

January 11, 1993

The Chehalis City Council met in regular session on Monday, January 11, 1993, 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 and Bob Spahr. Councilor Dave Zylstra arrived at 3:04 PM. 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; Joanne Schwartz, 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. Presentations - Employee Incentive Awards. Mayor Spahr presented three Public Works employees awards for their ideas which they submitted to the Employee Incentive Awards Board. John Chenoweth received a certificate of appreciation for making magnetized directional signs which can be attached to routing signs in an effort to augment traffic control when necessary. Mark DeHaven was awarded a certificate of appreciation and \$25 for his idea of modifying the trailer hitch areas of trucks to keep debris from accumulating in that area, lessening the chances of debris falling on the roadway. A certificate of appreciation and \$140 was awarded to Dan Chitwood. The City was planning on purchasing a 2-yard "grit wagon" at a cost of \$1,900, but Dan built a 3-yard "grit wagon" at a cost of only \$500.

2. Citizens Business - Chehalis Community Swimm<sup>g</sup> Pool. Maureen Mitchell, 907 Logan Hill Road, Director of the Lewis County American Red Cross, addressed the Council about the closure of the pool. She stated that over 7,000 people took swimming lessons at the pool last summer and felt that the Council had a civic responsibility to keep the pool open for the safety of its citizens. She stated that the pool serves the elderly, youth and handicapped - a much broader range of people than other recreational services provide. Ms. Mitchell stated that user fees already pay for the pool staff and she suggested that the Council approach the school district to help pay for the remaining capital costs of operating the pool. She did not think that fees should be raised because it would hurt the "at-risk" children.

Mayor Spahr stated that the Council also wants the pool to remain open and a Council delegation did approach the school district, but they did not want to participate. He stated that staff is working on finding a way to keep the pool open. He als<sup>o</sup> commented that if every Chehalis resident donated \$5 to a fund on annual basis there would be plenty of money to keep the pool open, and if it extended throughout the district, it might only have to be \$2.

Ms. Mitchell stated that she did not want to see the City turn the pool over to a non-profit organization because of risk factors.

Claudia Craig, 134 Sunset Drive, also spoke in favor of keeping the pool open. Ms. Craig, a third grade teacher at R.E. Bennett School, stated that her own children and her students are very upset that the pool will be closed this summer. She stated that swimming is an important educational element in a child's life and is important for the "at-risk" children of the community. Ms. Craig stated that with the new playground being built at recreation park it will seem odd to have such a nice park next to a closed pool. She added that the pool remaining open is a civic responsibility of the Council.

Julie Fulks, 2508 Sandy Drive, Centralia, stated that she was a lifeguard at the pool and hopes that the Council will find a way to keep the pool open. She stated that the children in the community need somewhere to go and if the pool is closed she was concerned about what the children would have to do.

Jean Smith, 270 Newauk<sup>m</sup> Valley Road, stated that she uses the pool every day that it is open. She thanked the Council for having a pool and stated that probably because of the pool she is able to walk. She added that many other handicapped people use the pool and would hate to see it close. She suggested that the City do more advertising on the various activities at the pool.

Marlene Arata of Dell's Day Care Center also spoke in favor of keeping the pot<sup>ool</sup> open. She stated that Dell's has been collecting names of people who are interested in keep<sup>ing</sup> tha<sup>is</sup> pr<sup>ool</sup> c<sup>enter</sup> open and would like to help.

3. Citizens Business - Pro<sup>o</sup>posed Winchester Hill Development. Mr. Jack Palmquest, 170 S.E. Adams Avenue, expressed concern about the traffic pattern and "hump" on Adams Avenue and the effect that the Winchester Hill development will have on it. Mr. Palmquest stated that he was not notified of the public hearing held by the Planning Commission on the development. He thought the entrance to the development would increase the visibility problem because of the hump

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if it was put in the middle of the block. He suggested that the entrance to the development be even with the intersection. He also expressed concern about the soil condition in that area.

Mr. Merle Johnston, 189 S.E. Adams Avenue, agreed with the concerns expressed by Mr. Palmquest. He stated that he has heard that the City is considering making one-way traffic on Adams Avenue and objected to that idea.

4. Consent Calendar. Councilor Zylstra moved to approve the January 11, 1993, Consent Calendar comprised of the following items:

- a. Minutes of the regular City Council meeting of December 28, 1992; and
- b. Set date for public hearing - application to rezone 350 S.E. Washington Avenue.

The motion was seconded by Councilor Hatfield and carried unanimously.

5. Ordinance No. 490-B, Second Reading - Creating and Establishing a Police & Fire Services Department. City Manager Campbell stated that the ordinance has an effective date of March 1, 1993. He announced that Chief of Police Randy Hamilton has accepted the position of Chief of Police & Fire Services. Mr. Campbell stated that in addition to passing the ordinance, the Council is being asked to approve the promotional reclassification salary adjustments to pay range 26 for the two deputy chiefs effective January 1, 1993 and to authorize the hiring of a new entry level firefighter.

Councilor Roewe moved to pass Ordinance No. 490-B on second and final reading. The motion was seconded by Councilor Zylstra and carried unanimously.

Councilor Hatfield moved to approve the pay range 26 reclassifications for the two deputy chief positions and authorize the hiring of a new firefighter position in place of the budgeted Fire Chief position. The motion was seconded by Councilor Zylstra and carried unanimously.

6. Work Session - Emergency Medical Service Issues. Deputy Chief Bill Cavinder, Chairperson of the Lewis County EMS Council, gave a brief history of EMS in Lewis County. He stated that in 1973, emergency medical technician (EMT) training was developed and two years later the entire Chehalis Fire Department staff were certified EMTs. In about 1975, every fire district in Lewis County developed a pre-hospital care delivery system with basic life support (BLS). At that same time, since two ambulance companies were in existence, the EMS Council decided that Chehalis, Centralia, and Fire Districts 6, 12 and 13 would not enter into BLS transport. In 1982 Advanced Life Support (ALS) was available which private companies also provided. Today, when a call comes into the dispatch center the nearest fire district is dispatched and in some situations an ALS ambulance is also dispatched. In Chehalis a private ambulance is always dispatched along with Chehalis because the City does not have the capability to transport patients.

Councilor Roewe asked what the percent of calls for EMS service compared to fire calls is.

Deputy Chief Cavinder stated that about 80-85% of all calls are EMS related.

Councilor Roewe stated that the Council may want to reconsider position on the EMS levy monies to include salaries. Currently, the EMS levy monies can only be used for equipment and she felt that at the time the Council made the decision to use the money for equipment only they did not have a full understanding of the high demand of EMS calls.

Dr. Pat O'Neil, Lewis County Medical Program Director and an emergency room doctor at Providence Hospital, explained that he oversees the recertification of a:1 emergency medical personnel in Lewis County and he has the authority to create protocol to cover the entities that emergency medical patients will come in contact with. Dr. O'Neil stated that the City of Chehalis is operating a very good EMS service to its community.

Captain Jerry Boes, Chair of the Fire Department EMS Committee gave a brief overview of the role of the Chehalis Fire Department. Captain Boes stated that the department currently has 11 certified EMTs who are also trained to operate a defibrillator which enables the Department to provide basic life support services. EMTs are required, on an annual basis, to attend at least ten hours of continuing education and at the end of a three-year period an EMT must be recertified by taking a practical and written test. The Department has two vehicles to respond to BLS calls and can transport patients in one of them if absolutely necessary.

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Councilor Zylstra asked if there are cases where access to EMS services are abused by some entity or person calling over and over that a user fee might be warranted.

Captain Boes stated that there are some people who abuse the system. Councilor Hamilton asked how often the City must transport a patient. Captain Boes stated that the City might transport once or twice a month.

Councilor Hamilton felt the City should think about recapturing some of the costs when the City goes beyond providing basic emergency medical services.

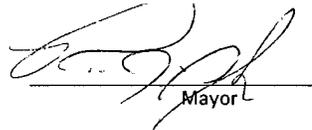
Chief Hamilton then discussed the issue of designating an ambulance transport provider. He stated that effective January 1, 1993, Lewis County Communications no longer designates a transport provider. All users of the system must now designate their own and staff have prepared a draft set of proposals and plan to call for bids by January 25. Until a bid is awarded, the City will continue to use Care Ambulance since that is the provider that has been used in the past.

7. Burning Permits. Chief Hamilton stated that the Fire Department currently charges for residential and commercial burning permits and no longer wants to charge for those services. He stated no commercial permits will be issued at all since it is no longer a City responsibility.

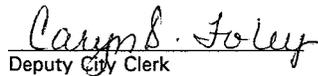
Councilor Hatfield moved to direct staff to prepare the necessary documents to delete charging for burning permits. The motion was seconded by Councilor Pope and carried unanimously.

8. Executive Session. At 5:00 PM Mayor Spahr convened the Council into executive session pursuant to R.C.W. 42.30.110(b) and 42.30.140(4) relating to labor relations and real estate.

There being no further action to come before the Council, the meeting adjourned at 5:25 PM.

  
Mayor

Attest:

  
Deputy City Clerk

January 25

The Chehalis City Council met in regular session on Monday, January 25, 1993, 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, 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; Ray Muyskens, Community Services Director; Bob Nacht, Building & 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. Presentations - Employee Service Awards. Mayor Spahr presented service awards to the following employees - Dr. Isaac Pope, Council member, 5 years; Tim Grochowski, Street Superintendent, 15 years; and Peggy Morant, Assistant Finance Director, 15 years.

2. Citizens Business - Chehalis Community Swimming Pool. Connie Bode, 1616 SW Galls Avenue, spoke in favor of keeping the pool open. She stated that the pool has been an important thing to her family and probably the rest of the community. She said that she is willing to help find a solution to keep the pool open even if it means raising the admission and lesson fees.

Mayor Spahr stated that the pool will be open on some basis. He stated that he would like to see a committee formed consisting of three Councilmembers, staff and citizens to research possible solutions to keep the pool open.

Councilor Pope stated that there are situations when community foundations can be formed for specific purposes for parks and recreation, and gifts can then be made to that specific foundation. Councilor Pope felt such a foundation could be a viable solution to keep the pool open.

Councilors Hatfield and Pope volunteered to be on the committee to keep the pool open.

3. Citizens Business - Port of Chehalis Update. Ed Pamerl, of the Port of Chehalis, updated the Council on the Port's long-range plan of development in the Industrial Park at a cost of about \$1.5 million. Mr. Pamerl stated that the development will cost more than what the Port receives through taxation. Rather than raising taxes, the Port will apply for a timber CERB grant which has a limit of \$500,000, and through an interlocal agreement with the City of Chehalis, the Port would like the City to apply for a PWTF loan because of the extension of water and sewer lines to the Industrial Park. The Port would repay the City through an L.I.D.

4. Certificate of Appreciation. Mayor Spahr and Corene Jones-Litteer, Chehalis Timberland Library Coordinator, presented a certificate of appreciation to Janelle Williams for her work as a Chehalis Library board member in the recent search and selection of new Timberland Regional Library Director.

5. Consent Calendar. Councilor Zylstra moved to approve the January 25, 1993, Consent Calendar comprised of the following items:

- a. Minutes of the regular City Council meeting of January 11, 1993;
- b. Pay Estimate No. 6 in the amount of \$121,927.27 to Pape & Sons Construction for the 1992 sanitary sewer rehabilitation project, basin 3012-A; and
- c. Appointment of Walt King to the Library Board, replacing Jim Gober, for a 5-year term to expire December 31, 1997.

The motion was seconded by Councilor Hatfield and carried unanimously.

6. Ordinance No. 49-B, First Reading - Providing for an Interfund Loan. Councilor Hatfield moved to suspend the rules requiring two readings of the ordinance. The motion was seconded by Councilor Zylstra and carried unanimously. Councilor Hatfield then moved to pass the ordinance on first and final reading. The motion was seconded by Councilor Zylstra and carried unanimously. The ordinance provides for an interfund loan up to a sum of \$20,000, plus interest in the amount of 4.5%, from the Arterial Street Fund to Fund No. 193, the 1990 CDBG Fund.

7. Ordinance No. 492-B, First Reading - Establishing a Policy and Procedure for Implementing the Local Government Employee Whistleblower Act. Councilor I-1 (7...tie) 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. 492-B on first and final reading. The motion was seconded by Councilor Venemon and carried unanimously. The ordinance is designed to comply with mandated State legislation pertaining to local procedures and policies of reporting improper governmental actions and preventing retaliatory action against whistleblowers.

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8. Burning Permits. Acting Fire Chief Randy Hamilton stated that the Fire Department wishes to discontinue charging for burning permits. He explained that although it will be a loss of revenue of about \$1,000, it will probably save the City about that much in administrative paper work in accounting and billing for the fees. It is also hoped that this will encourage citizens to come in and get a free permit. Since the policy of charging for permits was implemented, many illegal and unsafe burns took place. Chief Hamilton stated that no commercial burning permits will be issued because commercial burning is regulated by the SWAPCA.

Councilor Pope stated that he felt violations of burning without a permit should be strictly enforced.

Chief Hamilton stated that with the help of the Police Department, burning regulations will be enforced more aggressively.

Councilor Hatfield moved to support the recommendation of the Fire Department by discontinuing charging for burning permits. The motion was seconded by Councilor Pope and carried unanimously.

9. Call for Bids - Advanced Life Support (ALS) and Ambulance Services. Acting Fire Chief Randy Hamilton stated that staff would like authorization to call for bids for ALS/BLS Ambulance services. Chief Hamilton noted that this will only effect 9-1-1 emergency calls and will not regulate rates; however, the specifications will require that rates may only be changed by the provider on an annual basis and only after approval by the City, as a consumer protection clause. Chief Hamilton stated that Councilor Pope will be involved in evaluating the bids.

Councilor Hatfield moved to authorize the issuance of the Request for Proposals for ALS and BLS level ambulance service in Chehalis. The motion was seconded by Councilor Zylstra and carried unanimously.

10. Adams Avenue "Hump". City Manager Campbell stated that over the years there have been concerns expressed by some residents on SE 1st and 3rd Streets and Adams Avenue about the safety of the roadway when traffic exceeds designated speeds over the "hump." He stated that traffic has tried to be controlled by stop signs and street striping. Mr. Campbell recommended that a neighborhood meeting be held by the City to come up with solutions on solving the problem. The Council concurred to hold a neighborhood meeting to be scheduled by staff.

11. Executive Session. At 3:50 PM Mayor Spahr convened the Council into executive session pursuant to R.C.W. 42.30.140(4) relating to labor relations.

12. Lewis County Health Board. Centralia City Councilor Vondean Thompson addressed the Council regarding the Lewis County Health Board. Ms. Thompson stated that currently the Board consists of five members including the three Lewis County Commissioners, a representative for the cities of Chehalis and Centralia, which she is the current representative, and one representative for the rest of the smaller cities within the County. She expressed concern that the cities are not being fairly represented on the board and stated that there are many personnel problems that she could not discuss at the present time, but urged the Council to attend the next Health Board meeting scheduled for February 3, at 2:00 PM to encourage the Board to allow for more representation by the cities.

There being no further action to come before the Council, the meeting adjourned at 4:50

PM.



Mayor

Attest:

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Deputy Clerk

February 8, 1993

The Chehalis City Council met in regular session on Monday, February 8, 1993, 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, 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; Dennis Dawes, Deputy 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; and Caryn Foley, Deputy City Clerk. Representatives of the news media present included Jeer, Pierce o: The Chronicle and Jim Cook of KELA Radio.

1. Citizens Business - Swimming Pool Concerns. Chantel Fossett, Student Council President and Brian Rash, Student Council Secretary of Olympic Elementary School, read and presented a letter to the City Council in support of keeping the pool open this summer.

Mayor Spahr commended the students for coming before the Council. He stated that a citizens' group has met to help find a way to establish long-term financing for the pool and he ensured them that the pool will be open this year.

Claudia Kindle, a teacher at R.E. Bennett School, presented the Council with letters written by third grade students and a petition signed by the school staff in support of keeping the pool open.

Mr. Roy Thomas, representing the Chehalis Moose Lodge, stated that the Moose has supported the Centralia pool in the past and is available to help support the Chehalis pool.

2. Public Hearing<sup>g</sup> - Application to Rezone Block 8, McFadden's Addition (350 S.E. Washington Avenue) from PUD-HOSP (Hos<sup>p</sup>ital) to PUD-RESE (Residential Elderly). Building & Planning Director Bob Nacht stated that the Planning Commission conducted a public hearing on the application and is recommending that the Council approve it with a condition that 24 parking spaces be installed at the time the development is constructed and that space be set aside for an additional 16 spaces if they are found to be needed once the project is complete.

Mayor Spahr closed the regular meeting and opened the public hearing to accept comment on the application.

Sister Maureen Corner of the Sisters of Providence, explained that a HUD grant has been obtained to construct a 40-unit development for low income, elderly, frail persons and will provide safe, secure and affordable housing for those persons. Sister Maureen added that only Lewis County residents will be eligible for the housing.

Charles Hawley, Vice President for Long-Term Care and Housing with the Sisters of Providence health system in Seattle, stated that this is a direct loan application and funding will be provided to the Sisters of Providence in Washington and the project will be managed by Centralia Providence Hospital. Mr. Hawley stated that eligible residents will only pay 30% of their adjusted gross income for rent and any additional rent amount will be provided by the federal government.

Councilor Zylstra asked what kind of impact the development will have on the City's water and sewer capacity, and also how the new storm drainage utility charges will affect the project.

Public Works Director Barry Heid stated that the property might benefit from the development if greenbelts and other non-impervious areas are included in the project. In regard to water and sewer capacity, Mr. Heid stated that the types of occupants that will be living in the units generally use far less water and should not have any kind of impact on the City's system.

Mr. Jack Palmquest asked if consideration has been given to on-street parking.

Mr. Hawley stated that the 24 spaces that are being provided are expected to be sufficient for the development and he did not believe that on-street parking would be used.

Ms. Linda Hughes, Director of Senior Information and Assistance of Lewis County, presented the Council with a letter of support for the project from Catholic Community Services.

Mr. William M. Stone, Ms. Ida Campbell and Ms. Monica Buck, all Chehalis residents, spoke in favor of the project, stating that it is desperately needed.

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Mayor Spahr closed the public hearing and reopened the regular meeting. Councilor Pope moved to direct staff to draft an ordinance to rezone the subject property, with the condition regarding parking, as recommended by the Planning Commission. The motion was seconded by Councilor Venemon and carried unanimously.

3. Consent Calendar. Councilor Hatfield moved to approve the February 8, 1993, Consent Calendar comprised of the following items:

- a. Minutes of the regular City Council meeting of January 25, 1993;
- b. December 31, 1992, Payroll Vouchers No. 23367 through 23506 in the amount of \$295,066.02 and Transfer Voucher No. 1341 in the amount of \$342.44; December 29, 1992, Claims Vouchers No. 26415 through 26534 in the amount of \$114,967.46 and December 31, 1992, Claims Vouchers No. 26535 through 26694 in the amount of \$147,723.01; January 27, 1993, Claims Vouchers No. 26704 through 26838 in the amount of \$229,195.33 and December 31, 1992, Claims Vouchers No. 26695 through 26698 in the amount of \$7,962.27;
- c. Pay Estimate No. 7 in the amount of \$77,843.13 to Pape & Sons Construction for the 1992 sewer rehabilitation project, basin 3012-A;
- d. Reappointments of Barbara Wood and Aliz Hirsekorn to the Historic Preservation Commission for 3-year terms expiring December 31, 1995;
- e. Reappointment of Jim Lund to the Planning Commission for a 4-year term expiring January 31, 1996;
- f. Appointment of Lynn Harding to the Board of Adjustment for a 5-year term expiring December 31, 1997;
- g. Award bid to Jack's Janitorial in the amount of \$23,073.54 for janitorial services; and
- h. Award bid to Dent's Construction in the amount of \$911,558.15 for 1993 sewer rehabilitation project, basin 3012-B.

The motion was seconded by Councilor Zylstra and carried unanimously.

4. Resolution No. 1-93, First Reading - Set Date and Time for Public Hearing - Vacation of a Portion of an Alley Between NW Maryland Avenue and NW New York Avenue. Councilor Hatfield moved to suspend the rules requiring two readings of the resolution. The motion was seconded by Councilor Zylstra and carried unanimously. Councilor Pope then moved to adopt Resolution No. 1-93 on first and final reading, setting Monday, March 8, 1993, at 3:05 PM for the public hearing. The motion was seconded by Councilor Zylstra and carried unanimously.

5. Parking Program Status Report. Deputy Chief of Police Dennis Dawes stated that a parking enforcement officer was hired on September 1, and a new parking program was initiated on October 1. Since that time favorable comments have been received from the downtown merchants and the new program seems to be working fine. Deputy Chief Dawes stated that current parking related projects underway include completing the new lot next to the Colony House, replacing the railing in the lots behind the San Juan Arms, setting up a quarterly lot cleaning program, and continuous monitoring of potential parking problems in both the downtown and residential areas.

Councilor Hamilton asked if parking ticket citations are continuing to decline in January as they did in December.

Deputy Dawes explained that bad weather and illness contributed to some of the decline in citations issued during December, but he added that it also means that people are getting the message that parking limits are enforced.

Councilor Hatfield asked if Burlington Northern has expressed any interest in selling the parking lots behind the historical museum to the City.

Deputy Dawes stated that he received a letter from Burlington Northern last July stating their interest in selling the property, but that they would not know for sure for another year. He stated that he will contact them again this July. He added that there have also been complaints about the area around City Hall and the Library, now that the Lewis County Public Services

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Department has moved into the old Central Evergreen building. The lot behind the Library was to be used by the County employees to keep their vehicles off the street. A survey is being taken in the area to determine which vehicles are parking along the street and who the owners are. The County will be contacted about the problem.

6. Update on Water S<sup>y</sup>stem Testing. Public Works Director Barry Heid stated that because of the recent amendments to the Safe Drinking Water Act, the City was required to test for lead and copper concentrations in the water. He reported that forty samples were drawn and tested, and the results showed that all levels were comfortably below the maximum contaminant level. He stated that under the new regulations the City will again have to test forty samples within the next few months.

7. 1992 Cable TV Legislation. Bill Hillier, City Attorney, explained that Congress adopted new cable regulation legislation to attempt to provide more accountability and service levels by cable television companies. He stated that although legislation has been passed, there has still been no rule making by the FCC and he does not expect anything in detail until about June. The new legislation will allow for authority to regulate rates for basic tier and other cable programming services, and rates for installation and equipment costs associated with those services. Mr. Hillier stated in the year 2000, the City will be in a position to renegotiate the entire contractual relationship with TCI, but it will be under the new mandates of the cable act.

Paul Renz, General Manager of TCI, stated that TCI is planning to reconfigure its channel line-up, based on the new cable act and as a result of surveys conducted by TCI regarding basic cable services. Mr. Renz stated that those subscribers who have basic cable service will see a reduction in that charge.

8. Wallace/Kennicott Roads Sewer Project. Public Works Director Barry Heid reported that Lewis County has set up a sewer division under the Public Services Department in order for the County to establish the L.I.D. necessary for the project. Grant funding has been procured for the design work which is near completion and the prospects are good for obtaining a grant for the construction which is expected to take place this summer. Mr. Heid stated the L.I.D. boundaries and a preliminary assessment roll have been established. The City will oversee the project and will own the system after its completion.

Mr. Hillier added that annexation agreements will be required by each individual property owner if City utility services are provided.

9. Lewis County Health District Update. Councilor Hatfield announced that at the last meeting of the Lewis County Health District Board, the Board moved to approve the creation of a County health department and eliminate the health district and board.

10. Executive Session. At 4:30 PM Mayor Spahr convened the Council into executive session pursuant to R.C.W. 42.30.110(b) and 42.30.110(i) regarding real estate and potential litigation.

11. Property Donation. Councilor Hatfield moved to direct staff to proceed with the transfer of property from Mr. Bill Jones to the City and pay for an appraisal as required by Mr. Jones. The motion was seconded by Councilor Venemon. Councilor Hamilton abstained from voting to avoid a potential conflict of interest. The motion carried unanimously. The 66 acres of property is located north of the Sunbird Shopping Center and West of National Avenue.

There being no further action to come before the Council, the meeting adjourned at 4:50 PM.



Mayor

Attest:

Deputy City Clerk

February 22, 1993

The Chehalis City Council met in regular session on Monday, February 22, 1993, 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, Dave Zylstra and Bob Spahr. Councilor Joyce Venemon 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 & 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. Donation to K-9 Fund. Mr. Harry Zopolos, representing the Chehalis Lions Club, presented a check in the amount of \$100 to Chief Hamilton and Officer Hoium for the City's K-9 Fund.

2. Citizens Business - Parking Enforcement Complaint. Mr. Chuck Haunreiter, 464 N. Market Boulevard #4, stated that he received an overtime parking ticket the previous week. He agreed that he did park over the time limit, but stated that he believes he is a victim of selective enforcement.

Chief Hamilton stated that he checked with the Municipal Court Office and seven other citations were issued that same day. He stated that the parking enforcement officer does not selectively enforce parking.

3. Citizens Business - Potholes on Chehalis Avenue. Mr. Harry Zopolos, 342 S.W. Chehalis Avenue, stated that there are several potholes on Chehalis Avenue from the contractor who did the sewer rehabilitation work over a month ago on the street. He asked when repair to the street could be expected.

Public Works Director Barry Heid stated that his office is aware of the potholes and has contacted the contractor who stated that the potholes will be taken care of within the next week or two.

4. Consent Calendar. Councilor Zylstra moved to approve the February 22, 1993, Consent Calendar comprised of the following items:

- a. Minutes of the regular City Council meeting of February 8, 1993;
- b. January 29, 1993, Payroll Vouchers No. 23507 through 23641 in the amount of \$286,122.87, Transfer Voucher No. 1342 in the amount of \$17,000, Transfer Voucher No. 1345 in the amount of \$461.63 and Transfer Voucher No. 1346 in the amount of \$17,000;
- c. Reappointment of Linda Dotson to the Parking Commission for a 4-year term expiring February 28, 1997.

The motion was seconded by Councilor Hatfield and carried unanimously.

5. 911 Ambulance Transport Services Contract Award. Acting Fire Chief Randy Hamilton stated that one bid for ambulance transport services was received from Care Ambulance. He reported that the bid was evaluated by the Fire Department EMS committee and the bidder met all the requirements of the call for proposals. Chief Hamilton recommended that the Council award the bid to Care Ambulance.

Councilor Roewe moved to award the advanced life support and basic life support level ambulance services to Care Ambulance of Centralia. The motion was seconded by Council Pope and carried unanimously.

6. Ordinance No. 494-B. First Reading - Rezoning of Block 8. McFadden's Addition (350 S.E. Washington Avenue) from PUD-HOSP (Hospital) to PUD-RESE (Residential Elderly). Councilor Roewe moved to pass Ordinance No. 494-B on first reading. The motion was seconded by Councilor Hatfield and carried unanimously. The rezone will allow the development of a housing complex for elderly, frail, low income persons.

7. 1992 Year-End Budget Status Report. Finance Director Jo Ann Hakola reported that the City came in over budget on sales and use tax, telephone tax, and fines and forfeitures. The natural gas utility tax was below the amount budgeted probably due to the mild winter that was experienced. Ms. Hakola stated that the General Fund started the year with a better fund balance than was originally anticipated. The Water/Sewer Fund came in very close to budgetary items and expenses were less than revenues.

8. Swimming Pool Committee Report. Mayor Spahr reported that a financial plan was developed to keep the pool open in 1993. He stated that \$16,765 can be obtained by scaling back the planned summer recreation program and property maintenance work, allowing those staff time costs already included elsewhere in the budget to be shifted to the pool; \$10,000 can be obtained by reducing the expenditures budgeted for City Council insurance benefits; \$9,000 could be anticipated in additional revenue by increasing general admission fees and swimming lessons; and \$12,000 can be taken from the General Fund reserves.

February 22, 1993

Mayor Spahr stated that the committee that worked on keeping the pool open this summer will continue to meet to look at long-term solutions for keeping the pool open in the future. The next meeting is scheduled for March 2, at 5:30 p.m. at City Hall.

Councilor Hamilton moved to approve the financial plan to open the swimming pool as outlined by Mayor Spahr and direct staff to make the appropriate budget amendments. The motion was seconded by Councilor Zylstra.

Mr. Stan Wille, 267 N.W. Center Street, stated that the issue of keeping the pool open could have been avoided altogether if the Council did not receive health insurance benefits. He stated that the Council members are part-time employees and should not receive the benefits. Mr. Wille presented the Council with a bill in the amount of \$11.80 for the portion that he feels he and his wife pay for Council health insurance benefits.

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

9. Wastewater Treatment Plant Capacity Evaluation. Public Works Director Barry Heid presented the Council with the Wastewater Treatment Plant Capacity Evaluation report prepared by Gibbs & Olson. Mr. Heid provided the Council with a brief overview of the report and stated that the report would be reviewed in more detail at a Council work session on March 8 following the regular City Council meeting.

10. Consolidation of Building & Planning Department and Community Services Department Offices. Building & Planning Director Bob Nacht and Ray Muyskens, Community Services Director, stated that on Friday and Saturday the Building & Planning Department will relocate to the Activity Building at Henderson Park along with the Community Services Department. The activity building has been remodeled to accommodate both offices and the former Community Services Office building will be remodeled to house the EOC and recreation programs that were conducted in the activity building. Mr. Nacht stated that the office will be closed on March 1, to give both departments a chance to get organized and settled in the new office.

11. Lewis Public Transportation Benefit Area Authority Report. Councilor Roewe reported that the LPTBA's budget was approved last Wednesday. LPTBA is providing pars-transit services on a daily basis to all qualified persons. She stated that about 23,000 people use the transit system per month.

12. Letter from Lewis County Commissioners Regarding the Growth Management Act. Mayor Spahr stated that he received a letter from the Lewis County Commissioners to support them in a move to delay the implementation or exemption of populations of less than 75,000, or 15% growth rate, from the GMA.

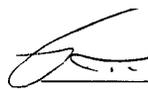
Councilor Hamilton stated that the planning subcommittee of the Chehalis 2000 Committee will be making recommendations to the Council which will address questions about the GMA and the position the City should take.

Mayor Spahr stated he did not want to delay the implementation of the GMA because grant funding is available now. He added that it is something that is inevitable.

The Council concurred not to take any action on the letter from the Commissioners at this time.

13. Executive Session. At 4:10 PM Mayor Spahr convened the Council into executive session pursuant to R. C.W. 42.30.110(i) and 42.30.140(4) regarding labor relations and potential litigation.

There being no further action to come before the Council, the meeting adjourned at P M .

 **41eAti**  
Mayor

Attest:

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Deputy City Clerk

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March 8, 1993

The Chehalis City Council met in regular session on Monday, March 8, 1993, 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 & Fire Services; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Ray Muyskens, Community Services Director; Bob Nacht, Building & 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. Public Hearing - Vacation of a Portion of an Alley Between N.W. Maryland Avenue and N.W. New York Avenue. Building & Planning Director Bob Nacht stated that a petition was received from Cummins Northwest, Inc. to vacate a portion of an alley between N.W. Maryland Avenue and N.W. New York Avenue. He stated that Cummins owns the property abutting both sides of the property.

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

2. Ordinance No. 495-B. First Reading - Vacation of a Portion of an Alley Between N.W. Maryland Avenue and N.W. New York Avenue. Councilor Roewe moved to pass Ordinance No. 495-B on first reading. The motion was seconded by Councilor Hatfield and carried unanimously.

3. Citizens Business - Swimming Pool. Chantel Fossett and Brian Rash, representing Olympic Elementary School, read and presented a letter to the Council thanking them for keeping the pool open this summer.

4. Consent Calendar. Councilor Zylstra moved to approve the March 8, 1993, Consent Calendar comprised of the following items:

- a. Minutes of the regular City Council meeting of February 22, 1993;
- b. February 16, 1993, Claims Vouchers No. 26839 through 27011 in the amount of \$347,943.53; February 25, 1993, Claims Vouchers No. 27012 through 27120 in the amount of \$231,867.90; February 26, 1993, Payroll Vouchers No. 23642 through 23778 in the amount of \$287,420.69; and Transfer Voucher No. 1347 in the amount of \$468.59;
- c. Award bids for rock, gravel and asphalt;
- d. Pay Estimate No. 8 in the amount of \$1,154.25 to Pape & Sons Construction for the 1992 sanitary sewer rehabilitation project, basin 3012-A;
- e. Appointment of George Hauer to the Historic Preservation Commission, to fill the expired term of Mike Austin, for a 3-year term to expire December 31, 1995; and
- f. Appointment of Wayne Galvin to the Historic Preservation Commission to fill the unexpired term of Aliz Hirsekom to expire December 31, 1995.

The motion was seconded by Councilor Pope and carried unanimously.

5. Ordinance No. 494-B. Second Reading - Rezonin<sup>g</sup> of Block 8, McFadden's Addition (350 S.E. Washington Avenue) from PUD-HOSP (Hospital) to PUD-RESE (Residential Elderly). Councilor Roewe moved to pass Ordinance No. 494-B on second and final reading. The motion was seconded by Councilor Pope and carried unanimously. The rezone will allow the development of a housing complex for elderly, frail, low income persons.

6. Duffy Park Addition Learning Forest Proposal. City Manager Campbell stated that about a year ago the Council approved a timber harvesting plan for the Duffy Park property which was completed in May/June of 1992. The City received about \$60,000 for the timber that was harvested. He stated that it is now time for the second phase of the project for the site to begin which will be the replanting of the property as a learning forest.

Councilor Pope asked how much the project would cost the City.

Community Services Director Ray Muyskens stated that the Timber Management Advisory Committee expects that all of the planning, materials and labor donated.

March 8, 1993

Alex Goedhard, Committee member, reviewed the learning forest plan. He stated that several varieties of trees will be planted and people will have the opportunity to watch the forest grow.

Councilor Pope thanked Mr. Goedhard and the Committee for their work on the project.

Councilor Hatfield asked if there are any plans to harvest the timber in the McFadden and Dobson Parks.

Mr. Muyskens stated that the Committee will be looking at those sites although there are many restrictions on the sites because they were donated to the City.

Councilor Hatfield moved to approve the plan for the Duffy Park learning forest project. The motion was seconded by Councilor Pope and carried unanimously.

7. Fire Service Master Plan Committee Progress Report. Chief Hamilton stated that the Fire Service Master Plan Committee has been working on a master plan for the City's fire protection services. He stated that the update today relates to the Washington Surveying & Rating Bureau and the City's downgrade from a class 5 to a class 6.

Larry Tomow, Fire Service Master Plan Committee member, stated that it is the unanimous recommendation of the Committee that the Council set the highest priority of returning the City to a class 5. He stated that the Committee feels that returning the City to a class 5 rating is very important to the overall safety of the community, as well as the professionalism, image, self-esteem and safety of the firemen. He stated that the fact that private and commercial insurance rates have risen from 0-20% as a result of the downgrade is also important.

Mr. Tornow felt that the majority of the things to upgrade the City to a class 5 can be accomplished at very little or no cost. He stated that the Council has already addressed some of the issues, including the authorization of a new pumper that will be on-line soon and the addition of a new firefecker. The Committee is also recommending that the Fire Department update and improve its record keeping and that the Council ensure that future water connection hookups meet City standards and not allow any deviations. He also stated that the issue of automatic response with the City of Centralia is being addressed but is very complicated. He felt that upgrading the City's reserve program would also be a positive step.

Councilor Roewe asked what the City's biggest demerit on the rating was.

Mr. Tornow explained that the downgrade was a combination of several issues.

Councilor Hatfield thanked the Committee for all the work they have accomplished to-date.

8. Tri-Agency Meeting Report. Mayor Spahr stated that a Tri-Agency Meeting was held recently and the topics discussed included Emergency Management, the Growth Management Act and the disestablishment of the Lewis County Health District Board.

Councilor Hatfield did not feel that the disestablishment would make that much of a difference to the citizens of Chehalis.

Councilor Hamilton asked what the cost would be to the City if the Health District becomes a County department.

Mr. Campbell stated that the intention of the Commissioners is not to have a cost increase just because of the change in structure.

Councilor Roewe stated that she did not have a problem with making the Health District a County health department. Councilor Roewe moved to direct staff to prepare a resolution of intention to withdraw from the Lewis County Health District. The motion was seconded by Councilor Hatfield and carried unanimously.

9. Executive Session. At 4:00 PM Mayor Spahr convened the Council into executive session pursuant to R.C.W. 42.30.110(b). The executive session was then closed and the regular meeting was reopened at 4:25 PM.

10. Sex Offender Release. Chief Hamilton stated that the Police Department has issued an announcement that a convicted sex offender has been released from custody. Chief Hamilton explained that residents of six square blocks have been notified of the release and that a public meeting will be held to discuss the terms of the offender's release. He stated that the offender is under the supervision of the Department of Corrections and cannot move without prior approval.

March 8, 1993

11. Home Monitoring. Councilor Hatfield asked about the status of the home monitoring plan that was approved by the Council in an effort to cut jail costs.

Chief Hamilton stated that the request for proposals was extended because *only* two companies or individuals responded to the initial request for proposal, and those did not meet the specifications.

12. Work Session - Wastewater Treatment Plant Capacity Evaluation. Public Works Director Barry Heid and Dick Riley of Gibbs & Olson, reviewed and discussed with the Council, the wastewater treatment plant capacity evaluation report. The report was initiated because of concerns that the plant might be nearing its treatment capacity and that the capacity charges levied on new customers might be too high to compete successfully for commercial and industrial development.

There being no further action to come before the Council, the meeting adjourned at 6:05 PM.



Mayor

Attest:

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Deputy y Clerk

March 22, 1993

The *Chehalis City Council* met in regular session on Monday, March 22, 1993, in the Chehalis City Hall. Mayor Spahr called the meeting to order at 3:00 PM and the following Councilmembers were present: Bud Hatfield, Dr. Isaac Pope, Vivian Roewe, Joyce Venemon, Dave Zylstra and Bob Spahr. Councilor Scott Hamilton was absent (excused). Staff members present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director; Randy Hamilton, Chief of Police & Fire Services; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Ray Muyskens, Community Services Director; Bob Nacht, Building & 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. Certificates of Recognition to Visiting Seirei Gakuen Students. Mayor Spahr presented certificates to Japanese students from Seirei Gakuen High School welcoming them to Chehalis.

2. Proclamation - Community College Month. Mayor Spahr read a proclamation declaring April as Community College Month.

3. Citizens Business - Water and Sewer Connection Fees. Mrs. Sandra Elliott stated that she and her husband have been making plans to build a laundromat in Chehalis until they found out that it would cost about \$77,000 to connect to the City's water and sewer system. She stated that the building itself would only cost \$70,000 and that the connection fees were totally unrealistic for such a small business. Mrs. Elliott stated that they contacted other cities and were informed that their fees ranged from \$7,000 to \$8,200.

Public Works Director Barry Heid stated that the figure given to the Elliott's was based on current rates. He informed them that a study was done by Gibbs & Olson on the City's current connection fees because of concerns raised by other groups.

Councilor Hatfield asked what the connection fees would be based on the recent fee structure as proposed by Gibbs & Olson.

Mr. Heid stated that it would probably lower the connection fees by about \$20,000.

Mr. Fred Rider, Chairman of the Economic Development Committee of the Chehalis 2000 group, stated that this is the type of issues that the group has been talking about - how can the City bring in small businesses with such high fees?

Councilor Hatfield felt that the City must somehow compromise to allow for small businesses to locate in the City, but still allow the City to receive as much money as it can fairly get.

Mrs. Elliott stated that she would like a response from the Council within one month if the connection fees can be lowered to a figure that is reasonable to them.

4. Citizens Business - Airport Vote on Salzer Creek Flood Control District Project. Don Youngmans, Chehalis Airport Board Representative, stated that the Airport has 40 votes (each entity having 13 votes and the additional vote belonging to the entity which currently has the floating position) on the Salzer Creek Flood Control Project. The Board decided to go back to their respective entities to find out how they wanted their votes cast.

Councilor Roewe moved to authorize the Airport Board to vote yes on the City's share of the votes. The motion was seconded by Councilor Zylstra and carried unanimously.

Mr. Youngmans asked that a letter be written to the Airport Board to confirm the City's decision.

5. Consent Calendar. Councilor Hatfield moved to approve the March 22, 1993, Consent Calendar comprised of the following items:

- a. Minutes of the regular City Council meeting of March 8, 1993; and
- b. Change Order Nos. 1 and 2 in the amount of \$2,009.89 for the sanitary sewer rehabilitation project, basin 3012A.

The motion was seconded by Councilor Pope and carried unanimously.

6. Ordinance No. 495-B. Second Reading - Vacation of a Portion of an Alley Between N.W. Maryland Avenue and N.W. New York Avenue. Councilor Roewe moved to pass Ordinance No. 495-B on second and final reading. The motion was seconded by Councilor Venemon and carried unanimously.

March 22, 1993

7. Ordinance No. 493-B. First Reading - Repealing Various Business License Ordinances; Ordinance No. 496-B. First Reading - Providing for the Termination of Railroad Franchises by Repealing Certain Ordinances; Ordinance No. 497-B. First Reading - Providing for the Licensing of Auctions and Auctioneers; and Ordinance No. 498-B. First Reading - Providing for the Regulation and Licensing of Taxicabs and For-hire Vehicles and Operators. Mr. Campbell explained that the four ordinances are in response to one of the Council goals of reviewing existing City ordinances and repealing those that are out-of-date and consolidating multiple ordinances into one. The process will enable staff to more easily access ordinances, improve speed and accuracy of responses to the public and will help codification.

Councilor Hatfield moved to suspend the rules requiring two readings of the ordinances. The motion was seconded by Councilor Venemon and carried unanimously. Councilor Hatfield then moved to pass Ordinance Nos. 493-B, 496-B, 497-B and 498-B on first and final readings. The motion was seconded by Councilor Roewe and carried unanimously.

8. Resolution No. 2-93. First Reading - Stating the City's Intent to Withdraw from the Lewis County Health District. City Manager Campbell stated that Lewis County has initiated the process of withdrawing from the Lewis County Health District. State law requires that that action, if taken by the members of the district, be taken by the middle of the year. The resolution states the intention of the City to withdraw from the district.

Councilor Pope moved to adopt Resolution No. 2-93 on first reading. The motion was seconded by Councilor Hatfield and carried unanimously.

9. Resolution No. 3-93. First Reading - Authorizing the Submission of a PWTf Loan Application for Infrastructure Improvements in the Chehalis Industrial Park. Public Works Director Barry Heid stated that the loan will be used to provide water and sewer line extensions to the Industrial Park area. The Port of Chehalis and Industrial Commission are in the process of forming an U.L.I.D. to repay the loan by property owners benefitting from the infrastructure improvements.

Councilor Roewe expressed concern about the annexation agreements with the property owners that the money from this loan will benefit.

City Attorney Hillier stated that this loan is simply a vehicle to allow access to the monies by a private entity. He stated that if and when the City chooses to annex, the agreements will stand true.

Councilor Hatfield moved to suspend the rules requiring two readings of the resolution. The motion was seconded by Councilor Pope and carried unanimously. Councilor Hatfield then moved to adopt Resolution No. 3-93 and first and final reading.

Councilor Roewe asked if this loan affects the City's ability to acquire any other loans that the City might need.

Finance Director Hakola stated that since it is covered by an L.I.D., the land owners would be viewed as the lien holders.

10. Railroad Use of City's Pacific Avenue Right-of-Way. City Attorney Hillier stated that the City has traditionally had right-of-way and franchise agreements with railroad companies to conduct their business within the City limits. The City has had a very difficult time with the railroad company and the spur line which runs from the main Burlington Northern line up to the Industrial Park as it runs through the City. Numerous contacts have been made with no success with the railroad company, trying to get them to step forward and negotiate the right-of-way agreement. The City cannot restrict their operation or tax them for transacting business simply because they are running their lines through the City, but the City does have the authority to control their use of the City's streets where their lines cross them and to charge them any costs that the City incurs in maintaining its right-of-ways in conjunction with the railroad spur. Mr. Hillier stated that the City's current right-of-way ordinance would cover any potential problems that may come up in the future.

11. 1992-93 Council Goals Update. City Manager Campbell stated that the 1992-93 updated Council goals were included in the agenda for the Council's review.

Councilor Roewe stated that the various groups of the Chehalis 2000 Committee should be kept up-to-date on the issues that they are working on.

Councilor Zylstra stated that he would like to see the Council goal of the potential cross-training of police officers and firefighters dropped from the list. He stated that the Fire Services Planning group does not support the idea of cross-training the officers and firefighters. The Council concurred to drop that goal from the list.

March 22, 1993

12. Executive Session. At 4:10 PM Mayor Spahr convened the Council into executive session pursuant to R.C.W. 42.30.140(4) relating to labor relations.

There being no further action to come before the Council, the meeting adjourn at 4:35 PM.

  
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Mayor

Attest:

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Deputy Ay Clerk

April 12, 1993

The Chehalis City Council met in regular session on Monday, April 12, 1993, 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, Dave Zylstra and Bob Spahr. Councilor Joyce Venemon was absent (excused). Staff members present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director; Randy Hamilton, Chief of Police & Fire Services; Barry Held, Public Works Director; Bill Hillier, City Attorney; Ray Muyskens, Community Services Director; Bob Nacht, Building & 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 Bill Moeller of KELA Radio.

1. Proclamation - National Library Week. Mayor Spahr presented a proclamation to Darlene Stone, a Library Board member, proclaiming April 18-24 as National Library Week.

2. Employee Service Awards. Employee service awards were presented to Steve Secrest of the Public Works Department for five years of service and to Gerald Fischer of the Community Services Department for twenty years of service.

3. Citizens Business - Penny Playground Update. Debbie Schonack, Public Relations Chair for the Penny Playground, reported that \$72,000 has been received to-date of the \$80,000 goal and it is expected that the goal will either be met or exceeded at the end of construction on May 2. She added that about \$21,000 in grants are still outstanding. Ms. Schonack reminded the Council that construction days for the playground are April 28 - May 2 and volunteers are still needed.

4. Citizens Business - Tree Planting Project. Will Garrett, a Boy Scout from Troop 373, stated that he is currently working on his Eagle Scout project. He stated that the Chehalis Timber Advisory Committee is allowing him to use the replanting of Duffy Park as his project where citizens can come to the park on April 16-18 and plant a tree with the help of volunteers. He asked for the Council's assistance in volunteering at the park. Mayor Spahr and Councilor Roewe volunteered to help with his project.

5. Citizens Business - Garbage Collection Complaint. Mr. Ray Miskimens, owner of Ray's Auto Glass, addressed the Council regarding garbage collection. He stated that he pays for garbage service that he is not using because there is no place to put the garbage. In addition, no one is willing to be responsible for the garbage if it is placed on the street because of the glass and the potential liability that it could cause. Mr. Miskimens asked that an exception be made that he not have to pay for garbage service.

Mayor Spahr stated that he could not respond to Mr. Miskimens complaint without discussing it with staff, but that the situation would be dealt with.

6. Consent Calendar. Councilor Zylstra moved to approve the April 12, 1993, Consent Calendar comprised of the following items:

- a. Minutes of the regular City Council meeting of March 22, 1993;
- b. March 15, 1993, Claims Vouchers No. 27121 through 27332 in the amount of \$158,946.74;
- c. Pay Estimate No. 9 in the amount of \$12,427.35 to Paper & Sons Construction for the 1992 Sewer Rehabilitation Project, Basin 3012-A;
- d. Pay Estimate No. 1 in the amount of \$210,016.75 to Dent's Construction for the 1993 Sewer Rehabilitation Project, Basin 3012-B;
- e. Addendum to City Manager employment agreement; and
- f. Wastewater Treatment Plant temporary help.

The motion was seconded by Councilor Hatfield and carried unanimously.

7. Resolution No. 2-93. Second Reading - Stating the City's Intent to Withdraw from the Lewis County Health District. Councilor Roewe moved to adopt Resolution No. 2-93 on second and final reading. The motion was seconded by Councilor Pope and carried unanimously. The resolution states the intention of the City to withdraw from the district.

8. Ordinance No. 499-13, First Reading - Licensing Alarm System Operators and Locksmiths. Chief Hamilton stated that in 1976, the Council passed Ordinance No. 88-B which provided for the licensing of private investigators, alarm system operators, locksmiths and private security operators. In 1991, the State removed the authority of cities to license private investigators and private security operators. Ordinance No. 499-B reflects this change, but Chief Hamilton added that local law enforcement agencies still

April 12, 1993

have the ability to provide recommendations to the State on applicants through the Department of Licensing.

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

9. Ordinance No. 500-B, First Reading - Providing for Connection Fees to the Municipal Wastewater System and Providing for Rates and Charges for Sewer Service. City Manager Campbell stated that the ordinance is in response to the wastewater treatment plant capacity evaluation completed by Gibbs & Olson recently. The ordinance provides for a reduction in the connection fee charge for the wastewater system; provides that terms of payment for large connections could be negotiated with the Council; and provides that the treatment charges to the City of Napavine and Lewis County Sewer District No. 1 be increased effective July 1.

Councilor Hatfield stated that the EDC and Port of Chehalis, the agencies which initiated the evaluation, are satisfied with the proposed ordinance.

Councilor Hamilton moved to pass Ordinance No. 500-B on first reading. The motion was seconded by Councilor Hatfield and carried unanimously.

10. Ordinance No. 501-B, First Reading - Designating and Authorizing Certain Fire Service Personnel the Authority to Issue Citations and Arrest Violators. Chief Hamilton explained that under the proposed plan and ordinance, the Fire Department will conduct inspections at no cost to all commercial and industrial buildings, and apartment complexes. The new policy will ensure that inspections are done correctly and that the premises are in compliance. It will also serve as a foundation for the Department's pre-fire planning and training program which will help to satisfy another area that the Rating Bureau identified as needing improvement. The ordinance provides that if safety code violations are found, the owner/occupant will be given reasonable time to correct the deficiency. If the violation(s) is not corrected a citation or arrest may be made.

Councilor Hatfield asked who would have the authority to issue citations.

Chief Hamilton stated that the Fire Marshal and the shift captain would have that authority.

Councilor Zylstra moved to pass Ordinance No. 501-B on first reading. The motion was seconded by Councilor Hatfield and carried unanimously.

11. 1993 Spring Rally Plans. Public Works Director Barry Heid stated that April 19-23 has been set for the City's annual Spring Rally. The materials that will be collected have been limited to brush, branches and tree limbs to be chipped and used at Hedwall Park because of restrictions on what the landfill will accept.

Councilor Hatfield commented that Centralia is also holding a spring rally cleanup and collecting almost everything and using the landfill to dump it. Councilor Hatfield asked if the landfill would not accept Chehalis' garbage if it was paid for.

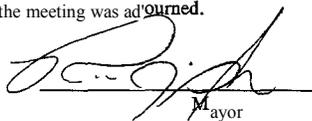
Mr. Heid stated that if Chehalis was to pay for the dumping we would not be turned away, but the amount in the 1993 budget does not provide for such an expansive collection.

12. Fords Prairie Transportation Benefit District. Councilor Hatfield stated that the Ports of Chehalis and Centralia have requested that the City send a letter to Representative Jolene Unsoeld in support of the Fords Prairie Transportation Benefit District project. He stated that the House Appropriations Committee will hear testimony on May 6 regarding the project which would provide for the Scheuber Road bridge construction and critical access to the Port of Centralia industrial park.

Councilor Roewe moved to authorize the Mayor to send a letter to Representative Unsoeld in support of the project. The motion was seconded by Councilor Hamilton and carried unanimously.

13. Executive Session. At 4:05 PM Mayor Spahr convened the Council into executive session pursuant to R.C.W. 42.30.140(4) relating to labor relations.

Immediately following the executive session, the meeting was adjourned.



Mayor

Attest:

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Deputy CHITClerk

April 20, 1993

The Chehalis City Council met in special session on Tuesday, April 20, 1993, in the Chehalis City Hall to discuss with CRSS the impact of the City's utility tax when and if annexation occurs in the Chehalis Industrial Park. Mayor Spahr called the meeting to order at 5:00 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; Barry Heid, Public Works Director; and Bill Hillier, City Attorney.

Pam Brown, Executive Director of the Lewis County EDC stated that the EDC has been working with CRSS for over three years. She explained that CRSS submitted a proposal to build a power generation facility in the Chehalis area to the Bonneville Power Administration in 1992, although that proposal was not successful, it was one of two finalists. CRSS has resubmitted their proposal this year and is currently one of ten finalists. If successful, CRSS would be under a thirty-year contract with BPA. In anticipating the costs CRSS will have to deal with, they must anticipate the full thirty years of costs. In the initial evaluation of those costs, BPA concluded that since the proposed location is near the City of Chehalis it is likely to be annexed in the future and the City's utility tax could be applied to their consumption of gas. This additional cost was included in the financial evaluation of the project. Ms. Brown stated that CRSS representatives are in attendance to find out if the Council would consider amending the City's current ordinance to provide for other options - such as a cap on the total amount that might be collected per business per year.

Mr. Paul Margaritas, a representative of CRSS, then gave a brief overview of his company. He stated that CRSS would like to see the Council put a cap on the total amount that is collected per year at \$50,000.

Following much discussion, Councilor Hamilton moved to direct staff to prepare a resolution stating the City's intent to amend all utility tax ordinances that will provide for a \$75,000 cap per utility customer, per year. In addition, if CRSS is awarded the project by BPA and locates in the Industrial Park, the Council will form a subcommittee to negotiate a contract or development agreement with CRSS. The motion was seconded by Councilor Zylstra. After further discussion Councilor Hamilton withdrew his motion from the table.

Councilor Hamilton then moved to direct staff to prepare a resolution stating the City's intent to amend all utility tax ordinances that will provide for a \$75,000 cap per utility customer, per year. The motion was seconded by Councilor Venemon and carried unanimously.

Councilor Roewe moved to recess the meeting until April 21, 1993, at 3:00 PM. The motion was seconded by Councilor Venemon and carried unanimously. The meeting recessed at 6:05 PM.

Mayor Spahr reopened the meeting on Wednesday, April 21, 1993, at 3:00 PM. Councilor Zylstra was not in attendance.

1. Resolution No. 4-93. First Reading - Stating the City's Intent to Amend All Utility Tax Ordinance Provisions to Provide for a Maximum Tax Per Utility Per Customer. Per Year, in the Sum of \$75,000. Councilor Hatfield moved to suspend the rules requiring two readings of the ordinance. The motion was seconded by Councilor Hamilton and carried unanimously. Councilor Roewe then moved to adopt Resolution No. 4-93 on first and final reading. The motion was seconded by Councilor Hatfield.

Councilor Venemon stated that in regard to the \$75,000 cap, the City should consider the inflation rate and incorporate some kind of provision into the ordinance to address that.

Mayor Spahr stated that the resolution only states the City's intent to amend its utility ordinances - it does not change any ordinance provisions at this time.

The motion carried unanimously.

There being no further business to come before the Council, the meeting adjourned at 3:25 PM.

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Deputy City Clerk

April 26, 1993

The Chehalis City Council met in regular session on Monday, April 26, 1993, 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 & Fire Services; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Ray Muyskens, Community Services Director; Bob Nacht, Building & 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 Bill Moeller of KELA Radio.

1. Needle Exchange Program. Ms. Pam Lopez, a Rochester resident and former Lewis County resident, addressed the Council about her four-year-old grandson who was recently stuck in the finger with a discarded needle. She stated that people being stuck by discarded needles is becoming more frequent and that something should be done. She suggested that the City write a letter to the Lewis County Board of Health in support of creating a needle exchange program in Lewis County. Ms. Lopez stated that she will be in attendance at the Board's May 5 meeting to discuss this issue.

2. EDC Quarterly Report. Pam Brown, Executive Director of the Lewis County Economic Development Council, presented the EDC's first quarterly report of 1993. Ms. Brown reviewed the client and community related, and general marketing activities.

3. Consent Calendar. Councilor Hatfield moved and Councilor Zylstra seconded to approve the April 26, 1993, Consent Calendar comprised of the following items:

- a. Minutes of the regular City Council meeting of April 12, 1993;
- b. March 29, 1993, Claims Vouchers No. 27333 through 27456 in the amount of \$76,131.27; April 15, 1993, Claims Vouchers No. 27457 through 27660 in the amount of \$372,538.72; March 31, 1993, Payroll Vouchers No. 23782 through 23940 in the amount of \$304,158.28; and Transfer Voucher No. 1348 in the amount of \$810.75;
- c. Award Bid to New Horizon Construction, Inc. in the amount of \$88,302.50 for Parkland/Interstate Intersection Improvement Project; and
- d. Personal Services Agreement with Mike Harris;

but excluding Item No. 9 relating to the reinstatement of the monthly \$40 salary increment for the Deputy Chief for Police Services.

Councilor Roewe moved to amend the main motion to include Item No. 9 regarding the reinstatement of the monthly \$40 salary increment for the Deputy Chief for Police Services. The motion was seconded by Councilor Venemon and carried by a vote of 4 ayes and 3 nays. The dissenting votes were cast by Councilors Hamilton, Hatfield and Zylstra.

Councilor Hatfield felt that giving the Deputy Chief of Police an additional \$40 was discriminatory against the Deputy Fire Chief since they are both at the same pay range. In addition, Councilor Hatfield felt it was inappropriate for an upper management position to receive such extra pay.

City Manager Campbell stated that he also feels that the extra pay is inappropriate, but explained that the extra pay was provided several years ago to keep supervisory employees equal to union employees who were receiving that extra pay. He added that the extra pay is also provided for through the Employee Rules and Regulations.

The main motion, as amended, carried by a vote of 5 ayes and 2 nays. The dissenting votes were cast by Councilors Hatfield and Zylstra.

4. Ordinance No. 500-B, Second Reading - Providing for Connection Fees to the Municipal Wastewater System and Providing for Rates and Charges for Sewer Service. City Manager Campbell stated that the profused ordinance is in response to the wastewater treatment plant capacity evaluation completed by Gibbs & Olson recently. The ordinance provides for a reduction in the connection fee charge for the wastewater system; provides that terms of payment for large connections could be negotiated with the Council; and provides that the treatment charges to the City of Napavine and Lewis County Sewer District No. 1 be increased effective July 1.

Councilor Hatfield moved to pass Ordinance No. 500-B on second and final realLig. The motion was seconded by Councilor Hamilton.

April 26, 1993

Mr. Charles Weiland, Chairman of Lewis County Sewer District No. 1, stated that the board understands why the treatment charges must be increased to the District, but does not understand why the City would decrease the wastewater connection charges. Mr. Weiland stated that it seems the City is favoring industry.

Councilor Roewe agreed that Chehalis residents should not have to support a decrease in connection fees to industries locating in the Industrial Park.

Councilor Hamilton stated that the proposed rate reduction will make Chehalis more competitive.

The motion carried by a vote of 4 ayes and 3 nays. The dissenting votes were cast by Councilors Pope, Roewe and Venemon.

5. Ordinance No. 501-B, Second Reading - Designating and Authorizing Certain Fire Service Personnel the Authority to Issue Citations and Arrest Violators. Councilor Zylstra moved to pass Ordinance No. 501-B on second and final reading. The motion was seconded by Councilor Pope and carried unanimously. The ordinance allows certain fire service personnel the authority to issue citations and arrest violators.

6. Ordinance No. 502-B, First Reading - Bond Refunding. Finance Director Jo Ann Hakola stated that in 1985, the City refunded six outstanding Water-Sewer revenue bond issues to decrease the interest rates and provide savings to the rate-payer. Interest rates have now fallen sufficiently to justify refunding the 1985 bond issue. The rate will go from 8.5 - 9.0 percent to 3.0 - 5.1 percent at a savings of about \$104,000.

Councilor Zylstra moved to suspend the rules requiring two readings of the ordinance. The motion was seconded by Councilor Pope and carried unanimously. Councilor Roewe then moved to pass Ordinance No. 502-B on first and final reading. The motion was seconded by Councilor Venemon and carried unanimously.

7. Lewis County Historic Society Board of Directors. Mayor Spahr explained that Ray Muyskens, Community Services Director, requested that he be allowed to resign from the Lewis County Historic Society Board of Directors. Mayor Spahr stated that Councilor Venemon has volunteered to be the City's new representative on the Board and that Joanne Schwartz, Personnel Officer, will serve as her alternate.

Councilor Hatfield moved to accept the resignation of Mr. Muyskens and appoint Councilor Venemon to the Board. The motion was seconded by Councilor Zylstra and carried unanimously.

8. Updated Airport Master Plan. Building & Planning Director Bob Nacht stated that the Airport Master Plan is used extensively in conjunction with the City's Comprehensive Plan. He added that the Comprehensive Plan will have to be redone within the next two years due to the requirements of the Growth Management Act.

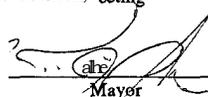
Don Youngmans, the City's representative on the Airport Board, stated that the updated Airport Master Plan was completed at a cost of \$55,000 which was paid by grant funding. He stated that many changes will occur at the airport in the next ten years.

9. Schedule Work Session to Review Proposed Consolidation of Community Services and Building & Planning Departments. The Council concurred to schedule a work session following the Council's regular meeting of May 10 to discuss the consolidation of the Community Services and Building & Planning Departments.

10. DWI Victims' Panel. Don Youngmans stated that there will an informational meeting at 7:00 PM in the lecture hall at W.F. West High School regarding a DWI Victims' Panel. He explained that a victims' panel allows judges to sentence DWI offenders to this panel which is comprised of individuals who have lost loved ones to drunk drivers.

11. Twin Transit. Councilor Roewe stated that she has the 1993 update on the Twin Transit if any Councilmembers would like to review it.

There being no further business to come before the Council, **meeting**

  
Mayor

Attest:

Caryn S. Tolup  
Deputy City Clerk

May 10, 1993

The Chehalis City Council met in regular session on Monday, May 10, 1993, 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, Joyce Venemon, Dave Zylstra and Bob Spahr. Councilor Vivian Roewe was absent (excused). Staff members present included: Dave Campbell, City Manager; Peggy Morant, Assistant Finance Director; Randy Hamilton, Chief of Police & Fire Services; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Ray Muyskens, Community Services Director; Bob Nacht, Building & 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 Jim Cook of KELA Radio.

1. Proclamations. Mayor Spahr read and presented proclamations for Crop Walk Week (May 23-29), Police Week (May 9-15) and National Historic Preservation Month (May).

2. Presentations. Randy Hamilton, Chief of Police & Fire Services, presented a plaque of appreciation to David and Lucy Shriver, owners of The Spokesman bicycle shop, for their generous support of the bicycle patrol program in the Chehalis Police Department.

3. Consent Calendar. Councilor Zylstra moved to approve the May 10, 1993, Consent Calendar comprised of the following items:

a. Minutes of the special City Council meeting of April 20, 1993;

b. Minutes of the regular City Council meeting of April 26, 1993;

c. April 27, 1993, Claims Vouchers No. 27661 through 27771 in the amount of \$112,976.34; April 30, 1993, Payroll Vouchers No. 23941 through 24087 in the amount of \$296,235.72; and Transfer Voucher No. 1349 in the amount of \$491.51;

d. Pay Estimate No. 2 in the amount of \$108,202.02 to Dent's Construction for the 1993 Sewer Rehabilitation Project, Basin 3012-B; and

e. Authorize a call for bids for the Wallace Road Sewer LID Project. The

motion was seconded by Councilor Pope and carried unanimously.

4. Ordinance No. 504-B, First Reading - Creating a Civil Service Commission for the Police & Fire Services Department. Councilor Hatfield moved **Y** 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. 504-B on first and final reading. The motion was seconded by Councilor Zylstra and carried unanimously. The ordinance creates a civil service commission for the Police & Fire Services Department and repeals ordinances relating to the same which are no longer in effect.

5. Ordinance No. 505-B, First Reading - Repealing Certain Ordinances Relating to City Council Meetings. 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 moved to pass Ordinance No. 505-B on first and final reading. The motion was seconded by Councilor Zylstra and carried unanimously. This ordinance repeals ordinances relating to the dates and times which council meetings are held which are no longer in effect.

6. Ordinance No. 506-B, First Reading - Repealing Certain Ordinances Relating to Alcohol. 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. 506-B on first and final reading. Councilor Zylstra seconded the motion which carried unanimously. Ordinance No. 506-B repeals certain ordinances which relate to the sale and distribution of alcohol.

7. Ordinance No. 507-B, First Reading - Adopting the State Code Relating to the Licensing and Regulation of Fireworks. 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 moved to pass Ordinance No. 507-B on first and final reading. The motion was seconded by Councilor Zylstra and carried unanimously. The Ordinance adopts RCW 70.77 (the State Fireworks Law) by reference.

8. Chehalis 2000 Report. Dr. Henry Kirk, Chairman of the Chehalis 2000 project, gave a brief overview of the final report of the four issue groups which have been studying subjects that were determined to be top priorities during the first stages of the project. Dr. Kirk asked that the Council schedule a work session to review the report in more detail. The Council concurred to hold a work session following :1)3 regular meeting of June 14.

May 10, 1993

Councilor Pope thanked Dr. Kirk for the work that he has done *as* chair of the project.

9. Plaque of Appreciation to Dr. Henry Kirk. Mayor Spahr presented a plaque to Dr. Kirk on behalf the City Council for his leadership and contributions to the Chehalis 2000 project.

10. Winchester Hill Subdivision Sewer System. Public Works Director Barry Heid stated that the engineer for the Winchester Hill subdivision is requesting a variance from the City's sewer system standards. The request would involve a Septic Tank Effluent Pumping (STEP) system which would utilize a smaller-than-standard-size sewer pipe to carry effluent from septic tanks installed on the individual lots. The topography of the land would allow the effluent to flow without the use of pumps because of the steep hillside. The system would not use manholes, and would require sewer pipe to be laid along the curb-line curving with the road. Mr. Heid stated that this deviation would require a property owner agreement or covenant to be established to designate the responsibility for maintenance of the private system. He added that a similar system was approved for the Alderwood Height subdivision by Mr. Harvey Breen.

Councilor Zylstra asked what the connection fees would be for such a system.

Mr. Heid stated that the fees would be the same as standard water and sewer connection fees.

Councilor Pope asked how often the individual septic tanks would need to be pumped.

Mr. Heid explained that the tanks would have to be pumped anywhere from three to five years. He stated that the City would require some type of proof of this from the property owners.

Councilor Hatfield asked about the status of the Adams Avenue hump and the entrance of the road to the new subdivision.

City Manager Campbell stated that a letter has been sent to the residents in the neighborhood asking them for their response to the proposition of the neighborhood paying for a portion of the excavation of the hump removal. The responses to date have not been favorable, although not all of the residents have responded yet.

Mr. Heid stated that in regard to the subdivision entrance, the developer has agreed to move the entrance closer to the intersection of First Street, but not directly aligned with First Street.

11. 1993 Quarterly Budget Status Report. City Manager Campbell reviewed the first quarterly budget status report for 1993.

12. Letter to CRSS Regarding Future Development Agreement. City Manager Campbell stated that a letter of intent was sent to CRSS about a proposed development agreement regarding the companies possible location in the Industrial Park. CRSS is requesting that the letter be re-written with more specific language relating to the \$75,000 utility tax cap and regarding the upgrade to the City's sewage capacities in the south city limits. Mr. Campbell stated that the City Attorney has advised that the more specific the letter of intent is now, the *less* negotiating room there is in the future.

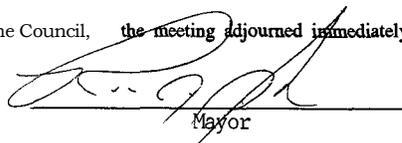
The Council agreed to leave the existing letter of intent *as is* until CRSS knows for sure if they will be locating in the Industrial Park.

13. Policy on Delinquent Utility Bills. City Manager Campbell stated that a new policy has been developed in regard to delinquent utility payments. Currently, the City assesses a 10% delinquent fee after 8:00 AM on the 26th of the month in which the bill is received. The new policy will provide that a delinquent charge may be waived by staff, in some instances, during the 26th up until 5:00 PM for accounts with no recent history of delinquencies if the City receives written justification or substantiation of unusual or irregular conditions or circumstances, or if the City receives an acceptable written request for waiver prior to the account becoming delinquent.

Councilor Venemon stated that the 10% delinquency charge was a financial burden to some customers and felt it should be lowered.

14. Executive Session. Mayor Spahr convened the Council into executive session at 4:10 PM pursuant to R. C. W. 42.30.110(f).

Thee being no further business to come before the Council, **the meeting adjourned immediately** following the executive session at 4:40 PM.



Mayor

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Deputy City Clerk

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May 24, 1993

The Chehalis City Council met in regular session on Monday, May 24, 1993, 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. Councilors Scott Hamilton and Joyce Venemon were absent (excused). Staff members present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director; Randy Hamilton, Chief of Police & Fire Services; Dennis Dawes, Deputy Chief for Police Services; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Ray Muyskens, Community Services Director; Bob Nacht, Building & Planning Director; Joanne Schwartz, Personnel Officer; and Caryn Foley, Deputy City Clerk.

1. Consent Calendar. Councilor Hatfield moved to approve the May 24, 1993, Consent Calendar comprised of the following items:

- a. Minutes of the regular City Council meeting of May 10, 1993;
- b. May 14, 1993, Claims Vouchers No. 27772 through 27960 in the amount of \$278,310.94;
- c. Reappointment of Jim Day to the Planning Commission for a 4-year term expiring May 31, 1997;
- d. Set date of June 14, 1993, at 3:15 PM for public hearing on the City's six-year transportation improvement program;
- e. Set date of June 14, 1993, at 3:15 PM for public hearing on a community development planning-only grant for housing needs analysis.

The motion was seconded by Councilor Pope and carried unanimously.

2. Resolution No. 5-93, First Reading - Ado<sup>p</sup>tin<sup>g</sup> a Residential Anti-Dis<sup>p</sup>lacement and Relocation Plan. City Manager Campbell stated that this is a resolution that the Council has adopted in the past and is required when funding is received through the community development block grant program. Councilor Zylstra moved to suspend the rules requiring two readings of the resolution. The motion was seconded by Councilor Pope and carried unanimously. Councilor Hatfield moved to adopt Resolution No. 5-93 on first and final reading. The motion was seconded by Councilor Zylstra and carried unanimously.

3. Resolution No. 6-93 First Reading - Adopting a Policy Protecting Individuals Engaged in Nonviolent Civil Rights Demonstrations. City Manager Campbell explained that the proposed resolution is also one that the City has had in place and is required with each new community development block grant award. Councilor Zylstra moved to suspend the rules requiring two readings of the resolution. The motion was seconded by Councilor Pope and carried unanimously. Councilor Hatfield then moved to adopt the resolution on first and final reading. The motion was seconded by Councilor Zylstra and carried unanimously.

4. Adjustment to Lewis County Moderate-Risk Waste Management Plan for Used Oil Recycling. City Manager Campbell explained that subsequent to the County's adoption of a moderate-risk waste management plan, the Department of Ecology changed its rules/regulations with respect to used oil. The proposed adjustment provides for additional facilities within the County to receive used oil and does not increase the costs beyond what exists currently with the waste management plan.

Councilor Hatfield moved to approve the proposed adjustment to the Lewis County Moderate-Risk Waste Management Plan regarding used oil recycling. The motion was seconded by Councilor Zylstra and carried unanimously.

5. Chehalis 2000 Work Session. City Manager Campbell reminded the Council that a work session is scheduled following the Council's June 14 regular meeting regarding the Chehalis 2000 report that was handed out at the May 10 meeting.

6. Work Session - Consolidation of the Community Services and Building & Planning Departments. City Manager Campbell stated that the consolidation of the two departments will improve the quality and efficiency of the departments. He stated that there will be three divisions of the Community Services Department including Recreation, Facilities and Community Development - the latter being the existing Building & Planning Department. Ray Muyskens would remain as the Department Head for the Department and Bob Nacht, the Building & Planning Director, would become the Community Development Manager.

Ray Muyskens and Bob Nacht then gave an overview of how the department will function and discussed proposed staffing levels.

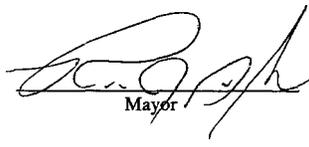
Councilor Pope asked what the overall benefit to the community will be.

May 24, 1993

Mr. Muyskens stated that staff will be able to develop a new comprehensive plan and will be able to be proactive in regard to nuisance abatement. There will be staff to go out and identify potential nuisances instead of waiting for the community to make a complaint.

7. Executive Session. Mayor Spahr convened the Council into executive session at 3:45 PM pursuant to R.C.W. 42.30.140(4) relating to labor relations.

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

  
Mayor

Attest:

**N** /LW) \--40-L-1-Lah Deputy city Clerk

June 14, 1993

The Chehalis City Council met in regular session on Monday, June 14, 1993, 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 Aim Hakola, Finance Director; Randy Hamilton, Chief of Police & Fire Services; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Ray Muyskens, Community Services Director; Joanne Schwartz, Personnel Officer; and Caryn Foley, Deputy City Clerk. Members of the news media present included John Pierce of The Chronicle and Jim Cook of KELA Radio.

1. Proclamation - Kiwanis Club Recognition Week. Mayor Spahr presented Kiwanis Club President Jim Anderson a proclamation recognizing June 21-25 as Kiwanis Club Recognition Week.

2. Public Hearing - Community Development Planning-Only Grant for Housing Needs Analysis. Ray Muyskens stated that the city, in a joint effort with Lewis County and other cities within the county, has applied for a \$40,000 community development planning-only grant for housing needs analysis to identify low income housing needs and assist in developing strategies for developing housing for low and moderate income persons.

Mayor Spahr closed the regular meeting and opened the public hearing at 3:15 PM. There being no public comment the hearing was immediately closed. Councilor Roewe moved to authorize staff to prepare and submit the appropriate documents to the State Department of Community Development and authorize signature of the documents by the City Manager. The motion was seconded by Councilor Zylstra and carried unanimously.

3. Public Hearings - Six-Year Transportation Improvement Program. Dave Campbell explained that the City submits an update of the City's six-year transportation improvement program to the State each year. The projects on the TIP are there in order to have the potential for receiving federal/state funding. This year's plan includes only those projects that were included in last year's adopted plan except for the Parkland/Interstate intersection improvement project that is currently being completed.

The regular meeting was closed and the public hearing was opened at 3:25 PM. There being no public comment, the regular meeting was reopened.

4. Resolution No. 7-93. First Reading - Adopting the 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 Hatfield then moved to adopt Resolution No. 7-93 on first and final reading. Councilor Hamilton seconded the motion which carried unanimously.

5. Citizens Business. Clifford Seng, 35 SW 5th Street, stated that he has purchased a piece of property located near the Wallace Road/Jackson Highway sewer extension project that currently has three rental units on it. He stated that he would like to develop five additional units on the property and asked if the Council could finance the connection fees for his project.

Mayor Spahr stated that city ordinances only provide for financing when 27 or more connections are requested, but that the Council will instruct staff to review his request.

6. Consent Calendar. Councilor Zylstra moved to approve the June 14, 1993, Consent Calendar comprised of the following items:

- a. Minutes of the regular City Council meeting of May 24, 1993;
- b. May 27, 1993, Claims Vouchers No. 27961 through 28066 in the amount of \$112,578.25; May 28, 1993, Claims Vouchers No. 28067 through 28077 in the amount of \$3,785.11; May 28, 1993, Payroll Vouchers No. 24088 through 24230 in the amount of \$294,682.77; and Transfer Voucher No. 1350 in the amount of \$725.34.
- c. Pay Estimate No. 3, 1993 Sanitary Sewer Rehabilitation Project, in the amount of \$177,442.44 to Dent's Construction.

The motion was seconded by Councilor Pope and carried unanimously.

7. Street Safety Improvement Projects. Dave Campbell stated that two small safety improvement projects related to street conditions have been identified. The projects call for overlaying a new asphalt surface on the deteriorated concrete driveway and sidewalks on the NW Front and NW Part. Street sides

June 14, 1993

of the public safety building at a cost of about \$3,500 and the installation of extended berms on Adams Avenue near the "hump" to act as speed deterrents at a cost of approximately \$1,500.

Councilor Roewe moved to approve the low-cost approaches for the projects by appropriating \$5,000 from the reserve for street construction in the General Fund. The motion was seconded by Councilor Venemon and carried unanimously.

8. Ordinance No. 50 -B First Reading - 1993 Mid-Year Budget Amendment. Jo Ann Hakola reviewed the proposed budget amendments. 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. 503-B on first and final reading. Councilor Pope seconded the motion which carried unanimously. The ordinance increases the revenues and expenditures of the General Fund by \$50,892 and creates and funds Fund No. 191, the 1993 Community Development Block Grant Fund in the amount of \$279,185.

9. Agreement with Lewis County Regarding ISTEA Allocations. Barry Heid stated that the federal government passed the Intermodal Surface Transportation Efficiency Act (ISTEA) and the Washington State Legislature created the Surface Transportation Program (STP) to provide funding assistance for street projects. Funds are allocated to a county to be shared with cities that have street or roads that are eligible for funding. Lewis County has discussed how to allocate the funds to cities within the county over a 4-year period. The formula for allocating funds - jurisdiction population and eligible road miles - would set Chehalis' portion at \$169,967.61. The proposed agreement with the County establishes the method of which the funds will be allocated to the City.

Councilor Hatfield moved to approve the agreement between Lewis County and the City regarding the expenditure of ISTEA allocations. The motion was seconded by Councilor Zylstra and carried unanimously.

10. Fire Service Master Plan Report. Jim Johnston, Chair of the Fire Service Master Plan Committee, stated that the Committee has completed its study of the fire service operations of the City and now presents the final report to the Council. Mr. Johnston asked that the Council set a date for a work session to review the report in detail. The Council concurred to hold a work session following the regular meeting of June 28.

11. Lewis County Overall Economic Development Plan. Councilor Hamilton stated that he has been representing the Council on the overall economic development plan for Lewis County which is being written by the EDC. He stated that input is accepted from all jurisdictions and the City has created its list of infrastructure needs which will be submitted for inclusion in the plan.

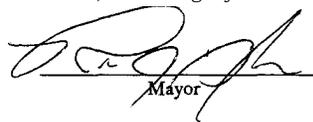
12. City Manager's Performance Evaluation. Dave Campbell stated that it is time for his performance evaluation and requested that the Council set a date and time to conduct the evaluation. The Council agreed to set July 12, following the regular meeting, to hold the city manager's performance evaluation.

13. Executive Session. Mayor Spahr convened the Council into executive session at 4:20 PM pursuant to R. C.W. 42.30.140(4) to discuss labor relations.

14. Work Session - Chehalis 2000 Issue Group Report. Ray Muyskens and Hank Kirk, Chair of the Chehalis 2000 Committee, reviewed the four issue group reports. Mr. Kirk stated that the committee has proposed a mission statement for adoption and use by the city: "A Community Working Together to Maintain a High Quality of Life."

Councilor Hatfield moved to adopt the mission statement. Councilor Pope seconded the motion which carried unanimously.

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



Mayor

Attest:

(n.tw)

Deputy City Clerk

June 28, 1993

The Chehalis City Council met in regular session on Monday, June 28, 1993, in the Chehalis City Hall. Mayor Pro-tem Hatfield called the meeting to order at 3:00 PM and the following Councilmembers were present: Scott Hamilton, Bud Hatfield, Dr. Isaac Pope, Vivian Roewe and Joyce Venemon. Councilor Dave Zylstra and Mayor Bob Spahr were absent (excused). Staff members present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director; Randy Hamilton, Chief of Police & Fire Services; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Ray Muyskens, Community Services Director; Bob Nacht, Building & Planning Director; Joanne Schwartz, Personnel Officer; and Caryn Foley, Deputy City Clerk. Members of the news media present included John Pierce of The Chronicle.

1. Emplo'ee Service Awards. Mayor Pro-tem Hatfield presented five-year service award pins to Susan Folger and Randy Kant of the Police & Fire Services Department.

2. Citizens Business. Bill Logan, 285 S.W. 2nd Street, came before the Council to complain about the sewer construction work being done near his home by Dent's Construction. He stated that sand, grit and rock from the construction is getting into his home, car and swimming pool. He asked that the City provide him some kind of relief from the problem.

Mayor Pro-tem Hatfield instructed the Public Works Director to speak to the contractor about maintaining and cleaning the area more often and better.

3. Citizens Business. Ted Held, owner of the Book 'n Brush at 518 N. Market Boulevard, spoke to the Council about the deteriorating condition of the curbs in the downtown area. Mr. Held, representing the Downtown Business & Professionals, stated that he is aware of a potential main street grant that is in the works. He asked if infrastructure needs would be included in such a grant for such things as curb replacement. Mr. Held added that the flower beds in the downtown area are being overtaken with weeds.

Ray Muyskens stated that the main street grant program is designed to assist communities in analyzing its downtown business core to identify needed improvements. However, it would not provide the financing for the improvements.

Mayor Pro-tem Hatfield asked that the Public Works Department take a look at the curbs downtown and report back to the Council on how much it would cost to make some repairs.

4. Consent Calendar. Councilor Hamilton moved to approve the June 28, 1993, Consent Calendar comprised of the following items:

- a. Minutes of the regular City Council meeting of June 14, 1993;
- b. June 15, 1993, Claims Vouchers No. 28078 through 28238 in the amount of \$291,535.66; and Claim Voucher No. 27994 transferring \$22.00 from the General Fund to the 1993 CDBG Fund.
- c. Appointment of Walter King to the Civil Service Commission to fill the unexpired term of Lee Nelson expiring December 31, 1995.

The motion was seconded by Councilor Roewe and carried unanimously.

5. Ordinance No. 508-B. First Reading - Creating a Historic Preservation Program and Consolidating and Repealing Prior Ordinances. Councilor Pope moved to suspend the rules requiring two readings of the Ordinance. The motion was seconded by Councilor Hamilton and carried unanimously. Councilor Pope then moved to pass Ordinance No. 508-B on first and final reading. The motion was seconded by Councilor Venemon and carried unanimously.

6. Ordinance No. 509-B. First Reading - Creating a Parking Commission and Consolidating and Repealing Prior Ordinances. Councilor Pope moved to suspend the rules requiring two readings of Ordinance No. 509-B. Councilor Hamilton seconded the motion which carried unanimously. Councilor Pope moved to pass the Ordinance on first and final reading. The motion was seconded by Councilor Hamilton and carried unanimously.

7. Development of Foreign Trade Zone Designation. Dave Campbell stated that foreign trade zones (FTZs) are areas considered outside the confines of the United States for purposes of trade and customs and offer a number of potential benefits to businesses that are located in such boundaries. The Port of Olympia has taken the lead on a possible development of a FTZ within the Lewis, Mason and Thurston county areas and have hired a consultant to do a feasibility study and put together an application to the govt. to rate those areas within the tri-county area. Mr. Campbell stated that the Port of Olympia is has agreed to participate in the study and is contributing \$3,500. He requested that the Council authorize a \$1,500 contribution and participate in the study for the designation of a FTZ.

June 28, 1993

Councilor Roewe moved to authorize a city contribution of up to \$3,500 for a foreign trade zone economic benefits analysis and application, to be conducted and contracted through the ports of Olympia and Chehalis. The motion was seconded by Councilor Venemon.

Councilor Pope asked what fund the money would be taken from for the study.

Mr. Campbell stated that the money would probably come from the City's Community Development Fund.

The motion carried unanimously.

8. Budget Status/Preparation Work Session. The Council concurred to hold a special work session on Monday, July 19, at 5:00 PM to review the 1993 mid-year budget status and also to develop budget preparation guidelines for the 1994 annual budget.

9. Chehalis 2000 Finance Group. Councilor Pope stated that this group will be bringing the Council information and suggestions to the work session on July 19.

10. 1992-93 Council Goals Update. The City Council reviewed the 1992-93 Council goals.

Councilor Hamilton asked when the Council could expect a report on water plant capacity. Barry

Heid stated that the report will be presented to the Council in August.

Councilor Roewe felt that the City should move ahead with annexation planning and reported that she received some excellent information relating to annexation at the recent AWC Convention.

Mayor Pro-tern Hatfield asked what the status was of the Mayor's long-range planning committee to find long-term financing for the swimming pool operation.

Dave Campbell reported that the committee will be meeting soon to discuss private sources of financing for the pool and other recreational activities.

11. AWC Convention. Councilor Roewe stated that she and Mayor Spahr attended the 1993 Annual AWC Convention in Yakima recently. She stated that the seminars were very informative on issues that the City is dealing with at this time.

12. Executive Session. Mayor Pro-tern Hatfield convened the Council into executive session at 4:02 PM pursuant to R. C.W. 42.30.110(j) and 42.30.140(4) relating to potential litigation and labor relations.

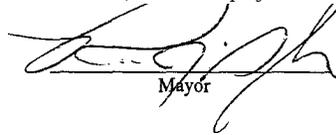
13. Police Union Collective Bargaining Agreement. Councilor Venemon moved to authorize the City Manager to sign the police union collective bargaining agreement subject to the approval of legal counsel. The motion was seconded by Councilor Pope and carried unanimously.

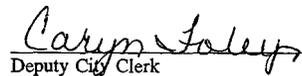
14. Work Session - Fire Service Master Plan. The Council reviewed and discussed the Fire Service Master Plan Report with City staff and members of the Fire Service Master Plan Committee.

Councilor Hamilton moved to adopt the Fire Services Master Plan as presented to the Council. The motion was seconded by Councilor Venemon and carried unanimously.

There being no further business to come before the Council, the meeting adjourned at 5-0 PM.

Attest:

  
Mayor

  
Deputy City Clerk

July 12, 1993

The Chehalis City Council met in regular session on Monday, July 12, 1993, 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, Dave Zylstra and Bob Spahr. Councilor Joyce Venemon was absent (excused). Staff members present included: Dave Campbell, City Manager; Randy Hamilton, Chief of Police & Fire Services; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Bob Nacht, Building & Planning Director; Joanne Schwartz, Personnel Officer; and Caryn Foley, Deputy City Clerk. Members of the news media present included John Pierce of The Chronicle.

1. Proclamation - Twin Cities Chamber of Commerce Week. Mayor Spahr read and presented a proclamation to Chamber President Ramona Ray and Executive Director Tony Lonardo, designating August 2-6 as Chamber of Commerce Week.

2. Employee Incentive Awards. Mayor Spahr presented a certificate and check to Dick Bartel for his idea of testing water meters on-site instead of removing the meter and bringing it back to the shop to test. A certificate and check were also given to Melody Guenther for creating a one-page, self-mailing juror form to eliminate mailing four pages of information to prospective jurors and providing a cost savings to the City.

3. Certificates of Recognition. Mayor Spahr stated that the City received a certificate from the Olympic Elementary School honoring the City by membership in its 100% Club for helping kids by supporting the pool and Penny Playground. A certificate was also awarded to the City from R.S.V.P. for the City's invaluable support in furthering the efforts of the Retired Senior Volunteer Program in Lewis County.

4. Citizens Business. Irene Dean, 696 N.E. Franklin Avenue, brought a potential hazard to the Council's attention. She stated that trucks and RVs parked along the left side of N.E. Washington Avenue make it very difficult to cross Washington when coming from N.E. Division Street. She asked that staff investigate the situation.

Mayor Spahr stated that staff will look into the problem.

5. Citizens Business. Martin Musser, 525 N.E. Washington Avenue complained about the lack of street sweeping in front of his home. He stated that the problem has been ongoing for five years and he has spoken to the Public Works Director and City Manager about it. Mr. Musser stated that the main problem is that vehicles parked along Washington do not move on street sweeping day. He then contacted Councilor Venemon and the City put up no parking signs between 4:00 a.m. to 6:00 a.m. on street cleaning day. He said the signs have done no good and the problem still exists. He asked that the Council do something about the problem.

Barry Heid stated that Washington Avenue is scheduled for sweeping on a two-week basis and that it has been done. He added that there are times when the weather or equipment failure alters the normal schedule.

Mr. Musser stated that the street has not been cleaned in three months.

Mayor Spahr thanked Mr. Musser for bringing the problem to the Council's attention.

6. Consent Calendar. Councilor Zylstra moved to approve the July 12, 1993, Consent Calendar comprised of the following items:

- a. Minutes of the regular City Council meeting of June 28, 1993;
- b. June 28, 1993, Claims Vouchers No. 28239 through 28354 in the amount of \$105,207.64; June 30, 1993, Payroll Vouchers No. 24231 through 24397 in the amount of \$331,711.41; Transfer Voucher No. 1351 in the amount of \$121,500; and Transfer Voucher No. 1352 in the amount of \$447.64;
- c. Pay Estimate No. 4 in the amount of \$87,898.16 to Dent's Construction for 1993 Sanitary Sewer Rehabilitation Project, Basin 3012-B.

The motion was seconded by Councilor Pope and carried unanimously.

7. Ordinance No. 510-B, First Reading - Consolidating the Community Services and Building & Planning Departments. Dave Campbell stated that it is hoped that the consolidation will improve the delivery of services to the community within the constraints of current funding and staff resources.

Councilor Roewe moved to pass Ordinance No. 510-B on first reading and direct staff to continue taking the necessary and appropriate steps to implement this reorganization and consolidation. The motion was seconded by Councilor Hatfield and carried unanimously.

July 12, 1993

8. Ordinance No. 511-B, First Reading - Consolidating and Repealing Prior Ordinances Relating to Solid Waste. Councilor Hamilton moved to suspend the rules requiring two readings of the ordinance. Councilor Zylstra seconded the motion which carried unanimously. Councilor Hamilton then moved to pass Ordinance No. 511-B on first and final reading. The motion was seconded by Councilor Zylstra and carried unanimously. The ordinance consolidates eleven ordinances relating to solid waste into one.

9. Wallace Road Sewer Project Bid Award. Barry Heid stated that the City received a request from Lewis County to award the bid for this project to J.J. Sprague, Inc. contingent upon approval from DOE. He added that Sprague has done good work for the City in the past and their bid is several hundred thousand dollars below the engineers estimate.

City Attorney Hillier explained that although the City is awarding and administering this project, funding for the project will come from grant sources and from the L.I.D. that will be administered by Lewis County. The City has an existing agreement with the County stating that the County will be responsible for all costs involved with the project.

Councilor Pope moved to award the bid for the Wallace Road sewer project to J.J. Sprague, Inc. in the amount of \$696,083.10, contingent upon approval from DOE. The motion was seconded by Councilor Zylstra and carried unanimously.

10. Water-Sewer Base Utility Charges. Councilor Pope stated that he received a letter from John Panesko stating that he paid a water-sewer connection fee for property located in the Fairview area that he owns, but he has not actually connected to the City's system. His complaint is that he is required to pay base water and sewer charges even though he has not connected to the system. Councilor Pope felt he should not have to pay the base charges.

Barry Heid stated that the Council passed an ordinance providing that base charges must be collected when the service has been made available to a customer even if they are not currently *using* the service.

11. Budget Work Session. Dave Campbell reminded the Council about the work session scheduled for Monday, July 19, at 5:00 PM, to review the status of the 1993 mid-year budget and to discuss preparations and guidelines for the 1994 annual budget.

12. Kuehner-Wallace Enterprises Housing Development. Bob Nacht stated that the Board of Adjustment has received a 42-unit housing development proposal from Mike Kuehner that will be located on property between Williams and Pacific Avenues. He explained that no action is necessary by the Council because the issue will come before the Board of Adjustment at their *July* 15 meeting. However, there have been many citizen questions about the project and staff felt the Council should be made aware of the proposed project.

Mr. Kuehner is requesting three variances for the project which include: (1) the construction of a 7' high fence along the back property lines instead of a 6' high fence because of the proximity to the railroad tracks; (2) the creation of 3,840 square foot lots within an R-3 zone for single family dwellings instead of 6,000 square foot lots with duplexes; and (3) a 10' setback rather than a 20' setback to allow for larger backyards. The developer has stated his intent to enhance City stormwater drainage and to build sidewalks, curbs and gutters.

Mayor Spahr asked about off-street parking.

Mr. Nacht stated that off-street parking will require two spaces per dwelling unit.

13. Live Fire Training. Randy Hamilton announced that the Fire Department will conduct a live fire training exercise on a home located on Airport Road on Sunday, July 18, at 9:00 AM.

14. Recognition of Bill Cavinder. Mayor Spahr congratulated Bill Cavinder, Deputy Chief for Fire Services, for being honored by the V.F.W. as Firefighter of the Year.

15. Executive Session. Mayor Spahr convened the Council into executive session at 4:00 PM pursuant to R.C.W. 42.30.140(4), and 42.30.110(i) relating to labor relations and potential litigation.

16. Corn ensation for I uran e Plan Chan es h Police & Fire Services Mana emen Staff. The Mayor reopened the regular meeting at 4:43 PM and Councilor Roewe moved to authorize payment in the sum of \$2,000 to the Chief of Police & Fire Services and the Deputy Chief for Police Services for insurance coverage changes concurrent with the police union contract settlement and to authorize payment to the Deputy Chief for Fire Services concurrent with the fire union contract settlement, whatever that figure may be. The motion was seconded *by* Councilor Zylstra and carried unanimously.

July 12, 1993

17. Executive Session Mayor Spahr convened the Council into executive session at 4:50 PM pursuant to 42.30.110(g) relating to the review of a public employees performance.

After the conclusion of the executive session the regular meeting was reopened and immediately adjourned at 5:45 PM.

  
Mayor

Attest:

CL\**i*  
Deputy City Clerk

July 26, 1993

The Chehalis City Council met in regular session on Monday, July 26, 1993, 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 & Fire Services; Tim Grochowski, Street Superintendent; Bill Hillier, City Attorney; Ray Muyskens, Community Services Director; Bob Nacht, Building & Planning Director; Joanne Schwartz, Personnel Officer; and Caryn Foley, Deputy City Clerk. Members of the news media present included Ian Ith of The Chronicle.

1. Citizens Business Request for Sewer Connections. Clifford Seng, 35 S.W. 5th Street, stated that he approached the Council a couple of weeks ago to request that the City finance five connection fees so that he can construct residential units on his property located south of town on Jackson Highway. He asked if the Council had made any decision on his request.

Dave Campbell stated that current City ordinances only allow for financing of connections fees for projects requesting 27 or more hookups.

Councilor Hamilton suggested that Mr. Seng consider speaking to his own lending institution about the possibility of including the connection fees with his overall costs for the development.

2. Citizens Business - Hazardous Intersection. James Hayes, 166 S.W. Lewis Street, spoke to the Council about the potentially hazardous intersection at Main Street and Cascade Avenue. Mr. Hayes stated that the intersection is in desperate need of a stop light. He added that there have been several accidents at that intersection and the flashing light currently there is not efficient.

Dave Campbell stated that the intersection is on the City's Six-Year Transportation Improvement Program for signalization; however, it has never met the warrants for a traffic light. He stated that a traffic signal could cost at least \$100,000 and the City does not have the funds at this time for such a project.

Councilor Roewe agreed that the intersection is very hazardous and hoped that something can be done in the near future.

3. Citizens Business - Request for Sewer Connections. Jim Petra, 829 S.E. Adams Avenue, requested 16 water hookups for property located south of town on the Jackson Highway. He stated that he spoke to Barry Heid, who told him that there were about 13 hookups left. Mr. Petra stated that he plans to develop housing for senior citizens.

The Council directed staff to review the request and submit a report to the Council in two weeks.

4. Citizens Business - Proposed Housing Development. Mayor Spahr excused himself from the Council table due to an appearance of fairness.

Barb Meyers, 309 S.W. 9th Street, spoke against the proposed housing development on William Avenue by Kuehner/Wallace Enterprises. She stated that at the Board of Adjustment meeting held recently, some people did not believe that they were listened to. She stated that the Board approved everything that the citizens objected to, including smaller than normal lot sizes and narrow streets. She also expressed concern about the type of people that might move into the homes.

Mayor Spahr returned to the Council table.

5. Citizens Business - EDC Quarterly Report. Pam Brown, Executive Director of the Lewis County EDC reported on the 1993 second quarter activities of the EDC including the announcement of the intention of Fred Meyer, Inc. to build a distribution center in the Industrial Park that will eventually employ 300 people. Ms. Brown stated that she participated in Chehalis 2000 as a member of the economic development committee. The EDC participated in meetings to explore the possibility of forming a Foreign Trade Zone in Lewis County and provided staff assistance to a committee appointed by the county commissioners to develop the Overall Economic Development Program for the county.

Councilor Pope asked what kind of salaries will be paid by the Fred Meyer company.

Ms. Brown stated that Fred Meyer has said that they will pay an above average wage for each job category compared to comparable positions within Lewis County.

6. Consent Calendar. Councilor Hatfield moved to approve the July 26, 1993, Consent Calendar comprised of the following items:

July 26, 1993

- a. Minutes of the regular City Council meeting of July 12, 1993; and
- b. July 15, 1993, Claims Vouchers No. 28355 through 28532 in the amount of \$238,198.01.

The motion was seconded by Councilor Zylstra and carried unanimously.

7. Ordinance No. 510-B. Second Reading - Consolidating the Community Services and Building & Planning Departments. Dave Campbell stated that the ordinance consolidates the Community Services and Building & Planning Departments to improve the delivery and coordination of community development services.

Councilor Roewe moved to pass Ordinance No. 510-B on second and final reading. The motion was seconded by Councilor Pope and carried unanimously.

8. Debt Management Policy. Jo Ann Hakola presented a draft debt management policy which included the use of debt, debt planning policies, descriptions of the type of debt, schedules showing the amounts that could be issued and a ten year history of Chehalis' debt. Ms. Hakola highlighted three proposed items in the policy that are the most important: (1) nothing under \$10,000 should be financed with bonded long-term debt; (2) current operations and maintenance should not be financed with long-term debt; and (3) annual debt service on non-voted long-term general obligation debt should not exceed 3% of general fund operating revenues.

Councilor Pope moved to adopt the debt management policy with an effective date of August 1, 1993. The motion was seconded by Councilor Venemon and carried unanimously.

9. Street Oiling Program Status Report. Dave Campbell stated that a list of street locations on the 1993 street oiling program has been presented to the Council. He stated that work got underway today and about five miles of street will be oiled.

Councilor Pope expressed concern about the damage done to several streets by developers, especially 21st Street. He asked if the developers are responsible for restoring the streets.

Dave Campbell stated that any developer who has damaged a city street is required to restore the street back to the condition it was in.

10. Set Date for Work Session to Discuss EMS Levy. The Council concurred to meet on Monday, August 30, at 5:00 PM to discuss the possibility of a new EMS levy.

11. Nuisance Abatement. Councilor Roewe stated that there are two lots near City Hall on Washington Avenue that have tall thistles and weeds growing.

Ray Muyskens stated that staff will take care of the problem.

Councilor Pope stated that a house on Chehalis Avenue is a fire hazard.

Ray Muyskens stated that the Code Enforcement Officer will be sending notices to about 76 home owners about the condition of their homes and requiring that they be taken care of.

12. Sister City Visit. Councilor Roewe announced that another group of sister city visitors from Inasa, Japan will arrive on August 16 for one week. Councilor Roewe invited the Council to participate in the events that are planned.

13. Street Sweeping. Randy Hamilton reported that 11 vehicles were impounded this morning between 4:00 and 6:00 AM that were parked along the street during street sweeping hours.

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



Mayor

Attest:

Deputy Clerk

O a A r l

July 19, 1993

The Chehalis City Council met in special session on Monday, July 19, 1993, in the Chehalis City Hall. Mayor Spahr called the meeting to order at 5:00 PM and the following Councilmembers were present: Scott Hamilton, Bud Hatfield, Dr. Isaac Pope, Vivian Roewe, Dave Zylstra and Bob Spahr. Councilor Joyce Venemon was absent (excused). Staff members present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director; Randy Hamilton, Chief of Police & Fire Services; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Bob Nacht, Building & Planning Director; Joanne Schwartz, Personnel Officer; Becky Fox, Court Administrator; Barb Trejo, Fire Service Administrative Assistant; Bill Cavinder, Deputy Chief of Fire Services; and Dennis Dawes, Deputy Chief for Police Services. Members of the news media present included John Pierce of The Chronicle.

1. Mid-Year 1993 Budget Status Report. Jo Ann Hakola reported on the revenue and expenditure activity during the second quarter of 1993. She stated that sales tax is a little behind this quarter, but felt that it would pick up by the end of the year.

2. 1994 Budget Preview and Guidelines. Dave Campbell stated that a general estimate of 1994 revenues and expenditures have been calculated and include a modest inflation and assume no significant changes in services.

Mr. Campbell stated that unless otherwise directed by the Council, staff will use the following guidelines in preparation of the recommended budget:

1. No new general taxes or user fees, and no existing tax or user fee rate increased.
2. Existing fund reserve/ending cash balance levels and reserve contributions will be maintained, and increased where possible.
3. The property tax levy for emergency medical services will be set at a rate of 15-20 cents per \$1,000 of assessed value.
4. Merit salary step increased for qualifying employees will be budgeted and non-union employees' compensation adjustments will be a least comparable with those due or negotiated with union-represented employers under their contracts.
5. If any program or service level increases are recommended, they should be related to the council's 1992-93 goals, other recently adopted reports and plans, or at least partially self-supporting through user fees and grants.

With this in mind a projected shortfall of about \$50,000 is expected.

Councilor Hamilton felt that the EMS levy should be raised by a vote of the citizens from 15 cents to 30 cents to include funding personnel costs. He also suggested that the Council explore the idea of assessing people for EMS calls.

Dave Campbell stated that a ballot measure could be placed on this fall's election ballot if the Council passed an ordinance by September 17 for the November 2 general election.

Councilor Hatfield asked how this would effect the current levy.

Mr. Campbell stated that staff could draft an ordinance to create a new levy that would eliminate the current one.

Councilor Pope stated that there is not existing staff to collect charges for EMS calls as Councilor Hamilton suggested.

Councilor Roewe spoke against charging a fee for EMS calls. She stated that they are already being taxed for the service.

Councilor Zylstra felt that the maximum amount of 50 cents should be implemented to allow for the hiring of two full time positions within the Fire Department.

Councilor Hatfield agreed that the City should increase the EMS levy to 50 cents with voter approval, but did not agree with charging citizens for EMS calls.

Councilor Roewe asked what would happen to the existing levy if a new levy was proposed and failed.

July 19, 1993

Bill Hillier stated that the ordinance can be written so that if the proposed levy failed the existing one would still be in effect.

On another issue, Councilor Pope stated that if the City is going to charge gambling taxes to one group it should charged uniformly to all groups. He stated that those funds could be used in the public safety department.

Councilor Hamilton disagreed with Dr. Pope. He stated that the groups that are running the bingo balls are all non-profit organizations and give their earnings back to the community.

The Council reviewed current general fund services and programs that are currently in existence. Councilor Hatfield asked about the status of the home monitoring program.

Randy Hamilton stated that three candidates have been interviewed and it is likely that the City will have to hire an employee instead of using a contract relationship because the candidates cannot obtain insurance.

Other issues discussed by the Council included the new storm drainage charge added this year; long-range planning for keeping the swimming pool open; costs for garbage disposal; and the Lewis County Health Board.

Mr. Campbell stated that the preliminary budget for 1994 will be presented to the Council by the end of October or first of November.

Councilor Hatfield asked if the preliminary budget could be compiled any earlier for the Council's review.

Mr. Campbell stated that it would probably be possible to get the document out one to two weeks early.

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



Mayor

Attest:

**t**  
Deputy ty Clerk

August 9, 1993

The Chehalis City Council met in regular session on Monday, August 9, 1993, in the Chehalis City Hall. Mayor Pro-tem Hatfield called the meeting to order at 3:00 PM and the following Councilmembers were present: Scott Hamilton, Bud Hatfield, Dr. Isaac Pope, Vivian Roewe, and Joyce Venemon. Mayor Bob Spahr and Councilor Dave Zylstra were absent (excused). Staff members present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director; Randy Hamilton, Chief of Police & Fire Services; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Ray Muyskens, Community Services Director; Joanne Schwartz, Personnel Officer; and Caryn Foley, Deputy City Clerk. Members of the news media present included John Pierce of The Chronicle.

1. Certificate of Competency. Chuck Moses of the Public Works Department, was presented a certificate of competency from the State of Washington Department of Health for successfully completing the Water Treatment Plant Operator in Training class.

2. Employee Service Award. Mayor Pro-tem Hatfield presented Dave Campbell, City Manager, a 5-year service award pin.

3. Consent Calendar. Councilor Hamilton moved to approve the August 9, 1993, Consent Calendar comprised of the following items:

- a. Minutes of the special City Council meeting of July 19, 1993;
- b. Minutes of the regular City Council meeting of July 26, 1993;
- c. July 28, 1993, Claims Vouchers No. 28533 through 28644 in the amount of \$136,831.08; July 30, 1993, Payroll Vouchers No. 24398 through 24563 in the amount of \$362,509.80; and Transfer Voucher No. 1353 in the amount of \$746.22; and
- d. Pay Estimate No. 5 in the amount of \$76,226.55 to Dent's Construction for the 1993 Sanitary Sewer Rehabilitation Project, Basin 3012-B.

The motion was seconded by Councilor Pope and carried unanimously.

4. Requests for Connections to Filtered Water Line. Barry Heid stated that the City has received two requests for connections to the filtered water line south of town. The first request, from Mr. Jim Petra, is for 16 connections for a single-family development near the Newaukum Golf Course off Jackson Highway. He stated that there are only 10 connections that are remaining on the filtered water line. Mr. Heid stated that staff recommends allocating the connections to Mr. Petra since his request was received first.

Councilor Hamilton asked Mr. Heid if the 1994 budget would include funds to increase capacity south of town.

Mr. Heid stated that that is something that is ultimately a Council decision, but he recommended that the City take care of existing facilities rather than addressing new or additional ones.

Councilor Pope asked if, when development occurs, did the City acquire well rights.

Mr. Heid stated that the City has never attempted to and does not have the means to acquire well rights.

Councilor Pope questioned if all of the allocations that have been granted by the City have been paid for.

Mr. Heid stated that all of the connections that have been allocated have been paid for except those in which the Council made financial arrangements with. Mr. Heid stated that Mr. Petra will have to pay for all 10 connections up front.

Councilor Roewe moved to approve offering Mr. Jim Petra up to 10 connections and require payment for all 10 connections up front, in accordance with Ordinance No. 458-B. The motion was seconded by Councilor Venemon and carried unanimously.

5. Ordinance No. 512-B. First Reading - Creating and Establishing the Office of City Manager and Repealing Prior Ordinances. Councilor Roewe moved to suspend the rules requiring two readings of the ordinance. The motion was seconded by Councilor Venemon and carried unanimously. Councilor Roewe then moved to pass Ordinance No. 512-B on first and final reading. The motion was seconded by Councilor Pope and carried unanimously. The ordinance combines multiple ordinances relating to the Office of the City Manager and does not change existing ordinance language.

August 9, 1993

6. Ordinance No. 513-B, First Reading - Creating and Establishing the Department of Public Works and Repealing Prior Ordinances. Councilor Roewe moved to suspend the rules requiring two readings of the ordinance. The motion was seconded by Councilor Venemon and carried unanimously. Councilor Roewe then moved to pass Ordinance No. 513-B on first and final reading. The motion was seconded by Councilor Pope and carried unanimously. The ordinance combines two prior ordinances establishing the Public Works Department.

7. Condition of Downtown Curbs, Parking Spaces and Sidewalks. Barry Heid stated that in response to a request from a downtown merchant, a survey on the condition of the curbs, parking spaces and sidewalks in the downtown area was completed. The survey determined that the curbs could be repaired by the Public Works Department at a cost of about \$3,500, but due to the extent of deterioration to the parking spaces and the type of equipment necessary to repair them, staff recommends that the work be contracted out. It is estimated that the cost will be about \$21,000. He stated that sidewalks were also evaluated as part of the survey and property owners have been notified about those areas that were determined to be potentially hazardous.

Councilor Roewe moved to appropriate funds for the repair of the curbs in the downtown area by transferring \$3,500 from the Street Construction Reserve account in the General Fund, and to conduct an informal call for bids for the repair of the downtown parking spaces. The motion was seconded by Councilor Venemon and carried unanimously.

8. Sister City Visit. Councilor Roewe reminded the Council that another group of sister city visitors from Inasa, Japan, will arrive on August 16 for one week. Councilor Roewe invited the Council to participate in the events that are planned.

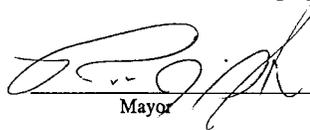
Dave Campbell added that there will also be a short welcoming ceremony at City Hall at about 1:00 p.m. for the host families to meet their guests.

9. Washington and Adams Avenues Parking. Dave Campbell stated that a meeting was held with residents in the area of Washington and Adams Avenues about the parking situation in the area. He stated that some potential solutions were presented to the residents, including the implementation of 2-hour parking on Park Street and on Washington Avenue from Park Street to Cascade Avenue. Mr. Campbell stated that signs will be posted and residents that were not in attendance will be notified. He stated that for each of the residences, on a one-per-unit basis, the City will provide on-street parking permits to allow those people to be there all day without penalty.

Mr. Campbell stated that street sweeping may also be changed on Cascade and Washington Avenues so that one side of the street is cleaned one week and the other side on the following week to accommodate the residents.

10. Household Hazardous Waste Collection Days. Randy Hamilton announced that Lewis County will conduct the annual hazardous waste collection days on September 11 and 12. He stated that Deputy Chief Cavinder will be the City's coordinator for the event.

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

  
Mayor

Attest:

Deputy City Clerk

August 23, 1993

The Chehalis City Council met in regular session on Monday, August 23, 1993, 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, and Bob Spahr. Councilors Joyce Venemon and Dave Zylstra were absent (excused). Staff members present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director; Dennis Dawes, Deputy Chief for Police Services; Barry Heid, Public Works Director; Mark Scheibmeir, Assistant City Attorney; Ray Muyskens, Community Services Director; Joanne Schwartz, Personnel Officer; Bob Nacht, Community Development Division Manager; and Caryn Foley, Deputy City Clerk. Members of the news media present included John Pierce of The Chronicle.

1. Citizens Business - Parking. Mr. Chuck Haunreiter stated that he read in The Chronicle that the City was planning to make Washington Avenue a two-hour parking zone and will give one parking permit per Washington Avenue resident for unrestricted parking. Mr. Haunreiter felt this was unfair when residents of downtown apartments had to pay fifteen dollars a month to park.

Mayor Spahr stated that this is something that the City is considering, but a report has not yet been made to *the* Council.

Mr. Campbell explained that several meetings between staff and the residents along Washington Avenue were held and staff determined that giving out one permit per residence was appropriate since Washington Avenue is in a residential area. Mr. Campbell added that the Council has delegated the implementing of parking rules and regulations to City staff, so the proposed changes are planned to be implemented within the next two weeks.

2. Citizens Business - Rails to Trails. Mr. B.L. Buschlen, 462 N.E. Adams Avenue, addressed the Council regarding the proposed Rails to Trails between Chehalis and South Bend. Mr. Buschlen asked that the Council support the project by passing a resolution in its favor. He stated that the project is one that will bring both economic development and preserve a corridor that will eventually serve as a high-speed railway.

Councilor Hamilton stated that he would be in favor of the project if its purpose was to provide a corridor for high-speed rail in the future, but in the interim, the property in many respects is being taken away from the property owners along the railway. He stated that he would be strongly against any resolution in favor of the project.

Councilor Hatfield asked where the money would come from to turn the railway into a trail, and to maintain it *as* such. He also asked if any property owners are in favor of the project.

Mr. Buschlen stated that volunteers will play a vital role in developing and maintaining the trail and tourism will also bring in funds. He stated that he does not know of any property owners that are in favor of the project.

Councilor Roewe felt that the City should promote the keeping of the corridor open so that eventually some kind of high-speed rail transportation could be provided, although she did not feel that the Council had enough information at this time to make a decision. Councilor Roewe moved to table the issue until more information is submitted to the Council. The motion was seconded by Councilor Hamilton and carried unanimously.

Councilor Hatfield stated that it did not make sense to table the issue since the ultimate decision of the State Parks and Recreation Commission will be made before the Council meets again. Councilor Hatfield moved to retract Councilor Roewe's motion which was carried unanimously. The motion died for lack of a second.

3. Citizens Business - Property Sub-lease by Twin Cities Chamber of Commerce. Tony Lonardo, Executive Director of the Chamber, addressed the Council in regard to an individual who would like to establish an espresso stand on the Chamber's west parking lot on National Avenue. He stated that the Chamber's lease with the City prohibits sub-leasing any Chamber property without the permission of the City Council and must be sub-leased at fair market value with the proceeds coming into the City's general fund. Mr. Lonardo requested that the monies collected by the City from the sub-lease be returned to the Chamber for Chamber-related projects.

Councilor Pope stated that he would not participate in the discussion due to an *ap•natawa* of fairness since he is on the Board of Directors for the Chamber.

Mr. Campbell stated that if the Council approves the sub-lease, an agreement would have to be written to specify how the monies could be spent. Any project would have to provide a specific benefit to the city or community. For example, improvements to the Chamber building would probably not be allowable, but additional landscaping around the building could possibly be legal, because it is still the City's real property.

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Councilor Hatfield moved to approve the sub-lease between the espresso vendor and the Chamber, with the funds generated going into the City's General Fund and during the annual budget process, the Council will determine how to allocate the funds. The motion was seconded by Councilor Hamilton and carried unanimously.

4. Consent Calendar. Councilor Pope moved to approve the August 23, 1993, Consent Calendar comprised of the following items:

- a. Minutes of the regular City Council meeting of August 9, 1993;

The motion was seconded by Councilor Hatfield and carried unanimously.

5. Ordinance No. 514-B. First Reading - Granting a Nonexclusive Franchise to TCI Cablevision. Mr. Campbell stated that the proposed ordinance is a slight revision of the existing cable television ordinance and franchise agreement. The changes include expanding the definition of the grantee's gross annual revenues by including advertising revenues, that are subject to applicable taxes that are applicable. It would eliminate the existing 4% franchise fee/excise tax, but affirms the City's right to collect the existing 6% utility tax.

Councilor Roewe moved to pass Ordinance No. 514-B on first reading. The motion was seconded by Councilor Hatfield and carried unanimously.

6. Resolution No. 8-93. First Reading - Adopting the 1992 Update to the Lewis County Comprehensive Solid Waste Management Plan Dated June, 1993. Melody Armstrong, the County's Solid Waste Manager, explained that the update is needed for two reasons: (1) to begin a curbside recycling program in the outlying areas of Lewis County, and (2) to be able to receive grant funds from the Department of Ecology.

Councilor Hatfield moved to suspend the rules requiring two readings of the resolution. The motion was seconded by Councilor Pope and carried unanimously. Councilor Hatfield then moved to adopt Resolution No. 8-93 on first and final reading. The motion was seconded by Councilor Hamilton and carried unanimously.

7. Retrospective Rating/Worker Compensation Insurance. Joanne Schwartz stated that the City received a premium refund from the Department of Labor & Industries in the amount of \$4,434 for the City's first retro year. She stated that it is time again to enroll for the next year and staff recommends staying with the same Plan A-1 at the maximum premium ratio of 1.15. Staff also recommends that the Council approve a policy of reserving one-half of the retro refunds for future premiums, and applying the other half to safety and/or fitness related equipment or training that the City's Safety Committee may identify.

Councilor Hatfield moved that the Council authorize the City Manager to sign the retrospective rating plan agreement for the next year staying with Plan A-1 at the MPR level of 1.15, and approve the policy of retaining half of the refunds for additional premiums and applying the other half to be used by the Safety Committee for safety/fitness related equipment, training or programs. The motion was seconded by Councilor Pope and carried unanimously.

Dennis Dawes, the Safety Committee Chair introduced the members of the Safety Committee and recognized them for their efforts.

8. Water Quality Issues. Barry Heid stated that a second round of lead and copper testing was done and the results were all within acceptable levels. The State will require the City to conduct a third test next year involving a reduced number of samples and the standards will be more stringent. If the City cannot maintain acceptable levels it will be required to undertake additional treatment and control measures and the costs could be monumental. To improve the likelihood of passing the third round of testing, the City is now increasing the pH of treated water and monitoring the pH in the water distribution system.

Mr. Heid also reported that the City was notified by the Department of Ecology that they were considering imposing more stringent wastewater treatment plan discharge requirements, specifically those relating to levels of ammonia. The cities of Chehalis and Centralia requested a meeting to review the issue. Federal regulations were explained and the impacts were discussed. The new regulations could become very costly. DOE is also conducting a study on the concept of total maximum daily loading (TMDL) for the Chehalis River. Mr. Heid stated that the full impacts of the new regulations cannot be determined at this time.

9. Request for Citizen Input. Jo Ann Hakola stated that she has created a citizen input card that will be available at all customer service counters in City facilities so that citizens can let the City know how employees are providing city services. Citizens can drop the cards off at the counter or they can mail them in. It is hoped that customers will use these cards to report problems and give compliments to employees who have done a good job.

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10. Letter of Compliment. Mayor Spahr stated that he received a letter from Rory Miller, representing the Epiphany Episcopal Church, complimenting the Public Works Department and Joanne Schwartz for their help during the repaving of the Church's parking lot.

11. Meeting Reminder. Dave Campbell reminded the Council about the special City Council meeting on August 30, beginning at 5:00 PM.

12. 1-5 Widening Project. Bob Nacht stated that State is starting the process of preparing an environmental impact statement with respect to the potential widening of 1-5 in our area. He will be meeting with an attorney for the State Department of Transportation to discuss items that the City feels should be included in the EIS. Mr. Nacht asked that if any councilmembers would like to see a particular item addressed they should let him know. He stated that items he already has listed include the LaBree Road interchange concept, Interstate Avenue basin flooding, utility conduits beneath the freeway, visibility at off-ramps, and coordination of traffic and engineering at the Airport development.

13. Williams Avenue Proposed Development. Mark Scheibmeir reported that the law suit against the Chehalis Board of Adjustment regarding the Williams Avenue development proposed by Kuhner/Wallace Enterprises was dismissed in Superior Court.

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

  
Mayor

Attest:

Deputy City Clerk

August 30, 1993

The Chehalis City Council met in special session on Monday, August 30, 1993, in the Chehalis City Hall. Mayor Spahr called the meeting to order at 5:00 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; Randy Hamilton, Chief of Police & Fire Services; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Joanne Schwartz, Personnel Officer; Bill Cavinder, Deputy Chief for Fire Services; and Jerry Boes, Fire Captain.

1. Interlocal Agreement with Port of Chehalis for Provision of Infrastructure. Dave Campbell stated that the proposed agreement is the next step in the process of a Public Works Trust Fund loan that was approved in the amount of \$571,829 for the design and installation of certain public improvements to provide service to port-owned property. The agreement spells out both the city's and the port's responsibilities.

Councilor Roewe moved that the Council authorize the Mayor to sign the interlocal agreement on behalf of the City. The motion was seconded by Councilor Hamilton and carried unanimously.

2. New EMS Levy Ballot Measure. Dave Campbell stated that the Council received reports from the Fire Service Master Plan Committee and the Financial Planning Task Force of the Chehalis 2000 Committee, both recommending that the existing EMS levy be modified to incorporate a higher rate, and pay for firefighter staffing from those proceeds.

Councilor Roewe suggested that instead of putting a new levy ballot measure before the voters, the City should return the current levy rate to 25 cents with the proceeds going to EMT personnel. She felt it was a bad time to ask the citizens to pay a higher tax.

Councilor Pope expressed his opposition to using levy money to fund personnel.

Councilor Hatfield stated that the current levy was created to accrue a capital reserve account and not for personnel. He agreed that personnel costs should not be funded by levy money. Councilor Hatfield stated that the Council should leave the current levy as it stands until it expires in two years.

Councilor Zylstra stated that there is definitely a need for two additional firefighters and the funding for them.

Jim Johnston, Chair of the Fire Service Master Plan Committee, felt that the community would approve a new levy to support the hiring of two additional firefighters.

Councilor Hamilton stated that he was in favor of proposing a new levy measure to the community.

Councilor Venemon did not favor using levy money for personnel costs.

Councilor Hatfield felt the Council should wait and put the levy proposal on the February ballot so that staff can research the legal issues more thoroughly.

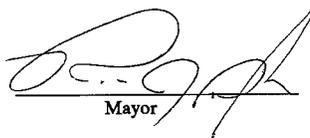
Councilor Roewe moved to return the current levy amount to 25 cents and change the usage of the funds to provide personnel for emergency medical services. The motion was seconded by Councilor Venemon. The motion failed by a vote of 2 ayes and 5 nays. The dissenting votes were cast by Councilors Hamilton, Hatfield, Pope, Spahr and Zylstra.

Councilor Hamilton moved to direct the City Attorney to prepare the necessary legislation to propose a new EMS levy ballot measure to the voters for the November ballot. The motion was seconded by Councilor Zylstra.

Councilor Roewe expressed her opposition to the motion.

The motion carried by a vote of 5 ayes and 2 nays. Councilors Roewe and Venemon cast the opposing votes.

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



Mayor

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Deputy Clerk

September 13, 1993

The Chehalis City Council met in regular session on Monday, September 13, 1993, 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. Isaacs, 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 & Fire Services; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Ray Muyskens, Community Services Director; Joanne Schwartz, Personnel Officer; and Caryn Foley, Deputy City Clerk. Members of the news media present included John Pierce of The Chronicle.

1. Certified Municipal Finance Administrator Award to Jo Ann Hakola. Mayor Spahr presented a plaque to Jo Ann Hakola from the Municipal Treasurers' Association of the United States and Canada, recognizing her for her knowledge and understanding of public finance. Mayor Spahr stated that of the 1,400 members of MTA of the United States and Canada, only 215 are certified, and of the 87 members in Washington, only 16 are certified. He added that Jo Ann is the only recipient of this award in Lewis County.

2. Citizens Business - Fairview Pump Station. Mr. John May asked when the Fairview pump station would be installed.

Barry Heid stated that the pump station will be installed within the next two weeks.

3. Citizens Business - Crestview Pump Station. Mr. Jim Johnston asked when the Crestview pump station would be installed. He stated that it was supposed to be completely installed in August.

Barry Heid stated that the pump station should be installed in the next three to four weeks. He explained that there were some problems, and if the station cannot be installed within that time frame he will report back to the Council.

4. Consent Calendar. Councilor Zylstra moved to approve the September 13, 1993, Consent Calendar comprised of the following items:

- a. Minutes of the regular City Council meeting of August 23, 1993;
- b. Minutes of the special City Council meeting of August 30, 1993;
- c. August 16, 1993, Claims Vouchers No. 28645 - 28818 in the amount of \$241,774.22; August 27, 1993, Claims Vouchers No. 28819 - 28920 in the amount of \$56,720.28; August 31, 1993, Payroll Vouchers No. 24564 - 24726 in the amount of \$313,092.85; and Transfer Voucher No. 1354 in the amount of \$480.83; and
- d. Pay Estimate No. 6 in the amount of \$124,499.39 to Dent's Construction for 1993 sanitary sewer rehabilitation project, basin 3012-B.

The motion was seconded by Councilor Hatfield and carried unanimously.

5. Ordinance No. 514-B. Second Reading - Granting a Nonexclusive Franchise to TCI Cablevision. Mr. Campbell stated that the proposed ordinance is a slight revision of the existing cable television ordinance and franchise agreement. The changes include expanding the definition of the grantee's gross annual revenues by including advertising revenues, that are subject to applicable taxes. It would eliminate the existing 4% franchise fee/excise tax, but affirms the City's right to collect the existing 6% utility tax. Mr. Campbell stated that the effective date of the Ordinance will be October 1, 1993 and will expire May 1, 2000.

Councilor Hatfield asked what the City's net loss impact will be by dropping the 4% franchise fee. Mr.

Campbell stated that he did not have an estimate at this time, but he would research the question.

Councilor Roewe moved to pass Ordinance No. 514-B on second and final reading. The motion was seconded by Councilor Venemon and carried unanimously.

6. Resolution No. 9-93. First Reading - Authorize the Submission of a Ballot Proposition for an Emergency Medical Services Levy. Mr. Campbell stated that the resolution is the result of a special work session held by the Council recently. He stated that the resolution must be certified with the Lewis County Auditor before September 17 in order to appear on the November ballot. The resolution wraps a new levy around the existing one for the first two years at 25 cents and then raises the amount to 50 'Lam beginning in 1996 through 1999.

September 13, 1993

Councilor Zylstra moved to suspend the rules requiring two readings of the resolution. The motion was seconded by Councilor Hamilton and carried unanimously. Councilor Zylstra then moved to adopt Resolution No. 9-93 on first and final reading. Councilor Hatfield seconded the motion which carried by a vote of 6 ayes and 1 nay. Councilor Roewe voted against the motion.

**7. Lewis County Solid Waste Disposal District.** Councilor Roewe explained why she voted against Resolution No. 9-93. She stated that she is the City's representative on the Executive Advisory Committee for the Lewis County Solid Waste Disposal District. She stated that the proposed budget for the annual need of the District is 2.5 million dollars and is why she voted no on the resolution. Councilor Roewe felt that the citizens were getting hit with enough increases at this time.

**8. Road Damage.** Councilor Hatfield asked when the hole near Adams Avenue and 6th Street would be repaired by the contractor who did the damage.

Barry Heid stated that he has been trying to contact the contractor. He stated that the City will take care of the damage if the contractor does not respond and then bill the contractor for the cost of the repair to the road.

**9. Yield Signs.** Mayor Spahr asked why there are yield signs on McFadden Avenue between 4th and 5th Streets.

Barry Heid stated that was a decision that was made by the City Council, but the Public Works Department would have no objection if the Council wishes to replace the yield signs with stop signs.

Randy Hamilton stated that the Police & Fire Services Department is compiling a list of several yield signs throughout the City that they would like to see removed. He stated that a report will be brought back to the Council.

**10. Parking Complaints.** Mayor Spahr stated that he has received several calls about parking problems. He stated that the Council will be addressing parking throughout the City within the next month.

**11. Blood-borne Pathogens Exposure Control Plan.** Joanne Schwartz explained that this new policy is the result of new State-mandated legislation. She stated that a committee was formed with representatives from all City departments of which Dennis Dawes is the chair. Other committee members include Bill Pounds, Andy Sennes and Bill Cavinder.

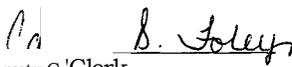
Dennis Dawes gave a brief overview of what the new policy means to the City. He stated that the City must have an exposure control plan in place which identifies the employees who have potential for exposure to infectious diseases such as HIV/AIDS and hepatitis B. He stated that the first step was to vaccinate those employees who are at a high risk of coming into contact with such diseases. He stated that all City employees attended sessions to learn about blood-borne pathogens and what to do if they come into contact with potentially infectious blood or materials. He added that a copy of the new policy will be available in all City departments.

**12. Executive Session.** Following a short recess, the Mayor convened the Council into executive session pursuant to R.C.W. 42.30.140(4) at 3:53 PM to discuss employee relations.

After conclusion of the executive session, the Mayor reopened the regular meeting which adjourned immediately thereafter at 4:05 PM.

  
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Attest:

  
Deputy City Clerk

September 27, 1993

The Chehalis City Council met in regular session on Monday, September 27, 1993, in the Chehalis City Hall. Mayor Spahr called the meeting to order at 3:00 PM and the following Councilmembers were present: Dr. Isaac Pope, Joyce Venemon, Dave Zylstra and Bob Spahr. Councilors Scott Hamilton, Bud Hatfield and Vivian Roewe were absent (excused). Staff members present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director; Randy Hamilton, Chief of Police & Fire Services; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Ray Muyskens, Community Services Director; Joanne Schwartz, Personnel Officer; Bob Nacht, Community Development Manager; Bill Cavinder, Deputy Chief for Fire Services; and Caryn Foley, Deputy City Clerk. Members of the news media present included John Pierce of The Chronicle.

1. Reserve Firefighter of the Year Award. Mayor Spahr, Chief Hamilton and Deputy Chief Cavinder presented a plaque to Mr. Pete Hinton, honoring him for being chosen as Reserve Firefighter of the Year. Chief Hamilton stated that Mr. Hinton was very deserving of the honor and noted that the award is voted upon by fellow firefighters.

2. Proclamation - National Fire Prevention Week. Mayor Spahr read and presented a proclamation to Deputy Chief Cavinder proclaiming October 3-9 as National Fire Prevention Week.

3. Proclamation - National Arts and Humanities Month. Donna Karvia, representing the Lewis County Center, accepted a proclamation from Mayor designating October as National Arts and Humanities Month.

4. "Paint the Town" Project. Sandy Seeger of Providence Hospital addressed the Council regarding a project that was currently undertaken by employees of the hospital. She explained that the employees went out and assessed the homes of some elderly citizens and determined what kind upgrading was needed, including painting, smoke detectors, etc. They then did whatever work was needed and made a big difference in just one day. She thanked the Council for having the Chehalis Neighborhood Improvement Program. She added that many area merchants donated supplies and other items or sold them at cost. Ms. Seeger requested that the Council again set aside money in the budget for the improvement program.

5. Citizens Business - Parking Complaint. Mr. Chuck Haunreiter, 464 N. Market Boulevard, spoke to the Council about the continued problem of downtown parking. Mr. Haunreiter suggested that the Boistfort Street parking lot be set *aside* for downtown residents, since Washington Street residents have the opportunity to purchase parking permits for unrestricted parking.

Mayor Spahr pointed out that there is a difference between a commercial area and a residential area.

Chief Hamilton stated that parking permits are available to downtown residents for the Boistfort lot as they are to business owners and their employees.

Mr. Haunreiter stated that downtown residents should not have to *pay* to park.

6. Consent Calendar. Councilor Zylstra moved to approve the September 27, 1993, Consent Calendar comprised of the following items:

- a. Minutes of the regular City Council meeting of September 13, 1993; and
- b. Set date of October 11, 1993, at 3:05 PM for a public hearing regarding RV parking and the creation of flag lots.

The motion was seconded by Councilor Pope and carried unanimously.

7. Public Health Services. City Manager Campbell stated that the County Commissioners have declared that the County will be pulling out of the County Health District along with most other cities in Lewis County. The City has received a letter from the County stating that they intend to form a new health department and would like a response from Chehalis and other cities whether or not they intend to contract with the new health department. Mr. Campbell stated that the per capita rate for health services will be \$3.00; the *same* rate that was paid *in* 1993.

Mr. Campbell stated that effective July 1, 1995, the comprehensive health care reform bill passed this year, will take cities out of the business of providing public health services and turn that responsibility over to counties; therefore, the counties would receive a portion of the city's motor vehicle excise, tax that *is* now distributed to the cities.

Councilor Venemon moved to direct staff to notify the County that the City *desires* to contract with them for public health services in 1994 at a rate of \$3.00 per capita.

September 27, 1993

8. Ordinance No. 515-B, First Reading - Assessing Incarceration Costs. Mr. Campbell stated that new legislation passed this spring now allows all courts to assess the costs of incarceration to those people that are found guilty in a court of law up to a rate of \$50.00 per day, although indigent defendants would not have to pay those costs. Mr. Campbell stated that the rate of \$50.00 is slightly less than the current and next year's rates to have the City house a prisoner in the Lewis County jail for one day.

Councilor Pope expressed concern about judges suspending fines and fees. He asked what would prevent a judge from suspending jail costs.

Mr. Campbell stated that there probably were not many cases where the assessment for service would be suspended.

Councilor Zylstra moved to suspend the rules requiring two readings of the ordinance. The motion was seconded by Councilor Pope and carried unanimously. Councilor Zylstra then moved to pass Ordinance No. 515-B on first and final reading.

Councilor Pope requested a report in about six months that shows how often jail costs are imposed and suspended.

The motion carried unanimously.

9. Cable Television Rate Regulation. Mr. Campbell stated that the federal Cable Consumer Protection and Competition Act of 1992 now gives cities the authority to regulate basic cable television service rates and the equipment that is necessary to receive that service. The FCC has made provisions for cities to become certified this fall to have the ability to regulate rates. He stated that although this is not a mandate from the federal government, most citizens would probably like to have the City exercise the power to regulate rates and service standards. Mr. Campbell stated that if the Council desires to seek certification by the FCC, that they explore working with the City of Centralia since TCI is currently the only cable operator in both cities.

Councilor Venemon moved to direct staff to complete and file the certification form, and to take the other necessary steps to become eligible to regulate basic cable television rates and enforce federally-established customer service standards, and that the Council direct staff to explore working with the City of Centralia regarding implementation of the above powers. The motion was seconded by Councilor Zylstra and carried unanimously.

10. Request for Water Capacity Charge Variance. Mr. Campbell stated that a contractor that is involved in the cleanup of a hazardous waste site, the Ross Electric EPA Superfund cleanup site on Coal Creek Road, will begin soon.

Barry Heid stated that charges for capacity are calculated on the quantity of water that is used. He explained that this situation is somewhat different because this contractor, Roy F. Weston, Inc., will only be there temporarily, and they will be experiencing quite a bit of fluctuation in the quantity of water that will be used. Mr. Heid stated that this is not addressed in City ordinances, so it is requested this special situation allow capacity charges based on the average flow rather than peak flows.

Councilor Zylstra moved to authorize the connection based on an ERU capacity of two, for a total capacity charge of \$3,088. The motion was seconded by Councilor Pope and carried unanimously.

11. Combining of Fire Code and Building Code Boards of Appeals. Ray Muyskens stated that both boards address issues that relate to each other and the combining of the boards would streamline the appeals process. He stated that both boards are supposed to be comprised of five members each and if the Council approves the combining of the two boards, there would be four existing members to continue to serve on the combined board. One additional member would have to be appointed by the Council.

Councilor Zylstra moved to approve combining of the building and fire code boards of appeals. The motion was seconded by Councilor Venemon and carried unanimously.

12. 1992-93 Council Goals Update. Mr. Campbell reviewed the fourth quarterly status report on the 1992-93 City Council goals. Some of the goals which were highlighted included the implementation of portions of the Fire Service Master Plan, discussions with the National Avenue hillside property owner to modify and improve vehicle access locations there, placing a new levy measure on the November ballot to increase the current levy rate to higher additional firefighter personnel, and adoption of a long-term debt strategy policy.

September 27, 1993

Councilor Zylstra asked about the status of the Mayor's committee to find long-term financing for the swimming pool.

Mayor Spahr stated that another meeting of the committee will be scheduled soon to discuss the possibility of establishing a foundation.

13. New On-Street Parking Rules. Chief Hamilton stated that new on-street parking rules will become effective on October 11. The *new rules* will provide that trailers, boats and RVs will not be allowed to park on City streets, alleys and right-of-ways, in excess of 8 hours in a 24-hour period. The new rules will also provide for any vehicle that causes a traffic obstruction or visibility problem, to be removed after the owner is directed to remove the vehicle. An infraction will be issued and the vehicle will be removed. Chief Hamilton explained that the purpose of the rules will help reduce visibility and traffic safety problems.

Mayor Spahr asked if the parking of utility trucks in residential areas could also be addressed.

Chief Hamilton stated that the only way it could be prevented would be if it causes a visibility problem. There are no current ordinances which prohibit utility trucks from being in residential areas. He stated that he would discuss the matter with the City Attorney.

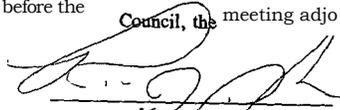
14. Fire Prevention Week. Chief Hamilton stated that the fire station will hold an open house on Wednesday, October 6, for Fire Prevention Week and invited the Council and public to come.

15. Executive Session. Following a short recess, the Mayor convened the Council into executive session at 4:15 PM pursuant to R.C.W. 42.30.140(4) and 42.30.140(f) to discuss labor relations and legal matters.

16. Vacation Accrual Rates. Following discussion in executive session, Councilor Zylstra moved to include any full-time position that is not included within a bargaining unit to be on the same annual vacation accrual schedule as management and mid-management personnel as provided for in the Employee Rules and Regulations, and that this be made retroactive to the beginning of 1993, as proposed in the tentative agreement with the Chehalis Employees' Association. The motion was seconded by Councilor Venemon and carried unanimously.

17. Recommended Position Reclassifications and Associated Salary Range Adjustments in the Community Services Department. Also following discussion in executive session, Councilor Pope moved to authorize staff to seek the concurrence of the Chehalis Employees Association with regard to most of the new classifications recommended salary ranges, and that the Council approve the recommended salary ranges for the Community Development Manager (no change from the Building & Planning Director's range) and the Community Services Director, all retroactive to the date on which the Council approved the merger and reorganization of the former Community Services and Building & Planning Departments.

There being no further *business* to come before the Council, the meeting adjourned 4:40 PM.

  
Mayor

Attest:

Deputy C Clerk \_\_\_\_\_

October 11, 1993

The Chehalis City Council met in regular session on Monday, October 11, 1993, in the Chehalis City Hall. Mayor Spahr called the meeting to order at 3:00 PM and the following Councilmembers were present: Scott Hamilton, Dr. Isaac Pope, Vivian Roewe, Joyce Venemon, and Bob Spahr. Councilors Bud Hatfield and Dave Zylstra were absent (excused). Staff members present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director/City Clerk; Randy Hamilton, Chief of Police & Fire Services; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Ray Muyskens, Community Services Director; Joanne Schwartz, Personnel Officer; Bob Nacht, Community Development Manager; and Caryn Foley, Deputy City Clerk. Members of the news media present included John Pierce of The Chronicle.

1. Public Hearing - RV Parking and the Creation of Flag Lots. Bob Nacht stated that two proposed changes to the City's zoning ordinance are being recommended. The first proposal provides that no recreation vehicle, boat, boat trailer, travel trailer or similar vehicle or equipment shall be parked within the required front setback of any lot in any residential zone for a period of longer than twenty-four hours. Mr. Nacht then reviewed four exceptions to the proposed change. He stated that the Board of Adjustment would have the ability to consider variances from the requirements in certain circumstances.

Mayor Spahr closed the regular meeting and opened the public hearing at 3:20 PM. There being no public comment the public hearing was immediately adjourned.

2. Ordinance No. 522-B, First Reading - Amending the Zoning Ordinance, Providing for the Regulation of Recreational Vehicles, and Providing for Minimum Lot Frontage. Councilor Roewe moved to pass Ordinance No. 522-B on first reading, providing for the regulation of recreational vehicles, and providing for minimum lot frontage. The motion was seconded by Councilor Pope and carried unanimously.

Mr. Nacht stated that the second proposed change relates to the creation of flag lots. He explained that the Board of Adjustment is receiving more and more requests for short platting of narrow deep lots. The proposal would administratively allow, under the short plat procedure, a twelve or fifteen foot frontage on a public street for the creation of rear lots from an existing long lot.

Councilor Pope felt that flag lots could lead to property owner disputes. He asked if the ordinance could include language which states what is common ground.

Mr. Nacht stated that is established when the lots are created.

3. Donation to K-9 Fund. Representatives from the Knights of the 99 car club presented a check to Officer Neil Hoiium and Faith for the City's K-9 Fund in the amount of \$1,150.

Officer Hoiium and Chief Hamilton expressed their thanks to the club for their generous donation.

4. Consent Calendar. Councilor Hamilton moved to approve the October 11, 1993, Consent Calendar comprised of the following items:

- a. Minutes of the regular City Council meeting of September 27, 1993;
- b. September 28, 1993, Claims Vouchers No. 29088 - 29200 in the amount of \$51,689.44; and September 15, 1993, Claims Vouchers No. 28921 - 29087 in the amount of \$239,845.47; and
- c. Re-appointment of Richard Brosey as Municipal Court Judge for a 4-year term expiring December 31, 1997.

The motion was seconded by Councilor Venemon and carried unanimously.

5. Ordinance No. 516-B, First Reading - Creating and Establishing the Office of City Treasurer and Repealing Prior Ordinances.

Ordinance No. 517-B, First Reading - Creating and Establishing the Department of Finance and Repealing Prior Ordinances.

Ordinance No. 518-B, First Reading - Creating and Establishing the Office of City Clerk and Repealing Prior Ordinances.

Ordinance No. 519-B First Reading - Creating and Establishing a Municipal Court and Repealing Prior Ordinances.

Ordinance No. 520-B, First Reading - Creating and Establishing a City Planning Commission and Repealing Prior Ordinances.

October 11, 1993

Ordinance No. 521-B, First Reading - Relating to the City Council and Repealing Prior Ordinances.

Mr. Campbell stated that all of the ordinances are ones that consolidate and repeal prior ordinances where there are two or more relating to one topic. He added that there is no substantive change to the language in any of the ordinances.

Councilor Pope moved to suspend the rules requiring two readings of the ordinances. The motion was seconded by Councilor Venemon and carried unanimously. Councilor Pope then moved to pass Ordinance Nos. 516-B, 517-B, 518-B, 519-B, 520-B and 521-B on first and final readings.

Councilor Roewe asked why the positions of City Treasurer and City Clerk were being separated.

Jo Ann Hakola stated that the positions have been separate for several years. After the former City Clerk left, it was decided to leave the positions separate, although one person can hold both positions.

Councilor Roewe stated that the term limitation for the position of mayor is not included in Ordinance No. 521-B.

Mr. Campbell stated that term limitation for the mayor is provided for by resolution.

The motion was seconded by Councilor Venemon and carried unanimously.

6. Ordinance No. 523-B, Sight Clearance. Mr. Campbell stated that the proposed ordinance would improve traffic safety standards at street intersections and is one of the Council's 1992-93 goals.

Barry Heid stated that the Washington Cities Insurance Authority, in their last review of the City, identified the fact that the City does not have sufficient wording in the Municipal Code to address sight clearances at intersections. The ordinance would provide a standard to evaluate and provide for future improvements so that vehicles do not have to creep out into the intersection to see oncoming traffic. He noted that sight distances listed in the ordinance come from nationally accepted standards established by the American Association of State Highway and Transportation Officials.

Councilor Roewe moved to pass Ordinance No. 523-B on first reading. The motion was seconded by Councilor Venemon and carried unanimously.

7. Electronic Home Monitoring (EHM) Program. Dave Campbell stated that last year the Council endorsed the concept of electronic home monitoring through the City's Municipal Court. It was hoped that the services could be contracted through an individual or firm, however, it was found that prospective contractors were unable to obtain liability insurance to provide such services. Staff is now recommending that the Council authorize the hiring of a part-time employee to provide the services.

Mr. Glen Gary Litteer stated that he submitted a proposal under the name of Westmark Security to provide EHM services and that he did have the required liability insurance. He stated that he has not been contacted since submitting his proposal.

Municipal Court Judge Richard Brosey stated that during the course of interviews for an EHM provider, it was determined that having those services contracted out would not meet the needs of the City due to recent changes in State law relating to security in the court room. Staff would like to have the EHM provider also perform bailiff duties during court. Judge Brosey stated that it is very important for the City to get the program running to help keep jail costs down.

Councilor Hamilton moved to approve the funding of a part-time EHM coordinator/bailiff position for the remainder of 1993, at a salary range of 12. The motion was seconded by Councilor Roewe and carried unanimously.

Mr. Campbell stated that in regard to Mr. Litteer's proposal, he did not know why he was never contacted, but he would check into the situation.

8. Requests for Water Sewer Capacity Within the City Limits of Centralia. Barry Heid stated that the city received a request from Larry Weaver and Lee Duhlin for 8 ERUs of water and sewer capacity inside the city limits of Centralia between the Scott-Johnson Road and Exhibitor Road. The applicants have contacted the City of Centralia and they have consented to modify the water service boundary to allow them to receive such service from Chehalis if the Council approves the request. Mr. Heid stated that since the property is located in Centralia the normally required annexation agreement will be waived.

October 11, 1993

Councilor Roewe asked if the waiving of the annexation agreement could put the City in jeopardy for enforcing other annexation agreements with the dispensing of City services.

Bill Hillier stated that it would not because the property is in the city limits of Centralia. The cities have had an ongoing working agreement to allow hookups to the respective utilities without effecting the city limits as originally established.

Councilor Roewe moved to grant the request of 8 ERUs to Mr. Weaver and *Mr.* Duhlin and waive the normal annexation agreement. The motion was seconded by Councilor Pope and carried unanimously.

9. Request for Water Capacity South of Chehalis. Mr. Heid stated that Dr. Simon Elloway is requesting 26 ERUs of water capacity for a development of ten duplexes and two triplexes located within the Wallace Road/Jackson Highway sewer L.I.D. immediately south of the city limits. He stated that the number of units being requested requires Council approval.

Mayor Spahr asked if the development would meet zoning requirements if the City were to annex it.

Bob Nacht stated that the City's Comprehensive Plan calls for residential development in that area, therefore, the development would not be inconsistent with the plan.

Mr. Campbell noted that because of the number of ERUs being requested, Dr. Elloway would be required by ordinance to pay for a number of units up-front.

Councilor Hamilton moved to grant the request of 26 ERUs of water capacity to Dr. Elloway. The motion was seconded by Councilor Venemon and carried unanimously.

10. Fairview Pump Station. Councilor Pope stated that he received a call from Mr. Walt Mumm regarding radio interference that he is receiving from the recent installation of the Fairview pump station.

Barry Heid stated that a variable frequency drive unit that controls the speed of the motor and pump is causing the radio interference. He stated that staff is continuing to try to adjust it to stop the interference. If it cannot be adjusted, filters will be bought to electronically correct the problem.

11. Work Session - Water System Capacity Evaluation. The Council conducted a work session relating to the City's water system capacity. The evaluation included component costs and capabilities and calculated capacity costs per ERU for both full replacement costs and costs attributable to a 20-year period.

Councilor Pope stated that the projected replacement costs did not provide for future growth.

Mr. Heid stated that it is very difficult to project that.

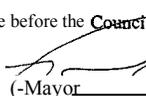
12. Work Session - Growth Management Act Planning. Ray Muyskens stated that Lewis County has set a tri-agency meeting for October 16 to discuss the Growth Management Act. Mr. Muyskens explained that the purpose of the work session was to review the County's agenda for the meeting and discuss the City's planning options. He stated that staff has issued a request for proposals relating to comprehensive planning and the GMA and feels it would be best to share one consultant with the City of Centralia to assist both communities in their respective planning efforts. The next step would be to establish a planning task force to work with the consulting firm made up of two councilors and two members from each of the Chehalis 2000 issue groups to work under the direction of the Planning Commission. It is hoped that Centralia will form a similar group.

Mr. Muyskens then reviewed the tri-agency agenda with the Council and discussed staff's suggestions and recommendations on each item.

13. Executive Session. Following a short recess, the Mayor convened the Council into executive session at 4:58 PM pursuant to R.C.W. 42.30.110(i) and 42.30.140(4) relating to legal matters and labor relations.

14. Collective Bargaining Agreement with the Chehalis Employees' Association. Following discussion in executive session, Councilor Pope moved to authorize the Mayor to sign the collective bargaining agreement with the Chehalis Employees' Association. The motion was seconded by Councilor Roewe and carried unanimously.

There being no further business to come before the Council, the meeting adjourned at 5:45 PM.

  
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Deputy Luty Clerk LLIP

October 25, 1993

The Chehalis City Council met in regular session on Monday, October 25, 1993, 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, Joyce Venemon, Dave Zylstra and Bob Spahr. Councilor Vivian Roewe arrived at 3:03 PM. Staff members present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director/City Clerk; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Ray Muyskens, Community Services Director; Joanne Schwartz, Personnel Officer; Bob Nacht, Community Development Manager; Bill Cavinder, Deputy Chief for Fire Services; Dennis Dawes, Deputy Chief for Police Services; and Caryn Foley, Deputy City Clerk. Members of the news media present included John Pierce of The Chronicle.

1. Citizens Business - Lewis County Economic Development Council (EDC) Quarterly Report. Pam Brown, Executive Director of the EDC, reviewed the activities of the EDC during the third quarter of 1993. Some of the activities discussed included the EDC's review of the language of the Chehalis Small Business Loan Program documents and the recommendations of several changes; a membership drive was conducted, resulting in over fifty new members; participation by the executive director in a business relocation trade show in San Jose, California; and continued support of the Centralia and Chehalis port districts in their efforts to form a Foreign Trade Zone in Lewis County.

2. Consent Calendar. Councilor Hatfield moved to approve the October 25, 1993, Consent Calendar comprised of the following items:

- a. Minutes of the regular City Council meeting of October 11, 1993;
- b. September 30, 1993, Payroll Vouchers No. 24727 - 24892 in the amount of \$330,790.22; Transfer Voucher No. 1355 in the amount of \$604.45; Transfer Voucher No. 1356 in the amount of \$18,169.32; and October 15, 1993, Claims Vouchers No. 29201 - 29375 in the amount of \$143,146.51; and
- c. Award bid to GMT, Inc. in the amount of \$22,710 for the 1993 Curb Ramp Installation Project.

The motion was seconded by Councilor Zylstra and carried unanimously.

3. Ordinance No. 522-B. Second Reading - Amending the Zoning Ordinance. Providing for the Regulation of Recreational Vehicles, and Providing for Minimum Lot Frontage. Councilor Hamilton moved to pass Ordinance No. 522-B on second and final reading. The motion was seconded by Councilor Zylstra and carried unanimously. The ordinance provides that no recreational vehicle, boat, boat trailer, travel trailer or similar vehicle or equipment shall be parked within the required front setback of any lot in any residential zone for a period of longer than twenty-four hours. The ordinance would also administratively allow, under the short plat procedure, a twelve or fifteen foot frontage on a public street for the creation of rear lots from existing long lots.

4. Ordinance No. 523-B. Second Reading - Sight Clearance. Councilor Roewe moved to pass Ordinance No. 523-B on second and final reading. The motion was seconded by Councilor Zylstra and carried unanimously. The ordinance will provide sight distance standards established by the American Association of State Highway and Transportation Officials to evaluate and provide for future improvements to improve visibility and safety at intersections.

5. Subdivision Application for 1-1099 S.W. William Avenue. Mayor Spahr left the Council table due to a potential conflict of interest and turned the meeting over to Mayor Pro-tem Hatfield.

The agenda report submitted by the Community Services Department explained that the City received an application to subdivide eight blocks located along S.W. William Avenue into 42 single family dwelling lots. Three variances were requested from the dimensional requirements of lot creation and were approved by the Board of Adjustment. A SEPA checklist was submitted and a final determination of non-significance was issued. A public hearing was held on by the Planning Commission at which time the Commission unanimously recommended approval of the subdivision as submitted.

Bob Nacht stated that the next action on the application is an approval, modification or denial by the City Council.

Councilor Venemon asked if off-street parking will be required.

Mr. Nacht stated that a minimum of two off-street parking spaces will be required.

Councilor Zylstra commented that concern has been expressed that this is a low-income development. He stated that at \$75,000 to 80,000 per home, a \$2,000 a month income would be required to qualify for such a loan. He stated that considering the local demographics, these homes are considered moderate income.

October 25, 1993

Councilor Hamilton moved to adopt the Planning Commission's recommendation to approve the subdivision as proposed and convey preliminary plat approval to the applicant for the proposed subdivision, and to accept the Planning Commission minutes of October 4, 1993, as the formal findings of the Commission. The motion was seconded by Councilor Venemon and carried unanimously.

Mayor Spahr returned to the Council table.

6. Third Quarter 1993 Analysis of Revenues and Expenditures. Jo Ann Hakola reviewed the analysis of revenue and expenditure activity during the third quarter. She reported that most revenues are on schedule except for telephone revenue which is ahead of schedule. Ms. Hakola felt this could be due to the use of cellular telephones. On the expenditure side, most of the sewer rehab monies have been used, but that is DOE and EPA funded so the City will get money back to compensate those costs.

7. Creation of Council Sub-committee for GMA Planning. Mayor Spahr stated that he would like the Council to set up a sub-committee to discuss future growth management planning with staff because the issue is one that will affect the City for many years to come. Mayor Spahr and Councilors Hamilton and Pope volunteered to service on the sub-committee.

8. Unfunded Federal Mandates. Dave Campbell stated that October 27 *as* been designated as "National Unfunded Mandates Day" to raise public awareness of mandates.

Jo Ann Hakola stated that the 1994 budget document will include state and federal mandates, what it costs to implement them, and how much the City receives in state and federal shared revenues to compensate those costs.

Councilor Hatfield moved to direct staff to contact the City's congressional representatives and senators requesting their support in enacting legislation that relieves local governments of the burdens of mandated programs unless federal funding reimburses them for the cost. The motion was seconded by Councilor Pope and carried unanimously.

9. Schedule Meeting(s) to Review Recommended 1994 Budget. The Council agreed to conduct a work session to review the 1994 Recommended Budget immediately following the regular meeting of November 8.

10. Proposed EMS Levy. Councilor Hamilton felt it was important for citizens to understand that the proposed levy of fifty cents does not mean that the current rate will automatically go up. It means that the Council has the authority to raise the current rate to fifty cents.

Councilor Roewe asked if the Fire Department was responsible for putting up the EMS levy promotion signs around town.

Dave Campbell stated that the *signs* were put by individuals interested in the levy and not by employees of the City during work hours.

11. New Washington Mutual Savings Bank Site. Councilor Hatfield commended the contractor who is constructing the new Washington Mutual Savings Bank. He stated that the contractor has kept the site and streets around the area remarkable clean.

Mayor Spahr stated that he has sent a letter to the contractor regarding their good work.

12. Leaf Pick-up. Councilor Roewe asked if the Public Works Department was going to be picking up leaves this fall.

Barry Heid stated that pick-up should begin this week and continue next week. He stated that the leaves should be placed in the parking strip and not put into bags.

There being no further business to come before the Council, the meeting adjourned 3:35 P

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Attest:

(7) Deputy Clerk

November 8, 1993

The Chehalis City Council met in regular session on Monday, November 8, 1993, 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/City Clerk; Randy Hamilton, Chief of Police & Fire Services; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Ray Muyskens, Community Services Director; Joanne Schwartz, Personnel Officer; and Caryn Foley, Deputy City Clerk. Members of the news media present included John Pierce of The Chronicle.

1. Public Hearing - 1994 Annual Budget. Dave Campbell explained that the public hearing is the minimum formal requirement under State law for public input on the 1994 budget.

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

Dr. Hank Kirk asked that the Council continue its support of the Lewis County Economic Development Council in the 1994 budget.

Mr. Lloyd Willis, interim Executive Director for the Twin Cities Chamber of Commerce, stated that the Chamber greatly appreciates the Council's support for the Lewis County Visitors & Convention Bureau and hopes that support also continues through the 1994 budget.

There being no further public comment, the public hearing was closed at 3:07 PM.

2. Citizens Business. Dr. Hank Kirk, a member of the City's Historic Preservation Commission, stated that the historic commissions of Chehalis and Centralia are sponsoring a seminar on how to trace the roots of your home. Dr. Kirk invited the Council and public to participate in the event.

3. Consent Calendar. Councilor Zylstra moved to approve the November 8, 1993, Consent Calendar comprised of the following items:

- a. Minutes of the regular City Council meeting of October 25, 1993;
- b. October 28, 1993, Claims Vouchers No. 29376 - 29472 in the amount of \$113,661.80; October 29, 1993, Payroll Vouchers No. 24893 - 25033 in the amount of \$316,262.78; and Transfer Voucher No. 1357 in the amount of \$540.26; and
- c. Re-appointment of Bill Junk to the Parking Commission for a 4-year term expiring October 31, 1997, and appointment of Caro Johnson to the Parking Commission to fill the unexpired term of Jim Fogarty expiring August 31, 1995.

The motion was seconded by Councilor Pope and carried unanimously.

4. Ordinance No. 524-B First Reading - Providing for the Regulation of Basic Service Tier Rate and Related Charges of Any Cable Television System Operating in the City. Dave Campbell explained that the proposed ordinance follows a decision of the Council to regulate cable television rates. The City is obligated under that authority to adopt procedural regulations for how the City goes about regulating cable television rates. The proposed ordinance adopts, by reference, the FCC's own published regulations for proceeding through a rate regulation hearing and analysis.

Councilor Roewe moved to pass Ordinance No. 524-B on first reading. The motion was  
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Councilor Hatfield and carried unanimously.

5. GMA Planning. Mayor Spahr stated that he would like the Council subcommittee, of Councilors Hamilton and Pope and himself on this subject to hold a meeting with staff later this week. The subcommittee agreed to meet on Thursday, November 11, beginning at 7:30 AM at the Kit Carson Restaurant.

6. Winchester Hills Subdivision. Dave Campbell stated that the road and utilities have been completed for the Winchester Hill subdivision. The project engineer has accepted and certified the work and City inspectors have also approved the work.

Barry Heid stated that one provision of the utility and street infrastructure requires receipt of record drawings that show the improvements as they were actually constructed. He stated that the record drawings should be received next week.

November 8, 1993

Councilor Hamilton moved that the Council give final approval to the subdivision and *sign* the plat documents, and accept the utility and street improvements contingent upon receipt of the record drawings. The motion was seconded by Councilor Zylstra.

Councilor Pope asked if the water and sewer systems installed in the subdivision meet City standards. Barry Heid stated that both systems meet City standards.

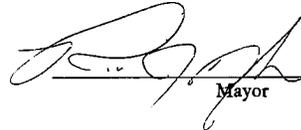
The motion carried unanimously.

7. Espresso Stand at Chamber of Commerce Site. Dave Campbell stated that about three months ago the Chamber requested that the Council consider a sublease for an espresso stand in the parking lot of the Chamber site that the City owns. He stated that staff have prepared an addendum to the existing *lease* agreement with the Chamber relating to insurance requirements and hold harmless provisions. In addition, a memorandum of understanding was drafted to outline the flow of money from the proceeds of the sublease to the City and back to the Chamber to be spent in accordance with projects that meet Council approval which are identified in the memorandum of understanding.

Bill Hillier noted that the City will receive fair market value rent through the sublease.

Councilor Hatfield moved to authorize the City Manager to sign the addendum to the lease and the memorandum of understanding, and to authorize the acceptance of the lease agreement between the Chamber and the espresso stand operator. The motion was seconded by Councilor Zylstra and carried unanimously.

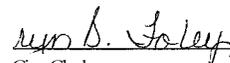
8. Presentation of Gifts from Sister City. Joanne Schwartz



Mayor

Attest:

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Deputy City Clerk

tated that she and her husband, Harold, spent two weeks in Japan recently, spending two days in the City's sister city of Inasa. Joanne presented the Council with gifts sent back with her from Inasa.

9. Work Session - 1994 Annual Budget. The Council conducted a work session relating to the 1994 annual budget during which time department heads gave a brief overview of their portions of the city manager's recommended budget.

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

November 22, 1993

The Chehalis City Council met in regular session on Monday, November 22, 1993, 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. Councilors Isaac Pope and Joyce Venemon were absent (excused). Staff members present included: Dave Campbell, City Manager; Randy Hamilton, Chief of Police & Fire Services; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Ray Muyskens, Community Services Director; Joanne Schwartz, Personnel Officer; Becky Fox, Court Administrator; and Caryn Foley, Deputy City Clerk. Members of the news media present included John Pierce of The Chronicle.

1. Employee Service Award. Mayor Spahr presented Officer Norm Anderson of the Police & Fire Services Department, a 10-year service award pin.

2. Consent Calendar. Councilor Hamilton moved to approve the November 22, 1993, Consent Calendar comprised of the following items:

- a. Minutes of the regular City Council meeting of November 8, 1993;
- b. Pay Estimate No. 7 in the amount of \$36,114.89 to Dent's Construction for the 1993 sanitary sewer rehabilitation project, basin 3012-B.

The motion was seconded by Councilor Hatfield and carried unanimously.

3. Ordinance No. 524-B, Second Reading - Providing for the Regulation of Basic Service Tier Rate and Related Charges of Any Cable Television System Operating in the City. Dave Campbell stated that the proposed ordinance adopts procedures for the rate regulation process pertaining to cable television. Since the Council passed the ordinance on first reading, the FCC has extended the freeze on cable television rates nationally to February 15, 1994, in order to give cities a chance to become certified and adopt their regulatory rules. Mr. Campbell also noted that Chehalis is working with the City of Centralia to create a citizen advisory committee to help with the review and consideration of cable rate increases.

Councilor Hatfield moved to pass Ordinance No. 524-B on second and final reading. The motion was seconded by Councilor Zylstra and carried unanimously.

4. Ordinance No. 525-B, First Reading - Providing for the Establishment and Designation of Nuisances. Ray Muyskens stated that some of the highlights of the proposed ordinance include, the provision that any violation is a criminal offense requiring it to go through the court system; a provision for collection of fines through the tax roll so that when property taxes come due the fine will also become payable; and provision for administrative search warrants.

Randy Hamilton added that the ordinance also provides for the removal of vehicles on the street that are under repair or inoperable and requires that all vehicles parked along streets to have valid vehicle licenses. In addition, the ordinance includes a maximum noise level section by adopting state statute.

Councilor Roewe moved to pass Ordinance No. 525-B on first reading. The motion was seconded by Councilor Hatfield and carried unanimously.

5. Ordinance No. 526-B, First Reading - Determining and Fixing the Amount of Revenues to be Raised by Ad Valorem Taxes and Ordinance No. 527-B, First Reading - Adopting the 1994 Annual Budget. Dave Campbell stated that following the public hearing and work session on the proposed budget, staff have made amendments to the document as identified by the Council and because of previously unidentified revenues.

He stated that given Chehalis voters' approval of a new EMS levy, staff have included the full 50 cent authorization for EMS purposes for 1994. He explained that 15 cents was included in the recommended budget and 30 additional cents would be required to hire two additional firefighter/EMTs. The final 5 cents would be placed into the equipment reserve account.

In regard to the Tourism Fund, Mr. Campbell stated that City staff met with representatives of the Chamber of Commerce and other entities that receive tourism fund contributions and hotel/motel tax revenue from Chehalis, Centralia and Lewis County. The purpose of the meeting was to develop a common direction in promotion of this area and agreement on how those monies could be used to promote Lewis County in general. Staff have recommended that through the City's allocations in 1994, that the City direct those groups that receive money from the City of Chehalis to participate in that discussion process with a potential penalty of not receiving funding in 1995.

November 22, 1993

Councilor Hamilton asked if criminal justice funds received from the county-wide sales tax increase can be used to purchase a computer for parking enforcement.

Randy Hamilton stated that by putting the money into reserves it would be available for purchasing the computer system.

Councilor Hamilton asked if the 5 cent portion of the EMS levy monies being allocated into the equipment reserve fund was absolutely necessary.

Mr. Campbell stated that on a long-term basis, if everything were replaced at regular intervals, 15 cents would probably be enough, but, in the past, things have not been replaced on regular cycles and the additional 5 cents could certainly be used.

Councilor Hamilton stated that he would have a hard time justifying the additional 5 cents without seeing some type of schedule showing that the 5 cents is absolutely necessary.

Mr. Campbell stated that a schedule was included in the Fire Service Master Plan study that addressed the Fire Division's current equipment, the approximate cost for replacement of that equipment, and how much the City should be setting aside each year.

Councilor Zylstra moved to pass Ordinance Nos. 526-B and 527-B on first reading, including the revisions provided in the agenda report. The motion was seconded by Councilor Hatfield.

Councilor Hamilton moved to amend the main motion to change Section 2 of Ordinance No. 526-B to be fixed at 45 cents instead of 50 cents. Councilor Hamilton stated that he has not seen supporting documents to warrant collecting the full EMS levy rate of 50 cents. The motion died for lack of a second, and the main motion carried unanimously.

6. Withdrawal from Lewis County Communications Agreement. Dave Campbell stated that the budget for the communications center has increased dramatically this year, including the City's share. The formula that allocates those costs is fixed by the interlocal agreement that created the center. In discussions with the other largest users of the communications center for the reasons behind the increases, it was determined that the existing formula is unfair to the largest users in terms of a true assessment of all the costs of the system. In addition, the governance of the center is awkward. It is hoped that over the next few months an agreement can be reached with the existing members in the communications center to modify both the interlocal agreement and the formula for allocating costs. Mr. Campbell recommended that the Council give notice to the center of its intent to withdraw.

Councilor Hatfield moved that the City express its official intent to withdraw from the existing interlocal agreement for consolidated communication services. The motion was seconded by Councilor Zylstra.

Councilor Roewe asked what the City will do if an agreement cannot be reached.

Dave Campbell stated that there has been discussion among the larger users of the center about creating a new communications center and inviting other entities to join in that.

Councilor Roewe stated that she would like to see some definite plans.

The motion carried unanimously.

7. Residential Curbside Recycling Program. Barry Heid stated that Superior Refuse will discontinue picking up green glass because the market for this item has deteriorated to the point that there are no buy back centers within 100 miles. Mr. Heid stated that if the City wished to continue collecting green glass through the recycling program it would cost approximately \$5,000 per year. He added that the money could be absorbed through the Garbage Fund.

Councilor Hatfield moved to allocate up to \$5,000 from the Garbage Fund to continue the collection of green glass through the recycling program. The motion was seconded by Councilor Roewe and carried unanimously.

8. Solid Waste. Councilor Roewe stated that she is the City's representative on the Lewis County Solid Waste Disposal District. She announced that the projected budget for 1994 is \$11,279,135, with the largest expense being the closure of the landfill, and tipping fees have been set at \$95.03 per ton. She stated that currently, Lewis County residents only pay to dump their garbage at drop box sites, so the committee has drafted a letter to the County Commission regarding equitable payment by County residents for the closure of the Centralia Landfill and to ensure against illegal disposal of waste when the higher rates are instituted.

November 22, 1993

9. GMA Planning. Mayor Spahr reported that the Council subcommittee on GMA planning held a meeting last week with other agencies, and the next meeting is schedule for December 10.

10. Sister City Trip. Dave Campbell reported that a meeting was held recently by persons interested in visiting Inasa, Japan. He stated that a tentative departure date has been set for April 1.

11. Executive Session. Following a short recess the Council convened into executive session at 4:17 PM pursuant to R.C.W. 42.30.110(b) and (c) and 42.30.140(4), relating to real estate, potential litigation and labor relations, respectively.

November 22, 1993

There being no further business to come before the Council, the meeting adjourned immediately following conclusion of the executive session at 5:05 PM.

  
Mayor

Attest:

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December 13, 1993

The Chehalis City Council met in regular session on Monday, December 13, 1993, 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, 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/City Clerk; Randy Hamilton, Chief of Police & Fire Services; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Ray Muyskens, Community Services Director; Joanne Schwartz, Personnel Officer; and Caryn Foley, Deputy City Clerk. Members of the news media present included John Pierce of The Chronicle.

1. Citizens Business - Request for Water and Sewer Service. Mr. Colin Coyne, Vice President of Tanger Factory Outlet Centers - a North Carolina based factory outlet shopping center developer - spoke to the Council about a proposed 250,000 square foot factory outlet center near the Rush Road exit. He stated that his company is coming before the Council to request water and sewer service from Chehalis. He added that Tanger would be willing to develop and build the infrastructure required to run the water and sewer to the site and would pay for it up front.

Councilor Hatfield asked about Napavine's ownership of that part of the sewer system and questioned if the City has the capacity to handle such a development.

Barry Heid stated that his understanding is that the developer will not be connecting to the interceptor, but running a line all the way back to a point on the interceptor where the City does have sufficient capacity.

Councilor Pope stated that there has been discussion about developments in the Industrial Park and Port of Chehalis areas and running lines to those areas. He asked if Tanger could work with those two agencies to provide such a line.

Barry Heid stated that Tanger does plan to meet with the Port and Industrial Commission regarding that.

The Council agreed to refer the issue to staff for further research.

2. Employee Service Award. Mayor Spahr presented a 25-year service award pin to Bill Cavinder, Deputy Chief for Fire Services.

3. Consent Calendar. Councilor Hatfield moved to approve the December 13, 1993, Consent Calendar comprised of the following items:

- a. Minutes of the regular City Council meeting of November 22, 1993;
- b. November 15, 1993, Claims Vouchers No. 29473 - 29682 in the amount of \$133,152.30; November 29, 1993, Claims Vouchers No. 29683 - 29786 in the amount of \$108,361.87; November 30, 1993, Payroll Vouchers No. 25034 - 25171 in the amount of \$300,069.34; and Transfer Voucher No. 1358 in the amount of \$832.72.
- c. Pay Estimate No. 8 in the amount of \$33,006.84 to Dent's Construction for the 1993 sanitary sewer rehabilitation project, basin 3012-B.
- d. Re-appointment of Ed Stanton to the Civil Service Commission for a 6-year term expiring December 31, 1999.
- e. Re-appointments of Dr. Hank Kirk and Brenda O'Connor to the Historic Preservation Commission for 3-year terms expiring December 31, 1996.
- f. Amendment to the Memorandum of Understanding regarding distribution of funds from sublease of City property at 500 N.W. Chamber of Commerce Way.
- g. Amended interlocal agreement for provision of sewerage service for the Wallace Road/Jackson Highway area.

The motion was seconded by Councilor Zylstra and carried unanimously.

4. Ordinance No. 525-B. Second Reading - Providing for the Establishment and Designation of Nuisances. Dave Campbell stated that since the first reading of the ordinance, an addition has been made to include language that was inadvertently left out of the ordinance. He stated that the ordinance is streamlined and provides for an aggressive nuisance abatement program.

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Councilor Zylstra moved to pass Ordinance No. 525-B, as amended, on second and final reading. The motion was seconded by Councilor Hamilton and carried unanimously.

5. Ordinance No. 526-B, Second Reading - Determining and Fixing the Amount of Revenues to be Raised by Ad Valorem Taxes and Ordinance No. 527-B, Second Reading - Adopting the 1994 Annual Budget. Dave Campbell stated that the only change since first reading of Ordinance No. 527-B includes a change in the Garbage Fund, as directed by the Council at the last regular meeting. The Council authorized the continued collection of green *glass* through the curbside recycling program by transferring \$5,000 from the Garbage Fund Reserve to an expenditure account.

Councilor Hatfield moved to pass Ordinance Nos. 526-B and 527-B on second and final readings. The motion was seconded by Councilor Zylstra.

Councilor Hamilton stated that at the last meeting he was opposed to levying the full 50 cent EMS levy rate. He stated that since that time a report was provided to the Council showing the needs for the full amount of those funds and he now agrees that the full 50 cent rate should be collected.

The motion carried unanimously.

6. Ordinance No. 528-B, First Reading - Providing for an Interfund Loan.

Ordinance No. 529-B, First Reading - Establishing a Voucher Approval Committee and Repealing Prior Ordinances.

Ordinance No. 530-B First Reading - Establishing a Claims Fund and Payroll Fund and Repealing Prior Ordinances.

Ordinance No. 531-B, First Reading - Providing for the Deletion of Various City Funds.

Jo Ann Hakola explained that Ordinance No. 528-B provides for an interfund loan from the Arterial Street Fund to the 1993 CDBG Fund in the amount of \$25,000, plus interest. The loan will be repaid upon reimbursement by the Department of Community Development; Ordinance No. 529-B combines multiple ordinances establishing a voucher approval committee; Ordinance No. 530-B establishes a Claims Fund and Payroll Fund; and Ordinance No. 531-B repeals all prior ordinances that created funds that have been closed and no longer exist.

Councilor Zylstra moved to suspend the rule requiring two readings of an ordinance. The motion was seconded by Councilor Hatfield and carried unanimously. Councilor Zylstra moved to pass Ordinance Nos. 528-B, 529-B, 530-B and 531-B on first and final readings. The motion was seconded by Councilor Hamilton and carried unanimously.

7. Administrative Determinations for Traffic Control Regulatory Signage. Dave Campbell stated that both the Public Works and Police & Fire Services Departments are involved in providing safe ways to travel for vehicles and pedestrians, and regulating traffic by signs, crosswalks and signals. In the past, the Council has been responsible for acting on changes to regulatory signs, but staff is now recommending that that authority be delegated to the staff involved.

Councilor Hatfield moved to direct staff to prepare an ordinance authorizing administrative determination for the placement of regulatory traffic control signs. The motion was seconded by Councilor Zylstra and carried unanimously.

8. Work Session - Updated Cost Effective Analysis of Sanitary Sewer System Rehabilitation (Infiltration and Inflow Removal). Barry Heid and Dick Riley, of Gibbs & Olson, Inc., presented the Council with the updated cost effective analysis of sanitary sewer system rehabilitation for the City. The document was prepared for the Department of Ecology to comply with requirements of the consent decree issued by DOE in 1988. It was also prepared to determine more precisely the percentage of I & I that could be cost effectively removed; to calculate the level of effectiveness of the rehab program to-date; and to identify and evaluate information that would be used to determine additional work that might be necessary. Four alternatives were identified and staff recommends to pursue Alternative No. 3 which would mean additional I & I removal efforts, but would necessitate less in treatment plant improvements. The City has already met with DOE and EPA to discuss allowing the City to use unexpended grant funds awarded to the City for Phase I of the rehab program on future I & I work.

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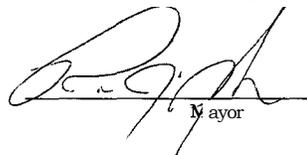
Councilor Hatfield moved to accept the updated cost effective analysis and direct staff to pursue steps necessary to proceed with Alternative No. 3, including discussions and negotiations with the Department of Ecology and EPA for the use of remaining grant funding. The motion was seconded by Councilor Venemon and carried unanimously.

9. Executive Session. Following a short recess the Council convened into executive session at 4:20 PM pursuant to R.C.W. 42.30.140(4), relating to labor relations.

10. Bereavement Leave of Absence for Non-union Employees. Following discussion in executive session, Councilor Hatfield moved to amend the Employee Rules and Regulations to provide that two days of bereavement leave without loss of pay be provided to full-time, regular, non-union positions. The motion was seconded by Councilor Zylstra and carried unanimously.

11. Memorandum of Understand (MOU) Between the City and TAFF. Local 2510. Following discussion in executive session, Councilor Hatfield moved to authorize the City Manager to sign a memorandum of understanding on behalf of the City, and also to authorize the hiring of two firefighters after the MOU is fully executed. The MOU would provide that any new fire union employees would not be eligible for a onetime, buy-out to switch to less expensive health insurance plans.

There being no further business to come before the Council, the meeting adjourned a 5:40 PM.

  
Mayor

Attest:

  
Deputy City Clerk

December 27, 1993

The Chehalis City Council met in regular session on Monday, December 27, 1993, 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, 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 & Fire Services; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Joanne Schwartz, Personnel Officer; Corene Jones-Litteer, Library Coordinator; Becky Fox, Municipal Court Administrator; Richard Brosey, Municipal Court Judge; and Bill Cavinder, Deputy Chief for Fire Services. Members of the news media present included John Pierce of The Chronicle.

1. Employee Incentive Program Awards. Mayor Spahr presented awards to three employees in recognition of ideas they submitted to the Incentive Awards Board:

- a. Rick Sahlin - Creation of a post puller to dig out broken wood signs. This is a labor saving device that might also prevent back injuries. Rick was presented a certificate and a check in the amount of \$25.00.
- b. Chuck Moses - Giving two days' notice before shutting off water on delinquent accounts. This has reduced shut-offs significantly and is excellent public relations for the City. Chuck received a certificate and a check in the amount of \$25.00.
- c. Francis Landry - This was a review for further remuneration from a suggestion in 1992 to purchase, rather than rent, a used truck with a crane designed to lift heavy materials and equipment. At that time, Francis was awarded a check in the amount of \$100.00. It has been determined over the last year that the annual savings to the city has been \$5,690.67. Mayor Spahr presented Francis an additional check in the amount of \$469.00 based on the Board's "10 percent rule."

2. Consent Calendar. Councilor Zylstra moved to approve the December 27, 1993, Consent Calendar comprised of the following items:

- a. Minutes of the regular City Council meeting of December 13, 1993;
- b. December 15, 1993, Claims Vouchers No. 29787 - 29952 in the amount of \$183,448.04;
- c. Amended interlocal agreement for provision of sewerage service for the Wallace Road/Jackson Highway area; and
- d. Engineering services agreement with Lewis County for painting of Chamber of Commerce Way bridge.

The motion was seconded by Councilor Hatfield and carried unanimously.

3. Ordinance No. 532-B. First Reading - Establishing Procedures for the Control and Placement of Regulatory Traffic Control Signs on the Public Streets. Mr. Campbell stated that currently, determinations for regulatory traffic control signs require Council approval through the passage of an ordinance. Ordinance No. 532-B would allow such determinations to be made at the administrative level, rather than requiring Council action.

Councilor Roewe moved to pass Ordinance No. 532-B on first reading. The motion was seconded by Councilor Pope and carried unanimously.

4. Resolution No. 10-93. First Reading - Providing for the Acceptance of Grant Funds from the Washington State Department of Community Development to Implement the Growth Management Act of 1990. Mr. Campbell stated that the purpose of the resolution is to accept funding from the State for carrying out the growth management act. The Lewis County planned growth committee will be the local intergovernmental body that coordinates GMA planning throughout Lewis County during the next couple of years. The resolution also commits the City in participating in that process. The committee has adopted a formula for distributing the GMA funds. Of the \$370,000.00, the City's share in 1994 would be about \$38,400.00. Mr. Campbell added that it is anticipated that the City will do its own update to the Comprehensive Plan as a city.

Councilor Hamilton moved to adopt Resolution No. 10-93 on first reading. The motion was seconded by Councilor Pope and carried unanimously.

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5. Interlocal Agreement Establishing Centralia/Chehalis Cable Television Advisory Committee. Mr. Campbell stated that the City is now authorized to regulate certain cable television rates and customer service standards. It was suggested that a citizen advisory committee be established to be involved in the initial hearings and review of proposed changes in cable television rates. The proposed agreement would establish that kind of committee between Chehalis and Centralia since both cities currently have the same cable provider. Mr. Campbell stated that Centralia has already approved the agreement.

Councilor Hatfield moved to approve the interlocal agreement and authorize the mayor to sign it. The motion was seconded by Councilor Zylstra.

Councilor Roewe asked what the City could regulate.

Mr. Campbell stated that the City has the authority to regulate basic service rates and any equipment necessary to receive basic service.

The motion carried unanimously.

6. Main Computer Replacement. Jo Ann Hakola stated that the main computer used in the Finance Department has been experiencing a problem with its hard disk drive and the system has become obsolete. The hard disk drive could last anywhere from ten minutes to ten months. All of the existing terminals, printers and cables would function with a new system that would also expand capability, and improve the quality of the programs that are run. The approximate cost of the new equipment and software would be about \$36,310.

Councilor Hatfield moved to approve the purchase of a replacement computer from the Automotive/Equipment Reserve Fund and various utility funds. The motion was seconded by Councilor Zylstra and carried unanimously.

7. Airport Board Vacancies. Mr. Campbell stated that as of December 31, there will be three vacancies on the Airport Board, including: 1) the regular six-year term that expires December 31, 1993, currently held by Don Younghans; 2) a two-year unexpired term; and 3) the two-year rotating position that is shared by Lewis County, and the cities of Centralia and Chehalis.

Councilor Hatfield moved to appoint Don Younghans to another six-year term on the Airport Board to expire December 31, 1999. The motion was seconded by Councilor Hamilton and carried unanimously.

Mayor Spahr stated that one of the applicants is his relative, but did not feel that it was a conflict of interest since there is no monetary gain on being on the board.

Mr. Hillier stated that the Council does not have any control over the budget of the Airport Board.

Ballots were distributed to the Council and Tom Spahr received 3 votes to fill the unexpired term of John McCord expiring December 31, 1995, (John McKerricher received 2 votes and Dennis Dawes received 1 vote). A vote for the rotating position - a two-year term expiring December 31, 1995 - was conducted by ballot and Dennis Dawes was appointed with 3 votes. (Tom Spahr received 2 votes and John McKerricher received 1 vote.)

8. Tenant Utility Policy. Mr. Campbell stated that the courts and State law have resulted in a change in how the City relates to tenants who have utility service from the City and their rights in terms of establishing accounts.

Barry Heid and Bill Hillier reviewed the tenant utility policy that establishes the procedure and process to address utility service issues for tenants residing in the City and/or being served by the Chehalis water system. Law now requires utilities to provide specific notification to tenants and allow opportunities for tenants to have accounts, where there are billing problems, transferred to them.

9. 1992-93 Council Goals Update - Final Report. Mr. Campbell stated that the Council and staff should be proud of the accomplishments made over the last two years, including the completion of the Fire Service Master Plan; the success of the new EMS levy that will allow the hiring of two additional firefighters; passage of a site clearance ordinance; presentation of a sewer capacity upgrade plan to DOE; development of Port property south of Chehalis that will increase water capacity along Jackson Highway; and receipt of a county-wide housing needs analysis planning grant approved by DCD to be undertaken in 1994. Mr. Campbell stated that there have been many sister city activities over the last two years and a citizens' committee is still needed to coordinate activities on an ongoing basis.

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Councilor Roewe moved to prepare an ordinance establishing a citizens committee for coordinating sister city activities. The motion was seconded by Councilor Pope and carried unanimously.

The Council agreed to hold a work session on January 31, at 5:00 PM to establish new Council goals for 1994-95.

10. GMA Planning Committee. The Council subcommittee on GMA planning agreed to meet on January 5, beginning at 7:00 AM at the Kit Carson Restaurant.

11. Oaths/Affirmations for New Terms of Office for City Councilors and Municipal Judge. Municipal Court Judge Richard Brosey conducted the oaths of office of the four councilmembers re-elected to four-year terms in the November general election. Those councilors included Bud Hatfield, Bob Spahr and Dave Zylstra (at-large positions), and Scott Hamilton for the remaining two years of the current term for the District 3 position.

Bill Hillier then swore in Municipal Court Judge Richard Brosey to a new four-year term.

12. Election of Mayor and Mayor Pro Tem. Councilor Hamilton moved to elect Bud Hatfield to serve as Mayor and Dr. Isaac Pope to serve as Mayor Pro Tem during 1994-95. The motion was seconded by Councilor Roewe and carried unanimously.

13. Executive Session. Following a short recess the Council convened into executive session pursuant to R. C.W. 42.30.140(4), relating to labor relations.

14. 1993 Classification and Pay Range Review. Following discussion in executive session Councilor Hatfield moved to accept staff's recommendations. The motion was seconded by Councilor Zylstra and carried unanimously. The recommendations included:

- a. Approve a change in the employee rules now (to be ratified by ordinance in the future) such that individuals in classifications affected by reassignment to a higher pay range receive the minimum rate of the new range, or an increase of 5% over the former salary, whichever is greater, not to exceed the maximum of the new range (eliminating the provision of 5 % for each pay range advanced);
- b. Designate the Municipal Court Administrator as an FLSA-exempt employee with mid-management status;
- c. Approve the recommended pay range reassignments for non-union positions - Assistant Finance Director from 21E to 22E, Deputy City Clerk from 16B to 18A, and Municipal Court Administrator from 16E to 20B;
- d. Approve the position reclassifications as recommended for positions in the Finance Department and Municipal Court and authorize staff to seek the concurrence of the Chehalis Employees' Association for the pay ranges proposed for those new classifications;
- e. Authorize all title changes in the Community Services Department as recommended by staff and authorize staff to seek the concurrence of the Chehalis Employees' Association for the proposed title changes; and
- f. Approve the recommended pay range reassignment for the Finance Director from 27E to 30C.

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



Mayor

Attest:

Deputy Clerk