

January 9, 1995

The Chehalis city council met in regular session on Monday, January 9, 1995, in the Chehalis city hall. Mayor Hatfield called the meeting to order at 3:00 p.m. and the following council members were present: Scott Hamilton, Bud Hatfield, Dr. Isaac Pope, Vivian Roewe, Bob Spahr, Joyce Venemon, and Dave Zylstra. Staff members present included: Dave Campbell, City Manager; Randy Hamilton, Chief of Police & Fire Services; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Ray Muyskens, Community Services Director; Joanne Schwartz, Personnel Officer; Dennis Dawes, Deputy Chief for Police Services; and Caryn Foley, Deputy City Clerk. Members of the news media present included John Pierce of The Chronicle.

1. **Proclamation - Crime Stoppers Week**. Mayor Hatfield read and presented a proclamation to Lesa LeDuc proclaiming January 15-21 as Crime Stoppers Week.

2. **Certificate of Completion for Work Zone Safety Specialist to Rick Sahlin**. The mayor presented Public Works Department employee Rick Sahlin a certificate from the International Municipal Signal Association designating him as a work zone safety specialist.

3. **Employee Service Award**. Mayor Hatfield recognized Will Shupp for ten years of service with the Police & Fire Services Department.

4. **Consent Calendar**. Councilor Zylstra moved to approve the January 9, 1995, Consent Calendar comprised of the following items:

- a. Minutes of the regular city council meeting of December 12, 1994;
- b. December 15, 1994, Claims Vouchers No. 33279 - 33451 in the amount of \$183,695.79; and December 29, 1994, Claims Vouchers No. 33452 - 33570 in the amount of \$107,482.72.
- c. Award bid for 3-cubic yard dump/sander body to Norstar Industries in the amount of \$18,676.40;
- d. Award bids for rock, gravel and asphalt;
- e. Award bids for aluminum sulfate, sodium silicofluoride, and detergent motor oils;
- f. Reappointment of Mattie Kirk to the Library Board for a 5-year term expiring 12-31-99; and
- g. Approve amendment to 1995 CDBG fund budget, increasing the salaries and benefits section by \$30,610, and reducing the housing rehabilitation project funding by \$20,610 and side sewer replacement program funding by \$10,000.

The motion was seconded by Councilor Pope.

Councilor Zylstra asked for an explanation of item "g" on the consent calendar.

Ray Muyskens explained that during the 1995 budget process a full time employee position was inadvertently dropped. The budget amendment will reduce the amount of money used for loans for housing rehabilitation and side sewer projects.

The motion carried unanimously.

5. **Public Hearing - Vacation of a Portion of SW 2nd Street**. Mayor Hatfield closed the regular meeting and opened the public hearing at 3:10 p.m.

Barry Heid stated that the petitioner, Kuehner-Wallace Enterprises, is the owner of the property abutting both sides of the portion of the street right-of-way for the vacation. He stated that this section of street is a "dead

end” and is blocked by railroad property and other private properties. In addition, this section is currently unimproved and there are no utilities located within the area. Mr. Heid added that no utility easements will be maintained by the city.

There being no public comment, the public hearing was closed and the regular meeting was reopened at 3:12 p.m.

6. **Ordinance No. 562-B – Providing for the Vacation of a Portion of SW 2nd Street.** Councilor Hamilton moved to suspend the rules requiring two readings of an ordinance. The motion was seconded by Councilor Zylstra and carried unanimously. Councilor Hamilton then moved to pass Ordinance No. 562-B on first and final reading. The motion was seconded by Councilor Zylstra and carried unanimously.

7. **Development Guidelines and Public Works Standards.** Mr. Campbell stated that the purpose of the document is to bring together in one place a listing of all the requirements the city has for building, zoning, public works standards, etc. The document will be available to the public and potential developers.

Councilor Hamilton asked how all requirements of the policy will meet the various requirements of each city department.

Barry Heid stated that the city has a Development Review Committee which includes representatives from all city departments. Any proposed development will come before the committee for review.

Councilor Spahr moved to approve the document as the City of Chehalis Development Guidelines and Public Works Standards, and direct staff to prepare an ordinance providing for its formal adoption. The motion was seconded by Councilor Venemon and carried unanimously.

8. **Labree Road Interchange Project.** Barry Heid explained that Lewis County is preparing an application for ISTEAF funds to help pay for the proposed Labree Road interchange project. Since these funds are competitive and points are given for multi-jurisdiction participation in projects, the county is asking that the city indicate support for this interchange project and provide financial participation of \$1,000. Mr. Heid reviewed what the benefits of this project would be to the city.

Councilor Spahr moved to support the Labree Road interchange project and authorize financial participation of \$1,000 toward the project. The motion was seconded by Councilor Zylstra and carried unanimously.

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

a. **County-wide Housing Needs Analysis.** Mr. Campbell distributed the County-wide Housing Needs Analysis to the city council. He stated that the document will be reviewed during a work session beginning at 2:00 p.m. at the council's next regular meeting on January 23.

b. **Meeting Reminders.** Mr. Campbell reminded the council about upcoming meetings including: 1) GMA Task Force, January 9, beginning at 7:00 p.m.; and 2) workshop regarding urban growth boundaries, January 12, beginning at 1:00 p.m.

c. **Downtown Parking.** Councilor Hamilton stated that he has been approached by a couple of people regarding downtown parking. They say now that on-street parking is being enforced so effectively they are trying to get parking lot permits, but none are available. Councilor Hamilton asked if there were any plans on how to handle the problem.

Dennis Dawes, staff support to the Parking Commission, stated that there are a few parking lot spaces available and staff will be going down the waiting list to fill those spots. He added that selected sections along the streets have been increased in allowable hours for parking.

Following council discussion Councilor Roewe suggested that the downtown businesses work with Twin Transit to establish a park-and-ride.

d. **AWC Convention.** Mayor Hatfield announced that the AWC City Legislative Action Conference will be held February 22-23 at the Tyee.

Mr. Campbell stated that registrations should be turned into city hall as soon as possible.

e. **Airport Board.** Councilor Pope requested that the Airport Board be invited to the next council meeting to give a status report on airport activities.

10. **Executive Session - Pursuant to R.C.W. 42.30.140(4) Regarding Labor Negotiations and 42.30.110(i) Regarding Litigation.** The mayor announced that the Council would convene into executive session at 3:45 p.m. until 4:15 p.m. and no action would be taken following the executive session. At 4:05 p.m. the mayor reopened the regular meeting.

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

January 23, 1995

The Chehalis city council met in regular session on Monday, January 23, 1995, in the Chehalis city hall. Mayor Hatfield called the meeting to order at 3: 00 p.m. and the following council members were present: Bud Hatfield, Dr. Isaac Pope, Bob Spahr, Joyce Venemon, and Dave Zylstra. Councilor Scott Hamilton arrived at 3:02 p.m. Councilor Vivian R(ewe was absent (excused). Staff members present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director/City Clerk; Randy Hamilton, Chief of Police & Fire Services; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Ray Muyskens, Community Services Director; Joanne Schwartz, Personnel Officer; Dennis Dawes, Deputy Chief for Police Services; and Caryn Foley, Deputy City Clerk. Members of the news media present included John Pierce of The Chronicle.

1. **Consent Calendar.** Councilor Pope moved to approve the January 23, 1995, Consent Calendar comprised of the following items:

- a. Minutes of the regular city council meeting of January 9, 1995;
- b. December 30, 1994, Payroll Vouchers No. 27089 - 27261 in the amount of \$360,721.85; Transfer Voucher No. 1377 in the amount of \$26,355; Transfer Voucher No. 1378 in the amount of \$578.64; Transfer Voucher No. 1379 in the amount of \$43,000; and December 31, 1994, Claims Vouchers No. 33571 - 33712 in the amount of \$167,682.32; and
- c. Authorize \$5,000 from the public facilities reserve fund to purchase and install a pool slide.

The motion was seconded by Councilor Zylstra and carried unanimously.

2. **Citizens Business - Airport Board Update.** Airport Board chair Dennis Dawes gave a brief report on recent activities of the Airport Board. Among other highlights, Mr. Dawes stated that the Board has agreed to contribute \$4,000 toward the Chamber of Commerce Way signalization project. In addition, a subcommittee has been formed to generate ideas on how to invest the money received from Wal*Mart.

Councilor Hamilton asked who is marketing other available airport property.

Mr. Dawes stated that a subcommittee is overseeing that at this time.

Councilor Pope suggested that the city discontinue its \$ 1,000 contribution to the airport since it has become financial secure from the Wal*Mart lease.

Mr. Campbell stated that the intergovernmental agreement between Chehalis, Centralia and Lewis County requires that the contribution be made.

Mayor Hatfield directed the City Manager to contact Centralia and Lewis County to see how they feel about amending the agreement to discontinue annual contributions to the airport.

3. **Zone Parking Update.** Dennis Dawes stated that the city is still waiting for OCS - the company which the computer system was purchased from - to install the necessary software to get the program up and running. Signs have been posted downtown to inform citizens about zone parking. In addition, a parking guide has been created and will be distributed at various locations around town.

Mayor Hatfield asked when the program would be implemented.

Mr. Dawes stated that it was hard to estimate, but possibly within the next two weeks.

4. **Contract for Building Needs Analysis Study.** Mr. Campbell stated that a letter of understanding regarding the scope of work and a proposed contract with Northwest Architectural Company was included in the agenda report.

Dale Brookie, of the Northwest Architectural Company, reviewed past projects that he has been involved in, including several projects in Chehalis. Mr. Brookie introduced Mr. Sam Sampson of Sampson & Associates, a subcontractor to Northwest, who will also be working on the city's project. He stated that Mr. Sampson's expertise is in public safety buildings and jails. Mr. Brookie explained that there would be four phases of the project, including a space needs analysis, a site analysis, a cost and funding analysis, and a graphic presentation. A draft preliminary report will be ready for council review in about one month.

Mayor Hatfield noted that the contract provides that costs shall not exceed \$30,000.

Mr. Brookie stated that was correct unless extenuating circumstances arose that were beyond their control.

Councilor Hamilton moved to approve the contract with Northwest. The motion was seconded by Councilor Zylstra and carried unanimously.

5. **Resolution No. 1-95, First Reading - Establishing an Order of Procedure for City Council Meetings, and Resolution No. 2-95, First Reading - Setting, February 13, 1995, at 3:10 p.m. as the Date and Time for a Public Hearing Concerning the Petitioned Vacation of the Alley Southerly of NE North Street between N Market Boulevard and NE Washington Avenue.** Councilor Zylstra moved to suspend the rules requiring two readings of a resolution. The motion was seconded by Councilor Spahr and carried unanimously. Councilor Zylstra then moved to adopt Resolution Nos. 1-95 and 2-95 on first and final readings. The motion was seconded by Councilor Venemon.

Councilor Spahr asked that the items be acted upon separately because of a conflict of interest regarding Resolution No. 2-95.

Mayor Hatfield approved Councilor Spahr's request and stated that Resolution No. 1-95 would be discussed first.

Following discussion of two proposed changes to the resolution, the motion to adopt Resolution No. 1-95 on first and final reading carried unanimously.

The motion to adopt Resolution No. 2-95 carried unanimously.

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

a. **Follow-up on TMDL Study.** Mr. Campbell stated that since the release of DOE's TMDL study city staff have been meeting with other local public entities and private businesses that will be or potentially might be affected by the implementation of the study recommendations. No formal response has been received from DOE to comments and questions that were sent to them during the public comment period.

Barry Heid talked about additional alternatives that have been discussed on how to proceed with the recommendations of the TMDL study.

b. **Health Advisory Board Report.** Councilor Pope stated that birth certificates are now available through Lewis County instead of having to go through the state.

c. **American Crossarm Site.** Councilor Hamilton stated that he attended a meeting regarding cleanup of the American Crossarm site. Work will begin this spring.

d. **RTPO Report.** Councilor Hamilton informed the Council that the RTPO changed its bylaws because of trouble with attendance. A quorum will now be considered as two-thirds of the people in attendance. He stated that a problem could arise since there are paid people on the RTPO. Those people could conceivably get together and approve changes without any representation at all.

e. **Growth Management.** Mayor Hatfield reported that staff from the cities of Chehalis and Centralia and Lewis County, along with Port of Chehalis staff, met with 18th and 20th District representatives and senators.

One topic of discussion was a bill that would allow counties of 75,000 or fewer people to opt out of growth management planning. He stated that a letter of support has been sent to legislators.

f. **Electronic Home Monitoring**. Mayor Hatfield stated that through the efforts of the Municipal Court and Police Department, the EHM program saved the city about \$43,000. Mayor Hatfield congratulated Becky Fox and Randy Hamilton.

7. **Work Session - 1995-99 Capital Improvement Plan**. The Council reviewed the proposed 1995-99 CIP. Barry Heid and Jo Ann Hakola presented the report.

Councilor Hamilton moved to set the date of February 13, at 3:15 p.m. to conduct a public hearing on the proposed CIP. The motion was seconded by Councilor Zylstra and carried unanimously.

8. **Work Session - Lewis County Housing Needs Assessment**. Mr. Campbell stated that the city received a grant to conduct a county-wide housing needs assessment. A committee was appointed by the county commissioners and the committee has presented a needs analysis.

Ray Muyskens reviewed the report and discussed the recommendations with the Council.

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

February 13, 1995

The Chehalis city council met in regular session on Monday, February 13, 1995, in the Chehalis city hall. Mayor Hatfield called the meeting to order at 3:00 p.m. and the following council members were pre-sent: Scott Hamilton, Bud Hatfield, Dr. Isaac Pope, Vivian Roewe, Bob Spahr, Joyce Venemon, and Dave Zylstra. Staff members present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director/City Clerk; Randy Hamilton, Chief of Police & Fire Services; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Bob Nacht, Community Development Manager; Joanne Schwartz, Personnel Officer; and Caryn Foley, Deputy City Clerk. Members of the news media present included John Pierce of The Chronicle.

1. **Consent Calendar.** Councilor Zylstra moved to approve the February 13, 1995, Consent Calendar comprised of the following items:

- a. Minutes of the regular city council meeting of January 23, 1995;
- b. January 27, 1995, Claims Vouchers No. 33784 - 33932 in the amount of \$279,037.21; and the Claims Voucher correction dated December 31, 1994;
- c. Reappointment of Jim Fechtner to the Parking Commission for a four-year term expiring February 28, 1999;
- d. Reappointment of John McKerricher and Donna Karvia to the Historic Commission for three-year terms expiring December 31, 1997; and
- e. Appointments to the Planning Commission: John McKerricher to fill the unexpired term of Bob Wyman expiring September 20, 1996; Gregory Hill to fill the unexpired term of Jim Day expiring May 31, 1997; and Rob Newgard and Carol Lansing to new four-year terms expiring May 31, 1998.

The motion was seconded by Councilor Venemon and carried unanimously.

2. **Public Hearings - Vacation of the Alley Southwesterly of NE North Street between N Market Boulevard and NE Washington Avenue and the Proposed 1995-99 Capital Improvement Plan.** The Mayor closed the regular meeting and opened the public hearing at 3:05 p.m. There being no public comment on either item the public hearing was closed and the regular meeting was reopened at 3:06 p.m.

3. **Ordinance No. 564-B, First Reading - Providing for the Vacation of the Alley Southwesterly of NE North Street between N Market Boulevard and NE Washington Avenue.** Councilor Spahr excused himself from discussion and action of the item because of a conflict of interest.

Councilor Roewe moved to accept the vacation. The motion was seconded by Councilor Venemon and carried unanimously.

4. **Resolution No. 3-95, First Reading - Adopting the 1995-99 Capital Improvement Plan.** Councilor Pope moved to suspend the rules requiring two readings of a resolution. The motion was seconded by Councilor Zylstra and carried unanimously. Councilor Pope then moved to adopt Resolution No. 3-95 on first and final reading. The motion was seconded Councilor Venemon.

Following some questions from Councilors Spahr and Hamilton, the motion carried unanimously.

5. **Ordinance No. 564-B.** Councilor Roewe stated that as a point of order she would like to return to the agenda item regarding Ordinance No. 564-B. Councilor Roewe moved to suspend the rules requiring two readings of an ordinance. The motion was seconded by Councilor Zylstra and carried unanimously. Councilor Pope then moved to pass Ordinance No. 564-B on first and final reading. The motion was seconded by Councilor Zylstra and carried unanimously. Councilor Spahr abstained from voting because of a conflict of interest.

6. **Citizens Business - Parking Commission Appointment**. Chuck Haunreiter addressed the Council regarding the appointment to the Parking Commission which the council previously took action on under the Consent Calendar. Mr. Haunreiter stated that he was an applicant for the position on the Parking Commission. He stated that he wanted to be a member to represent the downtown residents. He did not feel that those people have been represented fairly by the Commission, and that the Commission has been acting inappropriately.

7. **Ordinance No. 562-B, First Reading – Adopting the State Fireworks Law and Establishing Fees for Fireworks Sale Permits**. Mr. Campbell stated that the proposed ordinance is to replace an existing ordinance regarding the sale of fireworks, that does not establish fees for the issuance of a fireworks license.

Councilor Pope expressed his concern that no requirements for liability insurance are included in the proposed ordinance.

Mr. Hillier stated that state law requires premises liability insurance at the site of the stand.

Councilor Hamilton asked if a general business license is also required.

Ms. Hakola explained that most organizations that sell fireworks are nonprofit and should register with the city, but no fees are collected. If the organization is a regular business they are required to have a business license for each location.

Mr. Campbell stated that staff can look into the issue of insurance and the different requirements that may be available for fireworks stands.

Councilor Hamilton moved to suspend the rules requiring two readings of an ordinance. The motion was seconded by Councilor Zylstra and carried unanimously. Councilor Hamilton then moved to pass Ordinance No. 562-B on first and final reading. The motion was seconded by Councilor Spahr and carried by a vote of 6 ayes and 1 nay. Councilor Pope cast the dissenting vote.

8. **Ordinance No. 563-B, First Reading - Adopting Development Guidelines and Public Works Standards**. Mr. Heid stated that changes have been made to the document since the January 9 council meeting when the document was presented. Mr. Heid reviewed the proposed changes. He added that additional modifications will be made prior to the second reading of the ordinance.

Councilor Spahr thought it would be a good idea to involve local contractors in developing documents such as this.

Councilor Zylstra moved to pass Ordinance No. 563-B on first reading. The motion was seconded by Councilor Roewe and carried unanimously.

9. **Resolution No. 4-95, First Reading - Creating and Establishing a Local Vendor Bid Advantage**. Councilor Roewe moved to adopt Resolution No. 4-95 on first reading. The motion was seconded by Councilor Spahr. The resolution would establish a local vendor bid advantage of five percent.

Mayor Hatfield felt the percentage should be ten or fifteen.

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

10. **Resolution No. 5-95, First Reading - Accepting the Lewis County Needs Assessment Task Force Housing Needs Assessment Project**. Mr. Campbell stated that this document was discussed during a work session at the last council meeting that was prepared by a county-wide housing task force over the last year.

Councilor Roewe moved to adopt Resolution No. 5-95 on first reading. The motion was seconded by Councilor Zylstra and carried unanimously.

11. **Property Transfer with Airport Board.** Mr. Campbell stated that quit claim deeds have been prepared by the City Attorney to turn over responsibility for the relocated and extended Louisiana Avenue to the city (Parcel A), and to transfer two smaller properties to the airport board (Parcels B and C). One of the parcels would provide a small piece of property to the airport board to lease. He added that there is no particular benefit to the city to retain these parcels.

Following council discussion, Councilor Hamilton moved to table the transfer of the property until it is clear what exactly is being transferred. The motion was seconded by Councilor Spahr.

Mr. Hillier pointed out that the parcel that Councilor Hamilton was concerned with only consisted of 0.21 acres.

Councilor Hamilton withdrew his motion.

Councilor Roewe then moved approve the quit claim deeds and authorize the Mayor to sign those pertaining to Parcels B and C. The motion was seconded by Councilor Venemon and carried unanimously.

Councilor Pope requested that staff request a copy of the Airport Board's 1995 budget.

12. **Wastewater Treatment Plant Waste Grit Removal System Replacement.** Mr. Heid stated that the grit removal system at the wastewater treatment plant failed in October of last year. He reviewed the three options that were considered. The staff recommendation was to install a WEMCO hydrogritter.

Councilor Hamilton moved to authorize staff to proceed with the purchase and installation (including engineering costs) to install a WEMCO hydrogritter at the wastewater treatment plant at an estimated cost of \$58,075 to be taken from the sewer fund plant facilities reserve account. The motion was seconded by Councilor Venemon and carried unanimously.

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

a. **Insurance Comparisons.** Mr. Campbell stated that the report was prepared at the response of the council to review the available alternatives for insurance that the city could purchase. The report outlined a comparative analysis of Washington Cities Insurance Authority rates to those of the Association of Washington Cities Risk Management Service Agency and Petra Insurance.

Joanne Schwartz recommended that the city stay with the Washington Cities Insurance Authority pool.

Mayor Hatfield thanked Ms. Schwartz for the excellent summary of comparisons.

b. **Foreign Trade Zone Hearing.** Mr. Campbell stated that the U.S. Department of Commerce has tentatively scheduled a public hearing on March 15 on the proposed South Puget Sound foreign trade zone of which the city is a party to.

Mayor Hatfield and Councilor Spahr stated that one of them would be at the hearing.

c. **Councilor Roewe's Resignation.** Councilor Roewe announced that effective March 1, she would be resigning her District 2 position on the council. Mrs. Roewe explained that she is moving out of her district.

d. **Upcoming Conferences.** Mayor Hatfield reminded the council that the 1995 AWC Annual Legislative Action Conference will be held February 22-23, and the AWC Annual Convention is scheduled for June 28-30 in Seattle.

14. **Executive Session.** Mayor Hatfield announced that the council would convene into executive session pursuant to RCW 42.30.110(i) at 4:15 p.m. for ten minutes and no action would be taken following the executive session.

Following the executive session the Mayor reopened the regular meeting and immediately adjourned the regular meeting at 4:21 p.m.

February 27, 1995

The Chehalis city council met in regular session on Monday, February 27, 1995, in the Chehalis city hall. Before the meeting was called to order, Mayor Hatfield stated that on November 13, 1975, the Chehalis city council held its first meeting under the council-manager form of government and the mayor that called that meeting to order was Vivian Roewe. Mayor Hatfield stated that since this would be Councilor Roewe's last meeting due to her resignation he would like to turn the meeting over to her.

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

1. **Employee Service Award**. Public Works employee Verna King was presented a fifteen-year service award.
2. **Consent Calendar**. Councilor Venemon moved to approve the February 27, 1995, Consent Calendar comprised of the following items:
 - a. Minutes of the regular city council meeting of February 13, 1995;
 - b. January 31, 1995, Payroll Vouchers No. 27262 - 27410 in the amount of \$337,775.28; Transfer Voucher No. 1381 in the amount of \$990.02; and Transfer Voucher No. 1382 in the amount of \$43,000; and
 - c. Final Pay Estimate for the reservoir cover project in the amount of \$2,646.09 to C.W. Neal Corporation and final acceptance of project.

The motion was seconded by Councilor Zylstra and carried unanimously.

3. **Citizens Business - Lewis County Guardian ad Litem Program**. Becky Clark, Guardian ad Litem Coordinator for Lewis County Juvenile Services, addressed the council about the program. She stated that it was started in 1989, but has been struggling. Grant funding was obtained to hire a coordinator to recruit and train volunteers to be lay persons in the juvenile court system in child dependency hearings. Ms. Clark stated that an orientation will be held on March 1 for interested persons followed by about thirty hours of training scheduled for April. She then showed a short video about the program. Ms. Clark added that people who work full time can also be a volunteer. Each case can last anywhere from five to ten hours per month.

4. **Resolution No. 4-95, Second Reading – Creating and Establishing a Local Vendor Bid Advantage**. Councilor Pope moved to adopt Resolution No. 4-95 on second and final reading. The motion was seconded by Councilor Zylstra and carried unanimously. The resolution establishes a local vendor bid advantage of five percent.

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

5. **Resolution No. 5-95, Second Reading - Accepting the Lewis County Needs Assessment Task Force Housing Needs Assessment Project**. Mayor Hatfield moved to adopt Resolution No. 5-95 on second and final reading. The motion was seconded by Councilor Hamilton and carried unanimously.

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

a. **Fourth Quarter 1994 Analysis of Revenues and Expenditures**. Jo Ann Hakola presented the report. She stated that the city is probably in the best shape it has been for ten years. Sales/use tax came in ahead of what

was budgeted, as did telephone and gas utility taxes. She stated that expenditures were under and the year was started with a much greater beginning fund balance than was expected.

b. **Council Goals Update.** Mr. Campbell presented the fourth quarterly status report on the 1994-95 council goals. Those goals that were highlighted included growth management planning, Chamber of Commerce Way traffic control improvements, Market Boulevard and other street improvement overlays, planning for city hall/library space improvements and public safety building relocation, Snively area storm drainage improvements, and the evaluation of property/liability insurance coverages.

c. **Re-assigning Councilor Roewe's Committee Responsibilities.** Mayor Hatfield stated that Councilor Roewe represents the city on four committees that will need to be reassigned. He stated that if any council member is interested in any of the committees to let Mr. Campbell know. Mayor Hatfield stated that he would attend the next Twin Transit Board meeting.

d. **Health Advisory Board.** Councilor Pope stated that an ordinance was passed regarding the installation of septic systems which will affect growth management planning.

e. **AWC Legislative Conference.** Mayor Hatfield stated that the conference held a lot of discussion on water rights, property rights, and growth management.

f. **Reception for Councilor Roewe.** Mr. Campbell passed out invitations to a reception for retiring Councilor Roewe which will be held March 16 from 4:30 to 7:00 p.m.

Mayor Hatfield read a letter from Mayor Raymond T. Reep, Jr. of the city of Mount Vernon in recognition of Councilor Roewe's retirement.

7. **Executive Session.** Acting Mayor Roewe announced that the council would convene into executive session pursuant to RCW 42.30.140(4) relating to labor contract negotiations at 3:55 p.m. for ten minutes and no action would be taken following the executive session. Following the executive session, the acting mayor reopened the regular meeting at 4:00 p.m.

8. **Airport Board.** Councilor Pope stated that he met with the city's airport board representatives recently. He added that he also invited the city of Centralia and Lewis County airport board representatives, but they did not attend the meeting. He stated that at that meeting he asked the airport board to give each of the three entities \$100,000. He explained that out of that money, he is suggesting that each entity put \$25,000 into looking at a regional water and sewer system. The remainder of the money would be used for quality of life issues relating to parks and recreation. Councilor Pope stated that he has asked staff from the Association of Washington cities to review the current contract between the airport and the three entities. They in turn, sent the contract to Municipal Research & Services Center for review.

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

March 13, 1995

The Chehalis city council met in regular session on Monday, March 13, 1995, in the Chehalis city hall. Mayor Hatfield called the meeting to order at 3:00 p.m. and the following council members were present: Scott Hamilton, Bud Hatfield, Dr. Isaac Pope, Bob Spahr, and Dave Zylstra. Councilor Joyce Venemon was absent. 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; Becky Fox, Court Administrator; and Caryn Foley, Deputy City Clerk. Members of the news media present included John Pierce of The Chronicle.

1. **Consent Calendar.** Councilor Spahr moved to approve the March 13, 1995, Consent Calendar comprised of the following items:

- a. Minutes of the regular city council meeting of February 27, 1995;
- b. February 15, 1995, Claims Vouchers No. 33933 - 34104 in the amount of \$150,241.38; February 27, 1995, Claims Vouchers No. 34105 - 34227 in the amount of \$67,053.34; February 28, 1995, Payroll Vouchers No. 27411 - 27558 in the amount of \$339,977.58; and Transfer Voucher No. 1383 in the amount of \$633.16;
- c. Dispatch services agreement with Lewis County for police and fire emergency communications; and
- d. Amendment No. 2 to the 1990 agreement for sewer rehabilitation engineering services with Gibbs & Olson.

The motion was seconded by Councilor Zylstra.

Following comments made by Councilor Spahr regarding item "c", the motion carried by a vote of 4 ayes and 1 nay. Councilor Pope cast the dissenting vote against item "c".

2. **Citizens Business - Historic Preservation Commission Annual Report.** Dr. Hank Kirk, chair of the Historic Preservation Commission, reported on the commission's activities during 1994. He noted that long-time member Barbara Wood has planned to resign from the commission and he asked that applications be sought to fill her position. Dr. Kirk also noted that the commission will be asking for funding from the city's 1996 budget for various activities and projects planned by the commission.

3. **Proclamations - Bearcat Week.** Mayor Hatfield read and presented proclamations to the W.F. West High School boys and girls basketball teams for finishing 5th and 8th respectively in the AA championship basketball tournament.

4. **Ordinance No. 565-B. First Reading – Repealing an Ordinance Relating to the Licensing of Auctioneers.** Councilor Hamilton moved to suspend the rules requiring two readings of an ordinance. The motion was seconded by Councilor Zylstra and carried unanimously. Councilor Hamilton then moved to pass Ordinance No. 565-B on first and final reading. The motion was seconded by Councilor Pope and carried unanimously. The ordinance repeals Ordinance No. 497-B which required a special license for auctioneers. A general license will still be required.

5. **Ordinance No. 566-B. First Reading - Establishing a Code of Conduct for Receipt of Federal and State Grants.** Councilor Zylstra moved to suspend the rules requiring two readings of an ordinance. The motion was seconded by Councilor Hamilton and carried unanimously. Councilor Zylstra then moved to pass Ordinance No. 566-B on first and final reading. The motion was seconded by Councilor Pope and carried unanimously. The ordinance reinforces the policy that city employees, officers or agents do not benefit in any manner from funds provided through state or federal agencies.

6. **Agreement for Engineering Services with Gibbs & Olson, Inc. for a TMDL Study Review and Seminar.** Mr. Campbell stated that the upper Chehalis River dry season total maximum daily load (TMDL) study released by the Washington State Department of Ecology will require that all the agencies effected by the study

come together and agree on how to address the cleanup of the river. He explained that the proposed agreement with Gibbs & Olson is the result of working with other public agencies and private entities regarding how to best proceed in the short-term in getting community participation, understanding and awareness in coming up with answers to the TMDL study problems that were identified. The agreement would provide for a public comment and review process, and would provide for an independent engineering review of the TMDL study by alternate engineers from DOE. The seminar will consist of a one-day preliminary meeting, followed by a more intensive two-day meeting. The cost of the seminar will be \$48,800 to be shared by a number of jurisdictions including Lewis County, Chehalis Power, Inc., Darigold, and the city of Centralia.

Mayor Hatfield directed staff to send letters to the Port of Chehalis, the Chehalis Industrial Commission, and National Frozen Foods to participate in and help fund the seminar.

Councilor Spahr moved to authorize acceptance of the agreement with Gibbs & Olson, Inc., as the lead agency on behalf of all the participating jurisdictions and organizations, for engineering services for the amount not to exceed \$49,800. The motion was seconded by Councilor Zylstra and carried unanimously.

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

a. **Council District 2 Vacancy.** Mayor Hatfield stated that three applications were received to fill the vacancy and have been distributed to the council. He recommended that the council review the applications over the next two weeks and make an appointment at the next regular meeting scheduled for March 27.

b. **LEOFF Board.** Mr. Campbell stated that a letter was received from Lewis County regarding the vacancy on the LEOFF Board due to former Councilor Roewe's resignation. He stated that if any councilmember is interested in filling the position the county must be notified by March 27. Mayor Hatfield stated that he was willing to submit his name for election by the board.

c. **Reception for former Councilor Roewe.** Mayor Hatfield reminded the council about the reception for former Councilor Roewe on March 16 from 4:30 to 7:00 p.m. at the Activity Building at Henderson Park.

d. **Growth Management Planning.** Councilor Spahr stated that the council GMA planning committee met today and will be reviewing the county-wide planning policy over the next few weeks.

e. **Foreign Trade Zone.** Mr. Campbell stated that an FTZ public hearing on the proposed South Puget Sound FTZ is scheduled for March 22, beginning at 9:00 a.m. Mayor Hatfield or Councilor Spahr will represent the city at the hearing.

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

March 27, 1995

The Chehalis city council met in regular session on Monday, March 27, 1995, in the Chehalis city hall. Mayor Hatfield called the meeting to order at 3:00 p.m. and the following council members were present: Scott Hamilton, Bud Hatfield, Bob Spahr, Joyce Venemon, and Dave Zylstra. Councilor Isaac Pope was absent. Staff members present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director/City Clerk; Randy Hamilton, Chief of Police & Fire Services; Barry Heid, Public Works Director; Bill Hillier, City Attorney; 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. **Presentation.** The Mayor presented former Councilor Roewe with a watch with the city's logo and her name on it, on behalf of the city.

2. **Presentation.** A certificate of appreciation was presented to Barbara Wood for six years of service on the city's Historic Preservation Commission.

3. **Presentation.** Mayor Hatfield presented certificates of competency from the Washington State Water and Wastewater Operator Certification Board of Examiners, to John Barton as a Cross Connection Control Specialist 1 and to Don Schmitt as a Water Distribution Manager 2.

4. **Consent Calendar.** Councilor Spahr moved to approve the March 27, 1995, Consent Calendar comprised of the following items:

a. Minutes of the regular city council meeting of March 13, 1995; and

b. March 15, 1995, Claims Vouchers No. 34228 - 34399 in the amount of \$121,967.05. The motion was seconded by Councilor Hamilton and carried unanimously.

5. **Spring Rally.** Barry Heid stated that, as in the past, a brush chipper will be used to chip branches and limbs throughout the residential areas of the city. The material will be taken to the organic dump/compost site at Hedwall Park or to people who request the material for mulching or composting. In addition, the county has decided to lower the costs at the transfer station to encourage cleanup efforts in the Twin Cities. On two days tipping fees will be reduced from \$95 per ton to \$40-44 per ton, and the costs for appliances and tires will be cut in half. The fees will only be reduced if the materials are delivered by Superior Refuse or city trucks. Hand-n-Hand Recycling will also take appliances under certain conditions at no cost during that week, and Superior Refuse will make special recycling material runs if specific arrangements are made with them. If the council approved this expanded program, funds could be taken from the garbage fund.

Councilor Hamilton moved to authorize participation in the solid waste and recyclable collection offered by the county, with the tipping fees and recycling charges to be taken from the garbage fund. The motion was seconded by Councilor Venemon and carried unanimously.

Mayor Hatfield noted that spring rally activities would be held April 17-21.

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

a. **Status of Chamber of Commerce Way Traffic Signal Installation Project.** Alan Lobdell, Lewis County Special Projects Engineer provided a status report on the signal installation projects. Mr. Lobdell stated that the National Avenue intersection project received federal funding on February 23. Plans and specifications for that intersection and the State Street intersection should be ready by the end of April.

Councilor Hamilton asked when the signals would be functional.

Mr. Lobdell stated that the entire process usually takes about 180 days, so the signals would probably not be functional until the end of the year.

Councilor Hamilton asked if all the signals will be coordinated so traffic does not become backed up.

Mr. Lobdell stated that the lights will be coordinated for smooth traffic flow.

Councilor Spahr asked about the status of the signalization project at Parkland and Interstate.

Mr. Heid stated that that project will be bid with the Chamber of Commerce Way signalization projects.

Mr. Dick Fleming of Lewis County, stated that the hardware for the Parkland/Interstate project is being stored at the county shop so it will be able to be installed much sooner than the other projects.

Mr. Buck Hubbert, representing Tire, Inc. addressed the council regarding a letter from DOWL Engineers about interim traffic control measures. The letter stated that flagmen will be used during the first few days after the opening of the new Wal*Mart store. He thanked the city for requesting the flagmen as long as they are needed because the opening of the store will create a lot of additional traffic.

Mr. Hubbert also expressed concern about the Parkland/Interstate signalization project. He stated that many agencies and businesses contributed funds from their 1994 budgets toward the project. He asked that plans for the project be taken care of as soon as possible so those funds can be accounted for since a new budget year as begun.

b. **Polygraph Program.** Mr. Campbell stated that a police sergeant is training to become a polygraphist. This program is a service that the police services division has been interested in for quite some time.

Randy Hamilton stated that there have been more and more cases that a polygraph could be used as an investigative tool. He explained that outside agencies have been used in the past and is becoming difficult to schedule. Funding was budgeted in the 1995 budget for the required training for Sgt. Steve Birley. Chief Hamilton stated that Sgt. Birley will be purchasing the equipment himself and has consented to signing an agreement to commit to five more years of service with the department.

Councilor Hamilton noted that the agenda report stated that 75 to 100 polygraph exams would be done in a year. He asked what the past experience has been for exams.

Chief Hamilton stated that about one exam has been done each month.

Councilor Hamilton asked why Sgt. Birley was selected to receive the training if he expected to retire in the next few years.

Chief Hamilton explained that an experienced person is needed for this position and he is the most qualified given his investigative and interview experience.

Councilor Hamilton asked if Sgt. Birley has signed the agreement yet.

Chief Hamilton stated that the agreement has been drawn by the city attorney's office.

Bill Hillier stated that the agreement has not yet been signed because Sgt. Birley is already in training in California.

On another matter, Mayor Hatfield asked if the computer system is being used yet for parking enforcement.

Becky Fox stated that the necessary software has not been installed in the computer system yet.

Mayor Hatfield asked when the system would be operable.

Chief Hamilton stated that he did not know. The police services staff that has been working on installing the equipment is now on graveyard shift and is unable to do the work at this time. Chief Hamilton stated that he would work on the problem this week.

In regard to the polygraph program, Mayor Hatfield asked why Sgt. Birley was purchasing the equipment and not the city.

Chief Hamilton stated that he did not budget for the equipment which would cost about \$2,000.

Mayor Hatfield suggested that it may have been wiser for the city to purchase the equipment and have a little more control over it.

c. **Appointment to Council District 2 Vacant Position.** Ballots with each of the council members' names on them were distributed to select a new person to fill the vacant Council District 2 position left by Vivian Roewe. After tabulating the ballots, Mr. Campbell announced that all five ballots were cast for Mattie Kirk. Other applicants included C. Tad Devlin and Roy Kalich.

d. **Meeting Reminders.** Mr. Campbell reminded the council about upcoming meetings including: Washington Avenue neighborhood meeting, March 27, at 7:00 p.m.; building needs analysis committee, March 28, at 7:00 p.m.; and GMA council subcommittee, March 30, 9:00 a.m.

7. **Executive Session.** Mayor Hatfield announced that the council would convene into executive session at 3:45 p.m. for approximately 15 minutes pursuant to RCW 42.30.140(4) - Labor Negotiations, and RCW 42.30.110(b) - Real Estate. He stated that action may be taken following the executive session.

Following the executive session, the Mayor reopened the regular meeting at 4:10 p.m. and immediately adjourned the meeting.

April 10, 1995

The Chehalis city council met in regular session on Monday, April 10, 1995, in the Chehalis city hall. Mayor Hatfield called the meeting to order at 3:00 p.m. and the following council members were present: Scott Hamilton, Isaac Pope, Bob Spahr, Joyce Venemon, Dave Zylstra, and Bud Hatfield. Staff members present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director/City Clerk; Randy Hamilton, Chief of Police & Fire Services; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Ray Muyskens, Community Services Director; Joanne Schwartz, Personnel Officer; Becky Fox, Court Administrator; and Caryn Foley, Deputy City Clerk. Members of the news media present included John Pierce of The Chronicle.

1. **Oath of Office for Mattie Kirk.** Municipal Court Judge Richard Brosey administered the oath of office to Mattie Kirk who was appointed by the council to fill the unexpired term of Vivian Roewe for Council District No. 2. Councilor Kirk then took her place at the council table.

2. **Proclamation.** Mayor Hatfield read a proclamation designating April 17-23 as Earth Week.

3. **Presentation.** Firefighter Kevin Curfman presented a plaque to Mrs. Dean Young in honor of her late husband who served as a chaplain to the Lewis County Chaplaincy Services. Kevin also displayed a plaque in memory of Dean Young that will hang at the fire station.

4. **Employee Service Award.** Linda Webb was recognized for ten years of service at the Community Services Department.

5. **Swearing-in of New Police Officers.** Chief Hamilton conducted the swearing-in of two new patrolmen to the Police Services Division. The new officers, Jeff Elder and Dave Parkinson, recently completed their training at the police academy.

6. **Consent Calendar.** Councilor Spahr moved to approve the April 10, 1995, Consent Calendar comprised of the following items:

- a. Minutes of the regular city council meeting of March 27, 1995; and
- b. March 30, 1995, Claims Vouchers No. 34400 - 34543 in the amount of \$148,239.64.

The motion was seconded by Councilor Pope and carried unanimously.

7. **Lewis County Center Annual Report.** Dr. Peter Hendrickson presented the Lewis County Center annual report for 1994. He stated that 1994 was a productive year for the Center and highlighted some of the activities that took place. Dr. Hendrickson thanked the city for their continued support of the Center.

Lynn West, office manager for the Center, noted a few of the upcoming events that are being planned including the 5th annual Taste of the Arts festival.

8. **Resolution No. 6-95 - First Reading - Creating and Establishing a Departmental Money Management Program.** Jo Ann Hakola explained that staff was trying to find a way to reward people if they were doing a good job. A policy was created and is attached to the proposed resolution which explains that if money is saved by a department it may be reappropriated for new capital or a new program within that department. She noted that the policy is not meant to "short" any current programs/services or to encourage budget "padding."

Councilor Venemon moved to adopt Resolution No. 6-95 on first reading. The motion was seconded by Councilor Pope.

Councilor Hamilton expressed concern that enough money may be created and that needs in other departments may be overlooked if money is reappropriated to a specific department and not to the General Fund.

Ms. Hakola didn't think that substantial amounts of savings would be seen since everyone is pretty conservative with regard to budgeting.

Councilor Zylstra asked who would have the final say in reappropriating money.

Ms. Hakola stated that either the city manager or the council would have that authority.

Following further discussion, the motion carried unanimously.

9. **Telephone System Replacement.** Jo Ann Hakola stated that a new telephone system would be city-wide and all phones would be compatible and have an intercom system between all departments. Other features would include voice mail and direct dialing to individuals. It is hoped that the system would last at least ten years. Ms. Hakola explained that two proposals were received from Terra Communications (piggybacking on the county's bid process) and War-Mur Electric. Meetings were held with each business and it was determined that the less expensive system would be from Terra Communications at a cost of about \$76,039. She stated that War-Mur's proposal was less expensive in the beginning, but became a cost of about \$100,000 with the addition of added features.

Councilor Kirk stated that the agenda report prepared by Ms. Hakola mentioned that the Lewis County Sheriff's Office is dissatisfied with the system and asked what the perceived inadequacies were.

Ms. Hakola stated that if people are using a rotary telephone it does not function as well. Another difficulty had to do with the fact that they had to talk to automated attendants at other departments within the county.

Councilor Spahr asked if the system could be moved easily if city hall and other departments move to different locations.

Ms. Hakola stated that the system is moveable.

Mr. Rick Smith, representing War-Mur Electric, stated that the proposal that he submitted was \$61,540 plus \$1,700 for equipment for DID lines. The additional features that Ms. Hakola talked about at an additional cost were included in the \$61,540 figure. He added that being a local company his service response time would be faster.

Following discussion, the council agreed to hold a work session regarding the telephone system replacement following the regular city council meeting of May 22.

10. **Request for an L.I.D. South of Town.** Mr. Campbell stated that a petition has been received to extend water and sewer service through the formation of an L. I. D. to an area south of town located on the east side of Jackson Highway near the Rare Plant Nursery.

Barry Heid stated that the original proposal submitted by Mr. Clarence Averon only included a small area. The formation of such a small L.I.D. can be prohibitively expensive to the participants and an administrative headache to staff. He stated that staff's recommendation to such a small L.I.D. would be to deny it. However, since Mr. Averon's original request, he has obtained more signatures from property owners who may be interested in forming an L.I.D. Mr. Heid outlined the area(s) that would be included in the L.I.D. He suggested that since additional signatures have been obtained, a neighborhood meeting be held to discuss a more encompassing area.

Councilor Spahr suggested that the council GMA subcommittee review the proposal and make a recommendation to the council.

Councilor Pope thought the boundaries of the proposed area should be defined before holding such a meeting and invite those property owners to the meeting.

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

a. **Council Committee Assignments.** Mattie Kirk volunteered to be the city's representative on the Lewis County Solid Waste Advisory Committee (SWAC), the Lewis County Historical Museum Board, and the Lewis County Solid Waste Disposal District Executive (Advisory) Committee.

b. **Growth Management Planning.** Councilor Spahr reported that the council's GMA subcommittee continues to meet and is currently reviewing the Lewis County planning policies.

c. **Zone Parking Enforcement.** Chief Hamilton reported that the computer system is up and running at the Police Department and training for police and court staff will be held on April 19 and 20. Implementation of the computer parking enforcement system will follow the training sessions.

d. **Knowledge Bowl.** Councilor Spahr announced that the Chehalis team, represented by Dave Campbell, Vivian Roewe, Patty Talbott, and himself took first place.

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

April 24, 1995

The Chehalis city council met in regular session on Monday, April 24, 1995, in the Chehalis city hall. Mayor Hatfield called the meeting to order at 3:00 p.m. and the following council members were present: Scott Hamilton, Mattie Kirk, Isaac Pope, Bob Spahr, Dave Zylstra, and Bud Hatfield. Councilor Joyce Venemon was absent (excused). Staff members present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director/City Clerk; Randy Hamilton, Chief of Police & Fire Services; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Bob Nacht, Community Development Manager; Joanne Schwartz, Personnel Officer; Becky Fox, Court Administrator; and Caryn Foley, Deputy City Clerk. No members of the news media were present.

1. **Proclamations.** Mayor Hatfield read and presented three proclamations for CROP Walk Week, April 24-May 1; Optimist Day of Non-Violence, May 6; and Better Hearing and Speech Month during the month of May.

2. **Consent Calendar.** Councilor Zylstra moved to approve the April 24, 1995, Consent Calendar comprised of the following items:

- a. Minutes of the regular city council meeting of April 10, 1995;
- b. March 31, 1995, Payroll Vouchers No. 27559 - 27711 in the amount of \$360,103.22; Transfer Voucher No. 1384 in the amount of \$1,081.52; and April 14, 1995, Claims Vouchers No. 34544 - 34709 in the amount of \$194,249.60;
- c. Award bid for wastewater treatment plant grit auger replacement to Triad Mechanical, Inc. in the amount of \$59,806.35; and
- d. Support a new proposed historic district application project and approve funding for a work-study program with a Whitman College student.

The motion was seconded by Councilor Pope.

In regard to item "d", Councilor Hamilton asked what the effect is when an area is declared a historic district as far as property values, and what it means to the owners and to the city.

Mr. Campbell stated that he did not know what the effect has been on property values. He stated that there are some tax credits at the federal level for people that own property that is designated in a historic neighborhood for reinvesting in their property and maintaining its historic character.

The motion carried unanimously.

3. **Resolution No. 6-95, Second Reading – Creating and Establishing a Departmental Money Management Program.** Councilor Pope moved to adopt Resolution No. 6-95 on second and final reading. The motion was seconded by Councilor Hamilton and carried unanimously. The resolution adopts a policy to reward creative, innovative thinking and good money management by city departments, and allows a department that has been conservative and saved money throughout the year to request a reappropriation in the new fiscal year for a capital item or project.

4. **Resolution No. 7-95, First Reading - Set May 22, at 3:10 p.m. for a Public Hearing Regarding a Petition for the Vacation of the Portion of NW Rhode Island Avenue Between NW Averill Street to NW Geary Street, and the Alley Running from NW Rhode Island Avenue to NW State Avenue (State Street) Between NW Averill and NW Geary Streets.** Councilor Zylstra moved to suspend the rules requiring two readings of a resolution. The motion was seconded by Councilor Spahr and carried unanimously. Councilor Zylstra then moved to adopt Resolution No. 7-95 on first and final reading. The motion was seconded by Councilor Spahr and carried unanimously.

5. **Wastewater Treatment Plant National Pollution Discharge Elimination System (NPDES) Permit.**

Mr. Campbell stated that staff is requesting council support regarding modifications to the city's operating processes at the wastewater treatment plant as it relates to the renewal of an NPDES permit.

Barry Heid stated that on April 4, the cities of Chehalis and Centralia, and Darigold met with state Department of Ecology representatives to discuss NPDES permit renewals. DOE stated that the permit requirements will be significantly increased and include additional parameters. Mr. Heid explained what the new requirements are, which include implementing an ordinance that establishes pre-treatment standards (limiting the concentration that industrial/commercial users will be allowed to discharge to the city sewer system). He also discussed the steps that the city can take to try to meet the new requirements.

Councilor Hamilton moved to approve the chemical treatment and modified operational process experiment concept, with a financial cap of \$10,000 this year. The motion was seconded by Councilor Kirk and carried unanimously.

Bill Lotto, Executive Director of the Lewis County Economical Development Council addressed the council regarding the issue. He expressed concern about which industries might be effected by this and to what degree. He stated that it is uncertain if industry is prepared to respond to what DOE will require of the city relating to a pre-treatment ordinance.

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

a. **Community Rating System (CRS) Certification.** A report was prepared by the Community Services Director regarding CRS certification. In 1993, FEMA requested that Chehalis, Centralia and Lewis County participate in the CRS program which comprises 19 categories of activities which are designed to minimize or eliminate property damage and economic losses caused by flooding. These activities are given credits points to qualify agencies for this rating. Each 500 points equals a 5% reduction in flood insurance premiums. Chehalis received 1,081 points and as a result, flood insurance premiums within the city will reflect a rate reduction of 10% after October, 1995.

b. **First Quarter 1995 Budget Status Report.** Jo Ann Hakola provided the council with an analysis of revenue and expenditure activity during the first quarters of 1995 and 1994. She reported that the year was started with a bigger beginning fund balance than was anticipated, and recommended that \$200,000 be dedicated to the Public Facilities Reserve Fund for future capital projects and that a portion be budgeted for the telephone system replacement. Property taxes were slow because they are not due until April. Sales and use tax receipts and electrical utility tax continue to come in as expected. Natural gas utility taxes are ahead of last year's receipts because the second bimonthly payment came in ahead of time. The telephone utility tax is almost the same as last year. State shared revenues are going down because more cities are being incorporated, and fines and forfeits are behind.

c. **1995 Spring Rally Program.** Barry Heid reported that ninety cubic yards of branches and brush were collected which was chipped and disposed of at Hedwall Park and other locations. Nineteen appliances and fifty-one tires were collected.

d. **GMA Update.** Councilor Spahr reported that the council GMA subcommittee met to review the proposed L.I.D. south of town that was discussed at the last council meeting. It was agreed that it fit into the city's long-range plans.

e. **Zone Parking.** Chief Hamilton stated that staff have received training for the computer parking system and tickets will begin being issued on May 1.

f. **Meeting Reminder.** Mr. Campbell stated that the building needs analysis committee will meet on April 25, beginning at 7:00 p.m.

g. **Retrospective Rating.** Joanne Schwartz stated that the city has participated in the Labor & Industries retrospective rating pool for the last four years and has received money back two years in a row. The council

approved that any money received back would be split between the Safety Committee and the other half would be placed into a pool if the city should ever have to pay. The Safety Committee has sponsored training and also decided to reward the city's employees by giving them a small gift for two years of good safety. Becky Fox, vice chair of the Safety Committee and Joanne Schwartz presented calculators to the council.

7. **Executive Session**. Mayor Hatfield stated that the council would convene into executive session at 4:00 p.m. for about 45 minutes pursuant to RCW 42.30.140(4) - Contract Negotiations; 42.30.110(i) – Potential Litigation; and 42.30.140(1) - Permitting Business Activity. He stated that a decision(s) may be made following the executive session.

8. **Bereavement Leave**. Following the conclusion of the executive session the Mayor reopened the regular meeting at 4:40 p.m.

Councilor Spahr moved to approve adding the additional language to the city's employee rules and regulations for non-union employees: "At the discretion of the department head and concurrence by the personnel officer, additional relatives or in-laws may be considered immediate family for purposes of bereavement leave if the department head believes the deceased had a close relationship to the employee or his/her spouse." And in addition, language to the effect that a decision made by department heads shall not set precedent for other departments, as stated by the city attorney. The motion was seconded by Councilor Zylstra and carried unanimously.

There being no further business to come before the Council, the meeting adjourned at 4:43 p.m.

May 8, 1995

The Chehalis city council met in regular session on Monday, May 8, 1995, in the Chehalis city hall. Mayor Hatfield called the meeting to order at 3:00 p.m. and the following council members were present: Mattie Kirk, Isaac Pope, Bob Spahr, Joyce Venemon, and Bud Hatfield. Councilor Scott Hamilton arrived at 3:02 p.m. Councilor Dave Zylstra was absent (excused). Staff members present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director/City Clerk; Randy Hamilton, Chief of Police & Fire Services; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Ray Muyskens, Community Services Director; Joanne Schwartz, Personnel Officer; Becky Fox, Court Administrator; and Caryn Foley, Deputy City Clerk. Members of the news media present included John Pierce of The Chronicle.

1. **Certification of Excellence for Finance Department's Investment Policy.** Mike Murphy, Thurston County Treasurer, presented Finance Director Jo Ann Hakola a plaque for certification of excellence for the finance department's investment policy.

2. **Consent Calendar.** Councilor Spahr moved to approve the May 8, 1995, Consent Calendar comprised of the following items:

- a. Minutes of the regular city council meeting of April 24, 1995;
- b. April 27, 1995, Claims Vouchers No. 34710 - 34855 in the amount of \$132,911.28; April 28, 1995, Payroll Vouchers No. 27712 - 27880 in the amount of \$350,574.69; and Transfer Voucher No. 1385 in the amount of \$742.53;
- c. Award bid for public safety building re-roofing project to Mike's Roofing in the amount of \$12,924;
- d. Five-year extension of agreement with Superior Refuse for collection and disposal of solid waste; and
- e. Authorizing a memorandum of understanding with KFA Services for cable television rate regulation activities.

The motion was seconded by Councilor Venemon.

In regard to item "d", Councilor Pope asked Mr. Jeff Meling, manager of Superior Refuse, why it is cheaper to haul garbage from Napavine to the transfer station than it is to haul garbage from Chehalis to the transfer station.

Mr. Meling stated that he does not know what the costs for collection in Napavine are.

In regard to item "c", Councilor Spahr expressed concern that the bid submitted by Mike's Roofing was substantially lower than the other bids.

Mr. Campbell stated that the bidder can meet all of the specifications and reference checks have been made on the company.

Mr. Muyskens added that the contractor will also be bonded.

The motion carried unanimously.

3. **Ordinance No. 567-B, First Reading – Repealing Ordinances Relating to the Establishment of Street Grades, and Ordinance No. 568-B, First Reading - Repealing, Various Ordinances.** Councilor Hamilton moved to suspend the rules requiring two readings of an ordinance. The motion was seconded by Councilor Venemon and carried unanimously. Councilor Hamilton then moved to pass Ordinance Nos. 567-B and 568-B on first and final readings. The motion was seconded by Councilor Venemon and carried unanimously.

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

a. **Review of Total Maximum Daily Load (TMDL) Study.** Barry Heid reported that the engineering review of the TMDL study of the Upper Chehalis River has been completed by the firm of CH2M Hill. Mr. Heid reviewed the findings and recommendations of CH2M Hill in regard to the Washington State Department of Ecology's study.

Mr. Campbell added that the information contained in the review of CH2M Hill provides the city with further grounds for potentially appealing the new requirements and conditions of the city's NPDES permit.

b. **Meeting Reminder.** Mr. Campbell reminded the council of an upcoming meeting regarding comprehensive planning and land use law on May 15, at 6:30 p.m. at the Activity Building.

He also noted that a public hearing will be held at the council meeting of May 22 regarding the proposed county-wide planning policies.

c. **AWC Voting Delegates.** Councilors Hamilton, Kirk and Spahr volunteered to serve as 1995 voting delegates at the AWC annual conference.

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

May 22, 1995

The Chehalis city council met in regular session on Monday, May 22, 1995, in the Chehalis city hall. Mayor Hatfield called the meeting to order at 3:00 p.m. and the following council members were present: Mattie Kirk, Bob Spahr, Dave Zylstra, and Bud Hatfield. Councilors Scott Hamilton, Isaac Pope, and Joyce Venemon were absent (excused). Staff members present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director/City Clerk; Dennis Dawes, Deputy Chief for Police Services; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Ray Muyskens, Community Services Director; Joanne Schwartz, Personnel Officer; and Caryn Foley, Deputy City Clerk. Members of the news media present included John Pierce of The Chronicle.

1. **Presentation of Certificates.** Mayor Hatfield presented certificates to the following city employees: a) Rick Sahlin as an Associate Signs & Markings Specialist Level 1; b) Certificate of Completion to Don Chambers for Legend Drug Certification Chemical Capture; and c) John Smith as a Certified Playground Safety Inspector.

2. **Consent Calendar.** Councilor Spahr moved to approve the May 22, 1995, Consent Calendar comprised of the following items:

a. Minutes of the regular city council meeting of May 22, 1995;

The motion was seconded by Councilor Zylstra and carried unanimously.

3. **Public Hearing – Proposed Lewis County, County-Wide Planning Policies Relating to Growth Management.** Mayor Hatfield recessed the regular meeting and opened the public hearing at 3:02 p.m. to accept comment on the proposed Lewis County, county-wide planning policies.

Councilor Spahr stated that the Lewis County Planned Growth Committee has proposed the policies which would govern planning activities throughout the county. He noted that the policies could still possibly be changed by the county.

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

4. **Public Hearing - Proposed Vacation of the Portion of NW Rhode Island Avenue Between NW Averill Street and NW Geary Street, and the Alley Running From NW State Avenue (State Street) to Vacated 3rd Street Between NW Averill and NW Geary Street.** Mayor Hatfield recessed the regular meeting and opened the public hearing at 3:05 p.m.

Barry Heid stated that a petition was received by Daryl Sorenson to vacate the street and alleys described above. He explained that staff did have some concerns about the proposed vacation including: existing sewer lines which are scheduled for improvements next year; existing water lines; written comments received from adjacent property owners opposing the vacation; and landlocking one lot within the proposed vacation.

Mr. Walter Clayton, 2819 26th Avenue West, Seattle, 98195, and CEO of Callison's, Inc. spoke against the vacation. He stated that it would impact access to Callison's for truck travel, and would also decrease the value of the property.

Mr. Neal Pernerl, 112 Dogwood Drive, Chehalis, representing Loggers Wear, also spoke in opposition of the vacation. He explained that CR Parts is also a tenant of Loggers Wear. Both businesses use the alley for vehicle traffic for transporting. He added that part of the alley is currently blocked off by debris.

Mr. Heid stated that the property owner who has blocked the alley has been asked to clear the alley of all debris.

Mr. John Hill, representing Bonnie Curtis, one of the adjacent property owners, also spoke against the vacation. The alley proposed for vacation is the only access to Ms. Curtis' garage and garbage pick-up is in the alley.

There being no other public comment, the public hearing was closed at 3:15 p.m. and the regular meeting was reopened.

5. **Ordinance No. 569-B. First Reading - Vacating a Portion of NW Rhode Island Avenue Between NW Averill Street and NW Geary Street, and the Alley Running From NW State Avenue (State Street) to Vacated 3rd Street Between NW Averill and NW Geary Streets.** Following discussion by the council, Councilor Spahr moved to deny the petition for vacation. The motion was seconded by Councilor Zylstra and carried unanimously.

6. **Proposed Lewis County, County-Wide Planning Policies Relating to Growth Management.** Councilor Spahr moved to accept the proposed county-wide planning policies as drafted by the Lewis County Planned Growth Committee. The motion was seconded by Councilor Zylstra and carried unanimously.

7. **Request for Water and Sewer Capacity - Rush Road/Bishop Road/Jackson Highway Area.** Barry Heid stated that a request has been received from Mr. James Sellers and Mr. Steven Bergstrom for 502 ERUs of water and sewer capacity for a proposed development. Mr. Heid explained the current utility situation in that area and what improvements would have to be made in order to accommodate such a request.

Councilor Spahr moved to refer the matter to the council's GMA subcommittee for review and consideration. The motion was seconded by Councilor Kirk and carried unanimously.

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

a. **Extent of South Market Boulevard Overlay in 1995: Conflict with Sewer Rehab at 11th Street.** Barry Heid stated that an overlay of South Market Boulevard is scheduled this year from 6th to 13th Streets; however, the intersection at 11th Street is part of an upcoming sewer rehabilitation project. Staff is proposing three alternatives: 1) stop the overlay at 11th Street; 2) postpone the project until 1996; or 3) do the project from 6th to 11th Streets and 12th to 13th Streets, and complete the 11th Street intersection after the sewer rehab work is done.

The council agreed that alternative 3 would be the best choice.

b. **Council Goals Progress Report.** Mr. Campbell highlighted some of the council goals that were worked on during the last quarter including growth management planning, the overlay of Market Boulevard, and planning for city hall/library space improvements and public safety building relocation.

9. **Work Session - Cost Sharing Proposal for Off-Site Street Improvements.** The purpose of the work session was to outline alternative methods for calculating and assessing the costs of off-site street improvements associated with new development, and to recommend an approach for requiring private development to participate in the funding of public street improvements.

Barry Heid explained the regulatory authority that allows local government to impose mitigation or impact fees for specific transportation system improvements, and the difference between mitigation and impact fees. He reviewed the four categories of street improvements relating to the mitigation fee concept, and defined important terms relating to the issue. Mr. Heid then discussed the two alternatives that are most commonly used to measure the proportional share contribution for off-site road improvements. The accounting which is required to handle assessments of pro rata off-site street improvement fees was reviewed. Finally, staff's conclusions and recommendations were reviewed.

Councilor Zylstra moved to direct staff to prepare an ordinance that would establish the primary method of determining the proportional share contribution to off-site street improvements based on "Project-Generated Traffic divided by Future Traffic with the Project", and also incorporating the conclusions as outlined by staff. The motion was seconded by Councilor Kirk and carried unanimously.

10. **Executive Session - Pursuant to RCW 42.30.110(i) (Potential Litigation) and RCW 42.30.140(4) (Labor Contract Negotiations)**. The Mayor announced that the council would convene in executive session at 4:30 p.m. until approximately 5:00 p.m. pursuant to RCW 42.30.110(i) and 42.30.140(4) and that action would be taken following the executive session.

11. **Law Enforcement Officers/Fire Fighters (LEOFT) I Retirees Medical Coverage**. Following the executive session, the Mayor reopened the regular meeting at 4:45 p.m.

Councilor Kirk moved to give staff the authority to change the city's LEOFF I retirees to Blue Shield individual medical insurance plans when staff determines the appropriate time. The motion was seconded by Councilor Zylstra and carried unanimously.

There being no further business to come before the Council, the meeting adjourned at 3:50 p.m.

June 12, 1995

The Chehalis city council met in regular session on Monday, June 12, 1995, in the Chehalis city hall. Mayor Hatfield called the meeting to order at 3:00 p.m. and the following council members were present: Scott Hamilton, Dr. Isaac Pope, Bob Spahr, Joyce Venemon, and Bud Hatfield. Councilors Mattie Kirk and Dave Zylstra arrived late. Staff members present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director/City Clerk; Randy Hamilton, Chief of Police and Fire Services; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Ray Muyskens, Community Services Director; Ruta Maeda, Library Coordinator; and Caryn Foley, Deputy City Clerk.

1. **Proclamation - Hire a Veteran Week**. Mayor Hatfield read and presented a proclamation designating June 18-24 as Hire a Veteran Week.

2. **Reserve Firefighter of the Year Award**. Chief Hamilton and Deputy Chief Cavinder presented Steve Emrich with the 1993-94 reserve firefighter of the year award. Chief Hamilton thanked Mr. Emrich for his dedication and outstanding performance to the Fire Services Division.

3. **Employee Service Awards**. Gary Hodges and Steve Birley of the Police Services Division were both presented with employee service award pins for 25 years of service.

4. **Consent Calendar**. Councilor Zylstra moved to approve the June 12, 1995, Consent Calendar comprised of the following items:

- a. Minutes of the regular city council meeting of May 22, 1995;
- b. May 15, 1995, Claims Vouchers No. 34856 - 35019 in the amount of \$145,649.21; May 30, 1995, Claims Vouchers No. 35020 - 35124 in the amount of \$133,610.27; May 31, 1995, Payroll Vouchers No. 27881 - 28034 in the amount of \$352,424.77; and Transfer Voucher No. 1386 in the amount of \$924.85;
- c. Set date of June 26 at 3:10 p.m. for a public hearing regarding the proposed six-year transportation improvement program for 1996-2001;
- d. Accept Chamber of Commerce Way bridge painting project bid in the amount of \$78,000 and a total estimated project cost of \$91,300; and that the additional city funding (estimated at \$8,260) come from the arterial street fund reserves; and
- e. Award bid to Campbell's Chrysler-Jeep in the amount of \$24,895.76 for a new Fire Services command vehicle.

Mayor Hatfield asked about the status of the current command vehicle in regard to item "e".

Chief Hamilton stated that the current vehicle is a 1988 Chevy Astro van with a little over 50,000 miles on it. He explained why the current vehicle no longer fits the needs of the department and why the new vehicle will better fit those needs.

The motion was seconded by Councilor Venemon and carried unanimously.

5. **Resolution No. 8-95, First Reading - Approving the Adoption of the Proposed County-Wide Planning Policies by the Board of Commissioners of Lewis County**. Councilor Hamilton moved to suspend the rules requiring two readings of a resolution. The motion was seconded by Councilor Pope and carried unanimously. Councilor Hamilton then moved to adopt Resolution No. 8-95 on first and final reading. The motion was seconded by Councilor Venemon and carried unanimously.

6. **Ordinance No. 570-B, First Reading - Establishing the Municipal Court**. Councilor Spahr moved to suspend the rules requiring two readings of an ordinance. The motion was seconded by Councilor Venemon and carried unanimously. Councilor Spahr then moved to pass Ordinance No. 570-B on first and final reading. The

motion was seconded by Councilor Venemon and carried unanimously. The ordinance deletes the establishment of a traffic violations bureau within the municipal court.

7. **Widening of SE Adams Avenue for Parking Near Scout Lodge**. Mr. Campbell explained that with the construction of Providence Place, vacant property used for Scout Lodge parking no longer exists. Providence Hospital has permitted Scout Lodge users to use their parking lot during the evening, however this is about a block-and-a-half from the Scout Lodge. Staff is recommending that Adams Avenue be widened between 3rd and 4th Streets adjacent to the Scout Lodge to provide on-street parking space. The estimated cost would be about \$6,000. He added that the proposal would include the removal of the sidewalk in that area.

Councilor Spahr asked if street lighting in the area could be looked into. He stated that the area is very dark.

Mr. Campbell stated that staff would look into that.

Councilor Zylstra moved to direct staff to contract for the work to widen SE Adams Avenue between 3rd and 4th Streets; to look into the possibility of providing additional lighting in the area; and to use the street construction reserve account in the general fund to accomplish the work. The motion was seconded by Councilor Kirk and carried unanimously.

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

a. **Polygraph Program**. Sergeant Steve Birley reported on his recent training as a polygraphist at the Backster School of Lie Detection in San Diego, California. He stated that the course was seven weeks and covered various aspects of performing polygraph tests. It stated that it was very worthwhile and is anxious to get the program up and running.

Chief Hamilton stated that the polygraph machine that staff is recommending for purchase is from the Backster School of Lie Detection for \$4,850. The machine will meet the needs of the Police Services Division for seven to ten years and can be traded in for an updated model when needed.

Councilor Spahr moved to authorize the purchase of a polygraph from Backster for \$4,850 plus tax using the Automotive-Equipment Reserve Fund. The motion was seconded by Councilor Zylstra and carried unanimously.

b. **Telephone System Replacement**. Mayor Hatfield asked when a recommendation for a new city-wide telephone system will be on the agenda.

Mr. Campbell stated that staff is in the process of trying to get some additional consulting services that have experience in working with telecommunications. He expected that the item will probably be included in the second meeting in July.

c. **Household Hazardous Waste Collection Facility**. Councilor Pope requested information about a proposed household hazardous waste collection facility by Lewis County and what impacts it would have on the city.

Mr. Campbell stated that he would invite a representative from Lewis County to the next city council meeting to talk about the proposed facility.

9. **Work Session - Report of City Building Needs Citizen Advisory Committee**. Mayor Hatfield presented certificates of appreciation and recognition to the citizen members of the citizen's advisory committee. He thanked them for their service to the city.

Mr. Campbell stated that relocation of the police and fire services station and space improvements to the library and city hall was identified as a moderate priority council goal for 1994-95. The city contracted with Northwest Architectural Company for facility planning services, with Dale Brookie as the principal engineer and

Sam Sampson of The Sampson Associates as a subcontractor to NAC. A citizens advisory committee was formed to help in the process.

Mr. Dale Brookie explained the process that was used to determine what recommendations would be proposed. Mr. Brookie then reviewed the recommendations and the costs of each recommendation. He stated that the number one priority of the committee is to construct a new police and fire station at the corner of Market Boulevard and 13th Street.

Councilor Hamilton moved to accept the report and direct staff to initiate a public information effort to collect community feedback during the next six to eight months, prior to making a decision about putting a bond measure on the ballot for the greater part of the building construction funding. The motion was seconded by Councilor Venemon and carried unanimously.

10. **Executive Session - Pursuant to RCW 42.30.140(4) (Collective Bargaining)**. The Mayor announced that the council would convene in executive session at 4:55 p.m. for approximately 45 minutes pursuant to RCW 42.30.140(4) and that no action would be taken following the executive session.

Following conclusion of the executive session, the Mayor reopened the regular meeting and immediately adjourned the regular meeting at 5:15 p.m.

June 26, 1995

The Chehalis city council met in regular session on Monday, June 26, 1995, in the Chehalis city hall. Mayor Hatfield called the meeting to order at 3:00 p.m. and the following council members were present: Scott Hamilton, Mattie Kirk, Dr. Isaac Pope, Bob Spahr, Joyce Venemon, Dave Zylstra, and Bud Hatfield. Staff members present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director/City Clerk; Randy Hamilton, Chief of Police and 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. **Consent Calendar.** Councilor Hamilton moved to approve the June 26, 1995, Consent Calendar comprised of the following item:

- a. Minutes of the regular city council meeting of June 12, 1995;

The motion was seconded by Councilor Zylstra and carried unanimously.

2. **Public Hearing - Six-Year Transportation Improvement Program for 1996-2001.** Mayor Hatfield opened the public hearing at 3:04 p.m. There being no public comment, the public hearing was immediately closed and the regular meeting was reopened.

3. **Resolution No. 10-95, First Reading – Adopting the Six-Year Transportation Improvement Program for 1996-2001.** Councilor Kirk moved to suspend the rules requiring two readings of a resolution. The motion was seconded by Councilor Venemon and carried unanimously. Councilor Venemon then moved to adopt Resolution No. 10-95 on first and final reading. The motion was seconded by Councilor Spahr and carried unanimously.

4. **Citizens Business - State Avenue and Chamber of Commerce Way Intersection.** Mr. George Godding, representing Uhlmann Motors and speaking on behalf of other area businesses, asked about the status of their request to install a four-way stop at that intersection.

Barry Heid reported that the Department of Transportation studied the intersection and recommended that the city not install a four-way stop at that intersection. DOT believes that the level of service would be further aggravated beyond the level that it is now. DOT stated that the city should look at other alternatives to deal with the problem. Mr. Heid suggested that a meeting with DOT and area businesses be held to discuss the issue and come up with other alternatives.

Mayor Hatfield asked if DOT has the authority to tell the city that it can not put up the four-way stop signs.

Mr. Heid stated that DOT does not have that authority.

Following further discussion, Mayor Hatfield suggested that since DOT did their study before the signal lights were installed on the south-bound intersection, that the city go ahead and install a four-way stop at the intersection and monitor it.

Barry Heid stated that staff will go ahead and install the stop signs, and he will inform DOT of the city's decision.

5. **Household Hazardous Waste Collection Facility.** Bob Berg, Lewis County Public Services Director, introduced Mike Davis, the county's new solid waste utility manager, and then reported on the county's new household hazardous waste collection facility.

Mr. Berg started out by saying that nothing that goes to the facility is not something that is already a part of the regular municipal solid waste coming to the transfer station and taken at special collection events at the Morton and Centralia transfer stations and at the Southwest Washington Fairgrounds. The facility will be used to

house the moderate risk waste and then be shipped out on a regular basis. The building is a regular pole building with some secondary containment in case of spills. He explained that the siting of the facility was disclosed during the siting process for the transfer station, including the SEPA checklist. He stated that the staff that run the facility are trained on how to handle the materials that will be coming into the facility. The facility will be open one day per week and will take the place of the special collection events held twice a year.

Councilor Pope asked why an environmental impact statement was not done.

Mr. Berg explained that there will be no adverse impact to the environment. He stated that the facility was included in the SEPA checklist with the transfer station.

Councilor Pope asked if there are any alternatives to the facility.

Mr. Berg stated that a regional facility was looked at that would have included six other counties, but it was found not to be economically feasible. He added that the facility will be less costly than the yearly collection events that have been held in the past.

Councilor Pope asked about liability for the facility.

Mr. Berg stated that the facility causes no more liability than what already exists with the transfer station.

Councilor Pope asked if there would be any emissions.

Mr. Berg stated that the Southwest Washington Air Pollution Control has stated that any emissions that come from the facility are below threshold standards.

Councilor Spahr pointed out that the materials that are going to go to the facility are currently going into the regular solid waste, and with the facility, this moderate risk waste will be handled and disposed of properly.

6. **Resolution No. 9-95, First Reading – Setting the Date (July 24) for a Public Hearing To Consider Vacation of the Portion of SW Pacific Avenue Between W Main Street and SW Alfred Street.** Councilor Zylstra moved to suspend the rules requiring two readings of a resolution. The motion was seconded by Councilor Hamilton and carried unanimously. Councilor Kirk then moved to adopt Resolution No. 9-95 on first and final reading. The motion was seconded by Councilor Zylstra and carried unanimously.

7. **Ordinance No. 571-B, First Reading - Adopting the Findings of Facts and Conclusions of the City Regarding Basic Cable Television Service Tier Rates and Equipment and Installation Charges of TCI Cablevision.** Mr. Campbell stated that pursuant to the city's authority to regulate basic cable television rates and certain service and equipment charges that are levied by TCI Cablevision, staff have been reviewing some of the federally required forms that TCI has submitted to the city.

Jo Ann Hakola explained what forms were reviewed by staff - with assistance from the city's cable TV consultant - that demonstrate the cost of doing business in Chehalis and the justification for the cable TV rate charges per FCC regulations. She stated that the findings indicate there should be a decrease in almost all rates. She stated that a copy of a letter from TCI commenting on the rate order and a rate schedule dated June 16, 1995, was received from TCI. She noted that almost all of the rates that are listed are decreases in rates. Ms. Hakola stated that TCI does have an opportunity to two administrative appeals on the findings with the FCC.

Councilor Pope moved to suspend the rules requiring two readings of an ordinance. The motion was seconded by Councilor Zylstra and carried unanimously. Councilor Pope then moved to pass Ordinance No. 571-B on first and final reading. The motion was seconded by Councilor Zylstra and carried unanimously.

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

a. **Northend Fire Protection.** Barry Heid stated that a neighborhood meeting will be held on Tuesday, June 27 beginning at 6:30 p.m. at the Public Works Department with northend property owners to discuss northend

fire protection. He explained that the issue is a result of the fire service master planning process, and the Washington Surveying and Rating Bureau (WSRB) identifying the northend as having a deficiency in fire flow protection. Staff has determined that the installation of a new reservoir that would work in conjunction with the existing main reservoir is being recommending. He stated that the purpose of the meeting is to discuss the current fire flow deficiencies, general impacts related to development and the costs for making the necessary improvements.

b. **Industrial Sewer User Pretreatment Order.** Mr. Campbell stated that the city received a letter from the state Department of Ecology which gave the city an administrative order to initiate requirements regarding pretreatment for industrial sewer users which impacts customers that may have industrial discharges that contain metals.

Barry Heid explained why the order is being mandated by the state, and what the specific requirements are. He stated that the customers that will be affected by the order have been contacted and made aware of the situation.

Mr. Campbell assured the council that staff will look into the costs of appealing the order.

c. **Fire Inspection Pre-Fire Survey.** Chief Hamilton stated that fire inspections and pre-fire surveys have been done for many years by the fire services division, however when the Washington Surveying and Rating Bureau (WSRB) rerated the city's fire protection four years ago, it was found that documentation, scheduling, and use of the information were below accepted standards. The fire services master plan committee also recognized this deficiency and recommended that an improved program be adopted.

Firefighter Rod Erickson stated that a computer product was found that was compatible with the division's existing fire management software. The program was combined with an electronic clipboard system which allows fire personnel to gather information at the inspection site and then download the information into the department system when they return to the station. The new program can be used for pre-fire planning, training, and actual fire behavior projections.

d. **Annual Mid-Year Budget Review, Forecast and Guidelines.** The council agreed to meet at 2:00 p.m. before the regular meeting of July 24 to discuss the 1996 budget development process.

e. **Southwest Washington Fair Study.** Mayor Hatfield stated that the city received a letter from the Fair Board asking that the city contribute \$4,500 to further study the marketability of the fairgrounds. Mayor Hatfield asked if the council would like another report from the Fair Board regarding this issue and if they wished to contribute any more money to study the fairgrounds.

Following council discussion, Councilor Hamilton moved not to contribute any more funds to the Fair Board to study the fairgrounds. The motion was seconded by Councilor Pope and carried by a vote of 5 ayes and 2 nays. Councilors Spahr and Venemon cast the dissenting votes.

9. **Executive Session - Pursuant to RCW 42.30.140(4) (Collective Bargaining) and 42.30.110(b) (Real Estate).** The Mayor announced that the council would convene in executive session at 4:55 p.m. for approximately 60 minutes pursuant to RCW 42.30.140(4) (Collective Bargaining) and 42.30.110(b) (Real Estate) and that there may be possible action taken following the executive session.

10. **Pay Range Reassignment and Title Change for Personnel Officer/Risk Manager.** Following conclusion of the executive session, the Mayor reopened the regular meeting at 5:40 p.m.

Councilor Kirk moved to approve a title change from Personnel Officer/Risk Manager to Human Resources/Risk Management Director, and to approve a reassignment for the position from pay range 24N to pay range 25N. The motion was seconded by Councilor Pope and carried unanimously.

There being no further action to come before the council, the meeting was adjourned at 5:45 p.m.

July 10, 1995

The Chehalis city council met in regular session on Monday, July 10, 1995, in the Chehalis city hall. Mayor Hatfield called the meeting to order at 3:00 p.m. and the following council members were present: Scott Hamilton, Mattie Kirk, Dr. Isaac Pope, Bob Spahr, Joyce Venemon, Dave Zylstra, and Bud Hatfield. Staff members present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director/City Clerk; Randy Hamilton, Chief of Police and 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. **Consent Calendar.** Councilor Spahr moved to approve the July 10, 1995, Consent Calendar comprised of the following items:

- a. Minutes of the regular city council meeting of June 26, 1995;
- b. June 15, 1995, Claims Vouchers No. 35125 - 35302 in the amount of \$173,057.44; June 28, 1995, Claims Vouchers No. 35303 - 35400 in the amount of \$119,073.36; June 30, 1995, Payroll Vouchers No. 28035 - 28233 in the amount of \$377,863.87; Transfer Voucher No. 1387 in the amount of \$140,182; and Transfer Voucher No. 1388 in the amount of \$656.27;
- c. Change Order No. 1 in the amount of \$4,361.85 to Mike's Roofing for the public safety building roof project;
- d. Award bid to Triad Mechanical in the amount of \$201,074.82 for wastewater treatment plant improvements;
- e. Continuation of interlocal agreement with Lewis County regarding provision of public health services; and
- f. Acceptance of waterline extension and easement agreement with William and Donna McGee for property located between SW 20th Street and SW Olympic Drive.

The motion was seconded by Councilor Venemon.

Councilor Pope expressed concern about item "e". He stated that he is the city representative on the Public Health Advisory Committee which is provided for in the agreement. He stated that the board is not functioning as it should and that upcoming issues will have an impact on all cities in Lewis County.

The city manager was directed to send a letter to the county commissioners expressing the council's concern about the committee and asking them to check on why the committee is not functioning as it should.

The motion carried unanimously.

2. **Resolution No. 11-95, First Reading - Establishing a Fair Housing Policy.** Councilor Hamilton moved to suspend the rules requiring two readings of a resolution. The motion was seconded by Councilor Pope and carried unanimously. Councilor Hamilton then moved to adopt Resolution No. 11-95 on first and final reading. The motion was seconded by Councilor Zylstra and carried unanimously. The resolution provides that state and federal requirements relating to community development block grant funds are met.

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

a. **Port of Chehalis.** Councilor Spahr stated that a letter was received from the Port of Chehalis requesting city participation and support regarding a proposed ordinance from Lewis County relating to critical areas. He asked that the council refer the matter to the council's GMA subcommittee for review. He stated that there are some concerns regarding the ordinance, and informed the council that the county is holding a meeting on July 11 at 8:00 p.m. regarding the ordinance. He suggested that all council members should attend.

b. **Valley View Estates Street Maintenance**. Mr. Campbell informed the council that a survey was being sent to all property owners in the Valley View Estates neighborhood asking them their opinion on how they wished to have their street maintained - either by chip-sealing or asphalt paving - and how they would like to fund the difference in the two types of maintenance if they choose to have the higher quality of maintenance done.

c. **Draft NPDES Permit**. Mr. Campbell announced that the city received its draft NPDES permit from the Department of Ecology on July 7. He stated that staff will review the document and present a report to the council at their July 24 meeting.

d. **Chehalis Power, Inc. - EFSEC Hearing**. Mr. Campbell stated that the council was given a copy of a draft proposed testimony submitted from himself, on behalf of the city, to the Energy Facility Site Evaluation Council as part of the process of the review of Chehalis Power's application for a permit to operate their generation facility. He asked that the council review the draft and make any comments.

e. **AWC Annual Conference**. Councilor Hamilton reported on the AWC annual Conference. He provided a copy of all the resolutions that were passed at the business meeting.

f. **City Manager Evaluation**. Mayor Hatfield stated that he distributed copies of the city manager's evaluation form. He asked that each council member complete the evaluation and return them to him. The evaluation will take place during executive session on August 14.

g. **Market Boulevard Overlay**. Mayor Hatfield asked when the remainder of the Market Boulevard overlay project will begin.

Barry Heid stated that specifications are being formalized and advertising should take place within the next two weeks.

h. **Chamber of Commerce Way**. Councilor Spahr asked for a report on the four-way stop signs on Chamber of Commerce Way.

Barry Heid reported that the signs are working better than expected.

Randy Hamilton noted that there have been no accidents.

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

July 24, 1995

The Chehalis city council held a special work session on Monday, July 10, 1995, in the Chehalis city hall. Mayor Hatfield called the meeting to order at 2:00 p.m. and the following council members were present: Scott Hamilton, Bob Spahr, Dave Zylstra, and Bud Hatfield. Councilors Mattie Kirk, Dr. Isaac Pope and Joyce Venemon were absent (excused). Staff members present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director/City Clerk; Dennis Dawes Deputy Chief for Police Services; Barry Hid, 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

1. **1995 Budget Status Report.** Jo Ann Hakola reported on second quarter revenue and expenditure activity. She stated that all funds continue to come in as predicted, although the telephone use tax appears to be flattening out.

2. **1996 Budget Preparation Guidelines.** Mr. Campbell stated that in regard to the 1996 budget, some projections have been made based on the mid-year 1995 budget status, and general fund revenues and expenditures should be roughly in balance at \$5.7 million. Mr. Campbell stated that several issue papers have been included which discuss additions to, or enhancements of, current service levels, capital projects, and additional staffing requests. Mr. Campbell also discussed the general guidelines and assumptions that will be used by staff in the preparation of the recommended budget.

The Council reviewed and prioritized the issue papers which were submitted by staff, and confirmed the 1996 budget preparation guidelines and schedule.

There being no further discussion, the work session was concluded at 2:55 p.m.

The regular meeting was called to order at 3:00 p.m. by Mayor Hatfield. John Pierce of The Chronicle was also in attendance.

1. **Certificate of Recognition to George Blomdahl.** A certificate was presented to Mr. Blomdahl in honor of his retirement from The Chronicle after 41 years of service to the community.

2. **Employee Service Award.** A five-year service award pin was presented to Lilly Wall, Recreation Manager for the Community Services Department.

3. **Consent Calendar.** Councilor Zylstra moved to approve the July 24, 1995, Consent Calendar comprised of the following items:

- a. Minutes of the regular city council meeting of July 10, 1995;
- b. July 14, 1995, Claims Vouchers No. 35401 - 35579 in the amount of \$197,503.43;
- c. Reappointment of Jim Ward to the Planning Commission for a four-year term expiring May 31, 1999;
- d. Appointment of Michael Warner to the Historic Preservation Commission to fill the unexpired term of Barbara Wood expiring December 31, 1995 and a new three-year term expiring December 31, 1998;
- e. Change Order No. 1 in the amount of \$9,770.45 to C.W. Neal Corporation for the reservoir cover project;
- f. Acceptance of public safety roof project by Mike's Roofing and release of retainage in the amount of \$864.29;
- g. Award bid for street cleaning contract to Action Service Corporation for routine schedule sweeping in the amount of \$1,822.23 per month and special sweeping needs in the amount of \$65 per hour and \$35 for mobilization;

h. Acceptance of waterline extension and agreement with Doug Bloom/Rainier General Development, Inc. for property located off the Wallace Road.

The motion was seconded by Councilor Spahr and carried unanimously.

4. **Public Hearing - Vacation of a Portion of SW Pacific Avenue Between W Main Street and SW Alfred Street, and the Alley Running From SW Pacific Avenue Between W Main Street and SW Alfred Street.** The Mayor closed the regular meeting and opened the public hearing at 3:06 p.m. to accept public comment on the proposed vacation.

Bob Berg, Director of Lewis County Public Services, stated that the Board of County Commissioners is requesting the vacation to provide access to the County's new courthouse annex addition.

Councilor Hamilton asked how much was being spent for the construction of the annex addition, and how long it had been in the planning stage.

Mr. Berg stated that the total cost is about \$2.5 million. He added that the concept of a minimum security facility has been in the works for about five years.

Councilor Hamilton asked why, if the planning for this facility has been in the works for several years, did the County wait so long to plan and request the proposed vacation.

Mr. Berg stated that the recommendation came from the Law & Justice Council relative to courthouse and courtroom security due to the recent shooting in the Seattle, King County Courthouse.

Mr. Richard Brosey, 16 SW Pacific Avenue, addressed the Council regarding his commercial property which abuts the proposed vacation. Mr. Brosey cited several reasons that he was against the vacation. He stated that vacating part of Pacific Avenue would cut off access to both commercial and residential properties; it would eliminate the best entrance to the county parking lot; and it would cause a worse situation for motorists proceeding north on Chehalis Avenue approaching Main Street to turn left. Mr. Brosey added that if direct access is cut off to his building he would consider that a taking of a substantial portion of the economic value of his property.

Mr. Dale McBeth, representing Reliable Enterprises, explained that his client currently leases the building owned by Mr. Brosey. He submitted a letter to the Council on behalf of Reliable stating that Reliable does intend to exercise the option to purchase the land and building. He stated that Reliable is opposed to the vacation because it will result in a substantial reduction in the value of the property.

Ms. Delores Nugent, owner of property located at 214 and 226 SW Lewis Street, also spoke against the vacation. She stated that the vacation would cause a hardship on the residents in regard to traffic flow.

Mr. John Panesko stated that he is the owner of property at the corner of Chehalis Avenue and Main Street. He felt the vacation would cause increased traffic congestion; would decrease the value of his commercial property; and could be harmful to local residents by taking away main access to emergency services.

There being no further public comment, the Mayor closed the public hearing and reopened the regular meeting at 3:30 p.m.

Following discussion, Councilor Spahr moved to direct staff to prepare an ordinance to vacate the alley only between Lots 1 and 8, and Lots 2 and 7, Block 19. The motion was seconded by Councilor Zylstra and carried unanimously.

5. **Citizens Business - Southwest Washington Fairgrounds.** Earl Spencer, representing the Southwest Washington Fair, stated that he spoke to the council about a year ago regarding a strategic planning process for the fair. He explained that the process consisted of three phases, including a market study, design and funding. The first phase of the study has been completed and copies of the results of the market study were submitted to the city.

Mr. Spencer reported that the fair board has since applied for grants to finish the study, but they have been unsuccessful. The board is now asking for funding in the amount of \$24,000 from Lewis County, Centralia and Chehalis, along with the fair association, to complete the study. Mr. Spencer stated that the fair association would like the city managers of Centralia and Chehalis to attend a meeting to discuss funding for the remainder of the study.

Following council discussion, the city manager was directed to meet with the fair association to get more information and report back to the city council.

6. **Ordinance No. 572-B, First Reading - Establishing a Low-Income Senior Citizen Customer and Totally Disabled Customer Utility Discount Rate.** Mr. Campbell explained that the proposed ordinance sets the annual income limit for senior citizens and totally disabled customers who qualify for discounted water/sewer utility bills. The current limit is \$12,000 and the ordinance would raise that figure to \$15,000, and will also extend the application period for this year only to August 31.

Councilor Zylstra moved to suspend the rules requiring two readings of an ordinance. The motion was seconded by Councilor Spahr and carried unanimously. Councilor Zylstra then moved to pass Ordinance No. 572-B on first and final reading. The motion was seconded by Councilor Spahr and carried unanimously.

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

a. **Draft New NPDES Permit for Wastewater Treatment Plant.** Barry Heid stated that the city received a draft new NPDES permit. During the July 11 TMDL workshop, compliance alternatives and their associated costs were discussed. The Department of Ecology also provided comment on the comparative advantages and disadvantages of these alternatives. Mr. Heid provided a summary of both provisions included in the draft NPDES permit and reviewed the discussion that took place at the TMDL meeting.

b. **Valley View Estates Street Maintenance.** Mr. Campbell informed the council that a survey was sent to all property owners in the Valley View Estates neighborhood asking them their opinion on how they wished to have their street maintained - either by chip-sealing or asphalt paving - and how they would like to fund the difference in the two types of maintenance if they choose to have the higher quality of maintenance done. Mr. Campbell stated that about two-thirds of the property owners responded to the survey.

The results of the survey showed that the majority of those that did respond indicated a preference to pay for asphalt, but it would have had to be unanimous to implement a per lot charge. Mr. Campbell also discussed the possibility of forming an LID, but stated that if the LID was unsuccessful, it would mean street maintenance would be deferred for another year.

Mr. Jim Day, 292 SE Valley View Drive, stated that there are other properties that use that street besides the property owners that were sent surveys. He asked if those people could be included in the survey.

Mr. Day then discussed the street maintenance project as a representative of Lewis County PUD. He explained that PUD's underground system in that area is deteriorating. He requested that the city provide PUD with a copy of its six-year capital improvement plan so that PUD can be aware of the city's projects while planning their own projects.

Mr. Hillier noted that many residents in the area are multiple lot owners and so the survey could be misleading.

Mr. Heid stated that multiple lot owners were taken into consideration.

Councilor Spahr stated that since street maintenance should not be deferred for another year, he would move to direct staff to chip-seal the street, to keep in contact with PUD relating to their underground cables in that area, and at the time that PUD is ready to replace those cables, contact the residents to discuss the possibility of an LID to asphalt the street. The motion was seconded by Councilor Hamilton and carried unanimously.

c. **Growth Management.** Councilor Spahr reported that the council subcommittee on GMA planning has reviewed the county's critical areas ordinance and has made recommendations to the county commissioners.

d. **Electronic Home Monitoring.** Mayor Hatfield congratulated the municipal court and police department on the success of the EHM program.

e. Mr. Hillier reported that in January of this year, the city was sued by Chuck Haunreiter for alleged illegal passage of an ordinance providing for a change in the downtown parking system, and the purchase of a computerized parking system. He stated that the case was heard today and the city prevailed. Not only was the case dismissed, but the city received sanctions in the amount of \$1,325.

8. **Executive Session.** Mayor Hatfield announced that the council would convene in executive session at 4:30 p.m. until 5:00 p.m. pursuant to RCW 42.30.110(i) - potential litigation, and RCW 42.30.140(4) – labor contract negotiations, and that possible action could be taken following the executive session.

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

August 14, 1995

The Chehalis city council met in regular session on Monday, August 14, 1995, in the Chehalis city hall. Mayor Hatfield called the meeting to order at 3:00 p.m. and the following council members were present: Dr. Isaac Pope, Bob Spahr, Joyce Venemon and Bud Hatfield. Councilors Mattie Kirk and Dave Zylstra were absent. Councilor Scott Hamilton arrived at 3:03 p.m. 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, Community Services Director; and Caryn Foley, Deputy City Clerk. Members of the news media present included John Pierce of The Chronicle.

1. **Employee Service Award**. Mayor Hatfield presented a five-year service award pin to Bob Cosser of the Police & Fire Services Department.

2. **Consent Calendar**. Councilor Spahr moved to approve the August 14, 1995, Consent Calendar comprised of the following items:

- a. Minutes of the regular city council meeting of July 24, 1995;
- b. Change city sponsored vision insurance plan to include replacement of lenses, frames or contacts if loss occurs during the performance of an employee's regular duties; and
- c. Award bid to D.W. Close Company, Inc. for the Parkland/Interstate, Chamber/National and Chamber/State signalization projects in the amount of \$353,820.25;

The motion was seconded by Councilor Pope and carried unanimously.

3. **Ordinance No. 577-B, First Reading - Vacating the Alley Running Westerly from SW Pacific Avenue Between W Main Street and SW Alfred Street**. Councilor Spahr moved to suspend the rules requiring two readings of an ordinance. The motion was seconded by Councilor Hamilton and carried unanimously. Councilor Spahr then moved to pass Ordinance No. 577-B on first and final reading. The motion was seconded by Councilor Hamilton and carried unanimously.

4. **Ordinance No. 578-B, First Reading - Adopting Development Guidelines and Public Works Standards**. Councilor Spahr moved to pass Ordinance No. 578-B on first reading. The motion was seconded by Councilor Pope and carried unanimously.

5. **Ordinance No. 579-B, First Reading, Establishing Off-Site Transportation Improvement Fees**. Councilor Spahr moved to pass Ordinance No. 579-B on first reading. The motion was seconded by Councilor Venemon and carried unanimously.

6. **Ordinance No. 573-B, First Reading - Repealing Ordinances Which Are No Longer Needed or in Effect**. Councilor Spahr moved to suspend the rules requiring two readings of an ordinance. The motion was seconded by Councilor Hamilton and carried unanimously. Councilor Spahr then moved to pass Ordinance No. 573-B on first and final reading. The motion was seconded by Councilor Venemon and carried unanimously.

7. **Ordinance No. 575-B, First Reading - Providing for the Maintenance and Repair of Sidewalks**. Councilor Hamilton moved to suspend the rules requiring two readings of an ordinance. The motion was seconded by Councilor Spahr and carried unanimously. Councilor Hamilton then moved to pass Ordinance No. 575-B on first and final reading. The motion was seconded by Councilor Venemon and carried unanimously.

8. **Ordinance No. 576-B, First Reading - Providing for a Budget Amendment**. Councilor Spahr moved to suspend the rules requiring two readings of an ordinance. The motion was seconded by Councilor Pope and carried unanimously. Councilor Spahr then moved to pass Ordinance No. 576-B on first and final reading. The motion was seconded by Councilor Pope and carried unanimously.

9. **Personal Services Contract with Ray Muyskens.** City Manager David Campbell explained that, due to Mr. Muyskens experience, knowledge and expertise, it would be of benefit to the city to execute this contract.

Councilor Hamilton moved to authorize a personal services contract with Ray Muyskens, who recently retired as the City's Community Services Director, at \$35.00 an hour and not to exceed \$10,000.00. The motion was seconded by Councilor Venemon and carried unanimously.

10. **Agreement for Engineering Services with Gibbs & Olson for Chehalis River Water Intake and Pump Station.** City Manager David Campbell explained that this agreement would provide for the development of alternatives and cost estimates to increase the capacity of the Chehalis River water intake and pump station. He added that this will provide the preliminary information required for CRSS' decision making process, as well as federal and state agencies' review. Mr. Campbell stated that CRSS has agreed to pay all costs associated with this project and a written statement confirming this fact was expected very shortly.

Councilor Hamilton moved to authorize acceptance of this agreement. The motion was seconded by Councilor Pope and carried unanimously.

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

a. **Retrospective Rating/Worker Compensation Insurance.** Joanne Schwartz addressed the council and reported that the city recently received a check in the amount of \$5,021.00 for the 1993-1994 calendar year. She stated that half of this amount will be placed in the fund to offset any claim or premium expense in the future and the other half will go to the Safety Committee for training and safety inspection on vehicles and equipment.

Councilor Spahr moved that the council authorize the City Manager to sign a retrospective rating plan agreement for the next coverage year in Plan A-2 at the MPR level of 1.10. The motion was seconded by Councilor Pope and passed unanimously.

b. **Resolution No. 12-95, First Reading - Setting the Date for a Public Hearing Relating to Valley View Estates Street Maintenance.** City Manager David Campbell explained that the property owners in this area have submitted a petition requesting an LID for an asphalt overlay and this resolution would set the required public hearing date for September 11, 1995.

Councilor Pope moved to suspend the rules requiring two readings of a resolution. The motion was seconded by Councilor Venemon and carried unanimously. Councilor Pope then moved to adopt Resolution No. 12-95 on first and final reading. The motion was seconded by Councilor Venemon.

Paul Dugaw, representing the majority of the individuals who signed this petition, addressed the council and stated they were excited about this proposed project.

Jerry Pierson addressed the council to state he did not support this petition due to his concerns regarding slippery surfaces on two particular turns of the road whenever there is any frost. He expressed concern that the proposed asphalt overlay would increase this condition.

Mayor Hatfield stated that these issues would be discussed in depth at the public hearing on September 11, 1995. Mayor Hatfield called for a vote on the motion to pass Resolution No. 12-95 and it carried unanimously.

c. **Council Committee Reports.** City Manager David Campbell announced that the Sister City delegation from Japan would arrive Friday, August 18, 1995, and were expected to arrive at the Chehalis City Hall at approximately 2:00 p.m.

d. Councilor Pope announced his resignation from the Public Safety and Health Network and suggested someone would need to be appointed to that position.

Councilor Pope inquired about the city's policy regarding summer student placements. Mr. Campbell explained that both the Community Services and Public Works departments hire students for summer employment.

Joanne Schwartz added that notices for these jobs are publicized each spring in both the local newspaper and the Lewis County Job Services.

Councilor Pope briefly reviewed the council protocol whereby any public effort on behalf of the city requires Mayor Hatfield to act first and Councilor Pope, as mayor pro tem, to act second.

12. **Executive Session.** Mayor Hatfield announced that the council would convene in executive session at 4:05 p.m. until 4:20 p.m. pursuant to RCW 42.30.110(i) - potential litigation, and RCW 42.30.110(b) - acquisition of real estate, and that action would be taken following the executive session. He also announced that, immediately following the council meeting, a reception would be held to honor Ray Muyskens.

Following conclusion of the executive session, the regular meeting was reopened at 4:25 p.m.

13. **Purchase of Easement from Jesus Name Pentecostal Church.** Councilor Hamilton moved that the council approve the purchase of an easement from the Jesus Name Pentecostal Church for utility purposes. The motion was seconded by Councilor Pope and carried unanimously.

There being no further business to come before the council, the meeting was adjourned at 4:26 p.m.

August 28, 1995

The Chehalis city council met in regular session on Monday, August 28, 1995, in the Chehalis city hall. Mayor Hatfield called the meeting to order at 3:00 p.m. and the following council members were present: Scott Hamilton, Dr. Isaac Pope, Dave Zylstra and Bud Hatfield. Councilors Mattie Kirk, Bob Spahr and Joyce Venemon were absent. Staff members present included: Dave Campbell, City Manager; Dennis Dawes, Deputy Chief for Police Services; Bill Cavinder, Deputy Chief for Fire Services; Barry Held, Public Works Director; Bill Hillier City Attorney; Jo Ann Hakola, City Clerk/Finance Director; Joanne Schwartz, Community Services Director; and Carol Lee Neely, Temporary Deputy City Clerk. Members of the news media present included John Pierce of The Chronicle.

1. **Consent Calendar**. Councilor Zylstra moved to approve the August 28, 1995, Consent Calendar comprised of the following items:

- a. Minutes of the regular city council meeting of August 14, 1995;
- b. Vouchers and transfers;

The motion was seconded by Councilor Pope and carried unanimously.

2. **Employee Service Award**. Mayor Hatfield presented Police Officer Neil Marsh of the Police and Fire Services Department with a fifteen-year service award pin.

3. **Ordinance No. 578-B. Second and Final Reading - Adopting Development Guidelines and Public Works Standards;**

and

4. **Ordinance No. 579-B, Second and Final Reading - Establishing Off-Site Transportation Improvement Fees**. Councilor Hamilton moved to pass both Ordinance No. 578-B and Ordinance No. 579-B on second and final reading. The motion was seconded by Councilor Pope and carried unanimously.

5. **Southwest Washington Fairgrounds Strategic Plan**. City Manager David Campbell briefly reviewed this request and recommended that \$4,000.00 be taken from the General Fund for this purpose. Councilor Hamilton moved to approve a contribution of \$4,000.00 from the General Fund to help complete the Southwest Washington Fairgrounds Strategic Plan. The motion was seconded by Councilor Zylstra. Discussion followed.

Councilor Pope asked if this was the first strategic plan that had been done for the SW Washington Fair. Mr. Campbell replied that it was the first one in recent years and that the first phase had been presented to the Council approximately one year ago. He added that in was his understanding that a previous study had been done in the early 1970s. Councilor Pope then asked how much of the earlier strategic plan had been implemented by the county. Councilor Hamilton said it was his understanding that the earlier study recommended that the fairground facilities be utilized throughout the year with interim activities, which has been done. He added that the new blue bam built on south end of the fairgrounds and the remodeling of the community building were also done as a result of that study. He expressed support for the completion of the current study but stressed that the Fair Board and the Lewis County Commissioners should be held accountable to see that some of the recommendations are implemented.

The motion to approve a contribution of \$4,000.00 from the General Fund to help complete the SW Washington Fairgrounds Strategic Plan was passed by a vote of 3 ayes and 1 nay. Councilor Pope voted against the motion.

6. **Ordinance No. 574-B, First Reading - Permitting and Regulating Activities Within the Right-of-Way and Repealing Prior Ordinances;**

and

7. **Ordinance No. 580-B, First Reading - Repealing Ordinances Which Are No Longer Needed or in Effect.** Councilor Zylstra stated that, due to the housekeeping nature of Ordinance No. 574B and Ordinance No. 580-B, he would move to suspend the rules requiring two readings of an ordinance. The motion was seconded by Councilor Hamilton and passed unanimously. Councilor Zylstra moved to pass Ordinance No. 574-B and Ordinance 580-B on first and final reading. The motion was seconded by Councilor Hamilton and carried unanimously.

8. **Market Boulevard Overlay Project Bids.** Mr. Campbell briefly reviewed this project. Councilor Hamilton asked how many bid notices had been sent out. Public Works Director Barry Heid responded and stated that this project was advertised in The Chronicle and also in the Daily Journal of Commerce but that no other bids had been received. Councilor Hamilton moved that the bid be awarded to Lakeside Industries for a total of \$92,681.00 and that additional funding of \$6,681.60 be allocated from the Public Facilities Reserve. The motion was seconded by Councilor Pope and carried unanimously.

9. **Request for Sewer Capacity to Serve New DOT Facility South of Chehalis.** Public Works Director Barry Held briefly reviewed this request and noted that, based on the past allocation policy, Council authorization was required. Councilor Zylstra moved to authorize the request for 3.5 additional ERUs of sewer capacity and to reserve a total of 7 sewer ERUs from the available capacity of Schedule III of the interceptor for the new DOT compound. The motion was seconded by Councilor Pope and carried unanimously.

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

a. **Council Goals Status Report.** Mr. Campbell reviewed the progress report on the 1994-95 council goals adopted last year. He noted the progress made on the top priority goals which include Growth Management planning; Chamber of Commerce Way traffic control improvements; improved fire protection rating; the overlay of market boulevard (and other street improvements); and the development of a community disaster preparedness plan.

b. **TMDL Study Review and New NPDES Permit.** Mr. Dick Riley of Gibbs & Olson, Inc. presented the Centralia Reach Water Quality Study Final Report resulting from several TMDL workshops and discussions. He discussed a number of alternatives to address water quality problems in the Centralia Reach of the Chehalis River, from the Newaukum River to the Skookumchuck River, which were identified and evaluated during these workshops. A report on Chehalis' efforts to address concerns related to the Draft NPDES permit was also given. It was noted that a letter had been sent to DOE proposing consideration of alternative conditions to those included in the draft NPDES permit.

c. **Council Committee Reports.** Mr. Campbell announced that Deputy City Clerk Caryn Foley had given birth to a baby boy Sunday morning. He added that she plans to return to work on December 1st.

Mr. Campbell introduced items presented recently to the City of Chehalis from the representatives who visited from Inasa, Japan.

d. Mayor Hatfield requested that Public Works Director Barry Heid inspect the street repair work done at the corner of 11th and SE Washington following utility work. A request was also made to inspect the overlay done recently on 19th Street.

e. Councilor Hamilton announced that the final EFSEC hearing on CRSS has been scheduled for 7:00 p.m., September 21, 1995, at the W.F. West High School.

11. **Executive Session.** Mayor Hatfield announced that the council would convene in executive session at 4:30 p.m. until 5:00 p.m. pursuant to RCW 42.30.110(i) - Potential Litigation, RCW 42.30.140(4) - Labor Contract Negotiations and RCW 42.30.110(g) - Review of Performance of a Public Employee.

Immediately following the executive session, the meeting was adjourned at 5:05 PM.

September 11, 1995

The Chehalis city council met in regular session on Monday, September 11, 1995 in the Chehalis cit, hall. Mayor Pro Tem Dr. Isaac Pope called the meeting to order at 3:00 p.m. and the following council members were present: Mattie Kirk, Mayor Pro tem Dr. Isaac Pope, Bob Spahr and Dave Zylstra. Councilors Scott Hamilton, Joyce Venemon and Mayor Bud Hatfield were absent. Staff members present included: Dave Campbell, City Manager; Randy Hamilton, Director of Police and Fire Services; Dennis Dawes, Deputy Chief for Police Services; Barry Heid, Public Works Director; Mark Scheibmeir, Assistant City Attorney (Bill Hillier, City Attorney, joined the meeting immediately following the public hearing); Jo Ann Hakola, City Clerk/Finance Director; Peggy Morant, Assistant Finance Director; Andy Sennes, Property Manager; Becky Fox, Court Administrator; and Carol Lee Neely, Temporary Deputy City Clerk. Members of the news media present included John Pierce of The Chronicle.

1. **Presentations.** Mayor Pro Tem Pope presented Sandy Hill, public works secretary, with a five-year service award pin and Monte Marine, engineering technician with the public works department, with a fifteen year service award pin.

2. Mayor Pro Tem Pope congratulated Jo Ann Hakola, finance director, for receiving re-certification from the WFOA as a "Professional Finance Officer" for the eleventh consecutive year. He also congratulated Peggy Morant, assistant finance director, for receiving the WFOA "Professional Finance Officer" re-certification for the eighth consecutive year.

3. **Consent Calendar.** Councilor Spahr moved to approve the September 11, 1995, Consent Calendar comprised of the following items:

- a. Minutes of the regular city council meeting of August 28, 1995;
- b. Vouchers and transfers;

The motion was seconded by Councilor Zylstra and carried unanimously.

4. **Public Hearing - Valley View Estates Street Overlay LID.** Mayor Pro Tem Pope opened the public hearing at 3:02 p.m. The following individuals addressed the council concerning this proposed project:

Paul Dugaw stated that, in addition to being a resident himself, he was representing a number of residents of Valley View Estates. He explained that an informal vote had been taken which indicated that the majority of the home owners were in favor of this project and the LID. He expressed concern regarding the administrative costs shown for the LID, which he felt increased the overall cost by approximately 50%.

Gary Hodges stated he was in favor of this project but that he, also, questioned the administrative costs shown.

Jack Cusick asked how long asphalt would last, compared to chip seal. Barry Heid replied that the c y has a program of renewing the surface of chip seal every seven years, while asphalt, depending upon a number of conditions, lasts approximately twenty years. Mr. Cusick stated he felt the Valley View residents would be double taxed if the LID were implemented. He also expressed concern about asphalt on the steep grade involved.

Dr. Bob Kugel stated that he had several concerns regarding this LID. He stated that one area of concern involved the difference in traction on the street between asphalt and chip seal. Barry Heid agreed that the chip seal surface is rougher and would provide better traction. Dr. Kugel also expressed concern regarding way the individual LID assessments were arrived at. He stated that each property owner got one vote, but a property owner who owned five lots would be paying five separate assessments. He added that he felt the property owners should get one vote for each lot owned, or that the assessments be based upon the total number of households, as that was the determining wear and tear factor on the road.

Ken Van Egdom stated he was against this project. He asked if the city sander could make it up that hill if asphalt was used of that street. He also expressed concern about the property owners at the bottom of the hill being asked to pay for the street at the top of the hill. He distributed a map he prepared which indicated different areas and levels of assessments based on use rather than lot ownership. He suggested that money be donated to develop a park at the top of the hill.

Susan Sheperd expressed concern about traction in the winter. She suggested that, if asphalt was done, it be started at the top of the hill so the chip seal surface at their driveway can be maintained. She expressed agreement with the proposed pro-rating of assessments, as her family does not go to the top of the hill.

Henry Hamm expressed support for this LID but also questioned the administrative costs.

Paul Dugaw pointed out that the breakdown of votes were based on the assessed valuation, while the actual LID assessment amount was based on each lot. He pointed out that the road in this area had been blacktopped for twenty years, while the lower portion of the road was chip sealed about two years ago. He expressed concern again about the increase in the administrative costs and added that the homeowners he represented today were also concerned about those figures.

Barry Heid, Public Works Director, agreed that the administrative costs shown were higher than originally estimated but noted that they were just estimates at that time. He also pointed out that the individual assessments were determined as a result of the LID petition that was submitted to the city and that city staff had no way of changing that.

Gary Hodges inquired about the possibility of chip sealing to the top of the hill, then using asphalt. Barry Heid agreed that could be done, but added that it was too late to do it this year.

Mayor Pro Tem Pope closed the public hearing at 3:35 p.m.

Councilor Kirk inquired about the financing figures. Finance Director Jo Ann Hakola briefly reviewed the legal requirements for LIDS, according to the RCWS. She pointed out that, if the LID were established for a period of five years rather than the proposed ten years, it would cut the administration costs in half.

Councilor Spahr stated that he felt the city should bear more of the cost of this project.

5. **Ordinance No. 581-B, First Reading – Establishing LID No. 257 in accordance with Resolution No. 12-95 ordering asphalt overlay of Prospect Drive in the Southwest Corner of Lot 17, Block 3, Valley View Estates, the entirety of Westside Drive and the entirety of Valley View Drive.** Councilor Zylstra moved to pass Ordinance No. 581-B for first reading. The motion was seconded by Councilor Spahr.

Councilor Spahr moved to amend Section 3 of Ordinance 581-B to read "maximum of \$19,200". The motion was seconded by Councilor Zylstra and passed unanimously.

Councilor Spahr moved to amend Section 5 of Ordinance 581-B and change ten years to five years. The motion was seconded by Councilor Kirk and passed unanimously.

Mayor Pro Tem Pope called for the vote on the original motion and it was passed unanimously.

6. **Request from Kuehner-Wallace Enterprises, Inc. for 30 ERUs of water and sewer capacity in the vicinity of Maurin Road.** Barry Heid, public works director, briefly reviewed this request and recommended it be referred to the both the growth management sub committee of the council and the planning commission.

Councilor Spahr moved that this matter be referred to the growth management sub committee of the council and the planning commission for review and recommendation. The motion was seconded by Councilor Kirk.

Mayor Pro Tem Pope asked if the Port of Chehalis or the Industrial Commission had been contacted about this area. He expressed concern about the location of this proposed mobile home park being almost adjacent and contiguous to areas which are planned for industrial development. Michael Kuehner replied that meetings have been held and this is the first step of determine what can and cannot be done in this area.

Mayor Pro Tem Pope called for a vote on the motion and it passed unanimously.

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

a) **Market Blvd. Overlay.** City Manager David Campbell reported that the Market Blvd. overlay project is scheduled to begin tomorrow evening, from 6th to 13th streets, skipping the 11th street intersection. He added that this work has been scheduled for the late afternoon and evening hours and would, hopefully, be as disruptive as possible.

8. **Executive Session.** Mayor Pro Tem Pope announced that the council would convene in executive session at 4:05 p.m. until 4:15 p.m. pursuant to RCW 42.30.110(i) - Potential Litigation.

Following conclusion of the executive session, the regular meeting was reopened at 4:15 p.m.

9. **Norwood Enterprises, Inc. and Western Repairs Systems, Inc.** Councilor Kirk moved to accept the settlement offer by the defendants insurance carrier and dismiss the city's law suit against Western Repairs Systems, Inc. and Norwood Enterprises, Inc. The motion was seconded by Councilor Zylstra and passed unanimously.

There being no further business to come before the council, the meeting was adjourned at 4:16 p.m.

September 25, 1995

The Chehalis city council met in regular session on Monday, September 25, 1995 in the Chehalis city hall. Mayor Hatfield called the meeting to order at 3:00 p.m. and the following council members were present: Mayor Pro Tem Dr. Isaac Pope, Councilors Mattie Kirk, Joyce Venemon, Dave Zylstra, Bob Spahr and Scott Hamilton. Staff members present included: Dave Campbell, City Manager; Dennis Dawes, Deputy Chief for Police Services; Barry Heid, Public Works Director; Bill Hillier, City Attorney; Mark Scheibmeir, Assistant City Attorney; Jo Ann Hakola, City Clerk/Finance Director; Andy Sennes, Property Manager; Becky Fox, Court Administrator; and Carol Lee Neely, Temporary Deputy City Clerk. There were no members of the news media present.

1. **Presentation.** Mayor Hatfield presented Andy Sennes, Property Manager, with a ten-year service award pin.
2. **Proclamation.** Mayor Hatfield read a proclamation into the record, declaring October 7-14, 1995 as **NATIONAL FIRE PREVENTION WEEK.**
3. **Consent Calendar.** Councilor Pope moved to approve the September 25, 1995, Consent Calendar, comprised of the following items:
 - a. Minutes of the regular city council meeting of September 11, 1995;
 - b. Vouchers and transfers;
 - c. EFSEC Hearings Compensation for City Attorney;

The motion was seconded by Councilor Zylstra. Councilor Spahr referred to Consent Calendar item #5 - Council Minutes. He requested that they reflect, under Item 5, Ordinance 581-B, that he had moved to increase the city's participation from \$4,000.00 to \$8,000.00, which was approved. He also inquired about consent calendar item #7 - EFSEC Hearings Compensation. Assistant City Attorney Mark Scheibmeir explained that this request was a result of the extra workload due to the EFSEC Hearings this past month, which were extremely time consuming. Mayor Hatfield called for a vote on the motion to approve the consent calendar and it was carried unanimously.

4. **Citizens Business.** Linda Johnson, Sexual Assault Director of the Human Response Network of Lewis County, addressed the council to request \$10,000.00 from the City of Chehalis to assist with the funding for this program. Councilor Pope expressed concern about the city funding another child abuse program. He stated that there are a number of them currently being funded by the county and the state, which he felt was more appropriate. Councilor Spahr stated that, while he felt this program was helpful for the children in this process, he questioned the amount being requested. Mayor Hatfield also inquired about some of the projected figures shown in this request. Following brief discussion, it was determined that this request would be deferred to the upcoming budgeting process.

5. **Ordinance No. 581-B, Second & Final Reading, Establishing LID No. 254 in accordance with Resolution No. 12-95 ordering asphalt overlay of Prospect Drive in the Southwest Corner of Lot 17, Block 3, Valley View Estates, the entirety of Westside Drive and the entirety of Valley View Drive.** Councilor Spahr moved to pass Ordinance No. 581-B for second and final reading. The motion was seconded by Councilor Zylstra. City Manager David Campbell noted that the original estimated cost and expense of \$19,200.00 had been changed to \$15,300.00 and that the \$8,000.00 city share amount had been included in the calculations shown. He added that 10% was inserted as the penalty interest rate shown in Section 5.

Paul Dugaw addressed the council to report that the majority of those individuals he represented who signed the original LID felt the council should adopt the recommendation of staff and do the entire subdivision. He added that they appreciated the council's recognition of the benefit of this project to the city and the city's financial assistance towards the overall cost of this project.

Ken VanEgdom addressed the council and presented a petition signed by four property owners (including himself) requesting that they be exempted from the LID project. He explained that, as they reside at the bottom of the hill, they felt it would not be of benefit to them. Councilor Spahr stated that, while he could appreciate the reason for their request, this project had been put off from last year and he felt it would be inadvisable to postpone it again. Following brief discussion, Councilor Spahr moved to reduce the cost of the LID for Lots 13, 14, 15, 16, and 17 of Block 3 and Lots 4 & 5 of Block 4 to \$150.00 and adjust the rest accordingly. The motion died for lack of second. Mayor Hatfield called for the vote on the original motion and it was passed unanimously.

6. **Southwest Washington Fairgrounds Strategic Plan.** Mayor Hatfield appointed Councilor Hamilton as the council representative and asked Mr. Campbell to appoint someone from staff to fill the other position.

7. **Resolution 13-95, First Reading, Declaring Personal Property of the City of Chehalis to be Surplus.** Councilor Zylstra moved to suspend the rules. The motion was seconded by Councilor Pope and passed unanimously. Councilor Zylstra moved to adopt Resolution 13-95 on first and final reading. The motion was seconded by Councilor Kirk and passed unanimously.

8. **4-Wheel Drive Tractor Bid.** Councilor Hamilton moved to award the bid for the 4-wheel tractor to Barnett Implement Company in the amount of \$30,168.89 and to authorize a transfer of \$5,168.89 from the Wastewater Equipment Reserve funds. The motion was seconded by Councilor Venemon and passed unanimously.

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

a) **Request to schedule a 1996 Budget Work Session.** Mayor Hatfield set Monday, November 6, 1995, at 5:00 p.m. as the date for the 1996 budget work session and Monday, November 13, 1995, as the date for the public hearing on the proposed 1996 budget.

b) **GMA Committee Report.** Councilor Spahr reported that the GMA committee met earlier in the day to review a proposal submitted by Steve Bergstrom's firm to extend a sewer line into the south end of Chehalis.

Councilor Spahr reported that the unanimous GMA recommendation was to move that council instruct staff to complete details and negotiations with Steve Bergstrom to prepare the necessary documents for council approval for the construction of a sewer line south of Chehalis, to provide not less than 2,100 ERUs from which not more than 300 ERUs per mile be granted to be used in that area or any other area in our system where capacity exists, provided Mr. Bergstrom and the city reach an agreement on water service that is in the best interest of all parties, that the county grants Mr. Bergstrom all necessary permits to begin construction on his projects, that all ERUs shall be used within fifteen years after the agreement is signed, and that if something happens and the development is reduced due to the necessity of ERUs being used south of Chehalis, he could move some of those ERUs into a development he would buy or develop in our system someplace provided he met the criteria in that area and ERUs capacity were available in that area as a safety net for him. Councilor Hamilton seconded the motion and it passed unanimously.

Councilor Spahr reported that the GMA committee met with Mr. Kuehner to advise him that the planning commission would review this issue within the next few weeks and it would then come back before the GMA committee next month for a decision.

Councilor Spahr also reported that the GMA committee discussed annexation and it was their recommendation that annexation of certain areas of the Industrial Park be studied. City Manager Dave Campbell stated that city staff, the planning consultant, as well as members of the GMA committee, discussed the need and desire to update the study regarding the costs and benefits of annexing the Chehalis Industrial Park. In a memo distributed to council, a rough boundary to consider for updating the study included the areas west of Jackson Highway, east of Bishop Road, between those two major arterials, and probably as far south as Maurin Road or the Chehalis Power Generation Facility site. He added that, it was also recommended in that proposal that the study be undertaken in conjunction with an environmental impact statement, as this process requires and opens up formal public participation processes, which are invaluable in issues such as this. The EIS process is more objective in some people's minds and removes some of the emotional and political concerns. He suggested that consideration

be given to contracting with the consultant to conduct an EIS, as he is familiar with the area and some of the planning issues, with a goal of ultimately reaching a decision sometime late winter or early spring of next year.

Councilor Spahr moved that staff be instructed to proceed with the annexation study. The motion was seconded by Councilor Zylstra and passed unanimously. Mayor Hatfield stated that he felt it important to send an official representative from Chehalis to Inasa this fall to celebrate their 40th year of incorporation and our fifth year of being sister cities and recommended that the council approve an expenditure of up to \$1,500.00 to allow Councilor Spahr to represent Chehalis. He added that he felt this should be done on an annual basis. City Manager David Campbell explained that \$3,000.00 had been included in the 1995 budget for the sister city and he felt at least \$1,000.00 remained in that fund.

Councilor Kirk moved that Councilor Spahr be appointed as the city's representative to go to Inasa Japan this fall and to allocate an amount not to exceed \$1,500.00 towards the expenses. The motion was seconded by Councilor Pope and was passed unanimously.

Councilor Hamilton reported on a disaster preparedness conference sponsored by FEMA that he and Joanne Schwartz, Community Services Director, had attended recently in Maryland.

Mayor Hatfield reported that on a 2-day seminar sponsored by the Infrastructure Association that he attended recently in Wenatchee, Washington. He stated that, while it was a good conference, concern was expressed that the Public Works Trust Fund might not receive any monies in the upcoming legislative session and that all grant funds are disappearing.

Mayor Hatfield adjourned the regular meeting at 4:00 p.m. and announced that, following a five minute recess, the council would reconvene in executive session pursuant to RCW 42.30.110(b) - Acquisition of Real Estate at 4:05 p.m. until no later than 4:30 p. m.

Following conclusion of the executive session, the regular meeting was reopened at 4:15 p.m.

10. Memorandum of Understanding between Weyerhaeuser Company and the City of Chehalis regarding Weyerhaeuser Lands. Councilor Pope moved to authorize the City Manager to sign the proposed memorandum of understanding between Weyerhaeuser and the city of Chehalis for the land and to authorize the city manager to sign same. Councilor Venemon seconded the motion and it passed unanimously.

There being no further business to come before the council, the meeting was adjourned at 4:16 p.m.

October 9, 1995

The Chehalis city Council met in regular session on Monday, October 9, 1995 in the Chehalis city hall. Mayor Hatfield called the meeting to order at 3:00 p.m. and the following council members were present: Mayor Pro Tem Dr. Isaac Pope, Councilors Mattie Kirk, Bob Spahr and Scott Hamilton. Councilors Joyce Venemon and Dave Zylstra were absent. Staff members present included: Dave Campbell, City Manager; Randy Hamilton, Chief of Police and Fire Services; Dennis Dawes, Deputy of Police Services; Bill Hillier, City Attorney; Jo Ann Hakola, City Clerk/Finance Director; Joanne Schwartz, Director Community Services; Andy Sennes, Property Manager; Rick Sahlin, Public Works Department; Becky Fox, Court Administrator; and Carol Lee Neely, Temporary Deputy City Clerk and Erik Robinson of The Chronicle.

1. **Presentation**. Mayor Hatfield presented service awards to:

- a) Neil Hoium, Patrol Officer - ten year service award pin.
- b) Rod Erickson, Firefighter/Engineer - fifteen year service award pin. Chief Randy Hamilton accepted the pin on his behalf; and
- c) Dave Vasilauskas, Water Distribution Specialist - five year pin. Mr. Vasilauskas was not in attendance. Street Superintendent Tim Grochowski accepted the pin on his behalf.

2. **Proclamation**. Mayor Hatfield read a proclamation into the record, declaring the month of October, 1995 as **HEAD INJURY AWARENESS MONTH**.

Mayor Hatfield announced that Bremer-ton Mayor Lynn Horton had contacted him earlier to request that the Chehalis city council consider adopting a resolution expressing the support of this community to keep the USS Missouri permanently moored on Bremerton's waterfront. He added that a resolution would be introduced later in the meeting.

3. **Consent Calendar**. Councilor Spahr moved to approve the October 9, 1995 Consent Calendar, comprised of the following items:

- a. Minutes of the regular city council meeting of September 25, 1995;
- b. Vouchers and transfers;
- c. Appointments to Chehalis Parking Commission; and
- d. Department of Natural Resources Community Forestry Planning Grant.

The motion was seconded by Councilor Pope. Both Councilors Spahr and Hamilton asked for a brief overview of the Forestry Planning Grant. Joanne Schwartz, Community Services Director and Andy Sennes, Property Manager, responded and briefly reviewed this for council. Mayor Hatfield called for a vote on the motion to approve the consent calendar and it was carried unanimously.

4. **Citizens Business**.

- a. City Manager David Campbell announced that Lewis County Solid Waste Utility Manager Mike Davis was ill and, as a result, his presentation had to be postponed.
- b. Steve Strawder, 212 Osborne Road, Mossyrock, addressed the council to express concern regarding water and wastewater connection fees required for a restaurant he and his wife plan to build on National Avenue. He explained that he had contacted several other area restaurants to get an idea of what the consumption would be and felt the cost of connection fees would be prohibitive. Brief discussion followed. Councilor Spahr suggested Mr. Strawder check with more restaurants for a more accurate consumption average. Council recommended that

Mr. Strawder pay the initial hookup fee and agree, per ordinance, monitor the water usage the first year and then review the actual usage with the Public Works Department and adjust the ERUs accordingly at that time.

7. **Ordinance No. 582-B, First Reading – Repealing Ordinances Which Are No Longer Needed or in Effect – Relating to Jail Standards.** Councilor Spahr moved to suspend the rules. The motion was seconded by Councilor Pope and passed unanimously. Councilor Spahr moved to pass Ordinance No. 582-B on first and final reading. The motion was seconded by Councilor Pope and passed unanimously.

8. **Resolution 14-95 Regarding the USS Missouri.** Councilor Spahr moved the council suspend the rules. The motion was seconded by Councilor Kirk and passed unanimously. Councilor Spahr moved to pass Resolution 14-95 on first and final reading. The motion was seconded by Councilor Hamilton and passed unanimously.

9. **City Manager Report.** None.

10. **Council Committee Reports.** None.

Mayor Hatfield adjourned the regular meeting at 3:25 p.m. and announced that, following a five minute recess, the council would reconvene in executive session pursuant to RCW 42.30.110(i)- Potential Litigation and RCW 42.30.140(4) - Labor Contract Negotiations.

Following conclusion of the executive session, the regular meeting was reconvened at 4:00 p.m.

City Manager David Campbell stated that David Kelly of Craig, Colorado, recently hired as the city's new human resources director and risk manager, had recently asked if consideration could be given for financial assistance with the costs involved in moving his family here from Colorado. Mr. Campbell added that, at Mayor Hatfield's suggestion, he had asked Mr. Kelly to obtain a couple of estimates indicating what the costs might be, which Mr. Kelly had done. Following brief discussion, Councilor Spahr moved that David Kelly be offered up to \$1,100.00 to be used towards relocation expenses, after submission of receipts. Councilor Hamilton seconded the motion and it passed unanimously.

There being no further business to come before the council, the meeting was adjourned at 4:01 p.m.

October 23, 1995

The Chehalis city council met in regular session on Monday, October 23, 1995 in the Chehalis city hall. Mayor Hatfield called the meeting to order at 3:00 p.m. with the following councilors in attendance: Mayor Pro Tem Dr. Isaac Pope, Councilors Mattie Kirk, Scott Hamilton, Bob Spahr and David Zylstra. Councilor Joyce Venemon was absent. Staff members present included: Dave Campbell, City Manager; Randy Hamilton, Chief of Police and Fire Services; Dennis Dawes, Deputy Chief of Police Services; Barry Heid, Director of Public Works; Bill Hillier, City Attorney; Peggy Morant, Assistant Finance Director; Joanne Schwartz, Director of Community Services; Becky Fox, Court Administrator; and Carol Lee Neely, Temporary Deputy City Clerk. John Pierce of The Chronicle was in attendance also.

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

- a. Minutes of the regular city council meeting of October 9, 1995;
- b. Vouchers and transfers; and
- c. Appointment of Tad Devlin and Ray Muyskens to the Planning Commission.

The motion was seconded by Councilor Hamilton and it was carried unanimously.

2. **Citizens Business.**

a. Mike Davis, Manager of the Lewis County Solid Waste Utility, and two members of his staff, Melanie Case and Chilly Sterner, Solid Waste Specialists, addressed the council briefly regarding the Coordinated Grant Application, changes in the hours of operations at the Central Transfer Station, and proposed changes in hours of operations at the solid waste drop-box sites. Discussion followed concerning the requested closure of the compost/organic dump site at Stan Hedwall Park in 1996. Mayor Hatfield expressed concern that many residents who have gotten use permits for that facility in the past to dispose of yard waste will have problems next year as a result of the closure. Mr. Davis explained that they plan to implement a system at the Central Transfer Station next year to track the estimated potential volume of yard waste, but have no way of knowing what those figures would be at the present time.

Randy Hamilton, Chief of Police & Fire Services, stated that, in relation to this issue, Crime Stoppers plans to implement a program this week as a result of illegal dumping being experienced throughout the county. He expressed concern that the city will also experience illegal dumping activity if the Stan Hedwall dump site is closed, creating health and fire hazards to the public. Councilor Pope expressed concern regarding a situation relating to this type of hazard at a residence on 16th Street. Chief Hamilton replied that the city's current nuisance ordinance does not cover this type situation altogether, but said he would look into it.

Mayor Hatfield asked the city manager to send a letter to Lewis County Public Works Director Bob Berg and request authorization for the city to offer the Stan Hedwall Park compost dump site to the public next spring and summer, as it has in the past.

3. **Presentation.** Mayor Hatfield presented certificates of appreciation to the Chehalis school crossing guards. He acknowledged and thanked them for their dedication to the safety of the children who must cross the busy city streets to attend Chehalis schools.

4. **City Manager Reports.**

a. City Manager David Campbell reported that Public Works Director Barry Heid and engineer Kip Summers, of Gibbs & Olson, would briefly review the Chehalis River Intake Upgrade Evaluation for council. He added that Chehalis Power, Inc. had requested and paid for this study initially but it was also an extremely valuable document to the city for long-range water planning.

Mr. Summers reviewed various aspects of the report for the council. He explained that their recommendation for the most cost effective solution to provide 15 cfs of water from the Chehalis River up to the treatment plant would be to maintain the current 18" line and install three new, 350 hp pumps with associated improvements. Brief discussion followed.

Mayor Hatfield inquired about the cost differences shown in the report related to alternative number one and the recommended costs associated with alternative number one. Public Works Director Barry Heid explained that the report, when discussing alternatives, excluded common costs and costs that would or could involve all three alternatives and these costs were included in the figures identified in the recommendation. He added that, in other words, the alternatives were basically identified separately and, in addition to the costs associated with the various alternatives, approximately \$900,000 may have to be added to all alternatives in order to recognize common and possible work that may be required, regardless of the alternative selected.

b. City Manager David Campbell reviewed the 3rd quarter financial report for council. He noted that the general fund revenues received through the end of the 3rd quarter were higher than the amounts estimated and the expenditures through the end of the same period were slightly under the estimated budgetary figures.

c. Mr. Campbell reported that he attended a meeting last Friday with Centralia City Manager Craig Nelson and Chuck Coddington, of Lewis County, regarding the Washington Information Network (WIN). He stated that the Chehalis-Centralia area has qualified for one WIN kiosk, which will possibly be placed in the area within the next six to eight months. He added that the proposed sites being considered for the kiosk are the Lewis County Mall, the tourism center located at the Centralia factory outlets and the Centralia train depot.

d. Mr. Campbell announced that a special meeting of the council was scheduled for November 6, 1995, at 5:00 p.m. for the purpose of reviewing the 1996 recommended budget.

5. Council Committee Reports.

a. Councilor Hamilton reported that he attended a meeting of the Southwest Washington Fair Board recently. He stated they are working with the strategic plan consultant and will continue to work on this in the future.

b. Councilor Spahr reported the GMA committee met earlier in the day. He stated that they reviewed the request of Kuehner/Wallace for 30 eru's of water and sewer capacity for property located off Maurin Road and had a recommendation, in the form of a motion to the council.

Councilor Spahr moved that the council approve the allocation of 30 eru's of water and sewer capacity to Kuehner/Wallace for property located off Maurin Road, contingent upon acquiring the appropriate permits to develop the property and, in the event a mobile home is permitted on the property, perimeter landscaping/fencing, recreation facility, and school bus access conditions proposed by the Chehalis Planning Commission shall be met by the developer. The approval for capacity shall be good for a period of six months from this date and this action shall not be construed to be a precedent for future land use planning decisions in the same vicinity. Councilor Hamilton seconded the motion.

Mayor Hatfield called for any questions from the council. There being none, he called for any discussion from the floor.

Mark Giffey, president of the Port of Chehalis, addressed the council to express the port's concern regarding the proposed development. He stated they felt this would be inconsistent with the long range plan of the Port. In addition, he said that they are very concerned about the development of a residential area within an industrial area.

Mike Kuehner, representing Kuehner/Wallace, addressed the council to speak on behalf of his proposed development. Following discussion, Councilor Spahr stated that, as the property under discussion was outside of the city limits, the issue for the council to address was whether to approve an allocation of 30 eru's of water and sewer capacity to that location, as stated in the motion, not whether to allow the proposed development.

Mayor Hatfield called for a vote on the motion and it was carried unanimously.

Mayor Hatfield announced that the regular meeting would be adjourned at 4:30 p.m. and, following a five minute recess, the council would reconvene in executive session, pursuant to RCW 42.30.140(4) – contract negotiations - until approximately 5:00 p.m.

Following conclusion of the executive session, the regular meeting was reconvened at 5:06 p.m.

There being no further business to come before the council, the meeting was adjourned at 5:07 p.m.

November 6, 1995

The Chehalis city council met in a special session on Monday, November 6, 1995 in the Chehalis city hall for the presentation of the recommended 1996 annual budget. Mayor Hatfield called the meeting to order at 5:00 p.m. with the following councilors in attendance: Mayor Pro Tem Dr. Isaac Pope, Councilors Mattie Kirk, Scott Hamilton and David Zylstra. Councilors Bob Spahr and Joyce Venemon were absent. Staff members present included: Dave Campbell, City Manager; Randy Hamilton, Chief of Police and Fire Services; Dennis Dawes, Deputy Chief of Police Services; Barry Heid, Director of Public Works; Bill Hillier, City Attorney; Jo Ann Hakola, Finance Director/City Clerk; Bob Nacht, Community Development Manager; Andy Sennes, Community Services Property Manager; Becky Fox, Court Administrator; and Carol Lee Neely, Temporary Deputy City Clerk.

1. Overview of the Recommended 1996 Budget - David Campbell, City Manager: Mr. Campbell reviewed his budget message for the council. He stated that it was \$1.3 million over the 1995 budget, due largely to the final sanitary sewer rehabilitation construction required under the terms of the 1988 consent decree. He reviewed the impact that the basic city property tax rates and the EMS levy rate would have on next year's budget due to a significant increase in the city's assessed valuation this past year. He noted that ending fund balances in the general fund and some of the other funds continue to increase over prior years, which indicate a stronger financial position for the city. He pointed out that a summary of the various budget issues and how they've been addressed in the 1996 budget was distributed with the recommended budget.

2. City Attorney's Office - Bill Hillier, City Attorney: Mr. Hillier stated that, while his office did not request any increases for the coming year, if referendum 48 passes, there would be a significant increase in legal expenses for the city to defend land use decisions as the city's insurance provider does not offer coverage for that.

3. Municipal Court - Becky Fox, Municipal Court Administrator: Councilor Hamilton asked why the court expenditures seemed to be greater than revenues. Ms. Fox explained that, jury trials, which cost between \$400-\$500 per trial, have increased significantly and the defendants cannot be assessed those costs. She added that, while many court fines are turned over for collection, there are a number of defendants who have neither jobs nor assets and, as a result, their fines go uncollected.

4. Finance Department - Jo Ann Hakola, Finance Director/City Clerk:

Mayor Hatfield complemented Finance Director Jo Ann Hakola and her staff for compiling the recommended 1996 budget into an easily read and understood document.

General Fund and Garbage Fund: Jo Ann Hakola, Finance Director, briefly reviewed these two funds and reported there no major changes in either fund for the coming year.

Councilor Pope inquired about the capital outlay figure shown in the garbage fund budget. Ms. Hakola explained that the utility funds are paying for remodeling the counters in the city hall office next year and the figures shown are the garbage fund's share of that project.

5. City Council - David Campbell, City Manager: Mr. Campbell stated there were basically no changes in the council budget for 1996. Councilor Hamilton inquired about the sister cities expenses. Mr. Campbell replied that an allocation of \$3,000.00 for that program was in the non-departmental section of the budget.

6. Human Resources Department - David Campbell, City Manager: Mr. Campbell introduced David Kelly, the city's newly hired human resources and risk management director. He added that there were basically no changes in this department for the coming year.

7. Non-Departmental - David Campbell, City Manager: Councilor Hamilton inquired about the \$265,000 budgeted in this department for 1995. Mr. Campbell explained that \$200,000 was for a transfer to the public facilities reserve fund for future capital purposes and that \$65,000 was a transfer to the reserve fund for the potential replacement of the telephone system. Mayor Hatfield asked about the \$1,000 budgeted for the airport board. Mr. Campbell replied that, according to the interlocal agreement, the city was obligated to appropriate that amount but the airport board had stated they would not be requesting monies next year.

8. City Manager's Office - David Campbell, City Manager: He reported there were no significant changes in this department's budget for 1996.

9. Tourism Fund - David Campbell, City Manager: He reported that the reserves in this fund had fallen dramatically during the past few years. He said that monies from this fund had been used in prior years to pay for some special tourism related projects on a one-time only basis. He added that, due to the small reserve in this fund at the present time, the city would not be able to do that in the future unless these revenues increase.

10. Capital (including Public Facilities and Automotive/Equipment Reserve Funds) – Dave Campbell, City Manager: He explained that a summary of monies budgeted next year for capital expenditures were shown on pages 103 - 106 and indicate how the capital and construction money was allocated on a city-wide basis. Councilor Pope asked if funds had been set aside for the future public safety building. Mr. Campbell replied that funds had been set aside in the general fund for future capital needs but that nothing had been appropriated in this fund for that particular project next year. He added that the cost of the architectural study, which listed a public safety building as a top priority for the city, was paid for from this fund but that the actual cost for this project would need to be funded by a bond issue.

11. Community Services (including General and Housing/Community Development Funds) Joanne Schwartz, Community Services Director: Bob Nacht, Community Development Manager, reviewed the 1996 budget figures for community services in the absence of Joanne Schwartz, Community Services Director.

General fund: Mr. Nacht reported there were no changes in this fund for 1996.

1993 Community Block Grant Fund: He stated that this fund had not been budgeted but was currently being worked on. He added that a public hearing and proposed amendment concerning this would be presented at the November 27, 1995 regular council meeting.

1982-90 Community Block Grant Fund: Mr. Nacht stated this fund was dependent on the outcome of the 1993 block grant on November 27th. He added that some projects budgeted within this fund dealt with continuation of the housing rehabilitation program, abatement of dangerous buildings and handicapped accessibility conversions.

Housing Assistance Fund (Section 8 Housing Assistance Program): He explained that this was also currently being negotiated. He added that this fund provided the salary and benefits for one full time employee to operate the housing assistance program.

HUD Block Grant Fund: Mr. Nacht stated this fund only involved a \$40,000 expenditure related to growth management planning.

Councilor Hamilton expressed concern about the decision not to include a hearings examiner in the budget this year. He noted that some litigation had already been experienced in the community as a result of the GMA and, if referendum 48 passes, he expressed concern that the city would see even more. He added that he also felt it was important to budget monies to provide training for the planning commission members as a result of the increased exposure. Mr. Nacht replied that issues are reviewed by both staff and the decision makers as being very critical and they use resources extensively to reduce that risk.

12. Police & Fire Services Division - Randy Hamilton, Chief of Police & Fire Services: Chief Hamilton reported there were no major changes in this budget for the coming year. He added that funds had been budgeted for the proposed fire service training facility and added that commitments had been received from Lewis County Fire Districts #5, #6, #12 and the Centralia Fire Department to participate in this facility. In response to Councilor Hamilton, Chief Hamilton stated that the purchase of two police cars and new transmitter equipment for the fire department were planned for next year.

Councilor Zylstra inquired about the gambling taxes. Chief Hamilton replied that gambling revenues were down and, while he felt they would stabilize, they would not be as high as in previous years.

Councilor Kirk asked about the HazMat program. Chief Hamilton explained that it had been discontinued as Chehalis could no longer afford to support this program, which included all of Lewis County and Rochester and Grand Mound in south Thurston County. He added that his department would be able to handle small incidents but for any major incident, Olympia or Tacoma would have to be contacted.

13. Public Works (including General, Arterial Street, Water-Sewer, and Storm & Surface Water Funds) - Barry Heid, Public Works Director:

Street: Mr. Heid reported they would be purchasing a 10-yard dump truck next year, which would be used and funded by both the street department and the water and sewer utilities. He stated that they would continue the street light standard maintenance program, which was begun this year.

Arterial Street: He reported this fund would continue to buy chip sealing materials and would also pay a portion of costs anticipated for bicycle pathways in the city.

Water & Sewer Fund: He stated that the unknowns here relate to the NPDES permit and the TMDL impacts and how they will have to be addressed. He added that some funds had been included in this budget to allow some engineering and legal evaluations, if needed.

Mr. Heid reported that a number of water treatment plant controls, some of which are 35 years old, will be upgraded next year. He said that alarms at this site would also be upgraded in order to meet state regulations. He added that funds were budgeted for the implementation of the last of three phases of a more automated and programmable controlled system at the wastewater treatment plant, which would allow more flexibility than the manual control system.

Storm & Surface Water Fund: Mr. Heid explained that this was a fledgling account without enough funds in reserve yet to undertake any of the large projects which were identified in 1988. Mayor Hatfield commented that, while there wasn't enough money in this fund to do some of the big things, when they were done, they were unnoticed generally because they were below the surface and not seen. He added that the little things that had been done since this fund was instigated, however, had made a lot of difference. Mr. Heid replied that they had been trying to be responsive and resolve as many of the problem areas as possible.

Mayor Hatfield announced that the executive session scheduled to follow this workshop would be deferred to the regular meeting of November 13, 1995.

There being no further business to come before the council, the meeting was adjourned at 6:30 p.m.

November 13, 1995

The Chehalis city council met in regular session on Monday, November 13, 1995 in the Chehalis city hall. Mayor Pro Tem Dr. Isaac Pope called the meeting to order at 3:00 p.m. with the following councilors in attendance: Councilors Mattie Kirk, Scott Hamilton, Bob Spahr, Dave Zylstra, Joyce Venemon and David Zylstra. Mayor Bud Hatfield was absent. Staff members present included: David Campbell, City Manager; Randy Hamilton, Chief of Police and Fire Services; Dennis Dawes, Deputy Chief of Police Services; Barry Heid, Director of Public Works; Bill Hillier, City Attorney; Jo Ann Hakola, Finance Director; Joanne Schwartz, Director of Community Services; Andy Sennes, Property Manager; David Kelly, Human Resources/Risk Management Director; Rob Gebhart, Chehalis Firefighter; Becky Fox, Court Administrator; and Carol Lee Neely, Temporary Deputy City Clerk. John Pierce of The Chronicle was in attendance also.

1. **Presentations:**

Mayor Pro Tem Pope acknowledged the years of service and presented employee service awards to:

- a. Judy Schave, Accounting Technician 11 for 10 years of service;
- b. Jean Durr, Utility Customer Service Representative II for 20 years of service; and
- c. Joyce Venemon, Council member for 20 years of service.

Mayor Pro Tem Pope presented an employee incentive program certificate to Dave Vasilauskas, Water Distribution Specialist, for his suggestion to purchase binoculars to read water meters located in confined places. Judy Schave, chairperson of the employee incentive committee, explained that \$2,400 had been budgeted in 1995 to retrofit those water meters so they could be read easily and safely. She added that, as a result of his suggestion, the city saved \$2,390.

2. **Proclamations:**

Mayor Pro Tem Pope read a proclamation declaring the week of November 12-18, 1995 as American Education Week. Mr. William Blair, a teacher with the Chehalis School District, was in attendance to accept the proclamation.

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

- a. Minutes of the regular city council meeting of October 23, 1995;
- b. Minutes of the special preliminary 1996 budget work session of November 6, 1995;
- c. Vouchers and transfers.

The motion was seconded by Councilor Spahr and it was carried unanimously.

4. **Citizens Business.**

a. **Trip to Japan:** Councilor Spahr reported briefly on his recent trip to Inasa, Japan and displayed the gifts presented to Chehalis while he was there. Bill Steffon, who was also a member of the Chehalis delegation who traveled to Inasa, was in attendance and urged anyone who could, to consider becoming a part of the cultural exchange program with Inasa. Councilor Spahr recommended that council consideration be given to set funds aside to send a council member or staff member on the next trip to Inasa.

b. **City Gambling Tax:** Ms. Patti Frankovich, representing the Assured Home Health Foundation, addressed the council to request that city ordinance 534-B be amended in order to allow non-profit, charitable organizations to be exempt from paying the gambling taxes currently required.

Ben Kostick, representing Twin Cities Sertoma, also addressed the council to make a similar request. Brief discussion followed. Councilor Hamilton moved that this matter be referred to staff and investigated to determine what the potential impact would be to the city's budget if the gambling taxes were either reduced or eliminated for non-profit organizations until state legislation is enacted regarding this issue. Councilor Zylstra seconded the motion and it was passed unanimously. City Manager David Campbell stated they would try to have the information by the next regular council meeting on November 27, 1995.

5. **Public Hearing:** Mayor Pro Tem Pope opened the public hearing regarding the 1996 budget and revenue sources at 3:37 p.m.

City Manager Dave Campbell explained that this public hearing was one of the formal steps required by the state prior to adoption of the 1996 budget.

Mike Gonzales, president of the Chehalis Babe Ruth Association, addressed the council to request that monies be set aside in 1996 for the completion of the lighting project begun at Babe Ruth Field # 1 in Stan Hedwall Park. Councilor Spahr stated that the council would discuss this during the budgeting process.

Randy Johnson, representing Centralia Community Television, addressed the council regarding a request for support of the newly formed PEG channel to connect Centralia and Chehalis in a partnership for community television. He spoke in support of this as a way to connect the local citizens to their government, to provide an educational tool for the schools and to provide a means of connection by non-profit organizations with the public concerning their various issues and goals. In response to Mayor Pro Tem Pope, Councilor Zylstra explained that the budget could be amended prior to adoption to request contributions to that program, if the council determines that to be a priority for the coming year.

There being no other comments, Mayor Pro Tem Pope closed the public hearing at 3:45 p.m. and reconvened the regular session.

Councilor Spahr inquired about the tentative schedule for the adoption of the 1996 budget. City Manager Dave Campbell explained that the ordinances adopting the 1996 budget and the property tax levy will be presented for first reading at the November 27, 1995 regular council meeting and for second and final reading at the December 11, 1995 regular council meeting. He added that the final property tax levy figures would be received from Lewis County in early December.

Councilor Hamilton once again expressed his concern regarding the need for a hearing examiner. He moved that city staff explore revising the budget to allow for appropriate funding for a hearing examiner for 1996. The motion was seconded by Councilor Spahr and passed unanimously.

The council briefly revisited the community television issue. Councilor Spahr encouraged the other council members to talk to their constituents to find out what their feelings are concerning this issue. He expressed concern that the community might not receive a great enough benefit to justify the projected \$16,000 cost. Mayor Pro Tem Pope stated that, 5 years ago, there was no public access television in our community and that a committee had formed what is now known as the Lewis County Center "Artists in Motion" program. He added that this has been a public education program, however, rather than public access TV. He stated that, while he feels the two local communities need public access TV, he feels that TCI should provide it as they do in Olympia, as well as in other parts of the country. Bill Hillier stated that the current franchise agreement with TCI will expire and come up for renewal in the year 2000 and the city will be able to negotiate with TCI for public access at that point. He added that the question before the council at this time is whether they want to fund public access in the interim. Councilor Spahr expressed concern regarding whether the community will want to pay for public access TV until the year 2000 and urged each council member to discuss this issue with their constituents.

Mayor Pro Tem Pope called for any comments as a result of the public hearing.

Councilor Spahr moved that city staff look into the possibility of assisting the Babe Ruth League with the lighting wiring project at Stan Hedwall Park. Councilor Hamilton seconded the motion and it was passed unanimously.

4. City Council/City Manager Reports.

Mayor Pro Tem Pope requested that a tri-agency workshop meeting be scheduled in early January or February regarding the Chehalis-Centralia Airport. He also inquired about the location of a land easement referred to in the airport board minutes. Dennis Dawes, Deputy Chief of Police and the Chehalis representative on the Airport Board, explained that the property referred to was in Centralia and that it related to traffic patterns for the airport. Mayor Pro Tem Pope also inquired about the capital outlay shown in the airport budget. Mr. Dawes replied that the airport board had applied for a \$500,000 - \$600,000 grant from the FFA to make needed repairs and improvements to the main runway, add directional lights, a lighted windsock and other needed improvements. Councilor Spahr noted that a number of local corporate offices such as Pacific Laser Cataract Institute, Agnew Enterprises, Ross Equipment, as well as others use the airport on a regular basis.

Mayor Pro Tem Pope announced that the regular meeting would be adjourned at 4:00 p.m. and, following a five minute recess, the council would reconvene in executive session, pursuant to RCW 42.30.110(i) – potential litigation, and RCW 42.30.140(4) - contract negotiations - for approximately 30 minutes.

Following conclusion of the executive session, the regular meeting was reconvened at 4:45 p.m. There being no further business to come before the council, the meeting was adjourned at 4:46 p.m.

November 27, 1995

The Chehalis city council met in regular session on Monday, November 27, 1995 in the Chehalis city hall. Mayor Bud Hatfield called the meeting to order at 3:00 p.m. with the following councilors in attendance: Mayor Pro Tem Isaac Pope, Councilors Scott Hamilton, Mattie Kirk, Bob Spahr, Joyce Venemon and David Zylstra. Staff members present included: David Campbell, City Manager; Jo Ann Hakola, Finance Director; Barry Heid, Director of Public Works; Joanne Schwartz, Director of Community Services; Andy Sennes, Community Services Property Manager; Bob Nacht, Community Development Manager; Bill Hillier, City Attorney; David Kelly, Human Resources/Risk Management Director; Randy Hamilton, Chief of Police and Fire Services; Dennis Dawes, Deputy Chief of Police Services; Gary Hodges, Gambling Enforcement Officer; Rob Gebhart, Firefighter; Becky Fox, Court Administrator; and Carol Lee Neely, Temporary Deputy City Clerk. John Pierce of The Chronicle was in attendance also.

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

- a. Minutes of the regular city council meeting of November 14, 1995;
- b. Vouchers and transfers; and
- c. Request for water and sewer service for Imperial Group for 2.5 ERUs of capacity.

The motion was seconded by Councilor Hamilton and was carried unanimously.

2. **Proclamations/Presentations:**

- a. Mayor Hatfield presented Carol Lee Neely with a certificate and city pin and thanked her for filling in for Caryn Foley, deputy city clerk, who has been absent on maternity/family leave.
- b. Joanne Schwartz, Community Services Director, presented each councilor with a pen from Japan. She explained these were given to her while she was visiting Japan recently to present to the council as a token of their regard.

3. **Amendment to the Current Community Development Block Grant Program.** City Manager David Campbell explained that, in order to make any changes to this program, a public hearing was required. He said that Bob Nacht, Community Development Manager and administrator for this program, would review the proposed amendment and respond to any questions. Mr. Nacht stated that copies of the proposed amendment to the renter-occupied and owner-occupied program were available for anyone in the audience who would like one. He explained that the proposed amendment involved three parts: extending the program into 1996 in order to accomplish the specific program requirements; the rehabilitation of 50 dwelling units occupied by low and very low income persons; and changes to the program operation manual, involving the qualifications and eligibility issues for renter and owner occupied housing rehabilitation loan and grant applications.

Dr. Pope asked if it was known what the impact to the city would be, both in a positive and negative way, if the program were to be continued. Mr. Nacht replied that the original grant application, that was applied for in 1992 and received in 1993, provided about \$500,000.00 for housing rehabilitation to benefit 100% of low and moderate or low and very low income housing throughout the community. He stated that one of the positive aspects of this particular program was that past programs had limitations or target areas stipulating where the qualifying houses could be, while this program, if the criteria for low income tenancy was met, was available throughout the entire city. He added that, on the negative side, the program had run one year longer than originally anticipated due to a number of market criteria that influenced it. He said they hoped to be able to run the program for one more year.

Mayor Hatfield asked what the balance was in the fund currently, Mr. Nacht estimated that there was approximately \$250,000 to \$300,000 in this fund at the present time. Mayor Hatfield asked if a rental unit owned by someone who was not considered to be of low or moderate income, but who was renting to a tenant who was,

would qualify for improvements under this program. Mr. Nacht explained that the person who was actually residing in the dwelling was the one who must meet the low and very low income criteria. He added that the benefit to low and moderate income tenants was reviewed annually.

Dr. Pope asked if there was any agreement stipulating that it was for low income people to prevent a landlord from raising the rent after the improvements were made to a dwelling unit. Mr. Nacht replied that the contract rent for the unit could not exceed the fair market rents established by HUD, as long as a loan was outstanding. Councilor Spahr noted that not all landlords were wealthy and this provided a means to achieve an improvement in the community. Mr. Nacht stated that, under the program criteria, the owner of the building was the one who had to make the application, but that the definition of the program decided under what conditions the terms became available to the applicant.

Councilor Kirk asked what the exposure to the city would be in a default situation, if the program were not to run through the majority of 1996. Mr. Nacht replied that, in the event of a default, the city would be required to return the \$300,000.00 left in the fund and that it could influence the future of other block grant applications.

4. **Public Hearing - Amendment to the Current Community Development Block Grant Program:** Mayor Hatfield opened the public hearing concerning the portion of the meeting at 3:26 p.m. and called for any questions or comments. There were none and the public hearing was closed at 3:26 p.m.

Councilor Pope moved to approve the amendment to the Community Development Block Grant. The motion was seconded by Councilor Kirk and passed on a vote of 6 - 1 (Mayor Hatfield voted NAY).

5. **Miscellaneous 1996 Budget Issues.**

a. **Public Access Television.** Randy Johnson, representing Centralia Community Television, addressed the council again regarding his request for support of the new public access channel. Mayor Hatfield stated that, based on conversations he had with various individuals, he felt there was not enough support for this at this time and added that it could be reconsidered when the franchise agreement expires.

b. **Babe Ruth Field Lighting.** Councilor Zylstra expressed support for this request and noted that the Babe Ruth League members had reduced the cost of this project from \$15,000.00 to \$4,000.00 by generating funds on their own.

c. **Land Use Hearings Examiner.** Councilor Hamilton stressed the need to fund this position. Brief discussion followed. Mayor Hatfield suggested delaying any specific action until mid-July to see if the state legislature takes any action in this regard.

d. **Gambling Tax.** Ben Kostick, representing Twin Cities Sertoma, and Ms. Patti Frankovich, representing the Assured Home Health Foundation, requested council consideration for a reduction, effective immediately, in the gambling taxes currently assessed on bingo games in order to assist their organizations.

Ben Bishop, Assistant Director of the Washington State Gambling Commission, was in attendance and addressed this issue briefly.

6. **Ordinance 583-B, First Reading - An Ordinance of the City of Chehalis, Washington, Determining and Fixing the Amount to be Raised by Ad Valorem Taxes during the Calendar of 1996.** Councilor Zylstra moved to pass Ordinance No. 583-B on the first reading. It was seconded by Councilor Spahr and passed unanimously.

7. **Ordinance No. 584-B, First Reading - An Ordinance of the City of Chehalis, Washington, Adopting the Budget of the City of Chehalis, Washington, for the Year 1996, and Providing for the Effective Date Hereof.** Councilor Zylstra moved to pass Ordinance No. 584-B on the first reading. It was seconded by Councilor Venemon.

Councilor Hamilton moved to amend the original motion to include \$10,000.00 in the Community Services Department for a land use hearings examiner and decrease the ending fund balance by that amount. It was seconded by Councilor Spahr and passed by a vote of 6 ayes and 1 nay. Mayor Hatfield cast the dissenting vote.

Councilor Spahr moved to amend the motion to include \$4,000.00 to wire the lighting on the Babe Ruth Field, with the monies to come from the ending fund balance of the general fund. It was seconded by Councilor Venemon and passed unanimously.

Councilor Zylstra moved to reduce revenue by \$9,200.00 to reflect a 1.5 reduction in the city's gambling tax for six months and take that reduction from the ending fund balance of the general fund. It was seconded by Councilor Spahr and passed on a vote of 6 - 1 (Councilor Pope voted NAY).

Mayor Hatfield called for a vote on the original motion, as amended, to pass Ordinance No. 584B, adopting the 1996 budget for the city of Chehalis. The motion carried unanimously.

8. **Contract Amendment with Michael Aippersbach for Preparation of Development Regulations.** Councilor Hamilton moved to approve the contract addendum with Michael Aippersbach and Associates, not to exceed \$39,084.00 and to authorize the city manager to sign on behalf of the city. It was seconded by Councilor Pope and passed unanimously.

9. **Ordinance No. 585-B, First Reading - An Ordinance of the City of Chehalis, Washington, Establishing Policies, Procedures and Requirements for Dischargers to the Chehalis Wastewater Treatment Plant to Comply with State and Federal Pretreatment Regulations; and Establishing the Effective Date Hereof.** City Manager David Campbell briefly reviewed the need for adoption of this ordinance to comply with DOE requirements. Mayor Hatfield suggested this be passed on first reading and that a work session be scheduled during the regular council meeting on December 11 to allow Public Works Director Barry Heid to address this issue in depth. Councilor Zylstra moved to pass Ordinance No. 585-B on first reading. It was seconded by Councilor Kirk and passed unanimously.

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

a. **Quarterly Update of 1994-95 City Council Goals.** Mr. Campbell reviewed the final quarterly status report for 1995.

Following brief discussion, Monday, February 5, 1996 at 5:00 p.m. was set as the date and time for the council goal setting session to establish their 1996-97 goals.

Councilor Hamilton inquired about the water tie-in between Centralia and Chehalis. Public Works Director Barry Heid explained that this project was progressing very well. He added that, while this tie-in would not provide all the water for either city, it would allow flexibility when problems arise.

b. **Cancel the Second Council Meeting in December.** Mayor Hatfield recommended that the last regular council meeting in December be cancelled and requested that appropriate notification be given prior to that time.

City Manager David Campbell announced that a reception is planned to honor retiring councilor Joyce Venemon immediately following the meeting on December 11, 1995, and he would give ample notification of both.

11. **Council Committee Reports.**

a. **Tri-Agency Meeting About Airport.** Mayor Hatfield suggested that a council committee, consisting of Councilor Kirk, Councilor Pope and himself, meet to discuss any relevant issues. A meeting was set for December 15 at 7:00 a.m. at Kit Carson restaurant, with city staff not being required to attend.

b. Councilor Hamilton reported that the Southwest Washington Fairgrounds evaluation committee is continuing to explore numerous options.

There being no further business to come before the council, the meeting was adjourned at 4:28 p.m.

December 11, 1995

The Chehalis city council met in regular session on Monday, December 11, 1995 in the Chehalis city hall. Mayor Hatfield called the meeting to order at 3:00 p.m. with the following council members present: Scott Hamilton, Mattie Kirk, Dr. Isaac Pope, Bob Spahr, Joyce Venemon and Dave Zylstra. Staff members present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director/City Clerk; Randy Hamilton, Chief of Police & Fire Services; Barry Heid, Public Works Director; Bill Hillier, City Attorney; David Kelly, Human Resources/Risk Management Director; Joanne Schwartz, Community Services Director; Becky Fox, Municipal Court Administrator; Dennis Dawes, Deputy Chief for Police Services; Bill Cavinder, Deputy Chief for Fire Services; Bob Nacht, Community Development Manager; and Caryn Foley, Deputy City Clerk. Members of the news media present included John Pierce of The Chronicle.

1. **Employee Service Awards.** Mayor Hatfield presented employee service awards to Barb Lovelady, Departmental Administrative Assistant for the Fire Services Division for 15 years of service, and to Rich Trotter, Property Maintenance Worker II in the Community Services Department for 10 years of service.

2. **Certificates of Completion to Rich Trotter and Lilly Wall as Certified Aquatic Facility Operators.** Mayor Hatfield presented certificates of completion from the National Recreation & Parks Association to Rich Trotter and Lilly Wall for completing and receiving certification as aquatic facility operators. Lilly Wall was not in attendance.

3. **Presentation of 1995 Historic Preservation Awards by the Historical Preservation Commission.** Dr. Hank Kirk and John McKerricher, members of the Historical Preservation Commission, presented plaques to three residential and one public facility that the Commission has recognized as preserving the history of their homes. Awards were presented to Janice Sundquist, 1830 South Market Boulevard; Ron and Kathy Oldroyd, 461 NW Pennsylvania Avenue; Wayne & Charlotte Galvin, 703 SE Adams Avenue; and the Westminster Presbyterian Church, 349 North Market Boulevard.

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

- a. Minutes of the regular city council meeting of November 27, 1995;
- b. November 28, 1995, Claims Vouchers No. 36737 - 36840 in the amount of \$122,061.46; November 30, 1995, Payroll Vouchers No. 28924 - 29078 in the amount of \$359,510.48; and Transfer Voucher No. 1394 in the amount of \$1,147.72;
- c. Pay Estimate No. 1 in the amount of \$44,486.02 to Triad Mechanical for sewage facility improvements;
- d. Reappointment of Walter King to the Civil Service Commission for a six-year term expiring December 31, 2001;
- e. Appointment of John Helm, Stanley Krajewski, Adrian Schraeder and Rick Smith to the Urban Forestry Board; and
- f. Approval of a revised city manager employment agreement.

The motion was seconded by Councilor Hamilton.

Mayor Hatfield requested two corrections to the minutes. The first being under item no. 7, paragraph 2, relating to Ordinance No. 584-B. Mayor Hatfield stated that the motion to amend the main motion carried by a vote of 6 ayes and 1 nay, and that he cast the dissenting vote. The minutes reflected that the motion carried unanimously.

The second correction was an addition to item no. 7, paragraph 5, relating to Ordinance No. 584-B. Mayor Hatfield stated that the motion to pass the ordinance on first reading carried unanimously. The minutes did not state the outcome of the vote on the motion.

Mayor Hatfield also had a question in regard to the city manager employment agreement. He pointed out that the agreement calls for the annual performance appraisal of the city manager to be held in June. Historically that evaluation has been held in August.

Mr. Campbell stated that the agreement has always provided that the evaluation be held in June, but has just been done in August.

The motion to approve the Consent Calendar, as amended, carried unanimously.

5. Public Hearing - Potential Change in Traffic Flow on SW Pacific Avenue and Settlement with Lewis County Regarding Building Encroachment on Main Street Right-of-Way. Mr. Campbell stated that the purpose of the public hearing was to consider a potential change in traffic flow along SW Pacific Avenue from Main Street to Alfred Street. Mr. Campbell stated that related to the public hearing, the city has a tentative settlement regarding claims submitted by the city to the county about alleged building encroachment on Main Street right-of-way by the county's new annex to the jail facility. Part of the settlement calls for a decision to be made on the traffic flow along SW Pacific Avenue. The county would be obligated to pay for signage and painting to initially effect that change in direction.

Mr. Campbell added that one letter against the change in traffic flow was received from Ms. Neva Ross.

Mayor Hatfield closed the regular meeting and opened the public hearing at 3:13 p.m. There being no comments from the public the Mayor closed the public hearing and reopened the regular meeting at 3:14 p.m.

Following brief discussion, Councilor Spahr moved to approve a change in traffic flow on SW Pacific Avenue to a one-way-only (southbound) configuration between Main and Alfred Streets, and to direct staff to prepare an ordinance to effect the change. And to approve the interlocal agreement with Lewis County and authorize the mayor to sign it. The motion was seconded by Councilor Pope and carried unanimously.

6. Ordinance No. 583-B, Second Reading - Determining and Fixing the Amount of Revenue to be Raised by Ad Valorem Taxes, and Ordinance No. 584-B, Second Reading – Adopting the 1996 Annual Budget. Councilor Zylstra moved to pass Ordinance Nos. 583-B and 584-B on second and final readings. The motion was seconded by Councilor Hamilton and carried unanimously.

7. Ordinance No. 586-B, First Reading – Relating to Taxing of Certain Gambling Operations. Mr. Campbell stated that Ordinance No. 586-B would place a temporary reduction of the gross receipts tax on punchboard and pull tab sales by charitable, non-profit organizations.

Councilor Zylstra moved to suspend the rules requiring two readings of an ordinance. The motion was seconded by Councilor Hamilton and carried unanimously. Councilor Zylstra then moved to pass Ordinance No. 586-B on first and final reading. The motion was seconded by Councilor Kirk and carried by a vote of 6 ayes and 1 nay. Councilor Pope cast the dissenting vote.

8. Real Estate Purchase and Sale Agreement with Weyerhaeuser for Fire Training Facility Site. Mr. Campbell stated that staff recommends that the council approve the real estate purchase and sale agreement with Weyerhaeuser for property located on the west side of 1-5. The city would like to eventually develop the site as a fire training facility. Mr. Campbell stated that Weyerhaeuser has met concerns of the city in regard to cleanup of diesel and other fuel spills that may have occurred there in the past.

Councilor Kirk moved to authorize staff to complete the real estate transaction. The motion was seconded by Councilor Pope.

City Attorney Hillier pointed out that he also recommends that the city request and pay for title insurance in the closing of the transaction, and that the city provide the appropriate closing date to Weyerhaeuser based upon council approval of the transfer of the property.

Councilor Kirk withdrew her motion. She then moved to authorize staff to complete the real estate transaction, including clear title and with no limited usage, and also incorporating the points made by Mr. Hillier. The motion was seconded by Councilor Pope and carried unanimously.

9. **Ordinance No. 585-B, Second Reading – Establishing Policies, Procedures and Requirements for Dischargers to the Chehalis Wastewater Treatment Plant to Comply with State and Federal Pretreatment Regulations.** Barry Heid stated that the ordinance is in response to an administrative order from the Department Ecology. It establishes wastewater pretreatment requirements to regulate and control discharges to the city's wastewater system, and establishes local limits for a number of metals and other pollutants. It also provides some customers five years to come into compliance with the local limits if approved by the city and the Department of Ecology.

Mr. Michael Stark, a health, safety and environment specialist for Qualex, addressed the council about Ordinance No. 585-B. He stated that Qualex has submitted a proposal to DOE to deal with silver on a larger basis than just their own plant. It will propose that Qualex accept silver discharge from other businesses in the community. DOE has indicated a willingness to give them an extended period of time to meet the proposed silver limit. The implementation period for the limit is such that Qualex does intend to continue doing business.

Councilor Zylstra moved to pass Ordinance No. 585-B on second and final reading. The motion was seconded by Councilor Pope and carried unanimously.

10. **Ordinance No. 587-B, First Reading - Providing for an Interfund Loan.** Councilor Hamilton moved to suspend the rules requiring two readings of an ordinance. The motion was seconded by Councilor Zylstra and carried unanimously. Councilor Hamilton moved to pass Ordinance No. 587-B on first and final reading. The motion was seconded by Councilor Venemon and carried unanimously. The ordinance provides for temporary loans from the 1982-90 Community Block Grant Fund to the 1993 Community Development Block Grant Fund not to exceed \$100,000, and to the Housing Assistance Fund not to exceed \$15,000 at 5.0% interest.

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

a. **Chehalis-Centralia Airport.** At the last regular meeting Councilor Pope addressed questions to Dennis Dawes, a member of the Chehalis-Centralia airport board concerning the airport. After some discussion, Mayor Hatfield suggested that a council subcommittee, consisting of Councilors Pope and Kirk and himself meet to discuss Councilor Pope's questions. A meeting was held on December 15.

Councilor Pope first apologized to Mr. Dawes if he in any way personally attacked him. Mr. Dawes stated that he did not consider it a personal attack.

Councilor Pope stated that his questions were still not answered. He again requested a meeting to address his concerns.

It was agreed that Councilors Pope, Kirk and Spahr would meet with the members of the Airport Board to address Councilor Pope's questions.

Councilor Pope asked if it was appropriate for an elected official to bring questions to the Council to be discussed.

Mayor Hatfield stated that it was appropriate.

b. **North End Water Improvements.** Mr. Campbell announced that a meeting will be held with property owners in the north end of town on December 12 to discuss the concept of water improvements in that area.

c. **Second Council Meeting in December.** Mr. Campbell confirmed that the second meeting in December would be cancelled.

12. **Executive Session - Pursuant to RCW 42.30.140(4), Labor Contract Negotiations.** Mayor Hatfield announced that the Council would convene into executive session at 4:25 p.m. until 4:45 p.m. pursuant to RCW 42.30.140(4) to discuss labor contract negotiations.

Mayor Hatfield invited everyone to a reception immediately following the executive session honoring retiring city councilor Joyce Venemon for her 20 years of service to the city.

13. **Contract Settlement with Fire Union.** Mayor Hatfield closed the executive session at 4:50 p.m. and reopened the regular council meeting.

Councilor Hamilton moved to approve the proposed wage settlement with the firefighters and authorize the city manager to sign a new three-year contract with the union.

There being no further business to come before the council, the meeting was adjourned at 4:51 p.m.