sewer connections were available in that area.

Public Works Director Heid stated that this particular location is the point where the sewer lines from Napavine and Lewis County Sewer District No. 1 come together, and those points further north which would be under a section of the interceptor sewer line that is under Chehalis control. There are currently 302 connections remaining that would be available.

Mayor Pro-tem Hatfield asked Mr. Merritt if he had contacted the Lewis County Sewer District and Napavine for the connections. Mr. Hatfield felt approaching those two entities made more sense since that is where the property is located.

Mr. Merritt stated that he had not contacted any agency other than the City of Chehalis.

Councilor Roewe was in favor of development of the area stating that it would create jobs and needed housing.

Councilor Zylstra asked if Mr. Merritt's request would limit development in the Industrial Park.

Public Works Director Heid stated that the possibility did exist.

Councilor Pope asked Mr. Merritt if he was having any preliminary studies of the area done, and if he was, when could he bring the results back to the City Council for review.

Mr. Merritt stated that he was having studies conducted and could make a presentation at the Council's next meeting.

City Attorney Hillier noted that if the property lies within the jurisdiction of the Sewer District, then only the District can provide capacity.

June 22, 1992

Councilor Zylstra asked if the property has been checked for wetlands.

Mr. Merritt stated that it is not a wetland.

Mayor Spahr returned to the meeting.

b. 1991 Annual Report of the Lewis County Center. Lynn Sitton, Executive Director of the Lewis County Center, presented the Center's 1991 Annual Report. Ms. Sitton reviewed some of the activities and events during 1991.

2. Consent Calendar. Councilor Hatfield moved to approve the June 22, 1992, Consent Calendar comprised of the following items:

a. Minutes of the regular City Council meeting of June 8, 1992; and

b. Award bid to All Pure Chemical for chlorine and sulfur dioxide.

The motion was seconded by Councilor Zylstra and carried unanimously.

3. Ordinance No. 475-B, Second Reading - Relating to Disposal of Solid Waste Generated and Collected Within the City. City Manager Campbell explained that the proposed ordinance would yield the flow control of solid waste generated or disposed of within the City limits of Chehalis to the soon to be created County-wide solid waste disposal district. The district will serve as a funding means for county-wide solid waste management planning and also for closure and cleanup of the Centralia landfill.

Councilor Hatfield moved to pass Ordinance No. 475-B on second and final reading. The motion was seconded by Councilor Zylstra and carried unanimously.

4. Fire Service Master Planning Committee Report. Chief of Police Randy Hamilton, the Fire Service Master Planning Facilitator, stated that the committee is presenting the first phase of planning and recommendations regarding fireflow in the Crestview and Fairview neighborhoods. Chief Hamilton thanked all the people on the Steering and Planning Committees who put in many hours.

Mr. Jim Johnston, Chairman of the Planning Committee, reported that the Committee has reviewed the Crestview and Fairview's fireflow protection capability.

In the Crestview area it was found that the domestic water pressure was not a problem to the residents, except if and when the fire hydrant at the corner of Evergreen and Prospect is utilized. The Committee's recommendation was to make no improvements to the fire flow system at this time, but, rather, improvements be considered for incorporation with a City-wide plan to upgrade the fireflow system. In addition, it was recommended that the Council allocate money in the 1993 budget for installation of a pump to increase the domestic water supply to the residents of Crestview and also potentially allow for the development of 10 to 15 remaining vacant lots.

Mr. Frank Hansen, a member of the committee, reported on a survey he conducted in the Crestview neighborhood. Mr. Hansen

June 22, 1992

stated that the survey concluded that the residents of the area were not concerned about domestic water pressure or fireflow capability. In addition, the residents were not willing to help pay for any improvements.

Mr. Johnston then reported on the Fairview area. There are hydrants in Fairview that need improvements. In talking with Public Works staff, it was decided to tap into the fourteen inch water line on Market Boulevard, run the line to Oakview Drive and relocate the fire hydrants. The approximate cost would be \$27,000. A proposal was made to create a user fee to be added to each water bill, paying off the cost over a period of time. A survey was conducted by John May, a Committee member, of the 37 residences in the area and the majority of them did not feel that improvements were needed and did not want to pay for the improvements. Mr. Johnston stated that the area also suffers from low domestic water pressure, which could be upgraded by improvements to the existing pump for about \$3,000.

Carla Wiseman, also a member of the Committee, added that she was very surprised to learn that there are only two people at the fire station at a time. Ms. Wiseman expressed her concern about that situation and would like to see additional firemen on duty.

Mr. Johnston did state that the Committee is concerned that City staff have indicated a desire to incorporate the Fire Service Master Planning into the Chehalis 2000 Strategic planning process. Mr. Johnston stated that the Committee is against the idea and would request that it not be done.

5. Resolution No. 6-92, First Reading - Declaring Vehicles Surplus. Police Chief Hamilton stated that four vehicles in the Police Department and two vehicles in the Community Services Department can be declared surplus and disposed of through an auction scheduled for July 25. The proceeds from the auction will be put into the Automotive and Equipment Reserves from the department where the vehicle came.

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 adopt the resolution on first and final reading. The motion was seconded by Councilor Pope and carried unanimously.

6. Electronic Monitoring and Home Detention Program. Police Chief Hamilton explained that the program will reduce overcrowding in the jail and should prove to be more cost effective. Chief Hamilton stated that the program is used for those who are not a risk to the community, but deserve more than a fine. The electronic supervision allows police to monitor a person at all times by the person wearing an i.d. bracelet. The cost of the monitoring is paid by the person if he or she is able to do so.

Councilor Hatfield asked how many people could be expected to be monitored at one time.

Chief Hamilton stated that 4-6 people could be monitored at one time.

Councilor Roewe moved to authorize the City Manager to enter into an agreement with the Washington Association of Sheriffs and Police Chiefs to provide electronic monitoring

June 22, 1992

services and that staff implement a home detention monitoring program. The motion was seconded by Councilor Pope and carried unanimously.

7. City Council/City Manager Reports.

a. Chehalis 2000 Strategic Planning Status Report. City Manager Campbell stated that three meetings have been held. Potential issues identified so far by the Committee range from storm drainage to public transportation. A community survey has been distributed to 1,200 Chehalis residences to assess opinions about City services, community growth, and selected potential capital improvement projects.

b. AWC Convention. Councilor Roewe reported that the recent AWC Convention held in Bellevue was very informative and worthwhile.

8. Executive Session. After a short recess, the Mayor convened the Council in executive session at 4:28 P14 pursuant to R.C.W. 42.30.110(i) to discuss personnel matters.

After conclusion of the executive session, the Mayor reopened the regular meeting.

Councilor Hatfield moved to continue the regular meeting to 5:00 PM, on Tuesday, June 23, 1992. The motion was seconded by Councilor Zylstra and carried unanimously. The meeting was recessed at 4:55 PM.

Mayor Spahr reconvened the regular meeting at 5:00 PM on June 23, 1992.

9. Resignation of Fire Chief. City Manager Campbell explained that the purpose of the continued meeting was to authorize the City Manager to sign an severance agreement with Tony Keeling regarding his service as Fire Chief for the City.

Councilor Hatfield moved to authorize the City Manager to sign the agreement on behalf of the City. The motion was seconded by Councilor Pope and carried unanimously.

Former City Manager Lloyd Willis addressed the Council regarding Tony Keeling's resignation as Fire Chief. Mr. Willis felt that Chief Keeling should be recognized for his service to the City and his many accomplishments. Mr. Willis stated that Chief Keeling proposed several positive things while he was City Manager that were not followed through with because of budget constraints. Mr. Willis felt the public should be made aware of the positive contributions that Chief Keeling made to the Fire Department while he was City Manager.

There being no further business to come before y e Council, the meeting was adjourned at 5:06 PM.

Robert J. Spahr, Mayor

Attest:

Caryn D. Foley, Deputy City Clerk

July 13, 1992

The Chehalis City Council met in regular session on Monday, July 13, 1992, in the Chehalis City Hall. Mayor Spahr called the meeting to order at 3:00 PM and the following Councilmembers were present: Bud Hatfield, Diana Howard, Vivian Roewe, Joyce Venemon, Dave Zylstra and Bob Spahr. Councilor Isaac Pope 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; Andy Sennes, Community Services Department; Bob Nacht, Building and Planning Director; and Caryn Foley, Deputy City Clerk. Representatives of the news media present included John Pierce of The Chronicle.

1. Presentations.

a. A 10-year service award pin was presented to Public Works employee John Chenoweth.

b. Mayor Spahr presented Jennifer Muyskens a certificate of appreciation for her assistance to the City's Historic Preservation Commission by volunteering over 300 hours in the development of the appropriate documents and criteria to meet the necessary requirements to nominate the Pennsylvania-West Side Historic District to the National Register. Brenda O'Connor, Co-chair of the Historic Preservation Commission, presented Ms. Muyskens with a plaque also expressing their appreciation for her efforts.

2. Citizens Business.

a. U.S.S. Chehalis Reunion. Mr. Jim Donahe announced that crew members of the U.S.S. Chehalis are planning a reunion on September 25-26. Mr. Donahe stated that the American Legion Post is hosting a breakfast and barbecue, and asked what involvement the Council would like to have in participating in the events.

Mayor Spahr suggested that he and Councilor Hatfield meet with Mr. Donahe at another time to discuss the Council's involvement.

b. Citizen Comment Regarding Tony Keeling's Resignation. Mr. John Aselton, a Chehalis resident, questioned the amount of money paid to Fire Chief Tony Keeling over his recent resignation. Mr. Aselton did not agree with the amount paid to Mr. Keeling.

City Attorney Hillier stated that Mr. Aselton could obtain a copy of the settlement agreement between the City and Mr. Keeling which explains the reasons for the settlement.

3. Consent Calendar. Councilor Zylstra moved to approve the July 13, 1992, Consent Calendar comprised of the following items:

a. Minutes of the regular City Council meeting of June 22, 1992;

b. June 15, 1992, Claims Vouchers No. 24589 through 24761 in the amount of \$99,764.49;

c. Award bid for water reservoir sealing project to Diamaco, Inc. in the amount of \$29,202.64; and

July 13, 1992

d. Approve amendments to resolution creating Lewis County Communications Department.

The motion was seconded by Councilor Hatfield and carried unanimously.

4. Resolutions No. 7-92 and 8-92, First Reading - Approving Amended Agreement for Closure of Centralia Landfill and Delegating Additional Authority to Designated Representative. City Manager Campbell stated that both resolutions pertain to operations of the Centralia Landfill Closure Group (CLCG) and would formalize ways of operating by the Group that have evolved over the last two years since the Group was instituted by an interlocal agreement. Mr. Campbell explained that Resolution No. 7-92 makes several changes in the interlocal agreement and have been reviewed by the Executive Committee and recommended to each member by the Joint Board. Resolution No. 8-92 delegates additional authority, consistent with the interlocal agreement, to the City's representative to the Joint Board and Executive Committee under the CLCG.

Councilor Roewe asked what the three entities that are choosing not to participate are doing with their garbage.

City Manager Campbell stated that the entities continue to use the Centralia Landfill as their disposal site. In addition, they will pay for their share of the closure and clean up costs through the disposal district which will be formed later in the year. However, they will not be able vote on issues pertaining to the closure of the landfill.

Councilor Hatfield moved to adopt Resolutions No. 7-92 and 8-92 on first reading. The motion was seconded by Councilor Zylstra and carried unanimously.

5. Agreement for Engineering Services with Gibbs & Olson to Conduct Updated Cost-Effective Analysis for Inflow & Infiltration/Treatment Plant Operation. Public Works Director Barry Heid stated that when the 1988 consent decree with the State Department of Ecology and EPA was issued, one of the conditions of the decree was to have an analysis of this type done because at that time there was not sufficient information after the last treatment plant upgrade to determine the level of sewer line inflow and infiltration that was cost-effective to remove through rehabilitative efforts. The amount budgeted for the work is \$40,000. Mr. Heid stated that the analysis will determine the remainder of the rehabilitation process.

Councilor Roewe moved to authorize acceptance of the agreement for engineering services for an amount not to exceed \$40,000.

6. City Council/City Manager Reports.

a. Solid Waste Transfer Station Siting. Councilor Venemon, who serves as the City's representative to the Solid Waste Advisory Board, stated that three sites are being reviewed as transfer sites. The sites include the Centralia Landfill, county-owned property on the Centralia-Alpha Road near the animal shelter and Weyerhaeuser property on Riverside Drive off I-5 near exit 77 in Chehalis. Councilor Venemon stated that a site will be selected within the next few months.



July 13, 1992

b. Vision Care Benefit Report. Finance Director Jo Ann Hakola reported that last June the city decided to self-insure the vision hardware benefit coverage for all employees. As a result the City was able to save \$7,597.26.

c. Telecommunications Services Franchise with U.S. West Communications Report. City Attorney Bill Hillier stated that Ordinance No. 433-B was passed on November 13, 1990, by the Council granting a franchise to U.S. West Communications to use certain streets and public ways within the city. However, U.S. West Communications has failed and refused to accept the franchise agreement and has not provided information to the City as to the reason for non-acceptance. Mr. Hillier recommended that the ordinance be repealed and stated that the City's current right-of-way ordinance would be sufficient to cover any reimbursement for damage to City streets and public ways.

Councilor Hatfield moved to have an ordinance drafted to repeal Ordinance No. 433-B.

Mayor Spahr asked if this action could set a precedent for other franchises.

Mr. Hillier stated that the City's other franchises cover other issues that are not governed by federal regulations.

The motion was seconded by Councilor Venemon and carried unanimously.

d. Set Date for Work Session to Discuss Adoption of 1991 Uniform Codes. Councilor Roewe moved to hold a work session at 2:00 PM on July 27 to discuss adoption of the 1991 uniform codes. The motion was seconded by Councilor Hatfield and carried unanimously.

e. Set Date for 1993 Budget Preparation Work Session. The Council concurred to hold a work session on July 23 at 5:00 PM to discuss preparation guidelines for the 1993 budget.

f. Request for Sewer Connections Report. Mayor Spahr excused himself from the meeting during the report due to a possible conflict of interest and turned the meeting over to Mayor Pro-tem Hatfield.

City Manager Campbell stated that a request has been made for sewer connections to a proposed 62-acre development south of the City limits adjacent to Rush Road.

Public Works Director Heid stated that the total estimated capacity being requested is between 164 and 186 ERU5. Mr. Heid stated that the location is situated at the junction where the lines from the City of Napavine and Lewis County Sewer District No. 1 meet. The property is divided by Napavine and the Sewer District by service area boundaries that were informally established in the Amended 1976 Sewer Facility Plan, so it would appear that they would be the first agencies of contact for the development. Mr. Heid stated that he did not know if either would have sufficient capacity to meet the request. An option could be for the city to allocate additional capacity to Napavine or District No. 1 to serve the request which would require installation of a new line that would cross over one of the line from the other jurisdiction, and connecting to the part of the interceptor line that is controlled by the City.

July 13, 1992

Councilor Zylstra asked how much installing a new line would cost.

Mr. Heid estimated that the cost for about 400 feet of line would be about \$20,000 - \$40,000. Mr. Heid went on to say that the line would be under Schedule III of the interceptor which has 302 ERUs of capacity remaining; however, allocating a portion of the remaining ERUs to the proposed development would reduce the amount available for other connections that may be requested in the future for Industrial Park development. Mr. Heid stated that based on the information as stated, staff is recommending that the request be denied.

Councilor Roewe asked if capacity could change after I & I removal and after the new analysis study to be done at the treatment plant.

Mr. Heid stated that the capacity figures were the engineering design capacity limits.

Mr. Art Merritt, developer of the proposed development, stated that his proposal has a potential for growth for the Chehalis area. In addition, the area is in need of additional housing, restaurants and motels. Mr. Merritt stated that if the City is nearing its total capacity of its existing lines, some effort must be considered to meet such growth. Mr. Merritt felt that if the City of Chehalis were to work with the City of Napavine and the Sewer District in increasing capacity, everyone would profit.

Councilor Zylstra asked Mr. Merritt if he has approached either Napavine or District No. 1 for the capacity.

Mr. Merritt stated that he has not approached either of the two agencies.

Councilor Zylstra stated that the City would not gain any sales tax, property or hotel/motel tax revenues from the development. Councilor Zylstra suggested joining with Napavine and Lewis County in providing the capacity. Councilor Zylstra asked Mr. Merritt if he has set up financing for the project, and requested a reference from Mr. Merritt.

Mr. Merritt stated that he is talking with a very large syndication out of California for financing and partnership, and also Prudential Insurance.

Councilor Roewe asked Mr. Merritt if he has considered using a private collection system.

Mr. Merritt stated that he is working on that aspect, although he would prefer not doing that.

Councilor Zylstra moved to table the issue until Mr. Merritt has sufficient time to approach the City of Napavine and Lewis County to see how many connections are available from those sources and better ascertain what demands would be on the City's system. The motion was seconded by Councilor Venemon and carried unanimously.

Councilor Hatfield recessed the regular meeting at 4:03 PM.

7. Tri-Agency Meeting - North Fork Slide Mitigation Project. Mayor Spahr called the meeting back to order at 4:15 PM for a special Tri-Agency meeting to discuss the North Fork

July 23, 1992

slide mitigation project. A presentation was made by representatives from Squier Associates, Inc. detailing the study and engineering evaluation that was done on the landslide above the water intake for the cities of Chehalis and Centralia on the north fork of the Newaukum River.

A motion was made, seconded and passed unanimously that the City of Chehalis participate in the mitigative and slide stabilization efforts identified in the report and authorize participation in the interlocal agreement contingent upon approval and funding of the work by FEMA at a cost not to exceed \$15,000.00.

After conclusion of the Tri-Agency meeting, the regular meeting was again called to order and adjourned at 5:30 PM.

Robert J. Spahr, Mayor

Attest:

Caryn D. Foley, Deputy City Clerk

July 23, 1992

The Chehalis City Council met in special session on Thursday, July 23, 1992, in the Chehalis City Hall for the purpose of establishing guidelines and parameters for the preparation of the 1993 budget. Mayor Pro-tem Hatfield called the meeting to order at 5:00 PM and the following Councilmembers were present: Bud Hatfield, Diana Howard, Vivian Roewe, Joyce Venemon, and Dave Zylstra. Mayor Bob Spahr arrived at 5:30 PM, and Councilor Isaac Pope 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; Andy Sennes, Community Services Department; Bob Nacht, Building and Planning Director; and Dennis Dawes, Deputy Chief of Police.

1. 1992 Analysis of Revenues and Expenditures Quarterly Report. The Finance Director presented the Council with a report on the second quarter of 1992's revenues and expenditures. Ms. Hakola stated both revenues and expenditures are in line with budget projections. Ms. Roewe asked whether the City had received a CDBG grant in 1992. Ms. Hakola said no, but another application was being submitted this year for 1993 and there are still funds remaining from the 1990-91 CDBG grant. Ms. Roewe asked if the Housing Assistance Program was still funded. Ms. Hakola replied in the affirmative and added that more vouchers have been granted recently, thus increasing the program.

2. 1993 Budget Preparation Guidelines. Mr. Campbell stated he wished to solicit Council comments on suggested guidelines for preparation of the recommended 1993 annual budget, and asked Councilmembers to identify specific programs, services or other spending areas they felt should be either increased or decreased. He then reviewed the general guidelines or assumptions that staff would use in the preparation of the recommended budget: No new general taxes or user fees and no existing tax or user fee rate increases included in the recommended budget; existing fund reserve/ending cash balance levels and reserve contributions will be maintained and increased where possible; the property tax levy for emergency medical services will be reduced in its rate from 25 cents per \$1,000 AV maximum levied to perhaps 15 cents per \$1,000; options will be evaluated for ways to shift fire management costs to line staffing; merit salary step increases will be budgeted and non-union employees' compensation adjustments will be at least comparable with those due to union-represented employees; and, if any program or service level increases are recommended, they should be related to the Council's 1992-93 goal-setting discussions.

Ms. Roewe questioned how reserved balances were established, were they a percentage of the total revenue? Mr. Campbell explained that the general fund unappropriated fund balance is typically between 4-5% of the total budgeted amount. Other reserve balances are maintained at the previous year's level or increased based on need and the available revenue.

Ms. Roewe asked how the City would pay for the North Fork slide and the Salzer Creek study. Mr. Campbell stated the North Fork slide would be paid from the Water utility budget and the City's share of the Salzer Creek study would probably be funded through the Public Facilities Reserve Fund.

Mr. Zylstra asked how the City would fund Mr. Keeling's termination pay. Mr. Campbell stated the current year's general fund budget had sufficient funds to pay for this year's requirement if the position was not refilled. Mr. Zylstra asked if the Compensated Absences Reserve Fund could be used for

July 23, 1992

1993's obligation. Mr. Campbell replied that the City Attorney was working on an ordinance to expand the authorized use of Compensated Absences Reserve funds so that it could.

Mr. Zylstra indicated he didn't wish to see the EMS levy dropped. He supports a three man crew for the Fire Department, and would like to seek voter permission to change the levy to allow for purchase of fire capital equipment.

Ms. Roewe stated she would rather have staffing come from the levy funds than capital.

Mr. Zylstra suggested the levy use be expanded to capital and then the General Fund would be able to pay for the additional firefighter. He indicated he was not comfortable using a levy with a sunset for staffing. He stated he would make a motion to do a ballot measure for general purpose fire equipment.

Mr. Hillier advised the Council they could not expand the use of the current EMS levy to general fire equipment; it would require a new levy.

Mr. Zylstra made a motion to direct staff to prepare the necessary ordinance to expand the scope of the EMS levy to include all fire equipment. Ms. Venemon seconded the motion. Motion passed with four ayes and one nay, the dissenting vote being Ms. Roewe.

Ms. Venemon stated parking in the downtown area is a problem since the parking enforcement officer's position was eliminated during last year's budget deliberations.

Mr. Hatfield pointed out this item would be under discussion at Monday's meeting.

Ms. Roewe inquired whether this service could be contracted out or filled by volunteers?

Mr. Campbell stated it could, but there were some considerations that needed to be taken into account when analyzing the use of volunteers for this type of position.

Ms. Roewe indicated she felt the police needed more visibility. She thinks motorcycle cops, bicycle cops, and walking cops are needed; that the officers need to get out of the patrol vehicles. She indicated the parking enforcement officer may be a way to meet this visibility need and help the downtown parking problem. She also stated she wants to retain the DARE program and stay in the UNET program. She suggested that perhaps the money saved by using a monitoring program rather than paying jail costs could be used to help fund these needs.

Mayor Spahr indicated the parking enforcement officer was a high priority item.

Mr. Campbell asked the Council if they had other priority items they wished to have included in the budget, or if they had any items that were lower priority and could be eliminated if necessary.

Ms. Roewe indicated she still wanted to have a covered pool.

Receiving no other comment, the Mayor recessed the Council meeting for five minutes at 5:35 PM.

July 23, 1992

At 5:40 PM., the Mayor reopened the Council meeting and went into Executive Session pursuant to R.C.W. 42.30.110 (g).

At 6:45 PM., the Mayor closed the Executive Session. There being no further action, on motion, the meeting adjourned.

Robert J. Spahr, Mayor

Attest:

Jo Ann Hakola, City Clerk

July 27, 1992

The Chehalis City Council conducted a special work session on Monday, July 27, 1992, at 2:00 PM in the Chehalis City Hall. Councilmembers present included: Bud Hatfield, Diana Howard, Vivian Roewe, Joyce Venemon, Dave Zylstra and Bob Spahr. Councilor Isaac Pope was absent (excused). Staff members in attendance included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director/City Clerk; Randy Hamilton, Chief of Police; Mark Scheibmeir, Assistant City Attorney; Bob Nacht, Building and Planning Director; and Bill Cavinder, Deputy Fire Chief. Representatives of the news media present included John Pierce of The Chronicle.

1. Adoption of 1991 Uniform Codes. Building and Planning Director, Bob Nacht, opened the workshop with a discussion and permitting requirements. The various areas that need to be addressed are compliance with the building code, fire code, zoning code, GMA, SMA, SEPA, flood zone, hazardous waste generator, and nuisance abatement. He pointed out that Lewis County has 7 full-time equivalents, Centralia has 8 full-time equivalents, and Chehalis only has a staffing level of 2.1 full-time equivalents.

He indicated the last adoption of the appendices was done in 1989 by Ordinance No. 408-B, and that the Council must decide which ones they wished to adopt with the new building code. He provided the Council with a report on the different appendices.

Mayor Spahr asked Bob what his needs were regarding staffing.

Bob indicated he needed either a developmental review technician or a Planner I, not someone on an entry level.

Ms. Roewe questioned if it wouldn't be more prudent to have a consultant do this work under a contractual arrangement.

Mr. Zylstra suggested hiring the County to do it on a contractual basis.

Bob indicated that could be done. The County is currently developing a new position for a planner, and he will be discussing this matter further with them when the position has been filled.

Deputy Fire Chief Bill Cavinder made a presentation on the appendices relating to the Uniform Fire Code. He explained which appendixes had been adopted in 1988 and indicated which ones are currently needed and which are not. He provided the Council with such a list for their reference.

At 2:55 P.M. the work session was closed.

Robert J. Spahr, Mayor

Attest:

Jo Ann Hakola, City Clerk

July 27, 1992

The Chehalis City Council met in regular session on Monday, July 27, 1992, in the Chehalis City Hall. Mayor Spahr called the meeting to order at 3:00 PM and the following Councilmembers were present: Bud Hatfield, Diana Howard, Vivian Roewe, Joyce Venemon, Dave Zylstra and Bob Spahr. Councilor Isaac Pope 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; Mark Scheibmeir, Assistant City Attorney; Ray Muyskens, Community Services Director; and Bob Nacht, Building and Planning Director; Representatives of the news media present included John Pierce of The Chronicle, and Jim Cook of KELA Radio.

1. Adoption of 1991 Uniform Codes. Councilor Hatfield moved to direct staff to prepare an ordinance adopting the 1991 State Building Code Council Uniform Codes. The motion was seconded by Councilor Venemon and carried unanimously.

2. Citizens Business.

a. Introduction of Tony Lonardo, Twin Cities Chamber of Commerce Executive Director. Mr. Lonardo introduced himself to the City Council and thanked them for the opportunity to meet them. The Mayor welcomed Mr. Lonardo on behalf of the Council.

b. Downtown Parking Concerns. Mr. Fred Rider, owner of Rumors Bar & Grill and Market Street Pub, and Chairman of the Chehalis Business & Professional Committee, spoke to the Council about downtown parking problems. Mr. Rider stated the sale of parking permits has drastically decreased because there is no enforcement, and revenue is being lost by businesses because employers and their employees are parking on the street. Mr. Rider stated he understands about budget constraints, but requested that the parking enforcement officer position be reinstated, and suggested increasing parking permit fees \$5 to \$10 per month to help pay for the position. Mr. Rider felt that the people who pay for parking permits should have reserved parking spaces in the lots.

Mayor Spahr stated that at the Council's budget preparation work session last week, the Council decided that parking enforcement should be a high priority in the 1993 budget. He added that he would like to see the fines for repeat offenders raised.

Councilor Hatfield felt the permits should be raised to \$15 per month.

The Council directed the Chief of Police to compile some figures on increasing the parking permit fees to allow the hiring of a parking enforcement officer.

Tony Lonardo, Executive Director of the Twin Cities Chamber of Commerce, read a letter to the Council from the Chamber supporting and endorsing the Chehalis Business & Professional Committee's request for a parking enforcement officer.

Mr. Chuck Haunreiter, a tenant of a downtown apartment complex, felt that an increase in parking permit fees for tenants was unfair. He suggested exempting tenants from the increase. He suggested that the City revoke the business licenses of those stores whose employees who park on the street.

Mr. Bill Brunswig, a downtown business owner, spoke in favor of reinstating the parking enforcement officer and raising fines.





July 27, 1992

Scott Hamilton stated that in January he purchased four lot parking permits, but is not able to park in the lots because they are always full, mostly by people who do not have permits.

Joe Mount stated that his business is suffering because of the lack of parking enforcement. Mr. Mount suggested hiring a senior citizen to do the job.

Mayor Spahr stated that the City must be cognizant of the union contract with the Police Department.

Chief Hamilton added that if everything goes well, a parking enforcement officer could be hired by September 1.

3. Public Hearing - Six-Year Transportation Improvement Program. Public Works Director Barry Heid, stated that the program is an annual one that is designed to identify needs and provide a schedule for those needs. The program is required by the State and Federal governments before funding can be applied for, for the specific projects.

At 3:43 the Mayor closed the regular meeting and opened the public hearing to receive public comment on the City's Six-Year Transportation Improvement Program. There being no public comment, the public hearing was adjourned and the regular meeting reopened.

4. Resolution No. 9-92, First Reading - Adopting the City's Six-Year Transportation Improvement Program. Councilor Hatfield moved to suspend the rules requiring two readings of the resolution. The motion was seconded by Councilor Zylstra and carried unanimously. Councilor Venemon moved to adopt Resolution No. 9-92 on first and final reading, adopting the City's Six-Year Transportation Improvement Program for the years 1993-1998. The motion was seconded by Councilor Hatfield and carried unanimously.

5. Consent Calendar. Councilor Zylstra moved to approve the July 27, 1992, Consent Calendar comprised of the following items:

a. Minutes of the regular City Council meeting of July 13, 1992;

b. June 26, 1992, Claims Vouchers No. 24762 through 24891 in the amount of \$132,060; June 30, 1992, Payroll Vouchers No. 22448 through 22612 in the amount of \$336,878.19; Transfer Voucher No. 1334 in the amount of \$149,000; and Transfer Voucher No. 1335 in the amount of \$189.19; and

c. Award bid for fire pumper to Western States Fire Apparatus in the amount of \$186,890 including tax, accept discounts, and purchase associated equipment in the amount of \$38,000.

The motion was seconded by Councilor Hatfield and carried unanimously.

6. Resolutions No. 7-92 and 8-92, Second Reading - Approving Amended Agreement for Closure of Centralia Landfill and Delegating Additional Authority to Designated Representative. City Manager Campbell stated that both resolutions amend the closure agreement for the Centralia Landfill. The resolutions also delegate additional authority to the designated representative on that body.

July 27, 1992

Councilor Hatfield moved to adopt Resolution Nos. 7-92 and 8-92 on second and final reading. The motion was seconded by Councilor Zylstra and carried unanimously.

7. Draft Interlocal Agreement for Salzer Creek Flood Control Project. City Manager Campbell stated the agreement delineates the details of the feasibility study and projected costs of the project. The exhibits to the agreement define the terms and conditions of the \$100,00 contribution to the study from the State Department of Community Development, and show the project cost distribution to be shared between the local governments, the State Department of Ecology and a flood control district to be formed, which is one of the problems or limitations of the interlocal agreement with respect to Council action last month. The Council voted to enter into the project on certain conditions. One was that the other local agencies participate, and that a flood control district be formed in the benefitting area and that the district also participate in the cost of the study, which is not requested in the draft agreement because the flood control district is not yet formed and is not a signing party to the agreement.

Councilor Hatfield opposed the draft agreement because of a sentence stating that if the proposition of forming a flood control district fails, the agreement remains in full force and effect and each party remains bound to pay their fair share of the study costs as set forth. Councilor Hatfield stated that the sentence should be deleted and the district must be a signatory on the agreement.

Councilor Roewe moved to table the issue for further consideration. The motion was seconded by Councilor Venemon, and carried by a vote of 4 ayes and 2 nays. The dissenting votes were cast by Councilors Zylstra and Hatfield.

8. Ordinance No. 476-B, First Reading - Repealing Ordinance No. 433-B, Telecommunications Services Franchise with U.S. West Communications. City Manager Campbell stated that U.S. West Communications has refused to accept Ordinance No. 433-B. Mr. Campbell stated that the City's general right-of-way ordinance should be sufficient to regulate the company within the City right-of-ways.

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

9. Agreement with Gibbs & Olson, Inc. for Engineering Services to Evaluate Wastewater Treatment Plant Capacity. City Manager Campbell explained that early this year a potential problem was identified in the sewage treatment system in regard to capacity of the plant. A subcommittee was formed to look into the issue with representatives from the EDC. An agreement was reached to request the City's engineering consultants to examine the capacity at the plant, and the proposed agreement is before the Council today. The City has received written and verbal commitments from other agencies for funding of the study.

Public Works Director Barry Heid stated that after the engineering review, projects/processes will be identified to increase capacity, and will include a plan of implementation.

Councilor Hatfield moved to authorize acceptance of the agreement for engineering services for an amount not to exceed

July 27, 1992

\$11,300, and based on the understanding that the City will receive financial participation in the amount of \$3,000 each from the Chehalis Industrial Commission and Port of Chehalis. The motion was seconded by Councilor Zylstra.

Heidi Pehl, of the Port of Chehalis, stated that the Port of Chehalis will contribute 25% to the cost of the study.

The motion carried unanimously.

10. New Entry Level Fire Fighter Position. City Manager Campbell stated that Randy Hamilton, Acting Fire Chief, has identified a need and funding for an additional fire fighter out of the 1992 budget, but there is no guarantee that funding will be in the 1993 budget.

Councilor Hatfield moved to authorize the hiring of an additional entry-level fire fighter from existing funds in the Fire Department budget effective August 1. The motion was seconded by Councilor Zylstra and carried unanimously.

11. City Council/City Manager Reports.

a. 1992 Community Survey Report. Mr. Clyde Stricklin of The Phoenix Group first thanked the boy scouts and senior citizens who delivered and picked up surveys around the city. Mr. Stricklin then reviewed the results of the community survey returned by 390 Chehalis residents. Those services receiving a good to excellent rating included: water, garbage, street cleaning, parks and recreation programs, the historical museum, medical and fire services, and fire and crime safety programs. The least favorable items included: job opportunities, housing availability, cost and quality of housing, land use planning, sidewalks and storm water drainage.

Community Services Director Ray Muyskens stated that the survey will now go to the Chehalis 2000 committee who will in turn pick out items from the survey information to concentrate on.

City Manager Campbell requested the Council to set a date and time for a second 1992 goal setting work session. The Council agreed to set a date of August 25, at 5:00 PM for the work session.

b. Planning Commission Review of Merritt Sewer Capacity Request and Development Proposal. Building and Planning Director Bob Nacht stated that the Planning Commission reviewed the request for sewer capacity by Mr. Merritt for his proposed development near Rush Road. Mr. Nacht stated that the Planning Commission came to the consensus that the proposal appears to be consistent with the land use/circulation plan and the Chehalis Comprehensive Plan; it may not be feasible to allocate all the remaining capacity in schedule 3 to the project; a portion of the City's remaining capacity may be appropriate relative to creation of jobs in the development or the need for additional housing; the City should address the issue of allocating sewer capacity outside the city limits as it relates to the requirements or recommendations of urban growth areas contained in the GMA; and the City should determine the extent of sewer service it wishes to provide outside of the city limits in cooperation with Lewis County. Mr. Nacht stated that the major question facing the Council is whether they wish to extend city capacity that far from the city limits.

July 27, 1992

c. Duffy Park Site Timber Cutting Project. City Manager Campbell stated that about \$60,000 was generated from the timber harvesting project at Duffy Park Addition. Staff is now recommending that a public hearing be scheduled for the Council's August 10 meeting to receive comment on how to use the revenue for capital improvements in the parks system.

Community Services Director Ray Muyskens reported that the harvest project was done during the months of May and June. The Timber Advisory Committee was very pleased with the contractor and the job that was done. Mr. Muyskens stated that the residents in the area were very helpful and courteous. In addition it was found that the City is exempt from having to pay timber tax.

d. Upcoming Sister City Visit. It was announced that a delegation of 27 Japanese visitors from the City's sister city of Inasa, Japan, will arrive on August 17. Housing is needed for the one week stay. Activities will be scheduled for the visitors.

There being no further business to come before the Council, the meeting was adjourned at 5:00 PM.

Robert J. Spahr, Mayor

Attest:

Caryn Foley, Deputy City Clerk

August 10, 1992

The Chehalis City Council met in regular session on Monday, August 10, 1992, 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, Joyce Venemon, Dave Zylstra and Bob Spahr. Councilors Diana Howard and Vivian Roewe were absent (excused). Staff members present included: Dave Campbell, City Manager; Peggy Morant, Assistant Finance Director; Randy Hamilton, Chief of Police; Dennis Dawes, Deputy Chief of Police; Barry Held, Public Works Director; Bill Hillier, City Attorney; Andy Sennes, Community Services Department; Bob Nacht, Building and Planning Director; and Caryn Foley, Deputy City Clerk. Representatives of the news media present included John Pierce of The Chronicle.

1. EDC Quarterly Report. Pam Brown, Executive Director of the Lewis County EDC, reported that the EDC met with 55 firms considering locating facilities or expanding existing businesses in Lewis County, and had preliminary contact with 47 other firms. The EDC continued to meet and work with several companies interested in locating in the Industrial Park, and provided technical assistance to clients interested in funding from the Chehalis Loan Fund continued. The EDC participated in a site relocation trade show in Los Angeles. A new marketing video was developed, highlighting advantages of locating manufacturing facilities in Lewis County.

2. Public Hearing – Potential Uses of Revenue from Duffy Addition Site Timber Harvesting. City Manager Campbell stated that about \$60,000 net revenue was received from the timber harvest and is committed to capital projects or improvements in the City's park system.

Mayor Spahr closed the regular meeting and opened the public hearing at 3:06 P.M.

Connie Small, Project Manager of the Community Playground Association, explained that the association was formed last month as a non-profit corporation after two years of research into a Robert Leathers design playground by the Chehalis Rotary Club. Other clubs and organizations involved in the project are the Chehalis PTA, City of Chehalis, Chehalis Rotary, Chehalis Lions, Altrusa, Sertoma, DARE and the Chehalis School Board. Ms. Small stated that the Association determined that the best location for the playground would be at Recreation Park because of its location near other recreation facilities. The Association requested that the City approve the location and contribute \$30,000 to the project from the timber harvest funds.

Councilor Pope asked what funds the Chehalis Rotary Club would contribute as lead agency.

Ms. Small stated that Rotary has already committed funds to the project and they will continue to do so until the project is up and running.

Councilor Pope stated that Recreation Park will have to upgrade the bathroom facilities if the proposed project is built which result in additional costs to the city.

Ms. Small stated that this is a \$200,000 project that the City would benefit from.

Councilor Pope asked what kind of maintenance the project would require once it is constructed.

Ms. Small stated that once a year a water soluble seal is put on the equipment. Ms. Small stated that she hoped there would be an "upkeep fund" built into the project so that there will be an ongoing maintenance fund.

Councilor Pope asked what would happen to the existing baseball field.

Andy Sennes, Properties Superintendent, stated that the baseball field could be relocated within the park.

Councilor Hatfield pointed out that the bathroom facilities at the park will have to be upgraded anyway to meet the requirements of the Americans with Disabilities Act.

Councilor Zylstra asked if the Association has looked into grant funding.

Ms. Small stated that grant funding has not been looked into.

Mr. Norm Forsyth, of the Chehalis Rotary Club, explained that the role of the Chehalis Rotary Club was to get the project going, but the idea was to make it a community project.

Mr. John May asked about the liability to the City with this kind of a project.

August 10, 1992

City Attorney Bill Hillier stated that the City's insurance policy will cover any activities within the park. Mr. Hillier stated that more importantly, a contract should be drafted stating that the equipment which is placed on City property would, in effect, be the City's property.

Ms. Sandra Papineau, representing the Chehalis Youth Soccer Club, stated that the Club is planning to develop new soccer fields at Stan Hedwall Park. The Club is providing funding for the new fields, but requested that some of the funds received from the timber harvest be used to construct parking areas for the new fields, which would benefit both the soccer and baseball fields.

Mr. John Hankins, of the Chehalis Girls Softball Association, felt that the funds should be disbursed in an equal manner. He stated that improvements are needed on the girls' fields, and a scoreboard would also be nice.

Chehalis Babe Ruth president Gary Rinta requested funds for field improvements. He stated that the concession stand needs improvement, along with the grandstand.

There being no further public comment, the public hearing was closed and the regular meeting was reopened at 3:34 P.M.

The Council concurred that they needed time to study the requests and consult with City staff.

Councilor Hatfield moved to approve Recreation Park as the sight for the new playground, and if the project is completed, the equipment will be donated to the City and become the City's property. The motion was seconded by Councilor Pope and carried unanimously.

3. Consent Calendar. Councilor Hatfield moved to approve the August 10, 1992, Consent Calendar comprised of the following items:

- a. Minutes of the special City Council Meeting of July 23, 1992;
- b. Minutes of the City Council work session of July 27, 1992;
- c. Minutes of the regular City Council meeting of July 27, 1992;
- d. July 17, 1992, Claims Vouchers No. 24892 through 25072 in the amount of \$111,073.34 and Claims Vouchers No. 25073 through 25200 in the amount of \$209,385.08; July 31, 1992, Payroll Vouchers No. 22613 through 22773 in the amount of \$304,824.97, and Transfer Voucher No. 1336 in the amount of \$437.509;
- e. Pay Estimate No. 1 in the amount of \$212,183.74 to Pape & Sons Construction for 1992 Sewer Rehabilitation Project, Basin 3012A; and
- f. Set date of August 24, 1992, at 3:05 P.M. for public hearing for application to rezone property on S.W. 19th Street from R-1 to R-2.

Mayor Spahr stated that in regard to Pape & Sons Construction, he has received several complaints about the contractor. Mayor Spahr requested that staff pass this comment onto the contractor.

The motion was seconded by Councilor Venemon and carried unanimously.

4. Proposed Stormwater Utility Rate Schedule. City Manager Campbell stated that the Council passed two ordinances on first reading a year ago relating to stormwater management - regulating activities that contribute to stormwater runoff and erosion in the community, and relating to the stormwater system itself in regard to protection and control. At that time the Council requested that a stormwater utility rate schedule be developed before passing the ordinances on second and final reading, which schedule is now being presented.

Public Works Director Barry Heid explained that in order to calculate the unit costs, it was required to segregate the ESUs of impervious area into three service categories including open, closed, and not in (or benefiting by) the City's storm drainage system. Mr. Heid stated that staff is recommending a charge of \$4.30 per ESU in closed system areas, and \$1.84 per month in open system areas. In addition, Mr. Heid stated that a capital contingency fund was included to take care of unforeseen circumstances or emergencies.

August 10, 1992

Mayor Spahr asked if the proposal would effect the diking district in regard to the Salzer Creek project.

Mr. Heid stated that it would probably not have an impact on the Salzer Creek project because they are two different kinds of projects.

Councilor Hatfield asked what funding source is being used currently to clean ditches and storm drains.

Mr. Heid stated that funds are coming from the General Fund.

Councilor Hatfield moved to approve the proposed stormwater utility rate schedule and authorize staff to proceed with introduction of ordinances that establish and set the rate schedule for a stormwater utility, and direct staff to present Ordinance Nos. 454-B and 455-B on second and final readings. The motion was seconded by Councilor Venemon and carried unanimously.

5. Ordinance No. 477-B, First Reading - Adopting the 1991 Editions of the Uniform Codes as Amended by the State Building Code Council. Councilor Zylstra moved to pass Ordinance No. 477-B on first reading. The motion was seconded by Councilor Hatfield and carried unanimously. The ordinance provides for the adoption by reference of Uniform Codes under the State Building Code Act; establishes building permit fees; provides penalties for violation; and repeals Ordinance No. 408-B.

6. Ordinance No. 478-B, First Reading - Creating and Establishing a Definition of Uses for the Compensated Absences Fund. City Manager Campbell explained that when the fund was created in 1985, the intent was to use the funds for the payout of accrued vacation and sick leave when employees retire or otherwise terminate their service with the City. No formal written definition was established at that time, and other potential uses have been identified and are included in the ordinance.

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

7. Agreement Regarding Closure of National Avenue During Flooding. City Manager Campbell stated that property owners near the corridor of North National Avenue approached the City with a request to close the avenue during times of flooding in order to complete a dike that they constructed and thereby protect the property in that area. A proposed agreement has been drafted for the Council's approval. The City would have complete control for giving permission to close National Avenue, and the property owners would be responsible for the installation and removal of the diking material.

Councilor Zylstra moved to authorize the City Manager to sign the agreement to provide for the closure of National Avenue by temporarily installing portable diking materials across it for flood protection purposes. The motion was seconded by Councilor Hatfield and carried unanimously.

8. Parking Enforcement Plan. City Manager Campbell stated that the Police Department has proposed a Parking Enforcement Officer position to enforce the parking problems in the downtown area.

Dennis Dawes, Deputy Police Chief, explained that the biggest obstacle to implementing the Parking Enforcement Officer is funding. It is estimated that it would take approximately \$8,000 to fund the position for the remainder of 1992. The compensation costs for the first 12 months would be about \$24,000. To generate additional revenue, the parking commission is recommending that parking permit fees be raised from \$5 to \$15 per month, and possibly selling reserved parking spaces. Deputy Chief Dawes added that the City may have to look into acquiring additional parking spaces in the future. He stated that the position could be filled by September 1.

Councilor Hatfield moved to authorize hiring a Parking Enforcement Officer, with an effective date of September 1, 1992. The motion was seconded by Councilor Venemon.



August 10, 1992

Mr. Chuck Haunreiter, a downtown apartment resident, read a letter and presented a petition from other downtown apartment residents opposing the increase in parking permit fees for residents. Mr. Haunreiter felt that the residents should not have to pay higher fees for parking since it would benefit downtown businesses. He also stated that the business owners and their employees were the ones taking up all the parking on the streets.

Mayor Spahr asked if renters now pay for parking permits.

Deputy Dawes stated that they do if they wish to park on the downtown streets or lots. He added that parking permits are only needed Monday through Friday, from 8:00 AM to 5:00 PM.

Mr. Fred Rider, a downtown business owner, stated that tenants are also abusing street parking when there is no enforcement. He added that issuing on-street parking permits does not make sense.

The motion made by Councilor Hatfield was carried unanimously.

#### 9. City Council/City Manager Reports.

a. Excess Property Tax Levy for General Fire Equipment Needs. City Manager Campbell stated that this issue was in response to discussion during the work session that was held to talk about preparation of the 1993 budget. Staff was directed to prepare the necessary legislation to create a ballot measure for voter consideration this fall to seek voter approval for an excess property tax levy to replace the existing EMS levy at the same tax rate. The goals were to provide additional funding for general fire equipment replacement, and to "free up" money that typically has been budgeted in the past for equipment replacement reserves to use it for operating purposes. After research, there is apparently no legal authority for establishing an excess property tax levy for this purpose. A new non-property tax or voter-approved increase in existing utility taxes could be structured to meet both of the above goals, but they would be paid by a somewhat different class of people and business.

b. Parking Commission Report. Deputy Dawes stated that Lewis County Public Services is planning to move its offices to the old Central Evergreen building. To cover needs for parking of citizens and employees they are in need of additional off-street parking. In addition, the Parking Commission wants to improve the lot next to the Colony House at a cost of about \$27,500. Public Services approached the Parking Commission about the possibility of leasing the city-owned parking lot on N.E. Washington Avenue behind the library. A proposal between Public Services and the Parking Commission was tentatively agreed to that might provide a solution to both agencies needs. The County will contribute \$14,000 towards the cost of developing the Colony House lot; Lewis County will administer the contract for the Colony House parking lot project; the County will pay for improvements to the library lot at a cost of about \$5,400; in exchange for the above listed items, the County would receive a 15-year, no cost lease for the parking lot behind the library.

c. Automated Mapping/Geographic Information System. Public Works Director Heid stated that in 1987 an automated mapping project was started that involved the use of highly accurate aerial photography to establish a base map system. This allowed the Department to identify and verify existing utility, physical feature and structural locations, such as valves, manholes, rivers, streets, sidewalks and buildings. It also enabled staff to generate very precise topography information such as contours and elevations. The information was then digitized into the computer. Since the new base mapping system was developed, all of the Public Works engineering and design work has taken advantage of more accurate information at a significant savings in costs of alternatives. Ultimately, the Department would like to have a GIS that would allow staff to take on analysis capabilities that cannot be done now.

d. Interlocal Agreement for Salzer Creek Flood Control Project. City Manager Campbell stated that two weeks ago the Council reviewed a draft of the interlocal agreement that was submitted to the City for the Salzer Creek Flood Control Project. At that time the Council voted not to participate until something was put in writing that would create a flood control district in the benefit area and a commitment from the district to help pay a portion of the flood project feasibility study costs. Since that time, it has been determined that it is probably not likely that the flood control district issue could be on the ballot until early next year. In the meantime there may be a problem with using funds that have been committed by the Corps of Engineers and the Department of Community Development between that time and the end of the 1991-93 State biennium. A special Tri-agency meeting was held to determine if there was some way of coming to an agreement which would allow the feasibility study to move ahead on a slow pace until a district could be formed and would commit to financing its share of the study costs.

August 10, 1992

Councilor Hatfield stated that at the meeting, it was agreed that each of the entities would not be liable for any more than \$15,000 of the study costs. The DCD has committed to \$100,000 and the Corps of Engineers will match those local funds making \$290,000 available for the study. In addition the agreement provides that the district will be established, but, if it does not get voter approval or the voters vote against taxing themselves to help fund the project, the project will end.

Councilor Pope stated that he understood that the Department of Transportation was willing to contribute funds to this project since they will be doing work along 1-5, requested that staff contact DOT to find out more about their interest.

There being no further business to come before the Council, the meeting adjourned at 4:55 PM.

Robert J. Spahr, Mayor

Attest:

Caryn Foley, Deputy City Clerk

Approved as to form:

August 24, 1992

The Chehalis City Council met in regular session on Monday, August 24, 1992, 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, and Bob Spahr. Councilors Diana Howard and Dave Zylstra were absent (excused). Staff members present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director; Randy Hamilton, Chief of Police; Barry Held, Public Works Director; Bill Hillier, City Attorney; Ray Muyskens, Community Services Director; Bob Nacht, Building and Planning Director; Joanne Schwartz, Personnel Officer; and Caryn Foley, Deputy City Clerk. Representatives of the news media present included John Pierce of The Chronicle and Scott Hodges of KITI Radio.

1. Public Hearing - Application to Rezone Property on S.W. 19th Street from R-1 to R-2. Bob Nacht, Building & Planning Director, stated that the Planning Commission conducted a public hearing and several residents spoke against the rezone because of problems with the sanitary sewer backing up, stormwater drainage problems and traffic concerns. Also discussed was the Comprehensive Plan requirements for appropriate zoning buffers between commercial and R-1 zones and conditions in the subject area. The Commission determined that duplexes may be appropriate in the area, but that the density allowed by an R-2 zoning might crowd the area, given the character of the neighborhood. The Commission recommended that the rezone be approved with a density limitation of one duplex per 12,500 square feet.

Mayor Spahr closed the regular meeting and opened the public hearing at 3:05 P.M.

The applicant, Mr. Francis Anderson, stated that he would like to use the property to develop four, high-quality duplexes and one single family residence, although he is not set on exactly that. He felt the development would fit in well with the rest of the neighborhood and did not think that the development would affect the existing sanitary sewer system problems.

Mayor Spahr acknowledged a letter received by Mrs. Carol J. Hewlett, 498 S.W. 19th Street, who opposed the rezone due to the existing sewer and drainage problems.

Mr. John Eklund, 437 S.W. 19th Street, stated that he lives next door to the property which is being considered for rezone, and stated his opposition to the rezone. He expressed concern about the sewage backup problems and increased traffic if the rezone is granted.

Mr. Gaylord Jones, 117 Terry Lane, stated that he owns a home at 520 S.W. 18th Street. He felt that sanitary sewer and stormwater drainage problems should be dealt within that area before new construction is allowed to take place, although he is not against the changing of the zoning.

There being no further comment, the public hearing was closed and the regular meeting was reopened at 3:15 P.M.

Barry Held, Public Works Director, stated that the Public Works Department tested the sanitary sewer system in the 19th Street area to determine if the surcharging experienced during high flow time was related to the 19th Street and Snively areas, or if it was related to another area within the City. It was found that the system's surcharging problems are caused by overloading in the sewer system by a central area of town, but it is hoped that with the current sewer rehabilitation project going on, that it will help with these kinds of problems. Mr. Heid added that the rezone could increase the amount of problems with regard to the sewer system as stated by the residents.

Councilor Roewe pointed out that even if the rezone is not granted, the developer can put twelve single family residences on the property. In addition, stormwater water utility ordinances are on today's agenda. Under the ordinances, new construction must comply with all the requirements of the ordinances. Councilor Roewe felt that the two issues should alleviate the concerns expressed during the public hearing.

Mr. Eklund stated that he is concerned that if the property is rezoned and Mr. Anderson decides to sell the property, that the person who buys the property will build triplexes or larger units.

City Manager Campbell stated that the recommendation from the Planning Commission, included with the rezone, was a density limitation as it pertains to duplexes. He stated that it is conceivable that the density limitation could be extended to other types of housing units that could potentially go on the property under an R-2 zone.

August 24, 1992

Councilor Hatfield moved to direct staff to prepare an ordinance to rezone the subject property from R-1 to R-2, including a stipulation that the R-2 designation not exceed duplexes, with a density limitation of one duplex per 12,500 square feet. The motion was seconded by Councilor Roewe, but she stated that she is concerned about limiting the usage of an R-2 zone. The motion carried unanimously.

2. Citizens Business.

a. Mr. Kurt Goodrich, a Job Placement Specialist with Karr Rehabilitation of Olympia, introduced himself to the Council. Mr. Goodrich works in the Lewis County area to help people with disabilities regain employment in the work force which is a benefit to both the person and the community.

b. Community Playground Association Report. Norm Forsyth, of the Community Playground Association, stated that at the last City Council meeting, the Council requested additional information about the project. Mr. Forsyth reviewed the uses and sources of funding for the project and how the funds would be used to complete the project. He stated that based upon what the Association thinks it can raise, they will tell the Leathers Company that they will have a \$60,000 playground project, which includes site preparation and playground materials. In addition, \$18,000 will be needed for "soft costs" of the project. Mr. Forsyth explained that sources of funding cannot be accurately detailed because the Association does not know how much material will be donated from local businesses. Commitments from service clubs, fraternal organizations, businesses and interested individuals have been obtained for about \$29,000. Mr. Forsyth stated that \$29,000 is being requested from the City from the revenues received from the Duffy Park timber harvest.

Councilor Pope stated that the project is a good idea, but was concerned about the City putting money up-front for the project. He felt that the Association should also approach the County about possible funding since the playground will benefit people within the rest of the County. He also thought that the Association should get the commitments pledged from local service clubs in writing.

Mr. Campbell stated that the athletic groups which requested funds at the public hearing regarding revenues from the Duffy Park timber harvest have been contacted and asked to submit detailed plans by September 14 for their requests, and a report will be submitted to the Council by its last meeting in September. Mr. Campbell also stated that in regard to any of the requests for timber harvest funds, the City council could create an agreement to release funding on a schedule.

Councilor Roewe asked how much money is spent on ballfield maintenance at Hedwall Park per season.

Community Services Director Ray Muyskens stated that about \$85,000 is spent each year on maintenance.

Councilor Roewe felt that if the City could budget \$85,000 for ballfield maintenance, \$29,000 was not a lot to contribute to a different segment of the community.

Councilor Hatfield felt the City should defer action on any of the requests made during the public hearing at the Council's last meeting until all of the organizations have submitted their requests in writing.

3. Consent Calendar. Councilor Hatfield moved to approve the August 24, 1992, Consent Calendar comprised of the following items:

- a. Minutes of the regular City Council meeting of August 10, 1992; and
- b. August 14, 1992, Claims Vouchers No. 25201 through 25345 in the amount of \$335,510.45.

The motion was seconded by Councilor Pope and carried unanimously.

4. Ordinance No. 477-B Second Reading - Adopting the 1991 Editions of the Uniform Codes as Amended by the State Building Code Council. Councilor Hatfield moved to pass Ordinance No. 477-B on second and final reading. The motion was seconded by Councilor Pope.

August 24, 1992

Councilor Roewe asked If the new codes would make it any harder to build a house within the City.

Building & Planning Director Bob Hecht stated that the codes are becoming more complex, especially in the energy and indoor air quality areas.

The motion carried unanimously.

5. Ordinance No. 454-B, Second Reading - Regulating Land Disturbing Activity and Establishing the Procedures Therefor; and Ordinance No. 455-B Second Reading - Regulating and Controlling Activities Related to the Management of Stormwater and Stormwater Runoff, and Providing for a Permitting Process and Enforcement. City Manager Campbell stated that both ordinances were passed on first reading on August 26, 1991, and staff was directed to develop a proposed stormwater utility rate schedule prior to second readings of the ordinances. Mr. Campbell stated that the rate schedule has been developed and is on the agenda for Council's consideration.

Councilor Hatfield moved to pass Ordinance Nos. 454-B and 455-B on second and final reading with an effective date of September 1, 1992. The motion was seconded by Councilor Venemon.

Councilor Roewe stated that this is yet another permitting process for developers to go through and asked how long the process will be for developers.

Public Works Director Heid stated that most requests will be done within 60 days, but some may take longer. He stated that single family residences are not included in the permitting process.

Councilor Roewe asked Mr. Heid if he had the staff to enforce the ordinance.

Mr. Heid stated that he does not have the staff to do all of the things that are required by the ordinance. The plan is to have the people that are doing these types of activities provide the funding mechanism so that they can be accomplished.

The motion carried unanimously.

6. Ordinance No. 479-B, First Reading - Establishing a Storm and Surface Water Utility and Adopting a System and Plan for That Utility. Councilor Hatfield moved to pass Ordinance No. 479-B on first reading with an effective date of December 1, 1992. The motion was seconded by Councilor Venemon and carried unanimously. The ordinance establishes a stormwater water utility for management and operation of the City's stormwater system in accordance with state law.

7. Ordinance No. 480-B, First Reading - Establishing a System and Structure of Rates for the Storm and Surface Water Utility. Councilor Hatfield moved to pass Ordinance No. 480-B on first reading with an effective date of December 1, 1992. The motion was seconded by Councilor Venemon.

Councilor Roewe stated that there is quite a difference between the charges for open and closed systems. She envisioned problems in the future where open systems will have to be closed in, and it would appear that the closed systems will be subsidizing the open systems.

Public Works Director Held stated that that is not the intention during the creation of the rate schedule. What is being looked at is maintenance and replacement activities for the existing systems. Mr. Held stated that both open and closed systems require different kinds of maintenance, therefore the charges for the systems have to be different.

Councilor Roewe felt another utility charge was a burden on the citizens.

Councilor Hatfield stated that stormwater drainage was a high priority on the recent community survey that was done.

The motion carried by a vote of 4 ayes and 1 nay. The dissenting vote was cast by Councilor Roewe.

8. Ordinance No. 481-B, First Reading -Amending Ordinance No. 246-B, Providing for the Operation and Use of the Public Sewer System; Providing for Regulation and the Enforcement Thereof; and Repealing all Ordinances and Parts of Ordinances Conflicting Herewith. Public Works

August 24, 1992

Director Heid stated that the ordinance will allow the City to address the discharge of unauthorized or prohibited substances into the sanitary sewer system, including greases, fats or oils. These substances, when discharged into the system, are a serious problem to the City's Wastewater Treatment Plant. They accumulate and solidify, clogging lines, pump stations and other apparatus.

In addition, the ordinance addressed defective side sewers. Although many people have replaced their side sewers, some have not. The ordinance will give the City the authority to require that a resident replace their side sewer. For example, water service can be terminated until a resident complies with the ordinance.

Councilor Pope suggested that staff report back to the Council in about a year to determine if the ordinances that are being passed are functioning as they were created to do.

Councilor Hatfield moved to pass Ordinance No. 481-B on first reading with an effective date of October 1, 1992. The motion was seconded by Councilor Roewe and carried unanimously.

#### 9. City Council/City Manager Reports

a. Retrospective Rating Report. Joanne Schwartz, Personnel Officer, stated that the City's contract year will be ending September 30 with the Washington Industrial Insurance State Fund for workers compensation. Ms. Schwartz stated that at the Council's next meeting it will be recommended to authorize the City Manager to sign the retrospective rating plan agreement for the next fiscal year.

City Manager Campbell added that the City has had a very good experience over the last year, and the City should receive a partial refund of its premiums.

b. Parking Enforcement Officer. Chief of Police Randy Hamilton reported that the City has internally hired a new Parking Enforcement Officer from the Community Services Department. Jeannie Belden will begin her new duties on September 1.

c. Central Business District Electrical Protect. Community Services Director Ray Muyskens stated that the City and the Downtown Business & Professionals have worked together to rewire the downtown electrical system for community events, and utilized the services of Central Electric. Mr. Sauter, of Central Electric, indicated that the total cost of the project would be about \$6,000, but when the project was completed and the final bill was submitted, it was \$11,762.85 due to a change in the scope of work. Mr. Muyskens stated that the Downtown Business & Professionals will contribute \$1,100 toward the bill; \$860 will be deducted from the bill that was built in by Central Electric as profit; \$5,802.85 will be taken from the City's Central Business District Improvement Fund; and it is requested that the Council authorize \$4,000 to be taken from the City's Tourism Fund.

Councilor Roewe moved to authorize the funding. The motion was seconded by Councilor Venemon and carried by a vote of 3 ayes and 2 nays. The dissenting votes were cast by Councilors Hatfield and Pope.

There being no further business to come before the Council, the meeting adjourned at 5:13 PM.

Robert J. Spahr, Mayor

Attest:

Caryn D. Foley, Deputy City Clerk

August 25, 1992

The Chehalis City Council met in special session on Tuesday, August 25, 1992, in the Chehalis City Hall to conduct a work session on its 1992-93 goals. Mayor Spahr called the meeting to order at 5:00 PM and the following Councilmembers were present: Bud Hatfield, Vivian Roewe, Joyce Venemon, and Bob Spahr. Councilors Diana Howard, Dr. Isaac Pope and Dave Zylstra were absent. Staff members present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director; Randy Hamilton, Chief of Police; Barry Held, Public Works Director; Ray Muyskens, Community Services Director; and Bob Nacht, Building and Planning Director.

1. Completion of Council's 1992-93 Goal-Setting. Six months ago the City Council developed a list of tentative goals - programs, projects and issues to be given particular attention to for 1992-93. Mr. Campbell stated that the purpose of the meeting today was to review and refine those goals, eliminating, adding and clarifying expectations as necessary.

After some discussion, the Council refined the list to nineteen potential, unprioritized goals including:

- increase supply of affordable housing (example: consideration of utility connection fees for multi-family units)
- employee (dependent) medical insurance cost containment
- evaluate potential cross-training of police officers and firefighters
- infrastructure repairs/replacement (examples: semis, public safety building, sidewalks)
- work with BN to improve West Street railroad crossing
- traffic safety improvements (examples: intersections of Parkland & Interstate and State & Chamber of Commerce, crosswalk maintenance)
- improve fire service rating
- improve availability of youth activities
- review existing ordinances and repeal ones that can't be enforced
- complete and implement fire service master plan
- complete and implement Chehalis 2000 strategic plan
- develop and adopt long-term debt strategy/policy
- continue to enhance Automotive & Equipment Reserve Fund
- continue to upgrade emergency preparedness capabilities; educate public
- increase water and sewer systems' capacities
- coordinate and centralize dissemination of public information from City (education videos, speakers bureau?)
- centralized City telephone system (PBX)
- annexation planning (UGB agreement with County?)
- sister city program (Chehalis visits to Japan, appointment of citizen committee for ongoing coordination)

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

Robert J. Spahr, Mayor

Attest:

Caryn D. Foley, Deputy City Clerk

September 14, 1992

The Chehalis City Council met in regular session on Monday, September 14, 1992, 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, Dave Zylstra and Bob Spahr. Councilor Joyce Venemon arrived at 3:02 PM. Councilor Diana Howard was absent (excused). Staff members present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director; Randy Hamilton, Chief of Police; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Ray Muyskens, Community Services Director; Bob Nacht, Building and Planning Director; Joanne Schwartz, Personnel Officer; and Caryn Foley, Deputy City Clerk. Representatives of the news media present included John Pierce of The Chronicle and Scott Hodges of KITI Radio.

1. Proclamation - PTA Month. Mayor Spahr presented a proclamation to Clover Gooding, representing the Chehalis PTA, in recognition of PTA Month.

2. Consent Calendar. Councilor Zylstra moved to approve the September 14, 1992, Consent Calendar comprised of the following items:

- a. Minutes of the regular City Council meeting of August 24, 1992;
- b. Minutes of the special City Council meeting of August 25, 1992;
- c. August 31, 1992, Payroll Vouchers No. 22774 through 22933 in the amount of \$319,549.87; and Claims Vouchers No. 25346 through 25440 in the amount of \$193,223.54; and
- d. Pay Estimate No. 2 in the amount of \$94,994.73 to Pape & Sons Construction for 1992 sanitary sewer rehabilitation project, basin 3012A.

The motion was seconded by Councilor Hatfield and carried unanimously.

3. Ordinance No. 479-B Second Reading - Establishing a Storm and Surface Water Utility and Adopting a System and Plan for That Utility; and Ordinance No. 480-B, Second Reading - Establishing a System and Structure of Rates for the Storm and Surface Water Utility. Councilor Hatfield moved to pass Ordinance Nos. 479-B and 480-B on second and final readings with an effective date of December 1, 1992. The motion was seconded by Councilor Zylstra. Ordinance No. 479-B establishes a stormwater utility for management and operation of the City's stormwater system in accordance with state law, and Ordinance No. 480-B establishes the system and structure of rates for the utility.

Councilor Roewe asked when undeveloped lots would come into the rate system.

Public Works Director Barry Heid stated that as long as there is no impervious area on an undeveloped lot, it would not be charged.

Councilor Venemon asked if any grant funding was available for the stormwater management program.

Mr. Heid stated that now that the City has established a stormwater utility program, the chances for grant funding for some projects is certainly enhanced.

Councilor Venemon asked if the charges to customers could be reduced if grant funding was obtained.

Mr. Heid stated it was too early to make a decision like that. He explained that the program is an ongoing maintenance program.

Councilor Pope asked if and how citizens would be notified of the new utility that will appear on their bimonthly statement.

Mr. Heid stated that a letter will be mailed to all citizens explaining the new stormwater utility.

Councilor Roewe felt that the recommended monthly charges to customers for the stormwater utility were too high. She stated that if there becomes an excess of funds, the Council should look at decreasing the monthly charge.

Councilor Pope asked Mr. Heid if funds from other utilities could be used for the stormwater maintenance program.

Mr. Heid stated that funds in the water-sewer utility and other funds must be used only for those funds and cannot be used at the City's discretion.



September 14, 1992

Councilor Hatfield pointed out that storm drainage was a high priority to the citizens on the recent community survey.

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

4. Ordinance No. 481-B Second Reading - Amending Ordinance No. 246-B Providing for the Operation and Use of the Public Sewer System; Providing for Regulation and the Enforcement Thereof; and Repealing all Ordinances and Parts of Ordinances Conflicting Herewith. Councilor Zylstra moved to pass Ordinance No. 481-B on second and final reading. The motion was seconded by Councilor Pope and carried unanimously. The ordinance establishes a mechanism to make the City's side sewer replacement program more effective. In addition, it will allow the City to address the discharge of unauthorized or prohibited substances into the sanitary sewer system, including greases, fats and oils.

5. Ordinance No. 482-B First Reading - Rezoning of Certain Property on S.W. 19th Street. Councilor Zylstra asked what will be done in regard to stormwater drainage (one of the concerns from the citizens during the public hearing at the last Council meeting).

Building & Planning Director Bob Nacht stated that stormwater drainage problems will be addressed through the newly adopted stormwater management plan. The stormwater drainage from this specific site will have to be rerouted to an approved drainage system. When the property is developed it will have to comply with the requirements of the City's stormwater management plan.

Councilor Roewe moved to pass Ordinance No. 482-B on first reading. The motion was seconded by Councilor Hatfield and carried unanimously.

6. Parking Commission Fund Budget Adjustment. City Manager Campbell explained that the Parking Commission has negotiated an agreement with the County for the use of an existing City parking lot behind the Library on N.E. Washington Avenue in exchange for the County's participation in the renovation of another parking lot downtown near the Colony House. Mr. Campbell recommended that the Council approve the Parking Commission Fund budget adjustment transferring \$14,000 from that fund's unreserved balance to a construction account.

Councilor Roewe moved to approve the budget adjustment. The motion was seconded by Councilor Pope.

Councilor Hatfield asked if any attempt was made after the last Council meeting to negotiate a better lease agreement with the County for the parking lot on N.E. Washington Avenue.

Mr. Campbell stated that he did not know if that was done, but the agreement reflects the County's extent of their willingness to participate.

The motion carried by a vote of 5 ayes and 1 nay. Councilor Hatfield voted against the motion.

7. Retrospective Rating/Workers Compensation. Joanne Schwartz, Personnel Officer, stated that the City's contract year will be ending September 30 with the Washington Industrial Insurance State Fund for workers compensation. Ms. Schwartz stated that it appears that the City will receive a partial refund of its premiums for the last year. She stated that staff is recommending to stay with the same plan (A-1) as last year, since it is the most conservative in terms of risk factors. Ms. Schwartz stated that in addition to the financial rebate, L & I provides assistance in claims management, shows how to set up a loss control program, provides safety education programs and provides assistance to help work through problems.

Councilor Roewe moved to authorize the City Manager to sign the Retrospective Rating Plan Agreement for the next fiscal year, staying with Plan A-1 at the Maximum Premium Ratio (MPR) level of 1.15. The motion was seconded by Councilor Zylstra and carried unanimously.

8. Salzer Creek Flood Control Project Interlocal Agreement. City Manager Campbell stated that the Council tabled this issue in July until the proposed agreement reflected the formation and financial participation in the feasibility study by a flood control district in the benefit area. A revised version has been drafted with the district included in it, and the project will be terminated if the district is not formed by voter approval next February. Mr. Campbell stated that staff is recommending that the Council bring the issue off the table and accept the agreement.

Councilor Hatfield moved to bring the issue off the table. The motion was seconded by Councilor Roewe and carried unanimously. Councilor Hatfield then moved to authorize the City Manager to sign the final copy of the agreement. The motion was seconded by Councilor Roewe and carried unanimously.

September 14, 1992

9. Airport Board Vacancy. City Manager Campbell requested that the Council appoint a replacement for a vacancy on the Airport Board left by Lloyd Willis whose term was to expire on December 31, 1995. The four applicants who applied for the position included Dennis Dawes, John McCord, John Nacht and Darryl Pitchford. After a tabulation of ballots, John McCord was appointed to the vacant position receiving three votes. John Nacht received two votes, while Dennis Dawes received one vote.

10. Completion of Council's 1992-93 Goal-Setting. City Manager Campbell requested that the City Council complete its 1992-93 goal-setting work by further refining the list of goals into levels of top, moderate and low. The Council elected to prioritize the goals on their own and return the list to the City Manager.

11. City Council/City Manager Reports.

a. Chehalis 2000 Planning Committee. Councilor Pope stated that the Committee has been meeting and will have a report to the City council very soon.

b. Requests for Duffy Park Addition Timber Harvest Funds. City Manager Campbell distributed requests for funding from several youth sports groups for timber revenue funds. Mr. Campbell stated that staff will be asking the Council to consider allocating the revenue that is available at its next meeting.

c. U.S.S. Chehalis Crewmembers Reunion. City Manager Campbell reminded the Council about the reunion of the crewmembers of the U.S.S. Chehalis on September 25-26, starting with a reception at 10:00 AM at the Lewis County Historical Museum.

d. Airport Board Open House. City Manager Campbell stated that the Airport Board will have an open house on Saturday, September 19, from 1:00 to 4:00 PM.

e. St. Joseph Church 100th Anniversary. Councilor Roewe announced that St. Joseph Catholic Church will be celebrating its 100th anniversary on September 19. Councilor Roewe stated that a mass would be held at 11:00 a.m. and a reception would follow at the Church hall.

f. Twin Transit Open House. Councilor Roewe stated that Twin Transit would be holding an open house on Thursday, September 17.

g. National Art Week. Councilor Pope announced that September 20-26 is National Art Week and encouraged everyone to participate in the activities during that week.

12. Executive Session. After a brief recess, the Mayor closed the regular meeting at 4:30 PM to convene the Council into executive session pursuant to R.C.W. 42.30.140(4). At 5:02 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 immediately thereafter.

Robert J. Spahr, Mayor

Attest:

Caryn D. Foley, Deputy City Clerk

September 28, 1992

The Chehalis City Council met in regular session on Monday, September 28, 1992, in the Chehalis City Hall, Mayor Spahr called the meeting to order at 3:00 PM and the following Councilmembers were present: Bud Hatfield, Diana Howard, Dave Zylstra and Bob Spahr. Councilors Isaac Pope, Vivian Roewe and Joyce Venemon were absent (excused). Staff members present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director; Randy Hamilton, Chief of Police; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Ray Muyskens, Community Services Director; Bob Nacht, Building and Planning Director; Joanne Schwartz, Personnel Officer; and Caryn Foley, Deputy City Clerk. Representatives of the news media present included John Pierce of The Chronicle and Scott Hodges of KITI Radio.

1. Employee Service Award. Mayor Spahr presented a 25-year service award to Public Works employee Bob Serl.

2. Washington Finance Officers Association Awards to Finance Department. Finance Director Jo Ann Hakola and Assistant Finance Director Peggy Morant accepted two awards from the Washington Finance Officers Association for the Finance Department's comprehensive financial reports for the years 1990 and 1991. The Mayor congratulated the Finance Department for their outstanding work.

3. Consent Calendar. Councilor Hatfield moved to approve the September 28, 1992, Consent Calendar comprised of the following items:

- a. Minutes of the regular City Council meeting of September 14, 1992; and
- b. September 16, 1992, Claims Vouchers No. 25441 through 25619 in the amount of \$279,103.32.

The motion was seconded by Councilor Zylstra and carried unanimously.

4. Ordinance No. 482-B Second Reading – Rezoning of Certain Property on S.W. 19<sup>th</sup> Street. Councilor Zylstra moved to pass Ordinance No. 482-B on second and final reading. Councilor Hatfield seconded the motion which carried unanimously. The ordinance rezones property on S.W. 19th Street from R-1 (Single Family Residential) to R-2 (Medium Density Residential).

5. Duffy Park Addition Timber Harvest Fund Requests. Connie Small, Project Coordinator for the Playground Association, presented the Council with a letter from the Twin Cities Chamber of Commerce supporting the playground project. In addition, Ms. Small reported that \$9,317.01 has been collected to-date for the project, Fundraising Chairman Lesa LeDuc stated that of that amount donations have been received from the Chehalis Rotary Club for \$5,000, the Chehalis PTA for \$1,000, private donations have been received in the amount of \$1,250, and Security State Bank donated \$500. During the meeting, the Chehalis Kiwanis Club donated \$1,000 and the employees of Sterling Savings Association donated \$200. Ms. Small stated that Design Day for the project has been completed.

Community Services Director Ray Muyskens presented a report to the City Council requesting that the Council identify the distribution of revenues generated from the Duffy Addition timber harvest. Of the \$57,500 of available funds, Mr. Muyskens proposed that \$24,000 be given to the Playground Project, \$20,000 be allocated for new restrooms at Recreation Park, \$2,500 be given to Twin City Slowpitch, \$6,000 be allocated to Chehalis Babe Ruth and \$5,000 to given to Chehalis Youth Soccer.

Councilor Hatfield moved to accept the recommendation as presented by staff. The motion was seconded by Councilor Howard and carried unanimously.

Lesa LeDuc stated that if the Association exceeds its goal and is able to pay all project costs and establish a maintenance fund, the Association will donate the funds back to the Chehalis Parks Department to be used in other areas.

6. Ordinance No. 483-B, First Reading – Amending Ordinance No. 463-B; Relating to Business and Occupation Tax Upon Gas Utilities. City Manager Campbell stated that the ordinance changes terminology in the City's current ordinance regarding taxes on utilities. While the ordinance refers to "business and occupation taxes," the Department of Revenue has requested that the term be changed to "use tax."

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. 483-B on second and final reading. The motion was seconded by Councilor Hatfield and carried unanimously.

7. City Council/City Manner Reports.

a. Earthquake Preparedness Show. City Manager Campbell reminded the Council that an earthquake preparedness show will be aired on PBS tonight.

b. Police and Fire Departments Consolidation. Mr. Campbell stated that a report will be presented to the Council at its next meeting. Mr. Campbell suggested that the report be discussed during a work session. The Council concurred to schedule the work session at 5:00 PM after the regular meeting.

c. U.S.S. Chehalis Crewmembers Reunion. Councilor Hatfield thanked Mayor and Spahr and Councilor Howard for their involvement in the recent reunion held by the U.S.S. Chehalis crewmembers. Councilor Hatfield also thought the City should thank Mr. Jim Donahe of the American Legion for his time and effort in coordinating the events for the reunion.

8. Executive Session. After a brief recess, the Mayor closed the regular meeting at 3:45 PM to convene the Council into executive session pursuant to R.C.W. 42.30.140(1). At 3:50 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 immediately thereafter.

Robert J. Spahr, Mayor

Attest:

Caryn D. Foley, Deputy City Clerk

October 12, 1992

The Chehalis City Council met in regular session on Monday, October 12, 1992, in the Chehalis City Hall. Mayor Spahr called the meeting to order at 3:00 PM and the following Councilmembers were present: Diana Howard, 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; Jo Ann Hakola, Finance Director; Randy Hamilton, Chief of Police; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Ray Muyskens, Community Services Director; Bob Nacht, Building and Planning Director; and Caryn Foley, Deputy City Clerk. Representatives of the news media present included John Pierce of The Chronicle.

1. Proclamations. Mayor Spahr presented a proclamation to Dorothy Smith proclaiming October 18-24, as CROP Walk Week in the City of Chehalis.

Adrian Schraeder, representing the Knights of Columbus, accepted a proclamation from Mayor Spahr in honor of Columbus Day, October 12.

2. Citizens Business. Mr. Chuck Haunreiter addressed the Council in regard to downtown parking. Mr. Haunreiter stated that the recent increase in parking permits is benefitting the downtown businesses and is unfair to downtown residents. He noted that people who come to visit residents who live downtown have no other alternative but to park on the street, which defeats the purpose of the City to try to get people to park in the lots. Mr. Haunreiter felt the Council should take another look at the parking situation.

City Attorney Bill Hillier stated that there is a restriction on charging a specific class something different than the whole, and it may be considered unconstitutional.

Councilor Roewe stated that as a landlord she is required to provide parking for her tenants. Mrs. Roewe asked Mr. Haunreiter if he has approached his landlord about providing him with a parking space.

Mr. Haunreiter stated that his landlord would probably in turn increase his rent which will not solve the problem.

Mayor Spahr stated that the last time Mr. Haunreiter approached the Council on this subject, his solution was to not charge the downtown residents for parking. Mayor Spahr told Mr. Haunreiter that it was not an alternative then and it is not an alternative now. Mayor Spahr added that if all of the people that were parking downtown in the past would have paid the \$5 per month fee, maybe the situation would not now exist.

City Manager Campbell noted that any decisions regarding parking must be made by the Parking Commission.

Councilor Roewe suggested that staff investigate the possibility of the downtown landlords being required to provide off-street parking.

City Attorney Hillier stated that mandates can be made on any residential accommodations that landlords provide a certain number of parking spaces for each residence.

3. Consent Calendar. Councilor Zylstra moved to approve the October 12, 1992, Consent Calendar comprised of the following items:

October 12, 1992

a. Minutes of the regular City Council meeting of September 28, 1992; and

b. September 28, 1992, Claims Vouchers No. 25620 through 25728 in the amount of \$69,880.84; September 30, 1992, Payroll Vouchers No. 22934 through 23090 in the amount of \$307,087.89; Transfer Voucher No. 1337 in the amount of \$232.20; and Transfer Voucher No. 1338 in the amount of \$436.01; and

c. Pay Estimate No. 3 in the amount of \$131,198.55 to Pape & Sons Construction for the 1992 sewer rehabilitation project, basin 3012A.

The motion was seconded by Councilor Pope and carried unanimously.

4. Board of Adjustment Vacancies. Building & Planning Director Bob Nacht stated that the Board of Adjustment is a 5-member board, although there are two vacancies currently. In addition, one of the members is out of town for five months. Mr. Nacht explained that as a result, the Board cannot conduct business. Mr. Nacht asked for the assistance of the City Council to try to fill the vacancies as soon as possible.

5. City Council/City Manager Reports.

a. 1993 Budget Work Session. City Manager Campbell requested that the Council conduct its first budget work session regarding the 1993 budget. The Council concurred to meet at 5:00 PM on Monday, November 2, at City Hall.

b. Resignation of Councilor Howard. City Manager Campbell read a letter from Councilor Diana Howard resigning her position from the Council effective October 31, 1992. Mr. Campbell stated that the city council has thirty days to select a replacement for Councilor Howard's District 3 position, and staff will begin recruiting for applicants to fill the vacancy immediately.

6. Executive Session. After a brief recess, the Mayor closed the regular meeting at 3:48 PM to convene the Council into executive session pursuant to R.C.W. 42.30.140(4).

7. Chehalis 2000 Strategic Planning Project Progress Report. At 4:21 PM, the Mayor reopened the regular meeting following the conclusion of the executive session.

Dr. Hank Kirk, Chairman of the Chehalis 2000 Committee stated that the City should be commended on its foresight by implementing such a plan. He explained that the Committee identified eight major issues including local economic conditions, city finances, housing, public planning, public utilities, community services, public participation and public facilities. The Committee narrowed the list down to the first four areas to start the planning process. Dr. Kirk stated that if the Council approves the plan, a meeting will be held on October 28, at the V.R. Lee Community Building at Recreation Park, from 7:00 - 9:00 PM, for a general presentation about the Committee and its goals. Dr. Kirk encouraged the public and the City council to attend the meeting.

Councilor Pope moved to accept the task force report; to formally adopt the municipal strategic planning process as the official process for community planning; to support the task force's scheduling of public meetings to solicit and hear public

October 12, 1992

input into the strategic planning process and forming of issue groups chaired by task force members to study strategic issues in depth and formulate action plans relating to the issues; and to instruct the City Manager to assign appropriate City staff to provide technical support to the strategic planning process. The motion was seconded by Councilor Zylstra and carried unanimously.

8. Work Session - Police and Fire Departments Consolidation Study. After a brief recess, the Mayor reconvened the regular meeting at 5:00 PM to conduct a work session on the consolidation of the City's Police and Fire Departments.

City Manager Campbell explained that the purpose of the work session was to review the recommendations of an ad hoc committee that included staff, councilmembers and citizens which reviewed the pros and cons of consolidating the top management and administrative support levels of the Police and Fire Departments.

Chief of Police Randy Hamilton, who has been acting as the Fire Chief since the departure of the former fire chief, stated that during this time he has been able to see what types of problems now exist, and what benefits could be gained by consolidating the two departments. Chief Hamilton explained that the consolidation would create one department head for the Police and Fire Departments, and one deputy chief for each department. Chief Hamilton explained that the administrative services of each department would be combined into one office, but patrol officers and firefighters should see no difference in their day-to-day operations as they now exist. Chief Hamilton stated that he felt the consolidation would be a positive move for the City.

Councilor Pope asked if any personnel would be eliminated because of the consolidation.

Chief Hamilton stated that one deputy chief in the fire department would be eliminated and decreased to an entry level firefighter position. Chief Hamilton noted that the consolidation would probably not save the City any money, although he felt the consolidation would show better services to the citizens, and their dollars spent more wisely.

Councilor Pope asked about space in the two departments.

Chief Hamilton stated that a new location will have to be found for the departments even if the Council does not approve the consolidation, because space is becoming very limited.

Councilor Howard asked what the feelings were of the police and fire personnel about the consolidation.

Chief Hamilton stated that fire personnel are in favor of the merger, although the police personnel have some reservations.

Councilor Roewe added that when the committee, composed of Councilmembers, City staff, fire and police personnel and citizens, voted on the consolidation, it was unanimous to combine the two departments. Councilor Roewe moved to direct staff to prepare the ordinance necessary to create a Police & Fire Services Department in the City of Chehalis. Councilor Zylstra seconded the motion which carried unanimously.

October 12, 1992

There being no further business to come before the Council,  
the meeting adjourned at 5:30 PM.

Robert J. Spahr, Mayor

Attest:

Caryn D. Foley, Deputy City Clerk



October 26, 1992

The Chehalis City Council met in regular session on Monday, October 26, 1992, in the Chehalis City Hall. Mayor Spahr called the meeting to order at 3:00 PM and the following Councilmembers were present: Bud Hatfield, Diana Howard, Dr. Isaac Pope, Vivian Roewe, Joyce Venemon, Dave Zylstra and Bob Spahr. Staff members present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director; Randy Hamilton, Chief of Police; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Andy Sennes, Community Services Department; Bob Nacht, Building and Planning Director; Joanne Schwartz, Personnel Officer; and Caryn Foley, Deputy City Clerk. Representatives of the news media present included John Pierce of The Chronicle.

1. Presentation. Mayor Spahr presented a plaque to Diana Howard in appreciation for her service to the City in the capacity of City Councilor for District No. 3. Mayor Spahr stated that Councilor Howard is resigning her position as of October 31, 1992.

2. Citizens Business - New Stormwater Utility Charge. Mr. Stanley G. Wille, 267 N.W. Center Street, addressed the Council regarding the new stormwater utility charge. He stated that he was against the new charge because it was a burden on people with a fixed income. Mr. Wille stated that he conducted his own survey in a few neighborhoods around the City and found that other people are also against the new charge.

Mayor Spahr stated that up until the last five years the City did not know where its stormwater sewer system was located, but by a mapping and aerial photography project, the City now has the ability to fix the problems. Mayor Spahr stated that there are an increasing number of state and federal mandates that the City must comply with.

3. Consent Calendar. Councilor Zylstra moved to approve the October 26, 1992, Consent Calendar comprised of the following items:

- a. Minutes of the regular City Council meeting of October 12, 1992; and
- b. October 15, 1992, Claims Vouchers No. 25729 through 25892 in the amount of \$150,203.60;
- c. Reappointment of Robert Wyman to the Planning Commission for a four-year term to expire September 30, 1996; and
- d. Appointment of Wayne Galvin to the Board of Zoning Adjustment to fill the unexpired term of Dick Bieker which term expires December 31, 1993.

4. Request for Water Connections from Talmo, Inc. Public Works Director Barry Held stated that Talmo, Inc. is requesting 17 water connections for a development located south of Chehalis off Jackson Highway. The company had requested, and were granted the connections a few years ago for the development, but the request was never exercised and the approval was rescinded after six months. Talmo opted to drill their own well and install a private water distribution system to serve the development, but state health regulations require them to install a storage reservoir and make other improvements before additional development would be allowed. If, however, the system were to receive water directly from the City system, additional development could be allowed without installation of a reservoir. Mr. Heid recommended that the City grant the request for 17 water connections which would require Talmo to connect to the water distribution system north of the pump station. Talmo would be required to install their own pump which could be hydraulically sized to be compatible with their existing well. The intertie and extension of their system, as well as any facilities, would be required to be engineered and submitted to the City for review and approval. Mr. Heid stated that Talmo was willing to provide the City with homeowner association information and system design information to the City for approval.

Mayor Spahr asked if the system would have to be built to City standards if the request is granted.

Mr. Heid stated that it would not. It would be a private system and would remain that way even if the area were annexed.

Councilor Pope felt the system should have to meet City standards before a request is granted.

Councilor Roewe asked if an annexation agreement will be mandatory.

Mr. Heid stated that Talmo would be required to sign an annexation agreement with the City.

October 26, 1992

Councilor Hatfield asked how soon the connections would be utilized.

Stephen Gray, of Talmo, stated that he was not sure. It could be anywhere from six months to two years, depending on the sale of the lots.

Councilor Hatfield stated that the connections should not be tied up for two years without any money being paid to the City. He also felt the system should be designed to meet City standards before granting the request.

Councilor Roewe moved to grant the request for 17 water connections based on the staff's recommendations. The motion was seconded by Councilor Howard.

Councilor Hatfield moved to amend the main motion to include a requirement that Talmo pay for the last 5 connections and if all the connections are not used within six months, Talmo will have to come back to the Council for an extension. The motion was seconded by Councilor Venemon and carried by a vote of 5 ayes and 2 nays. The dissenting votes were cast by Councilors Roewe and Pope. The main motion, as amended, carried by a vote of 6 ayes and 1 nay. Councilor Pope cast the dissenting vote.

5. Joint Drug Task Force Agreement. City Manager Campbell stated that the proposed agreement would replace the agreement entered into five years ago when it was the Tri-Agency Narcotics Network (TANN). The new agreement will include the Washington State Patrol and will change some contract language, but it will essentially contain the same information.

Chief of Police Randy Hamilton stated that the agreement also allows for the responsibility of the day-to-day operations and financial administration of the unit to be rotated amongst the membership agencies.

Councilor Hatfield moved to authorize the City Manager to sign the proposed Joint Drug Task Force Agreement on behalf of the City. The motion was seconded by Councilor Pope.

Councilor Zylstra asked when the City might see a reduction in its contribution to the program from the seizure of assets and forfeitures.

Chief Hamilton stated that funds received from the seizure of assets and forfeitures have been put back into the program and used as enhancements for such things as vehicles, salaries that small towns cannot afford to pay for, overtime salaries, and the creation of a reserve. Chief Hamilton added that these funds can only be used for the program. The motion carried unanimously.

6. Potential Airport Diking Protection Project. City Manager Campbell stated that a couple of years ago, Lewis County applied to the State for hazard mitigation grant funding to construct a dike to help protect the Airport in times of flooding. The grant application was recently approved for \$49,200, if the County and the cities of Centralia and Chehalis contribute the local share of 25% (\$4,100 from each entity). The remainder would be paid by the federal and state governments (\$24,600 and \$12,300 respectively).

Dick Fleming, Lewis County Engineer, stated that the dike around the Airport is nearly level from one end to the other, until the area near Airport Road, which is about one to two feet lower than the rest of the dike. It is in this area that the river level begins to rise. The project would bring the lower levels (600 - 800 feet) to equal height with the rest of the dike.

Councilor Roewe moved that the City participate in the potential Airport dike flood protection project. The motion was seconded by Councilor Zylstra and carried unanimously.

7. City Council/City Manager Reports.

a. Appointment of Councilmember to Lewis County Solid Waste Disposal District Executive Advisors Committee. Councilor Roewe volunteered to serve as the City's representative to the Lewis County Solid Waste Disposal District Executive Advisory Committee.

b. Appointment of City Representative to Lewis County Law & Justice Committee. The Council appointed Deputy Chief of Police Dennis Dawes as the City's representative to the Lewis County Law & Justice Committee.

c. Third Quarter 1992 Analysis of Revenues and Expenditures. Finance Director Jo Ann Hakola provided the Council with an informational report on the City's revenues and expenditures during the

October 26, 1992

third quarter of 1992. Ms. Hakola reported that operating revenues are lower than operating expenditures because the fund balance is being used this year to help operations. Ms. Hakola stated that the sewer rehabilitation program is running behind due to having to re-bid a primary basin project.

d. Meeting Reminders. City Manager Campbell reminded the Council about the Chehalis 2000 Strategic Planning public meeting on October 28, from 7:00 to 9:00 PM at the V.R. Lee Community Building. He also reminded the Council about the 1993 recommended budget work session on November 2, at 5:00 PM at City Hall.

e. American Crossarm Site Cleanup. City Manager Campbell asked if the Council wished to submit formal comments during the comment period which expires October 30, in regard to the proposed cleanup of the site. Mr. Campbell stated that the most expensive option for cleanup had a range of up to \$300 million, but the recommended cleanup alternative ranges from \$9 - \$11 million.

8. Executive Session. After a brief recess, the Mayor closed the regular meeting and convened the Council into executive session at 4:20 PM pursuant to R.C.W. 42.30.110(c) and (i). After conclusion of the executive session, the regular meeting was reopened and immediately adjourned at 4:57 PM.

Robert J. Spahr, Mayor

Attest:

Caryn D. Foley, Deputy City Clerk

November 2, 1992

The Chehalis City Council met in special session on Monday, November 2, 1992, in the Chehalis City Hall to conduct a work session on the 1993 Recommended Budget. Mayor Spahr called the meeting to order at 5:00 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; Jo Ann Hakola, Finance Director; Randy Hamilton, Chief of Police; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Ray Muyskens, Community Services Director; Bob Nacht, Building & Planning Director; Joanne Schwartz, Personnel Officer; Dennis Dawes, Deputy Chief of Police; and Becky Fox, Court Clerk.

Dave gave a brief overview of the budget, advising the Council that the Recommended Budget had a lower tax rate. The property tax rate for the EMS levy is set at 15 cents per thousand dollars of assessed valuation. He also suggested consideration could be given to a modest reduction of the water user fees (perhaps five percent).

He stated the Recommended Budget includes some service reductions in the General Fund and a new Storm and Surface Water Utility. The changes in the General Fund include elimination of a portion of the property management program and some reduction in the transfers to the Automotive/Equipment Reserve.

He pointed out that reorganization of the Police and Fire Departments would result in the elimination of the Fire Chief position and an increase in line staffing.

He also indicated the General Fund revenues and expenditures were down some because there was a use of the cash balance in 1992 for operations. The overall budget is up slightly.

Becky Fox discussed the Municipal Court budget, pointing out that there wasn't much change in anything except mandated services. She reviewed all increases and discussed home monitoring and the recent public defenders contracts.

Bill Hillier explained the City Attorney's budget, which is much the same as last year's. He stated Patty Talbott had been added as a part-time prosecutor in 1992. His office now has three and one-half attorneys available, as well as four secretaries.

Randy Hamilton began by discussing the Police budget. He stated that most of the increase came from an increase in contracted salaries and benefits and the addition of a parking enforcement officer. He has less monies being transferred to the Automotive/Equipment Reserve.

He stated that the merger of Police and Fire will result in the movement of funds, but no additional funds should be required.

He then discussed the Fire budget. The Recommended Budget includes the additional firefighter added in September and one more line firefighter along with the elimination of one deputy chief position.

Mr. Zylstra questioned if the additional firefighters would cut overtime costs. Randy stated that if three people are kept on shift there would be no overtime savings. If the additional help is only used as vacation relief it would save overtime dollars, but wouldn't meet the need to have three persons on board to answer fire calls.

Ms. Roewe asked about the ratio of fire calls versus EMS calls. Randy advised her there are approximately 700 medical calls and 200 fire calls answered yearly.

Dr. Pope inquired if there was an opportunity to recoup some of these costs.

Randy indicated this would only work if the City's medical service transported patients, which is not now done at this time except under extraordinary circumstances.

Dr. Pope indicated he felt charging for services was fairer than a tax because the user paid for the service, not the landowner.

Ms. Roewe indicated she did not want to see a decrease in the EMS levy.

Mr. Campbell pointed out that while user fees could be established, it would be an awfully heavy administrative burden to bill and collect these fees.

Mr. Hamilton suggested a work session to discuss the many issues of EMS.

November 2, 1992

Ray Muyskens then discussed the Community Services budget. He pointed out that while the decrease shown in the 1993 Recommended Budget was only 7.2%, the 1993 amount included an increase of \$26,000 in administrative costs that had previously been budgeted in CDBG funds. Thus, the decrease of monies budgeted from 1992 to 1993 is actually greater than 7.2%.

Initially, this budget closed the swimming pool and eliminated the recreation program. The 1993 Recommended Budget now includes the recreation program, which has been enhanced to provide activities for the children that would normally use the pool during the summer months. He stated he had eliminated one clerical staff position and two property maintenance positions. While the clerical position may be covered by job-trainee programs through Labor and Industries, litter control, vegetation control, and downtown beautification service levels will decrease.

Ms. Roewe stated she couldn't believe the City wouldn't have the pool in 1993.

Mr. Hatfield asked if Mr. Muyskens had reviewed alternate modes of keeping the pool open.

Mr. Muyskens stated if the pool was open less hours and fewer days, there would still be a net loss of \$46,000 on operation of the pool.

Ms. Venemon asked if the City charged the school district for use of the pool.

Mr. Muyskens stated no, but it was viewed as an exchange of facilities use since the City uses their gyms and fields for City recreational activities without a fee.

Mr. Spahr indicated he felt the school district should be involved in the cost, as not all students are Chehalis residents.

Kathryn Moran, of 881 SW Chehalis Avenue, stated she wouldn't mind paying a user fee for a better recreational facility.

Dr. Pope indicated he felt the school district ought to participate in the cost of operation of the pool.

Mr. Hamilton stated keeping the pool open tends to keep kids out of trouble.

Mr. Hatfield suggested the Councilmembers make a direct appeal to the school board.

Ms. Roewe asked about the use of volunteers for the pool.

Mr. Muyskens stated that option had been given consideration.

Ms. Roewe then questioned payment for recreational services to the County. She inquired how many Chehalis residents used these services. Mr. Muyskens stated he would provide that information to the Council.

He then reviewed the CDBG funds and the HUD Block Grant fund.

Barry Held began with a review of the Street Division budget. He stated expenditures had been moved from the General Fund to the Arterial Street Fund and the Storm and Surface Water Fund for oiling and storm drainage. Otherwise, lower maintenance levels will be provided due to lower levels of funding. There was also a reduction in the Street Division's contribution to the Automotive/Equipment Reserve.

In the Arterial Street Fund, there was \$30,000 allocated for street oiling and \$50,000 for painting the NW Chamber of Commerce bridge.

Water-Sewer is a self-supporting fund.

Mr. Zylstra asked how much cost is left for construction, how many grant and dollars were left, and how much money would be needed for the City's share of the rehabilitation project.

Barry indicated the first phase will be completed sometime during 1994, but more work may be required.

Mr. Hatfield indicated he felt there were sufficient dollars for what was needed to be done right now. He asked how long it would be before the City would know the results of the updated cost-effective analysis being done by Gibbs & Olson.

November 2, 1992

Mr. Campbell indicated it takes several months for the Department of Ecology review.

Barry stated the level of success is unknown, but there is a reduction in the spikes shown at the Treatment Plant which is a good sign.

Mr. Hatfield suggested that since the utility had the reserves it had, the Council should consider a 6% rebate in the water user rates.

Mr. Campbell told the Council the water cash and investment beginning balance will be \$622,000 in 1993, and the ending balance (provided rates remain the same) would be \$852,000. On the sewer side, the beginning balance would be \$1 million and the ending balance \$1.3 million.

Regarding the sewer balances, until the cost-effectiveness study and the capacity study are done, the need for further infrastructure improvements is not known. There will also be increased debt service costs as the second Public Works Trust Fund loan is received and a payment schedule established.

However, on the water side, it would be possible to reduce rates by 5-6% and result in a savings of between \$55,000 to \$60,000.

The Mayor inquired about the potential of a flat rate for water use in the future.

Barry stated the existing declining rate schedule may need to be readdressed. There is some concern in other areas about water conservation, and some agencies charge a flat rate or accelerated rate for increased water usage.

Mr. Spahr suggested providing the homeowners with a bigger decrease in rates than the industrial or commercial users, thus bringing them more in line with this concept.

Mr. Hatfield stated he thought it ought to be an across-the-board decrease now, and the flat rate could be worried about later.

Mr. Heid pointed out that there are \$7.8 million worth of capital infrastructure needs for the water system alone, and the amount reserved comes nowhere near the actual need.

Mr. Hatfield again spoke in favor of a 6% reduction in water rates.

Mr. Heid then reviewed the Storm and Surface Water Fund. He stated it included the costs that had been included in the Street Division for storm drainage as well as those identified in the Stormwater Management Plan.

Mr. Bob Nacht reviewed the Building and Planning budget. He stated his department had received over 3,000 requests for service. With only 1.7 employees, he has been unable to do any planning. There is discussion of a reorganization of this department, by creating a building and planning division under the Community Services Department, but no proposal is being presented at this time.

Mr. Zylstra asked about contracting out some of these services. Mr. Nacht indicated this factor would be included in the analysis of the reorganization.

Mr. Zylstra questioned how much consultant services were used and if these services were bid. Mr. Muyskens indicated Requests for Proposals were used and that the majority of services are paid by grant funds. These consultants provide a level of expertise that City staff are unable to provide.

Ms. Joanne Schwartz presented the Personnel budget. She also reviewed a list of projects she is working on for Council's information.

Ms. Jo Ann Hakola reviewed the Finance Department budget, pointing out that travel and training and the transfer to the Automotive/Equipment Reserve had been decreased in the Finance budget.

Mr. Campbell reviewed the City Manager's budget, the Council's budget, and the Non-Departmental budget.

Mr. Hatfield requested staff to do a comparison of Plan A and the Guardian Plan for the Council, showing the differences in the policy coverages and the premium amounts.

There being no further questions, the meeting adjourned at 8:30 PM.

Robert J. Spahr, Mayor

Attest:

Jo Ann Hakola, City Clerk

November 9, 1992

The Chehalis City Council met in special session on Monday, November 9, 1992, in the Chehalis City Hall to conduct interviews with Scott Hamilton, Ron Grant and Marion Ware for the vacant Council District No. 3 position. Mayor Spahr called the meeting to order at 2:00 PM with the following Councilmembers present: Bud Hatfield, Dr. Isaac Pope, Vivian Roewe, Joyce Venemon, and Bob Spahr. Councilor Dave Zylstra was not present. Staff members present included: Dave Campbell, City Manager; and Caryn Foley, Deputy City Clerk.

Mr. Charlie Manier, owner of Charlie's Towing & Automotive, addressed the Council in regard to Ron Grant. Mr. Manier stated that he had a conflict over business between himself and Mr. Grant in the past and was not happy with the way in which he was treated by Mr. Grant. He felt the Council should be made aware of the situation since Mr. Grant was a potential candidate for the City Council.

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November 9, 1992

The Chehalis City Council met in regular session on Monday, November 9, 1992, 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; Jo Ann Hakola, Finance Director; Randy Hamilton, Chief of Police; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Ray Muyskens, Community Services Director; Bob Nacht, Building and Planning Director; Joanne Schwartz, Personnel Officer; and Caryn Foley, Deputy City Clerk. Representatives of the news media present included John Pierce of The Chronicle, Jim Cook of KELA Radio, and Scott Hodges of KITI Radio.

1. Presentations.

a. Donation to D.A.R.E. Fund. Charlotte Frank of Twin County Credit Union, presented Mayor Spahr and Chief Hamilton a check in the amount of \$500 for the D.A.R.E. Fund.

b. Plaque of Appreciation to Jim Donahe and the Chehalis American Legion. Mayor Spahr, on behalf of the City, presented a plaque to Mr. Donahe and the American Legion for their efforts during the U.S.S. Chehalis crewmember reunion held in September.

c. Employee Incentive Awards. Rob Jenkins and Mark DeHaven of the Public Works Department, were awarded certificates of recognition, along with monetary awards, for their cost saving ideas which were submitted to the Employee Incentive Awards Board.

2. Public Hearing - 1992 Community Development Block Grant Application. Community Services Director Ray Muyskens stated that the public hearing is required to meet the citizen participation element of the application process. Mr. Muyskens stated that a public meeting was held on November 3 with the City's Community Development Committee to identify projects which could be funded through the program.

Mr. Clyde Stricklin of The Phoenix Group, explained that three potential applications were considered, including an economic development program to provide jobs to low and moderate income people; to continue the 1991 project in the Franklin and Adams Avenues areas; and a city-wide housing rehab program. It was determined that a city-wide housing rehab program would most benefit the City.

The Mayor opened the public hearing at 3:15 PM to accept public comment on the 1992 CDBG application. There being no public comment the Mayor immediately closed the public hearing and reopened the regular meeting.

3. Resolution No. 10-92, First Reading - Certifying Compliance With All Application Requirements for Community Development Block Grants. 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. 10-92 on first and final reading. The motion was seconded by Councilor Pope and carried unanimously.

4. Consent Calendar. Councilor Zylstra moved to approve the November 9, 1992, Consent Calendar comprised of the following items:

a. Minutes of the regular City Council meeting of October 26, 1992;

November 9, 1992

- b. Minutes of the special City Council meeting of November 2, 1992;
- c. October 28, 1992, Claims Vouchers No. 25893 through 25991 in the amount of \$192,301.85; October 30, 1992, Payroll Vouchers No. 23091 through 23229 in the amount of \$277,248.38; and Transfer Voucher No. 1339 in the amount of \$300.98; and
- d. Pay Estimate No. 4 in the amount of \$149,057.40 to Pape & Sons Construction for the 1992 Sewer Rehabilitation Project, Basin 3012-A.

The motion was seconded by Councilor Pope and carried unanimously.

5. Public Hearing - 1993 Recommended Budget. City Manager Campbell explained that the public hearing is the formal opportunity for citizens to represent themselves or groups to present information, ask questions or make suggestions about the City's 1993 Recommended Budget. Mr. Campbell asked the Council to open and accept any public comment, and then continue the hearing to November 23 to meet required publication dates.

The Mayor closed the regular meeting and opened the public hearing at 3:20 PM.

Kathleen Campbell, representing Tourist Regional Information Program (TRIP), stated that TRIP's request for \$1,000 is not included in the 1993 Recommended Budget. Ms. Campbell asked for reconsideration of the request, stating that State funding is no longer available for her agency. She stated that the TRIP budget has therefore been cut from \$60,000 to \$20,000. She added that TRIP provides informational brochures including information on Chehalis.

Mayor Spahr stated that the City is contributing \$5,000 to the Visitor & Convention Bureau for promoting tourism, and asked Ms. Campbell how her agency differs from the VCB.

Ms. Campbell stated that her agency has nothing to do with the VCB.

Councilor Hatfield asked how much TRIP was requesting from Centralia and Lewis County.

Ms. Campbell stated that \$1,500 is being requested from Centralia and Lewis County is being asked to contribute \$1,200.

Mr. Stan Wille, 267 N.W. Center Street, stated that he did not believe that the City Council members should be provided with health insurance benefits for themselves and their family members, especially since the City is recommending closure of the swimming pool.

Councilor Pope stated that providing health insurance benefits to Council members is adequate compensation for the hours that Council members devote to the City.

Mr. Dale McBeth, President of the Twin Cities Chamber of Commerce, addressed the Council on behalf of the Visitor & Convention Bureau. Mr. McBeth stated that \$6,000 was requested from the 1993 Budget, but the City has only included \$5,000 in the Recommended Budget. The additional \$1,000 would be used to purchase two video players to help show a marketing tape about Lewis County.

There being no further public comment, Councilor Roewe moved to continue the public hearing to November 23, 1992, at 3:15 PM. The motion was seconded by Councilor Pope and carried unanimously. The regular meeting was then reopened at 3:40 PM.

6. Executive Session. After a brief recess, the Mayor closed the regular meeting and convened the Council into executive session at 3:50 PM pursuant to R.C.W. 42.30.140(4), regarding labor relations. After conclusion of the executive session, the regular meeting was reopened at 4:10 PM.

7. Public Comment. Mr. Robin Luethe, 177 N.E. Washington Avenue, addressed the Council in regard to pedestrian and bicycle access from the downtown area to the Lewis County Mall. Mr. Luethe stated it creates a hazard for everyone when pedestrians and bicycles travel to the mall. He asked that the Council consider adding improved access to the mall in the City's long-range plan, to be looking for possible federal funds.

Councilor Roewe stated that she attended a forum of the State Department of Transportation recently, and bicycle safety paths are part of the comprehensive plan of the DOT. The DOT will be getting involved in city comprehensive plans to address those needs.



November 9, 1992

8. Councilor Vacancy Appointment. City Manager Campbell announced that Scott Hamilton was appointed by the Council as the Council representative for District No. 3. Mr. Hamilton received four votes, Ron Grant received two votes and Marion Ware received no votes.

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 23, 1992

The Chehalis City Council met in regular session on Monday, November 23, 1992, in the Chehalis City Hall. Mayor Spahr called the meeting to order at 3:00 PM and the following Councilmembers were present: Bud Hatfield, Joyce Venemon, Dave Zylstra and Bob Spahr. Councilor Vivian Roewe arrived at 3:04 PM. Councilor Isaac Pope was absent (excused). Staff members present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director; Randy Hamilton, Chief of Police; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Ray Muyskens, Community Services Director; Bob Nacht, Building and Planning Director; Joanne Schwartz, Personnel Officer; and Caryn Foley, Deputy City Clerk. Representatives of the news media present included John Pierce of The Chronicle, Jim Cook of KELA Radio, and Scott Hodges of KITI Radio.

1. Oath of Office. Municipal Court Judge Richard Brosey administered the oath of office to Scott Hamilton for the District 3 position on the City Council that was recently vacated by Diana Howard.

2. Ordinance No. 487-B, First Reading - Providing for the Admissibility of Evidence for Refusal of Persons to Submit to Tests of Alcohol Content of the Person's Blood or Breath. Patty Talbott, City Prosecutor, explained that the ordinance would make it possible to admit in court someone's refusal to a blood alcohol content test. The ordinance is mandatory in order to continue obtaining convictions for DWIs, in the city limits.

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

3. Public Hearing - 1993 Recommended Budget. Mayor Spahr closed the regular meeting and reopened the continued public hearing at 3:15 PM from the November 9 regular City Council meeting.

Pam Brown, Executive Director of the Lewis County Economic Development Council (EDC) stated that the EDC is requesting \$6,670 from the City's 1993 Budget, although the Recommended Budget currently includes only \$6,000. Ms. Brown requested that the Council reconsider and include the entire request in the Budget. Ms. Brown also gave a quarterly report on the recent activities of the EDC.

Councilor Hamilton asked about membership growth in the EDC.

Ms. Brown stated that membership revenue has increased slightly this year by about \$2,000 to \$5,000.

Mr. Stan Wille, 267 N.W. Center Street, spoke against the City Council and their families receiving medical and dental benefits from the City when they are only part-time employees.

There being no other public comment, the public hearing was closed at 3:25 PM.

4. Consent Calendar. Councilor Zylstra moved to approve the November 23, 1992, Consent Calendar comprised of the following items:

- a. Minutes of the regular and special City Council meetings of November 9, 1992;
- b. November 13, 1992, Claims Vouchers No. 25992 through 26161 in the amount of \$278,927.65; and
- c. Call for bids for yearly supplies with a bid opening date of December 11, 1992, at 3:00 PM.

The motion was seconded by Councilor Hatfield and carried unanimously.

5. Stormwater Utility. City Manager Campbell stated that this issue was being brought back to the Council because a number of Councilors had questions such as what the service levels are with respect to the anticipated stormwater utility staffing; how those costs are derived that make up the stormwater utility budget; and the rationale for allocating those costs among the users of the system.

Councilor Hamilton stated that non-residential charges are high in some cases, and was concerned about potential developers.

Public Works Director Barry Heid stated that charges are based on the impervious area of a piece of property. In addition, people can reduce the impact of their charge by putting in facilities that contain and allow for a much more gradual introduction into the City's system. Mr. Heid added that the plan calls for little maintenance and replacement of the existing system.

Councilor Hatfield asked how many additional employees would be added.

November 23, 1992

Mr. Heid stated that two new employees will be hired to conduct the tasks involved with the new utility.

Mr. Stan Wille presented a petition containing 412 signatures against the new stormwater utility. He stated that several citizens believe the new utility is too expensive and is not necessary at this time.

6. Ordinance No. 486-B, First Reading – Establishing a Water-Sewer Utility Tax. Councilor Roewe moved to pass Ordinance No. 486-B on first reading. The motion was seconded by Councilor Zylstra. The ordinance will establish a six percent utility tax on water-sewer utility businesses.

City Manager Campbell asked the Council to amend the ordinance by deleting the words “within the city/corporate limits of the City of Chehalis.”

Councilor Roewe moved to amend the main motion to include the staff recommendation. The motion to amend the main motion was seconded by Councilor Hatfield.

Councilor Hamilton questioned what makes it possible for the City to use reserves to be put back into the General Fund through this new utility tax.

City Manager Campbell stated that water-sewer utility reserves in terms of capital improvements are not, and probably will never be in some respects, adequate for some capital improvement projects. Mr. Campbell stated that at this time, the City's General Fund needs this revenue to support its services more than the water-sewer utility.

The amended motion and the main motion both carried unanimously.

7. Water Rate Reduction. Councilor Hatfield moved to approve a five percent reduction in water rates for all utility customers in 1993. The decrease would reduce both the base rate charge and the consumption charge by five percent. The motion was seconded by Councilor Roewe and carried unanimously.

8. Ordinance No. 485-B, First Reading - Determining and Fixing the Amount of Revenues to be Raised by Ad Valorem Taxes. City Manager Campbell stated that the ordinance fixes the property tax rate for 1993, including a ten cent reduction per \$1,000 of assessed valuation with regard to money collected for EMS purposes.

Jim Johnston, Chairman of the Fire Service Master Planning Committee, requested that the Council consider leaving the EMS levy figure at twenty-five cents per \$1,000 of assessed value. Mr. Johnston stated that the funds are needed for future equipment replacement.

Randy Hamilton, Acting Fire Chief, agreed that the funds are needed for reserves for future equipment replacement, although the Department will be able to get by. Chief Hamilton suggested that a workshop be held to discuss all the issues involved in this matter.

Councilor Zylstra moved to pass Ordinance No. 485-B on first reading. The motion was seconded by Councilor Hatfield and carried unanimously.

9. Ordinance No. 484-B, First Reading - Adopting the 1993 Annual Budget. City Manager Campbell stated that the Budget must be amended by the five percent water rate reduction authorized by the Council. Mr. Campbell informed the Council that any other changes could be made to the budget now or on its second reading at the Council's next regular meeting on December 14.

Councilor Zylstra moved to pass Ordinance No. 484-B on first reading. The motion was seconded by Councilor Hatfield and carried unanimously.

10. City Councilor Health and Dental Insurance Benefits. Councilor Zylstra stated that by law, councilmembers are precluded from changing their wages or benefits during an active term; however, the Council can provide requirements that successive officer holders would have to adhere to different terms. Councilor Zylstra moved to direct staff to prepare the necessary documents that councilmembers be required to adhere to the “Guardian” medical plan as opposed to Plan “A” that Councilmembers currently have. The motion died for a lack of a second.

Councilor Hatfield moved to direct staff to prepare the necessary documents requiring councilmembers to adhere to whatever medical and dental insurance plans are currently in effect and that councilmembers' dependents not be covered at the City's expense. The motion was seconded by Councilor Hamilton.

November 23, 1992

Councilor Zylstra spoke in favor of the motion. He stated that medical costs are out of control and the Council needs to set an example to City employees by taking a step to cut costs.

Councilor Hamilton also supported the motion.

Councilor Roewe spoke against the motion. She stated that councilmembers devote many hours to the City and serve on several boards. Councilor Roewe felt that City-provided insurance benefits were adequate compensation for all that councilmembers do.

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

There being no further business to come before the Council, the meeting adjourned at 4:30 PM.

Robert J. Spahr, Mayor

Attest:

Caryn D. Foley, Deputy City Clerk

December 14, 1992

The Chehalis City Council met in regular session on Monday, December 14, 1992, in the Chehalis City Hall. Mayor Spahr called the meeting to order at 3:00 PM and the following Councilmembers were present: Scott Hamilton, Bud Hatfield, Dr. Isaac Pope, Vivian Roewe, Joyce Venemon, Dave Zylstra and Bob Spahr. Staff members present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director; Randy Hamilton, Chief of Police; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Ray Muyskens, Community Services Director; Bob Nacht, Building and Planning Director; Joanne Schwartz, Personnel Officer; and Caryn Foley, Deputy City Clerk. Representatives of the news media present included John Pierce of The Chronicle, Jim Cook of KELA Radio, and Scott Hodges of KITI Radio.

1. Presentations.

a. Donation to K-9 Program. Ann Quigley, of the Timberline Dog Fanciers Club, presented a \$250 check to Officer Neil Hoium and Faith, the police dog, for the City's K-9 program.

b. Employee Service Award. Mayor Spahr presented a 5-year service award pin to Chief of Police Randy Hamilton.

2. Citizens Business - Port of Chehalis Annual Report. Heidi Pehl, Port Administrator, presented the Council with the Port of Chehalis 1992 Annual Report. She stated that in 1992 the Port had a new commissioner, hired its first administrator and focused on a Master Plan to address infrastructure needs in the Industrial Park. An application with the Department of Trade and Economic Development was made for a grant to help pay for the plan. In addition, the Port worked with the City on the water-sewer capacity study and is participating in the Chehalis 2000 project.

Councilor Roewe asked what types of revenue the Port District generates over a year.

Ms. Pehl stated that the Port generates revenue from taxes in the amount of \$189,000.

3. Consent Calendar. Councilor Roewe moved to approve the December 14, 1992 Consent Calendar comprised of the following items:

a. Minutes of the regular City Council meeting of November 23, 1992;

b. November 25, 1992, Claims Vouchers No. 26162 through 26249 in the amount of \$36,610.92; November 30, 1992, Payroll Vouchers No. 23230 through 23366 in the amount of \$283,852.52, and Transfer Voucher No. 1340 in the amount of \$401.88;

c. Pay Estimate No. 5 in the amount of \$45,104.95 to Pape & Sons Construction for the 1992 Sewer Rehabilitation Project, Basin 3012A; and

d. Easement for water line to serve Parcel No. 5518-1.

The motion was seconded by Councilor Pope and carried unanimously.

4. Ordinance No. 486-B, Second Reading – Establishing a Water-Sewer Utility Tax.

Councilor Roewe moved to pass Ordinance No. 486-B on second and final reading. The motion was seconded by Councilor Zylstra and carried unanimously. The ordinance re-establishes a six percent utility tax on the revenue of the City's own water and sanitary sewer utility.

5. Ordinance No. 485-B, Second Reading - Determining and Fixing the Amount of Revenues to be Raised by Ad Valorem Taxes. Councilor Hatfield moved to pass the ordinance on second and final reading. The motion was seconded by Councilor Zylstra and carried unanimously. The ordinance establishes a rate of \$3.10 per \$1,000 of assessed value for general property taxes and \$0.15 for the EMS levy for 1993.

6. Ordinance No. 484-B, Second Reading - Adopting the 1993 Annual Budget. Councilor Zylstra moved to pass Ordinance No. 484-B on second and final reading. The motion was seconded by Councilor Pope.

Mayor Spahr stated that the Council received a request from the Lewis County Visitor & Convention Bureau for additional funds from the 1993 budget to help pay for a video promoting Lewis County. The Council concurred not to grant any additional funds to the VCB.

Mayor Spahr also pointed out that the proposed ordinance does not include funding for operation of the swimming pool, although staff will continue to work to get the pool opened this summer.

The motion carried unanimously.

December 14, 1992

7. Ordinance No.489-B, First Reading – Amending Ordinance No. 405-B; Reducing Water User Rates. 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. 489-B on first and final reading. The motion was seconded by Councilor Zylstra and carried unanimously. The ordinance provides for a five percent across-the-board water user fee rate reduction.

8. Ordinance No. 488-B, First Reading - Designating the Health Insurance Compensation to be Paid the Mayor and City Councilpersons. City Manager Campbell explained that the proposed ordinance provides for a change in the payment of dependents insurance premiums for City Councilors who are elected or re-elected in the future. The change would be that the City would not pay the costs of their dependents' insurance premiums, but would continue to pay the premiums for Councilors themselves.

Councilor Hatfield moved to pass Ordinance No. 488-B on first reading. The motion was seconded by Councilor Hamilton.

Councilor Pope spoke against the ordinance, stating that the City was not looking at very much money in regard to insurance premiums for the Council, and did not feel that the Council had the right to make this kind of a change that would effect new councilmembers.

Councilor Hatfield stated that by law a council cannot change their own compensation; if the Council is to make this change it must be done in this manner. He disagreed with Councilor Pope, stating that a \$20,000 savings was substantial and could help in keeping the swimming pool open.

Mayor Spahr also spoke against the ordinance, stating that the Councilor donates many hours to the City and the health insurance benefits that they receive are part of their compensation. He added that the Council's families come first and he would therefore vote against the ordinance. (See 12-28-92 minutes re: underlined.)

Councilor Hamilton felt the Council must take the first step in cutting costs and urged the Council to vote in favor of the ordinance.

The ordinance was defeated by a vote of 3 ayes and 4 nays. Councilors Pope, Roewe, Spahr and Venemon voted against the ordinance.

9. Consent Decree for Landfill Remedial Investigation/Feasibility Study (RI/FS). City Manager Campbell stated that the Consent Decree is the second of three that are anticipated during the landfill closure and cleanup processes. He explained that there are actually two decrees with identical language - one to be entered in the state court system and one to be filed in federal court. Mr. Campbell stated that this consent decree will govern the RI/FS and the cleanup action plan that would be developed for the closure and the cleanup of the landfill. The estimated costs for this process is \$2.7 million, and a grant application has been turned into the Department of Ecology to fund seventy-five percent of that cost. He stated that a public hearing will be conducted on January 7 at Centralia City Hall by DOE on the proposed consent decree.

Councilor Roewe stated that LeMay Enterprises operated the landfill for eight years and asked if they are a party to the costs of the cleanup.

Mr. Campbell stated that they are not a party to this particular consent decree, but they have been identified as a potentially liable party and will be pursued for their portion of cleanup responsibilities.

Councilor Hatfield moved to authorize the City Manager to sign the state and federal RI/FS consent decrees on behalf of the City. The motion was seconded by Councilor Venemon and carried unanimously.

10. "Winchester Hill" Subdivision. Building & Planning Director Bob Nacht stated that the City received a proposal from Mr. William Childress for a 20-lot subdivision to be called "Winchester Hill", located east of the intersection of N.E. Adams Avenue and N.E. 1st Street. He stated that the Planning Commission held a public hearing on December 7 at which time concerns from the public were discussed and included: the amount of traffic and rate of speed on Adams Avenue; the stability of the soil on the hillside; stormwater runoff; and the type of housing that would be developed. The Planning Commission voted to recommend approval of the subdivision as submitted. Mr. Nacht stated that the City Council must now either approve the recommendation of the Planning Commission to approve the preliminary plat as submitted or schedule a public hearing in order to reject or modify the preliminary plat.

Mayor Spahr asked if the "hump" in Adams Avenue was discussed since it has been known as creating a vision problem.

December 14, 1992

Mr. Nacht said it was discussed by the Planning Commission, but they concluded that the hump has always been considered a problem, and proposed subdivision will not cause any additional problems with the hump.

Mayor Spahr asked if the hump could be removed during the sewer rehabilitation process since the road will have to be cut up anyway.

Public Works Director Barry Heid stated that the federal funds used for the sewer rehabilitation work cannot be used for such things as removing the hump from the road, but pavement markers could be put on the road to caution people about the hump.

Councilor Roewe moved to adopt the recommendation of the Planning Commission and approve the preliminary plat as submitted. The motion was seconded by Councilor Pope.

Councilor Zylstra asked what kind of soil is being dealt with in the proposed subdivision area.

The consulting engineer for the project explained that extensive soils work has not been done yet, but the soil appears to be of a sandstone nature. A very careful evaluation will be done to provide for drainage provisions.

Mr. Nacht stated that the soil conditions have been addressed relative to the Growth Management Act for critical and resource areas, of which the proposed property is not within an unstable classification of hillside.

Councilor Hatfield asked when construction would begin.

Mr. Childress stated that he would like to see construction begin sometime in February.

The motion as stated by Councilor Roewe carried unanimously.

11. Status of Advanced Life Support (ALS) EMS Responses in Chehalis. Acting Fire Chief Randy Hamilton stated that beginning January 1, 1993, Lewis County Communications will not be in the business of selecting the ALS/BLS transporter. Each fire department/district will be responsible to designate a carrier. The City will notify the two ALS providers in the area - Care Ambulance and Transport Ambulance - that the City will continue to use Care Ambulance until the City calls for and awards a bid for these services.

City Manager Campbell requested that the Council review the proposed specifications for bidders during the work session on January 11 when a number of other issues related to the EMS system are discussed.

Councilor Pope stated that the specifications for bidders should require specific years of training, experience and education for each individual employed by the company.

12. Water Quality Regulations. Public Works Director Barry Heid explained that the Surface Water Treatment Rule (SWTR) and the Lead and Copper Rule are extensions of the 1986 amendment to the 1973 Safe Drinking Water Act passed by the federal government and states are now required to enact their own legislation to mandate certain criteria. In regard to the SWTR, the City must now test more extensively and stringently on turbidity performance, disinfection, and monitoring and reporting requirements. He stated that it can be achieved with the City's existing water treatment plant, however, it will mean, during certain times of the year, that the potential treatment capacity may be reduced. Mr. Held stated that the costs for the additional testing are also included in the 1993 budget with an estimated cost of \$19,500.

Mr. Held explained that in regard to the lead & copper rule, the City is now required to conduct a study in its system to determine the levels of lead and copper in the drinking water and if the levels are above the levels established by the EPA, appropriate action, such as adjusting the pH, providing cathodic protection or advanced treatment, will be required. The new rule also includes factors that may be influenced or solely a result of private building or residential plumbing. The City is required to take 40 initial residential samples and additional testing will be required after lead and copper concentrations from the first tests have been determined. Mr. Heid added that the ultimate financial impact is not yet known.

13. Authorization to Call for Bids - Sewer Basin 3012B. Councilor Hatfield moved to authorize the call for bids for the rehabilitation of Sewer Basin 3012B with a bid opening date of January 26, 1993, at 2:00 PM. The motion was seconded by Councilor Zylstra and carried unanimously. The project will consist of replacement and installation of the sewer lines primarily in the area of 2nd Street to 4th Street, from Pacific Avenue to Adams Avenue, as well as areas on Pacific Avenue to 9th Street.

December 14, 1992

14. Recycling Program - P.E.T. Plastics. City Manager Campbell reported that effective January 1, 1993, Superior Refuse will no longer pick up #1 P.E.T. plastics because the market for this product has deteriorated.

15. Executive Sessions. At 4:50 PM Mayor Spahr convened the Council into executive session pursuant to R.C.W. 42.30.110(g) and (i) to discuss potential litigation and personnel matters.

Immediately following the executive session, the regular meeting was adjourned at 5:55 PM.

Robert J. Spahr, Mayor

Attest:

Caryn D. Foley, Deputy City Clerk



December 28, 1992

The Chehalis City Council met in regular session on Monday, December 28, 1992, in the Chehalis City Hall. Mayor Spahr called the meeting to order at 3:00 PM and the following Councilmembers were present: Scott Hamilton, Bud Hatfield, Vivian Roewe, Dave Zylstra and Bob Spahr. Councilor Isaac Pope arrived at 3:03 PM and Councilor Joyce Venemon arrived at 3:20 PM. Staff members present included: Dave Campbell, City Manager; Peggy Morant, Assistant Finance Director; Randy Hamilton, Chief of Police; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Sharon Ferrier, Community Services Department Administrative Assistant; Joanne Schwartz, Personnel Officer; and Caryn Foley, Deputy City Clerk. Representatives of the news media present included John Pierce of The Chronicle, and Bill Moeller of KELA Radio.

1. Presentations – Demonstration of Sewer Jet/Vacuum Truck. Public Works Director Barry Heid stated that the new truck is the largest vehicle in the Public Works Department fleet and is equipped with a vacuum unit that can reach depths of 20 feet and has a sewer jet that contains 400 feet of hose to be used in sanitary and storm sewer maintenance work. Public Works employees then gave a brief demonstration of how the truck functions.

Councilor Hamilton asked if, when the City is aware that an individual party may be responsible for creating a plugged storm drain or other problem, can the City bill that individual for that.

Mr. Heid explained that if the City can determine that a certain damage was caused by a lack of proper action or abuse, the City can, and has, collect reimbursement for labor and costs associated with the repair or maintenance.

2. Citizens Business.

a. Chehalis Community Swimming Pool. Brandi Anderson, Jennifer Anderson and Kristen Keeling, former pool employees, addressed the Council regarding closure of the swimming pool. They stated that the pool is used by many children during the summer and plays an important role in keeping those children off the streets.

Mayor Spahr stated that the Council also wants the pool to remain open and staff is researching ways to keep it open.

The group suggested raising fees, providing private lessons and asking for people in the community to volunteer their time to the pool.

b. Christmas Tree Recycling. Councilor Hatfield asked if there would be a Christmas tree recycling drop-off point this year.

Chief of Police Randy Hamilton stated that a drop-off point will be available on January 2-3, from 10:00 AM to 2:00 PM each day at Fuller's Market Basket. He stated that donations will be accepted to support the City's K-9 Fund. He added that Superior Refuse will provide for a drop box and transportation of the trees to the landfill (to be chipped) free of charge. Off-duty firefighters will pick up trees from senior citizens upon request.

3. Consent Calendar. Councilor Zylstra moved to approve the December 28, 1992, Consent Calendar comprised of the following items:

- a. Minutes of the regular City Council meeting of December 14, 1992; and
- b. December 15, 1992, Claims Vouchers No. 26250 through 26414 in the amount of \$238,999.63.

Councilor Hatfield requested that the December 14, 1992, minutes, Item No. 8 be corrected in regard to Mayor Spahr's comment that "The Council's families come first . . ." Councilor Hatfield stated that the entire Council was not of that opinion and the minutes should reflect that Mayor Spahr was referring to his own family.

The motion was seconded by Councilor Hatfield and carried unanimously.

4. Resolution No. 11-92, First Reading - Reenactment of Criminal Justice System Funding. 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. 11-92 on first and final reading. The resolution supports the reauthorization of local criminal justice system funding by the State of Washington.

December 28, 1992

5. 1992-93 Council Goals Update. City Manager Campbell provided a report of the quarterly activities related to the Council's 1992-93 goals. The top priority goals reviewed by Mr. Campbell included the fire services master plan, traffic safety improvements and improvement of the City's fire service rating.

Councilor Roewe asked if the additional firefighter budgeted in 1993 will bring the City's rating back to a Class 5.

Mr. Campbell stated that it is unknown to what extent, but any additional firefighters that are brought on-line will better the rating.

Councilor Zylstra stated that adding the extra firefighter and new fire pumper is a step in obtaining the Class 5 rating, but added that those factors are only a portion of the total points needed to regain the Class 5 rating.

Mr. Campbell reviewed the City's emergency preparedness program which is another top priority goal. He stated that household disaster preparedness pamphlets will be distributed throughout the community in 1993, along with information about the City's emergency warning system and traffic routes in the event of an emergency.

Councilor Zylstra suggested that staff conduct an actual disaster drill involving the community. Mr. Campbell agreed that could be a valuable exercise.

Councilor Roewe stated that she has never actually heard the City's warning system and asked how often it is tested.

Mr. Campbell stated that silent testing is conducted once about every 2-3 months while sound testing is done only about once a year. Staff will try to get Councilors more involved in the next sound test.

Other top priority goals discussed included development and adoption of a long-term debt strategy/policy and infrastructure repair and replacement.

6. Executive Session. At 4:05 PM Mayor Spahr convened the Council into executive session pursuant to R.C.W. 42.30.110(g) to discuss personnel matters.

7. Ordinance No. 490-B, First Reading – Creating and Establishing the Police and Fire Services Department. Councilor Hatfield moved to pass Ordinance No. 490-B on first reading. The motion was seconded by Councilor Zylstra and carried unanimously. The proposed ordinance disestablishes both the Police and Fire Departments and creates a new City department to be known as the Police and Fire Services Department. The Council also established salary range 32 as compensation for the new Chief of Police and Fire Services.

There being no further action to come before the Council, the meeting adjourned at 4:27 PM.

Robert J. Spahr, Mayor

Attest:

Caryn D. Foley, Deputy City Clerk