

January 11, 1999

The Chehalis city council met in regular session on Monday, January 11, 1999, in the Chehalis city hall. Mayor Bob Spahr called the meeting to order at 3:00 p.m. with the following council members present: Wayne Galvin, Bud Hatfield, Bob Venemon, and Dave Zylstra. Councilors Tony Ketchum and Dr. Isaac Pope were absent (excused). Managers and mid-managers present included: Dave Campbell, City Manager; Tim Grochowski, Acting Public Works Director; Jo Ann Hakola, Finance Director; Randy Hamilton, Chief of Police & Fire Services; Bill Hillier, City Attorney; David Kelly, Human Resources/Risk Management Director; Joanne Schwartz, Community Services Director; John Barton, Water Superintendent; Becky Fox, Court Administrator; Bob Nacht, Community Development Manager; Andy Sennes, Property Manager; Patrick Wiltzius, Wastewater Superintendent; and Caryn Foley, Deputy City Clerk. Members of the news media in attendance included Alice Thomas of The Chronicle.

1. **Introductions.** Brady Williams and Alex Williams introduced themselves and stated that they were Boy Scouts and were attending the meeting towards work on a merit badge.

2. **Presentation.** Sharon Michael, formerly of The Chronicle, was presented with a plaque by the Mayor for her integrity and objectivity while reporting on the city of Chehalis.

3. **Recognition of Doug Fletcher and Bob Nacht for Holiday Decoration Work.** Doug Fletcher and Bob Nacht were recognized for their service to the community for decorating the downtown over the last several years. They were presented with sweatshirts embroidered with their name and the words "Chehalis, City of Lights", and a city pin. Joanne Schwartz and Mary Kay Nelson of the Chamber also offered their thanks and appreciation. Doug Fletcher noted that he and Bob don't do the job alone. He recognized National Frozen Foods for their support in providing work crews and lift trucks. Bob Nacht added that he enjoys doing it for the community.

4. **Consent Calendar.** Councilor Zylstra moved to approve the January 11, 1999, consent calendar comprised of the following items:

- a. Minutes of the regular city council meeting of December 28, 1998;
- b. December 30, 1998, Claims Vouchers No. 47825 - 47931 in the amount of \$134,561.87;
- c. Appointment of Deena Mauermann to the Sister City Committee for a 4-year term expiring September 30, 2002;
- d. Pay Estimate No. 2 in the amount of \$55,479.18 (less retainage of \$2,575.64) to RT & T Construction, Inc., for the SW 18th Street water main replacement project;
- e. Change Order No. 2 granting an extension of fourteen days to RT & T Construction, Inc., for completion of the SW 18th Street water main replacement project; and
- f. Agreement for water system intertie with the city of Centralia.

The motion was seconded by Councilor Galvin.

Councilor Hatfield noted that item "d" on the December 28, 1998, consent calendar (engineering services agreement with Gibbs & Olson in the amount of \$14,063 for the Holloway Springs development water system improvements) would be paid back to the city by the developer, Steven Bergstrom. He also noted a correction to item "4" of the December 28, 1998, minutes. He pointed out that the first sentence should read, "Mr. Steven Bergstrom, 2990 SW 190th Avenue, Beaverton, Oregon, presented a check in the amount of \$25,000 as down payment . . ." Finally, Councilor Hatfield highlighted that item "f" of the January 11, 1999, consent calendar (agreement for water system intertie with the city of Centralia) provided that there will be some control by both cities so that neither can bleed the other dry.

The motion carried unanimously.

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5. **Public Hearing - Proposed Vacation of a Portion of SW Pacific Avenue between SW 11th Street and SW Parkland Drive.** Dave Campbell stated that this issue came up about two years ago, but conditions have changed since that time. When the request was renewed by the state, staff began to work with state representatives about what could be done to mitigate some of the impacts on the city and community. He added that staff is not objecting to the vacation.

Tim Grochowski stated that the state is offering the city \$100,000 for vacation of the street. Staff would propose to use the money to overlay SW 13th Street from SW Parkland Drive to Market Boulevard, and 11th Street from SW Cascade Avenue to SW William Avenue. He indicated that regardless of the outcome of the request for vacation, the state will overlay and install curbs, gutters and sidewalks on SW William between the tracks and SW 11th Street because of construction damage. The state is also developing a 30-vehicle parking lot at the former DOT site and is willing to share use of that lot for Recreation Park users. He stated that staff is recommending closing off William at Cascade to direct traffic to 12th Street, which would provide for additional parking. The state is also requesting that Pacific be dead-ended at 10th Street which would direct traffic to 9th Street and then onto Cascade. He indicated that people coming and leaving Green Hill school will be directed to use Pacific.

Mayor Spahr asked if anything would be installed to stop the general public from continuing to use Pacific.

Bob Hubenthal of the Washington State Department of Social and Health Services (DSHS) stated that there will be no physical barriers to prevent that, but the main entrance to the school would be at Parkland and would be signed to inform people that they were entering Green Hill school property. The intent is to direct Green Hill traffic out of the neighborhoods, but also to allow for access by emergency vehicles. He indicated that it was his understanding that during the last two years the city made efforts to modify traffic patterns within the community, and some of the issues that were important two years ago have resolved themselves. He requested that Pacific be vacated between SW Parkland Drive and SW 11th Street; that Pacific be dead-ended at SW 10th Street; and that the city cooperate with the state in a quit claim deed. He explained that about eight feet of William is really on state property and the state would like to quit claim that property to the city in exchange for about 1500-1600 feet on the east side of the DOT site that would allow the state to put about eight or nine parking spaces within the proposed 30-vehicle parking lot. He reiterated the improvements that the state would make because of construction damage as mentioned by Tim Grochowski. He noted that the \$100,000 being offered by the state would include the amount for payment of the vacation which is estimated to be \$23,000 as per the last appraisal. He also indicated that the parking lot would probably be signed for public use on evenings and weekends. He stated that the lot will be needed for overflow staff parking by the school during shift changes when the facility is built to maximum occupancy, and it would not be within the fence. He noted that until the facility is built to maximum capacity the lot would be available for public use.

Councilor Venemon asked about adverse effects on the neighborhoods.

Mr. Hubenthal hoped that by directing school traffic to Pacific it would keep traffic out of the neighborhoods. He thought the most impacted areas would be SW 10th and 11th Streets because they would be redirected to 9th Street if 10th Street were dead-ended.

Councilor Galvin asked if there would be a fence on the east side of Pacific.

Mr. Hubenthal indicated that the entire site, with the exception of the 30-vehicle parking lot, would be fenced.

Mayor Spahr closed the regular meeting and opened the public hearing at 3:35 p.m.

Carla Wiseman stated that she owns rental properties in the area and was concerned about increased traffic on William.

Mayor Spahr asked if traffic counts had been taken.

Tim Grochowski indicated that they had not.

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Tom Attaway, 388 SW 10th Street, indicated that there was not enough public notification by the city. He asked why Pacific needed to be dead-ended at 10th Street. He stated that he parked along Pacific at 11th Street this morning at 8:05 and counted eleven vehicles within five minutes.

Councilor Hatfield stated that he also parked on Pacific at 10:30 a.m. today and there was no traffic.

Tom Attaway expressed concern about increased traffic on 13th and William and suggested that a 3-way stop sign or signal light be installed.

Judy Pernerl indicated that she worked for the Chehalis school district at their office located at 1265 SW Pacific Avenue. She expressed concern about increased traffic on 13th and having to make a left-hand turn from Pacific. She wondered what the point of the vacation was if the state did not intend to close off the road.

Shawn Allegre, 327 SW 10th Street, asked what kind of barrier would be installed if Pacific is dead-ended at 10th Street. He also pointed out that the intersection of Pacific and 9th is very narrow and wondered if emergency vehicles could maneuver through it.

Rose Spogen, 174 Yates Road, asked why the parking lot could not be located within the fence instead of taking property that could be used for Recreation Park. She also mentioned that traffic in Chehalis is becoming mind-boggling.

Adrian Schraeder, 1443 SW Kelly Avenue, also raised the question as to why the state wanted to vacate Pacific if it would remain open. He stated that he walks the road several times a week and it would add about two minutes more to his walk if the road was closed. He felt the hearings held two years ago completed this issue.

Rochelle Blossl, 359 SW 10th Street, did not feel that closing the street would do anything. She felt she would see an increase in people using her street and property to approach the fence. She indicated that her family gets abuse from boys at the school to the point that her family could not even go out in their own yard. She felt that Green Hill should think about the community.

Councilor Venemon suggested that a public meeting be held since there were still so many questions.

Mayor Spahr requested answers from the state regarding: 1) the buffer zone around the school; 2) how would the dead-end on Pacific at 10th be barricaded; and 3) what is the advantage of vacating Pacific if it will remain open. Mayor Spahr did indicate to the audience that for the city to get \$100,000 which could be used for paving, in exchange for the state being able to say that Pacific is their street, is a good deal for the city as a whole.

An audience member asked if the city could stipulate that the state not be allowed to close the street.

Mayor Spahr indicated that he thought the city could do that and it would have to be addressed.

Carla Wiseman felt that it all came down to money.

Rose Spogen stated that sometimes you have to look at what you get today versus what it may cost you down the road.

Gordon O'Brien, 312 SW 9th Street, indicated that he understood the school's request and also the concerns of everyone else. He expressed concern about increased traffic at 13th and William and asked if a traffic count had been done. He felt a signal light at that intersection was needed.

Councilor Hatfield requested an answer as to why the state wanted to vacate Pacific if it would remain open.

Mayor Spahr asked how many days it takes for an accurate traffic count.

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Tim Grochowski indicated that it takes seven days which could be done before the next council meeting.

Mayor Spahr stated that he would like to see the public hearing continued so that all questions could be addressed and traffic counts could be done on Pacific, and on 13th and William.

Randy Hamilton indicated that staff revisited the public safety use of Pacific and concluded that it is not needed. He stated that alternate routes could be used and the state has assured the city access if needed. He did express concern about the bottleneck at SW Pacific and 10th Street. He stated that the goal should be to take traffic out of the neighborhoods and direct it to the main thoroughfares of Cascade Avenue and Market Boulevard.

Carla Wiseman asked about emergency vehicle access to 10th if the road is closed.

Randy Hamilton stated that there are several routes to get to 10th Street and he did not feel it would be a problem.

Bill Hillier asked if the state would be willing to quit claim the property where the 30-vehicle parking lot is proposed to be to the city.

Mr. Hubenthal explained that to do so would not give the facility the required number of parking spaces needed to accommodate staff parking during shift changes at maximum build-out. He noted that maximum buildout should not occur for at least six to ten years during which time the lot would be available for public use.

Bill Hillier indicated that eventually the state would pull occupancy from the parking lot so Recreation Park would really not benefit down the road. He asked about the concept of the state improving the lot, the city owning it, and in return the city would lease a number of spaces to the state to guarantee parking for the citizenry.

Mr. Hubenthal hesitated to take a position for the state to turn over any more property. He pointed out that at one time what are now Recreation Park and the DOT site were state-owned. In the 1950s, the state gave the city the Recreation Park property and a portion of the DOT site for use as a public park. A couple of years later the city sold to DOT an acre of park property which became the south part of the DOT site, which is a piece that Green Hill is now buying back from DOT. He felt it would make more sense for the state to develop and own the property and lease it to the city at a very attractive rate for a period of time until needed by the state.

Councilor Hatfield still wanted an answer as to why the vacation was needed if access would still be available.

Mr. Hubenthal stated that it would allow Green Hill security staff to question suspicious activity which cannot be done now because it is a public street.

Rochelle Blosl still felt that she would see an increase in people approaching the fence from 10th Street.

Mr. Hubenthal stated that vacating Pacific would give Green Hill control of about 800-1000 feet of buffer, but unfortunately there is not a similar buffer on the north side. From a security institutional perspective he stated that ideally the state would be purchasing the homes on 10th and the south side of 9th for a buffer. He added that

the redevelopment project does put a 24-hour security post at the gate on Pacific and he believed that would create a better line of sight to the 10th Street area. He indicated that if the vacation is denied redevelopment will continue, and the 30-vehicle parking lot would be fenced with the rest of the facility. He noted that the reason the state made a second request was because issues within the neighborhoods in the city were changing. Through contacts between the Green Hill superintendent and Randy Hamilton it was suggested by Randy Hamilton that the city was recognizing that there were some benefits to reconsidering the vacation. State representatives met with various city departments to see if there was a proposal the state could offer that was receptive to those departments. The state's intent is to direct Green Hill traffic onto Pacific and out of the neighborhoods. He went on to say that traffic counts were done three years ago that indicated that the only intersection that was really impacted was at 13th and William. It was recommended that traffic volumes were increasing enough that it would require a left-turn lane, but the impacts of Green Hill traffic alone were not enough to justify a signal light. He also spoke to the issue of dead-

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ending 10th Street. The state's proposal is to work with the city to determine the best method of closing off that street. He indicated that the state is willing to continue Green Hill school landscaping to 10th.

Mayor Spahr asked if a fence could be run along where Pacific would be dead-ended at 10th Street to possibly alleviate the concerns of Ms. Blosl.

Mr. Hubenthal indicated that in the past, the area which abuts the homes on 10th was the recreation area, but when construction is completed that area will be strictly a service area. He hoped that change would alleviate Ms. Blosl's concerns.

An audience member asked about installing a second fence.

Mr. Hubenthal explained that a tremendous area would be needed to create a buffer that is adequate and it would significantly cause a loss of property that is needed.

Gordon O'Brien asked if the state would be willing to install a signal light at 13th and William.

Mr. Hubenthal reiterated the proposal that the state was offering the city. He stated that the state cannot justify a signal light from their traffic count study, but he noted that the city could spend the money the state is offering them on a signal light.

Shawn Allegre asked why it was feasible to make a buffer zone on Pacific and not on the north side since that seems to be where a lot of the problems occur.

Mr. Hubenthal indicated that if he could buy the three houses closest to the fence it would give them enough for an adequate buffer zone. He noted however that the state is not funded to purchase properties. He indicated that the state has no hidden agenda which it has not shared.

Several property owners expressed a desire to sell their homes.

Councilor Hatfield moved to continue the public hearing to the next regular meeting. The motion was seconded by Councilor Zylstra and carried unanimously.

6. **Citizens Business – Millett Field.** Mayor Spahr asked what was going on at Millett Field.

John Barton stated that a study was being done to determine soil conditions for a possible third site for a future lagoon for wastewater discharge.

7. **Ordinance No. 649-B, First Reading - Adopting Findings of Facts and Conclusions of the City Regarding Basic Cable Television Service Tier Rates and Equipment and Installation Charges of TCI Cablevision of Washington, Inc.** Dave Campbell reminded the council that on a couple of occasions over the past

few years the city has passed rate orders requiring TCI to roll back some service and equipment charges. Those have been appealed, not necessarily regarding Chehalis' order, but other cities actions, to the FCC. At least the first appeal has been dealt with by the FCC and TCI believes that the actions by the FCC would probably be the same for other cities, so staff is now presenting an agreement providing that TCI will roll back certain rates and provide refunds to customers that have been overcharged.

Jo Ann Hakola stated that credits will be given to customers all the way back from 1995. It will not be on things such as regular rates, but on additional services. The refunds will be shown as a credit on customer bills.

Councilor Hatfield moved to suspend the rules requiring two readings of an ordinance. The motion was seconded by Councilor Zylstra and carried unanimously. Councilor Hatfield then moved to pass Ordinance No. 649-B on first and final reading. The motion was seconded by Councilor Galvin and carried unanimously.

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Councilor Hatfield asked how much the city spent on services for the cable television consultant.

Jo Ann Hakola estimated that about \$3,000 was spent over the last five years.

8. **Airport Board Vacancy.** Dave Campbell stated that a resignation was received from an airport board member creating a vacancy. Two applications were received - one from about four years ago from Mr. John Wilson who has indicated his continued interest, and one recently from Mr. Peter Tiller.

Councilor Hatfield asked if Mr. Wilson contacted the city or was he contacted. He also asked why applications are kept for so long.

Dave Campbell indicated that he contacted Mr. Wilson, and he explained that applications are kept just to have them on file.

Mayor Spahr stated that the airport board has indicated that they would like the legal expertise that Mr. Tiller could provide.

Councilor Galvin moved to appoint Peter Tiller to the airport board to fill the unexpired term of Tom Spahr expiring December 31, 2001. The motion was seconded by Councilor Zylstra and carried unanimously.

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

a. **Stan Hedwall Park Yard Waste Program.** Andy Sennes reported that in 1998 Lewis County started a trial yard waste disposal program, but the majority of Chehalis users still preferred the Stan Hedwall park site. If the county puts a program together that meets the needs of Chehalis residents which would help to offset the costs even more, staff will come back to the council.

Mayor Spahr asked what the cost of a permit was.

Andy Sennes indicated that permits were \$15.00 for the season.

Mayor Spahr suggested raising the cost of the permit.

Joanne Schwartz indicated that the rate was increased about two years ago and people were not happy.

Councilor Hatfield noted that people may not have been happy, but fifty more permits were sold in 1998 than in 1997.

b. **Relocation of Yard Birds Restaurant to Sunbird Shopping Center.** Dave Campbell indicated that a situation came up that could have become an issue that the council would need to perhaps bear an appeal about, but he reported that it had been handled at the staff level.

c. **New Public Works Director.** Councilor Hatfield asked when the new public works director would be starting.

Dave Campbell stated that his first day will be February 8.

There being no other business to come before the council, the meeting was adjourned at 5:00 p.m.

Mayor

Attest:

Deputy City Clerk

January 25, 1999

The Chehalis city council met in regular session on Monday, January 25, 1999, in the Chehalis city hall. Mayor Bob Spahr called the meeting to order at 2:30 p.m. with the following council members present: Wayne Galvin, Bud Hatfield, Tony Ketchum, Bob Venemon, and Dave Zylstra. Dr. Isaac Pope arrived at 2:37 p.m. Managers and mid-managers present included: Dave Campbell, City Manager; Tim Grochowski, Acting Public Works Director; Jo Ann Hakola, Finance Director; Randy Hamilton, Chief of Police & Fire Services; Bill Hillier, City Attorney; David Kelly, Human Resources/Risk Management Director; Joanne Schwartz, Community Services Director; John Barton, Water Superintendent; Jerry Boes, Deputy Chief for Fire Services; Dennis Dawes, Deputy Chief for Police Services; Bob Nacht, Community Development Manager; Andy Sennes, Property Manager; Lilly Wall, Recreation Manager; Patrick Wiltzius, Wastewater Superintendent; and Caryn Foley, Deputy City Clerk. Members of the news media in attendance included Alice Thomas of The Chronicle.

1. **Executive Session.** Mayor Spahr announced that the council would convene into executive session pursuant to RCW42.30.110(b)and(c)-acquisition and disposal of real estate. Following conclusion of the executive session the regular meeting was reopened at 2:57 p.m. Mayor Spahr stated that a short break would be taken until 3:00 p.m.

2. **Consent Calendar.** Councilor Galvin moved to approve the January 25, 1999, consent calendar comprised of the following items:

a. December 31, 1998, Payroll Vouchers No. 11128 - 11280 in the amount of \$429,478.68; and Transfer Voucher No. 1446 in the amount of \$953.91;

b. Appointment of Doris Tibbits to the Historic Preservation Commission for a 3-year term expiring December 31, 2001; and

c. Change Order No. 3 and final acceptance of the SW 18th Street water main replacement project.

The motion was seconded by Councilor Pope and carried unanimously.

3. **Public Hearing - Proposed Vacation of a Portion of SW Pacific Avenue between SW 11th Street and SW Parkland Drive.** Randy Hamilton stated that following the last council meeting there were certain questions that came up that the council directed staff to work on, including a traffic count study. He indicated that staff does not want the road to be dead-ended on SW Pacific between 11th and 12th Streets. Until such time that Green Hill acquired properties on the north side of the complex the road would remain open and then if the state did acquire the properties they could come back and ask the council to close and/or vacate the road. Another condition would be that Pacific not be barricaded until such time that the state comes back to the council to show why the road needed to be barricaded. The final condition would be for a ten-year use of the 30-vehicle parking lot after hours and weekends.

Tim Grochowski reported on the traffic count study conducted by staff. It was determined that on Pacific between Parkland and 11th were 755 vehicles per day; on Pacific between 9th and 11th were 302 per day; and on William between Pacific and William were 456 per day for a total of 1,513 vehicles, and of that, 963 that are not related to Green Hill.

Randy Hamilton stated that other issues previously discussed were that the city would receive \$100,000 from the state which would assist the city in re-paving portions of SW 11th and 13th Streets, and also a boundary line adjustment for about eight feet of William that is currently on state property (the state would quit claim that property to the city in exchange for about 1500-1600 feet on the east side of the DOT site that would allow the state to put eight or nine parking spaces within the proposed 30-vehicle parking lot).

Tim Grochowski added that the state would be repairing the streets that they damaged during the construction project.

Councilor Hatfield noted that a portion of the \$ 100,000 that the state is offering to the city would be used to pay for the vacation itself at an amount estimated to be about \$23,000.

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Mayor Spahr noted that the money received for the vacation would go into a special fund for capital improvements.

Tim Grochowski stated that if and when SW 13th Street is over-laid, a left-hand turn lane will be installed for turning onto William. He added that a signal light is not warranted at this time.

Bob Hubenthal of the Washington State Department of Social and Health Services (DSHS) asked for clarification. He stated that Green Hill does not intend to barricade Pacific because it will be intended for staff use. The intention of the vacation is to prohibit public traffic from traveling on SW Pacific. He asked whether the condition of the vacation would allow Green Hill to prohibit traffic from using Pacific.

Randy Hamilton asked what Mr. Hubenthal's definition of prohibit was.

Mr. Hubenthal did not want it suggested that Pacific would still be a public street and anyone could drive on it. He stated that the plan would be to sign the entrance as "official business only, through traffic prohibited, trespassers will be . . . , etc."

Randy Hamilton indicated that was not what the city took out of the last presentation by the state. He stated that if the state intends to keep the road open it would be difficult to prohibit traffic from using Pacific.

Mr. Hubenthal agreed that the state would be able to prohibit use of the road, but he did not want to encourage its use. He stated that the advantage of the vacation would be that it does give Green Hill the opportunity to challenge any suspicious vehicles traveling on the road. It is much easier to identify suspicious vehicles if it's a couple dozen that you don't recognize as opposed to hundreds of vehicles that you don't recognize. He stated that although he did not say it specifically, the volumes of traffic need to be reduced on Pacific to those that are recognized as coming and going as part of the Green Hill staff or casual visitors.

Randy Hamilton asked about vehicles associated with subleased properties of the state that are also located on Pacific.

Mr. Hubenthal indicated that discussions could be held with occupants of the subleased properties possibly to be vehicles recognized as using Pacific.

Randy Hamilton asked how the state felt about the condition regarding the parking lot.

Mr. Hubenthal stated that the state did not have a problem with a ten-year period for use of the lot by the public on evenings and weekends.

Tim Grochowski asked if the state would be looking at purchasing the houses on 10th Street for phase II of the Green Hill redevelopment project.

Mr. Hubenthal indicated that to do so would require legislative approval. He could go to the legislature during their current session and ask that they include a proviso that gives the state permission to purchase properties as part of the current funds that are available. He stated that it would be something that in the long range would be desirable to expand the buffer on the northeast portion of the facility, but if it is funding beyond what is currently included in the project he thought it would be a tough sell to the legislature. He noted that there are higher priorities across the state.

Mayor Spahr felt that having a time frame might help. He stated that signing the entrance to Pacific would deter people that do not live in the area from using the street, but there are residents who have used that street for many years on a daily basis. He suggested that use of the road might gradually be phased out.

Mr. Hubenthal thought it could, but he hated to see it tied to the vacation because it would make it an unacceptable condition from the state's perspective to vacate with the condition that it would still be open to public traffic.

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Councilor Hatfield stated that the state's presentation two weeks ago was that if someone went down Pacific they would be frowned at, but that would be the extent of it, and now it is going from being frowned at to no public access at all.

Mr. Hubenthal indicated that the state would want to be able to discourage traffic on Pacific. If they found that there was frequent or habitual traffic through the street they could take license plate numbers and send letters to registered owners suggesting or informing them that they are on state property and to find alternate routes. He reiterated that the vacation be conditioned on not allowing the state to more assertively discourage traffic.

Councilor Pope asked if the road was ever owned by the state and did they ever sell or give that property to the city. He wondered if there was a possibility that it is still owned by the state.

Mr. Hubenthal stated that he was not sure, but tax records indicate that it is city-owned.

Mayor Spahr closed the regular meeting and opened the public hearing at 3:20 p.m.

Rose Spogen, 174 Yates Road, stated that at the last meeting she suggested that the parking lot could be inside of Green Hill on the north end to create a buffer between the houses on 10th Street and the facility. She felt that vacating the street was going down the same path the city fathers did when they sold park property to the DOT many years ago, and maybe this might not be the right decision many years from now. She noted that many people have put a lot of dollars and time with the vision that state tournaments could be held. She stated that if the true vacation is going to be done, then give them the road for their parking lot and have the state give the city the DOT site. She felt it was only a matter of time before Green Hill would close the road for public access.

Councilor Pope didn't feel that asking people to change their route would be that big of an inconvenience.

Rose Spogen suggested that Councilor Pope call the 700 people that are using Pacific.

Councilor Hatfield indicated that he would have to question the validity of the count. He also noted that the DOT property was never the city's to sell.

Mayor Spahr stated that there was some exchanging of property back and forth, but he did not know the history of it, but Recreation Park was donated to the city by the state back in the early 1950s.

Janice Thompson stated that she owns a rental on 354 SW 10th Street, and uses Pacific on a daily basis. She felt it would be an inconvenience, and she didn't think the state had the right to ask that of people.

Mayor Spahr stated that the reason for the request is so that Green Hill could have better control around the perimeter of the complex.

Janice Thompson wondered what it would do to the value of her home.

Gordon O'Brien, 312 SW 9th Street, indicated that he agreed with the city's proposal to the state. He stated that he appreciates Green Hill's need for security, but he expressed concern that about two-thirds of the times he went past Green Hill both gates to the complex were wide open. He was confused at their request for the vacation for security reasons when the gates are both open.

Judy Pernerl indicated that she worked for the Chehalis school district at their office located at 1265 SW Pacific Avenue. She expressed concern about making a left-hand turn from Pacific. She was also concerned about safety around the park and children crossing 13th Street.

Bob Hubenthal spoke to the issue of the two gates. He stated that there is currently a man posted at the gate during all times when the gates are open. He indicated that right now one of the gates is not functioning correctly because of an installation problem that the contractor is addressing. He stated that they have been leaving the second gate open during construction hours, but there is a man in the booth, and there is security deeper in

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campus that the public doesn't see that keeps kids from getting close to the gate. Mr. Hubenthal stated that Green Hill did their own manual traffic counts at eleven intersections around the neighborhood. From that count, the most intensive was on the intersection of 11th and Pacific between 7:00 to 9:00 a.m. The counts showed that there were 166 vehicles that passed through that intersection on the day of the count, and of those, two-thirds were going or coming from Green Hill, which suggests that one-third would have been neighborhood traffic. He stated that about one-half of that traffic was coming from somewhere between 11th and 9th Streets. He did recognize that there would be some immediate inconveniences to the surrounding neighborhoods.

Gordon O'Brien stated that he has seen the gates open during the late evening hours on weekends.

Bob Hubenthal stated that any time that both gates are wide open it goes without saying that there is security on site that is monitoring traffic.

Mayor Spahr closed the public hearing and reopened the regular meeting at 3:35 p.m., and asked Bill Hillier what the council's next step should be.

Bill Hillier indicated that it was his understanding that the proposal from the city would not be accepted by the state from comments heard from Mr. Hubenthal today. He stated that if that was the case there was no reason to go any farther.

Councilor Hatfield moved to direct staff to prepare an ordinance for the vacation of SW Pacific Avenue with the following conditions: 1) that SW Pacific Avenue remain open to local traffic until Green Hill comes to the city with substantial basis for closure of the road to the public; 2) that the parking lot being built at the east end of the property be open for ten years for city use; and 3) that the city receives \$100,000. The motion was seconded by Councilor Zylstra.

Shawn Allegre, 327 SW 10th Street, commented that if SW 10th Street is dead-ended he would like to see the homes located on 10th Street purchased by the state.

Mayor Spahr indicated that that would not be part of the city's proposal at this time.

Mr. Hubenthal advised the council that the state would not accept the city's proposal. He stated that the request was for the vacation of the street and the state would not accept the vacation with conditions. He added that the benefits being offered by the state to the city would not be available at a later date.

Councilor Galvin commented that the presentation from two weeks ago changed from today.

Mr. Hubenthal indicated that the state requested a vacation with the understanding that it would be used by Green Hill staff and visitors to come and go from Green Hill and the parking area. It was never a part of the state's proposal to continue public traffic on Pacific.

Councilor Hatfield withdrew his motion, and Councilor Zylstra withdrew his second to the motion.

Mayor Spahr commented that this was a tough situation and the city is losing several benefits from what the vacation could have given the city.

Councilor Ketchum stated that he uses Pacific a lot, but he felt that everyone could be retrained to use a different route, and inconvenience is the only comment against the vacation that he has heard. He also stated that he has seen both gates open without a guard posted. He expressed concern about the state not doing anything about the houses on the north side of the fence, and about pedestrian safety.

4. **Resolution No. 1-99, First Reading - Declaring Personal Property of the City to be Surplus.** Dave Campbell stated that the public works department has a 1978 5-yard dump truck with sander that they wish to declare as surplus. The city of Napavine would like to purchase the truck and sander for the price of \$2,500.

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Councilor Hatfield moved to suspend the rules requiring two readings of a resolution. The motion was seconded by Councilor Zylstra and carried unanimously. Councilor Hatfield then moved to adopt Resolution No. 1-99 on first and final reading. The motion was seconded by Councilor Galvin and carried unanimously.

Mayor Spahr made a clarification to the SW Pacific Avenue vacation. He stated that for the time being it is a dead issue, and it will not come back up unless someone brings it up.

5. **Requested Lease of City-Owned Land by Chehalis-Centralia Railroad Association.** Dave Campbell stated that the city received a request from the Chehalis-Centralia Railroad Association (CCRA) to lease a portion of the city's property on the west side of 1-5 at the intersection of Hillburger and Sylvenus Street that was donated to the city by Weyerhaeuser three years ago for a fire training facility. He added that the development of the property by the CCRA would not affect the use of the property as a fire training site.

Tom Wood, president of CCRA, stated that the association has been in active operation since May 20, 1989, and has been successful in obtaining grants to enhance their operations. During that time the association has been using city property, but they would like to have a formal lease. Mr. Wood indicated that they would like to develop a rail yard and museum, and they are looking for grant money to complete the project in two phases. He felt the project would promote tourism and economic development. He also requested that the city act as a lead agency for the association if needed.

Mayor Spahr complimented the association for the wonderful job that they are doing. He stated that the agenda report mentions that because the use would promote tourism and economic development, the city would not have to obtain a fair market value lease for the property.

Bill Hillier stated that there would have to be a signed document, but he has seen leases for \$1.00 per year because of the benefit that the city receives from the promotion of tourism and economic development. He stated that thought should be given to the length of the lease and bailout provisions.

Councilor Hatfield moved to direct staff to prepare a lease with the CCRA for the lease of property as described. The motion was seconded by Councilor Galvin and carried unanimously.

Councilor Galvin asked if action should be taken regarding the city acting as lead agency.

Mr. Wood stated that the CCRA is not requesting that at this time.

6. **Water Main Extension Connection Fee for Holloway Springs Development Project.** Dave Campbell stated that Mr. Steve Bergstrom is requesting that the city waive the water main extension connection fee for the Holloway Springs development project in the amount of \$70,000 because of the benefits to the city by Mr. Bergstrom agreeing to install a 12-inch, instead of an 8-inch, water main to the Oeschli Road area. Other benefits include providing improved service and fire flows to the area; relocation of the south-end pump station closer to the Interim Urban Growth Area boundary; and the construction of a new Hillcrest pump station (replacing the existing one), improving water service to that area.

Councilor Hatfield asked what it would cost the city to have that line.

John Barton stated that he did not know, but he could find out from Gibbs & Olson.

Mayor Spahr asked how this related to the Hamilton Road local improvement district.

Bill Hillier stated that they are two different issues.

Steve Bergstrom estimated that the construction of the line would be around half a million dollars.

Councilor Hatfield moved that the council waive the \$70,000 water main extension connection fee for Mr. Steve Bergstrom. The motion was seconded by Councilor Pope and carried unanimously.

January 25, 1999

7. **Resolution No. 2-99, First Reading - Authorizing the Submission of a Ballot Proposition for an EMS Levy.** Dave Campbell indicated that the current EMS levy is in its last year, and the agenda report listed possible dates that a levy could be placed on the ballot for voter consideration, and also information on how the revenue from the levy has been expended and how it would be used in the future.

Randy Hamilton stated that the city has had an EMS levy in place for ten years; first with a four-year levy and then the current six-year levy. He noted that there is legislation in the works to increase levies to a maximum of ten years. He stated that the current levy is paying for two firefighters wages since 80% of calls are EMS-related. He stated that the community has been supportive of levies in the past and he anticipated that the levy campaign committee would be successful in getting the message out to the residents for renewal of the levy.

Councilor Ketchum asked if the rate would be the same.

Randy Hamilton stated that it would remain at a rate of up to \$0.50 per \$1,000 of assessed value.

Councilor Hatfield moved to suspend the rules requiring two readings of a resolution. The motion was seconded by Councilor Zylstra and carried unanimously. Councilor Hatfield then moved to adopt Resolution No. 2-99 on first and final reading. The motion was seconded by Councilor Zylstra and carried unanimously.

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

a. **Draft General Sewer Plan.** Dave Campbell reminded the council that about a year ago the council authorized an agreement with Gibbs & Olson to prepare a general sewer plan for the city. Dick Riley and Mike Marshall from Gibbs & Olson would present the plan and provide a brief overview. He also asked that the council set a date for a work session to go over the plan in more detail to be held sometime after February 8 when the new public works director will be on board.

Dick Riley stated that Mike Marshall has been an engineer with Gibbs & Olson for about two years coming from another consulting firm where he did the general sewer plan for Yelm, and prior to that he worked for Seattle Metro for a number of years. He is a civil engineer with several years of experience. Mr. Riley stated that the plan is only a draft and there is a long way to go before it is finalized. They need input from the council, citizens, DOE, and other regulatory agencies. He indicated that the plan contains four viable alternatives, and the final document will probably contain two alternatives.

Mike Marshall provided a brief overview of the nine chapters of the plan to assist the council in their review of the plan prior to holding the work session. He suggested that the council members visit the existing wastewater treatment plant. The council agreed to hold the first work session on March 1, at 3:00 p.m.

b. **Proposal to Provide Additional Sewer Capacity to Southern Reaches of the City's IUGA.** Dave Campbell stated that the GMA committee met with Steve Bergstrom this morning regarding last month's renewal of a request by Mr. Bergstrom for 600-800 additional ERUs of sewer capacity to be used in the vicinity of Rush, Oeschli, and Bishop Roads and Jackson Highway.

Councilor Hatfield indicated that the committee is recommending that in exchange for Mr. Bergstrom constructing an 18-inch sewer line, southerly beginning from a point near where the existing interceptor has little or no remaining capacity in the vicinity of the Chehalis industrial park, westerly across the freeway (presumably

using the Labree Road overpass) and then southerly again in order to offer the ability to provide service along Hamilton Road, and then northerly across the freeway in the vicinity of Rush Road to his development area; the city would provide him the number of sewer ERUs equivalent to his verified costs of that construction (e.g., \$1,000,000 cost divided by \$2,500 sewer connection fee at the time of completion of construction equals 400 ERUs for Mr. Bergstrom). Actual costs and up-to-date figures would be used for calculation purposes later. The city would also have the right to establish a latecomers agreement to collect fees for its benefit from other connecting properties, in addition to the regular sewer connection fees then in effect.

Mayor Spahr asked about the status of the Hamilton Road local improvement district.

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Bill Hillier stated that in conversations with Scott Blinks, the attorney representing the L.I.D. petitioners, it will probably not occur, but they have been given until February 8 to inform the council if they wish to proceed.

Councilor Hatfield moved to direct staff to draft an agreement incorporating the above concept and other details for council review. The motion was seconded by Councilor Pope.

Bill Hillier stated that it should be noted for the record that Mr. Bergstrom has come to the city with a proposal and staff is recommending that the council give staff the direction to prepare a document that incorporates a proposal that is acceptable to staff, but there are no commitments or agreements at this point until the council reviews the document.

Dick Riley noted that the subject line was identified in the general sewer plan as going down the west side of the freeway as a future interceptor to serve that area, but he did not remember what size or slope it was, and how many millions of gallons it was supposed to handle.

The motion carried unanimously.

c. **Reminder About Tri-agency Meeting on January 30.** Dave Campbell reminded the council that Chehalis is hosting the next tri-agency meeting scheduled for January 30, beginning at 9:00 a.m., at the V.R. Lee Community Building.

d. **Request to Terminate Section 8 Low Income Rental Housing Assistance Program.** Joanne Schwartz announced that Linda Webb, the city's housing assistance specialist is resigning effective May 31, 1999. She stated that Linda is in charge of the countywide Section 8 low-income rental housing assistance program that the city has been doing since 1983 through the Mason County Housing Authority (MCHA). She explained that money comes from the U.S. Department of Housing and Urban Development (HUD), through the MCHA and then to the city. She stated that with Linda's resignation she believed this was an opportunity for the city to remove itself from the program. Although staff believes in the program and wishes to see the program continue, she felt there were other agencies better suited to run it. The city has notified the MCHA of its intentions, but the contract with them provides that the city give 90 days notice, and she would like to give as much notice as possible so that they can work together to find an alternative agency to take over the program by the end of May. She asked for the council's approval to terminate the contract.

Councilor Pope moved to direct staff to take the necessary steps to terminate the contract with the Mason County Housing Authority for the housing assistance program. The motion was seconded by Councilor Galvin and carried unanimously.

Joanne Schwartz added that Linda Webb has done an outstanding job with the program, and she did not believe that she could even replace her.

e. **Budget Development Process.** Dave Campbell stated that one of the topics during the council-management staff retreat in November was the budget development process. He indicated that the agenda report included revisions or enhancements to the budget process including: review of the existing council goals by the full council during the second regular council meeting in June; the establishment of a council budget committee (three

members, to be appointed) in early July to develop budget assumptions and review early revenue/expenditure projections with the city manager and finance director, and development of budget issues by staff, stemming from council goals and collaborating across departmental lines as appropriate; in mid to late September, discussion of "significant" budget issues, options and ramifications would be held with the council budget committee (and full council, if desired), and direction would then be provided to staff about how to resolve significant issues in the recommended budget.

Councilor Hatfield moved to adopt the budget process, with the exception that during mid to late September when discussion is held regarding "significant" budget issues, options, and ramifications that it be with the council budget committee and not the full council. He felt that if a budget committee was going to be appointed it should do what it is appointed to do. The motion was seconded by Councilor Zylstra and carried unanimously.

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Dave Campbell asked that the council begin thinking about membership to the committee so that it will be in place by early July.

f. **Knowledge Bowl.** Mayor Spahr stated that the Lewis County Literacy Council is holding its annual Knowledge Bowl, and Bill Hillier's office is willing to sponsor a group for the event.

g. **Chehalis River Basin Partnership.** Mayor Spahr stated that this group held a meeting on January 22, and discussion was held regarding the Governor's Salmon Recovery Act. The group is planning to meet with DOE representatives to review the proposal and hopefully someone from the governor's office will be able to attend to provide explanation and information to the group.

h. **Invitation.** Mayor Spahr indicated that the council received an invitation from Congressman Brian Baird's office for an open house in his Vancouver office on January 29.

i. **Chehalis River Basin Flood Control Project.** Councilor Galvin stated that the flood executive committee met on January 28. The Washington State Department of Transportation (DOT) has stated that the area of the freeway through Chehalis is not going to be funded until they receive information about what we will do about flooding, so any money that we may have been planning on getting from them to help us with flood problems is probably not in the cards anymore. He stated that there are evidently some bills coming through the federal legislature about moneys to help with this kind of thing so the flood executive committee wants to send a delegation back to Washington, D.C. to lobby our representatives to be sure that we get as much of the moneys that we can. He indicated that either he or Mayor Spahr would be going.

Mayor Spahr asked about funding for the trip.

Dave Campbell indicated that \$2,000 was budgeted for the flood control project which is included in the non-departmental portion of the general fund. It is not budgeted in travel expenses so staff would need to reallocate that for travel purposes.

9. **Executive Session.** Mayor Spahr announced that the council would convene into executive session at 5:00 p.m. after a short break pursuant to RCW 42.30.110(g) - review the performance of a public employee. Following conclusion of the executive session the regular meeting was reopened and there being no other business to come before the council, the meeting was adjourned at 5:30 p.m.

Mayor

Attest:

Deputy City Clerk

February 8, 1999

The Chehalis city council met in regular session on Monday, February 8, 1999, in the Chehalis city hall. Mayor Bob Spahr called the meeting to order at 3:00 p.m. with the following council members present: Wayne Galvin, Bud Hatfield, Tony Ketchum, Dr. Isaac Pope, Bob Venemon, and Dave Zylstra. Managers and mid-managers present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director; Randy Hamilton, Chief of Police & Fire Services; Mark Scheibmeir, Assistant City Attorney; David Kelly, Human Resources/Risk Management Director; Jim Nichols, Public Works Director; Joanne Schwartz, Community Services Director; John Barton, Water Superintendent; Dennis Dawes, Deputy Chief for Police Services; Becky Fox, Court Administrator; Tim Grochowski, Street Superintendent; Bob Nacht, Community Development Manager; Andy Sennes, Property Manager; Lilly Wall, Recreation Manager; Patrick Wiltzius, Wastewater Superintendent; and Caryn Foley, Deputy City Clerk. Members of the news media in attendance included John Henderer of The Chronicle.

1. **Presentations.** Mayor Spahr presented Finance Director Jo Ann Hakola and Assistant Finance Director Peggy Morant with a Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association for the city's annual report. Peggy Morant stated that it would not be possible without the support of the council and the employees of the Finance Department.

John Smith, Community Services Property Maintenance Worker I, was recognized by the mayor for receiving certification as a playground safety inspector by the National Playground Safety Institute.

Employee service awards were given to Larry Allen, Firefighter; Ted McCarty, Firefighter; Betty Dorris, Community Services Office Clerk/Receptionist II; and Stacy Denham, Police Officer/Detective for 5 years of service. Gerard Fiola, Police Sergeant, was recognized for 20 years of service.

Dave Campbell introduced Jim Nichols as the city's new public works director and engineer. Mayor Spahr welcomed Mr. Nichols.

2. **Consent Calendar.** Councilor Zylstra moved to approve the February 8, 1999, consent calendar comprised of the following items:

- a. Minutes of the regular city council meetings of January 11 and January 25, 1999; and
- b. December 31, 1998, Claims Vouchers No. 47932 - 48086 in the amount of \$215,790.84; December 31, 1998, Claims Vouchers No. 48087 - 48101 in the amount of \$17,377.44; January 28, 1999, Claims Vouchers No. 48105 - 48272 in the amount of \$349,408.08; January 29, 1999, Payroll Vouchers No. 11281 - 11407 in the amount of \$429,487.64; Transfer Voucher No. 1447 in the amount of \$220,000; Transfer Voucher No. 1449 in the amount of \$220,000; and Transfer Voucher No. 1450 in the amount of \$907.19;

The motion was seconded by Councilor Galvin and carried unanimously.

3. **Citizens Business - SW 20th Street Water Drainage Problems.** Darlene Berg, 1063 SW 20th Street, stated that she attended a council meeting last month regarding water drainage problems in her neighborhood and asked for help in alleviating the problem. She was told that a proposal from the public works department would be developed by January 28.

Tim Grochowski indicated that the proposal is to re-route some of the lines in the area. He stated that details are still being worked out, but he believed it was a feasible solution.

Mayor Spahr stated that Helen Schuster, 1041 SW 20th Street, has also experienced water drainage problems from construction of the apartments on SW 20th Street. He asked the public works department to investigate the complaint.

4. **Citizens Business - Economic Development Infrastructure.** Bill Lotto of the Lewis County Economic Development Council (EDC) stated that the EDC, along with some of their counterparts in other

counties, worked about three years ago to help get a bill passed in the legislature that allowed local rural counties to retain 4/100ths of a percent of the state's share of the retail sales tax. The money then goes to counties for

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economic development of public facilities. He stated that the Lewis County commissioners adopted procedures establishing an advisory committee to review potential projects for funding. The fund should generate about \$350,000 to \$400,000 per year for a 25-year period. The advisory committee would be chaired by the EDC and made up of seven members (including one representative from cities over 1,500 in population) who would meet quarterly to solicit proposals and recommend projects for funding to the county. He asked the council to suggest a person to sit on the committee. He added that legislators are currently working to double the amount of funding.

Councilor Hatfield asked if appointments had been made to the advisory committee yet.

Bill Lotto indicated that the EDC is currently taking recommendations to the county commissioners.

Dave Campbell stated that the city of Centralia would be agreeable for the two cities to rotate representatives on the committee from year to year.

Councilor Hatfield suggested that since each city has a member on the EDC board that those individuals be nominated to rotate membership on the committee.

Councilor Pope asked if the charge of the committee was to work to ensure that jobs are developed in Lewis County, and how the money is spent to do that.

Bill Lotto stated the purpose of the committee is only to review and make recommendations to the county commissioners.

Councilor Pope felt that jobs created in Lewis County have not been family wage jobs. He asked if that would be a consideration of the committee.

Bill Lotto stated that jobs are needed for all skill levels. He indicated that there has been a problem getting sufficient highly-skilled, highly-paid jobs and that area does need more attention and emphasis, but that is not to speak against the whole range of jobs that are needed.

Councilor Hatfield added that it is difficult to attract companies that provide high paying jobs when the biggest tract of developable land is 25 to 30 acres. He stated that companies that pay those kinds of salaries are looking for 100 to 150 acre tracts of industrial and commercial property that is currently not available in this area.

5. **State Transportation Funding Issues.** Bill Lotto stated that there have been a number of transportation-related projects that have affected economic development over the last few years. Money has been appropriated for engineering and design work on some of the projects, and the federal government has approved a small amount of money to begin work on them. He indicated that there has been some question though on how to proceed as a community because it has become clear, with the passage of Referendum 49, that the lines of people are getting longer to make sure their projects are on the list of those that will be funded through Referendum 49 moneys. He stated that two areas have been identified in order for the community to be strongly represented in having a fair chance at getting some of those funds. He indicated the need for a united front, and someone knowledgeable to walk the community through the process. As a result of those needs, Mr. Lotto stated that a Twin Cities Transportation Coalition is being formed and has hired a transportation consulting firm to represent them. A budget of \$15,000 has been established and a wish list of organizations has been put together to participate in the coalition. He asked for the city's participation and funding in the amount of \$ 1,000.

Councilor Hatfield asked who would make up the coalition.

Bill Lotto indicated that the push came from the EDC and the ports of Chehalis and Centralia. Since then it has been expanded to include Centralia, Lewis County, Chamber of Commerce, Chehalis Industrial Commission,

and a number of individual businesses. He added that anyone who wanted to participate would be a member of the committee, and the more that participate the stronger the group. He believed that the term of the group would be from year to year with each legislative session. He added that the EDC has agreed to be the lead agency.

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Councilor Hatfield moved to direct staff to prepare an interlocal agreement with the Lewis County EDC for participation in the Twin Cities Transportation Coalition and approve funding in an amount not to exceed \$1,000. The motion was seconded by Councilor Zylstra.

Councilor Pope asked where funding would come from.

Dave Campbell stated that it would come from the general fund ending fund balance.

Councilor Pope noted that other requests for funding have been turned down because of a lack of funding.

Mayor Spahr felt it was not merely a lack of funding, but came down to priorities.

Councilor Galvin indicated that he understood the urgency of the request, but it seemed a little vague.

Dave Campbell stated that staff will draft an agreement for the council's consideration.

Councilor Hatfield agreed that there was no question about the urgency, and he pointed out that an individual is getting signatures for an initiative so that people only pay \$30 per car license per year no matter what kind of car they have. He stated that would put a big dent in transportation funding, and he felt that if the city had the chance to get some money right now, it should do it. The motion carried unanimously.

6. Ordinance No. 636-B, Second Reading - Creating the Hamilton Road Water and Sewer L.I.D.

Dave Campbell stated that second reading of this ordinance was postponed from last November. He indicated that Scott Blinks, the attorney representing the L.I.D. petitioners, indicated that the proponents are no longer interested in pursuing the L.I.D. He requested that the council defeat Ordinance No. 636-B on second reading.

Councilor Galvin moved to pass Ordinance No. 636-B on second and final reading. The motion died for lack of a second.

7. City Council/City Manager Reports.

a. **NE Scott Johnson Road Vacation Request Status Report.** Bob Nacht reported that a number of conditions were placed on the request to vacate NE Scott Johnson Road as a result of responses from the city of Centralia and protection of utilities. The conditions were submitted to the applicant's representative, Larry Robertson, who indicated that he had some problematic issues with location of utilities, specifically the gas line. Mr. Robertson requested the matter be put on hold until he determines whether or not the location of the utilities and the existing Scott Johnson Road are so problematic that it would defeat his ability to proceed with his planned development. Mr. Nacht stated he would contact Mr. Robertson next week on whether or not he wishes to proceed.

b. **Reminder about Flood Damage Reduction Project Public Meeting on February 17.** Dave Campbell reminded the council about the flood damage reduction project public meeting on February 17, beginning at 6:30 p.m. at W.F. West High School.

c. **Input for State DSHS Regarding Acquisition of Property Adjacent to Green Hill School.** Dave Campbell stated that following the public hearing and consideration of vacation of SW Pacific Avenue in the vicinity of Green Hill School, a letter was received from Bob Hubenthal, representing the Washington State Department of Social and Health Services (DSHS) regarding comments by property owners for additional buffering of the school by purchasing their properties and alleviating the problem of contacts that have been made in the past between people on the inside of the fence and the outside of the fence. He indicated in the letter that, if the city

wanted to make a request for the state to purchase the properties, now would be a good time. He will be testifying before the House Capital Budget Committee on February 15 in support of DSHS's 1999-2001 capital plan.

Councilor Hatfield moved to direct the city manager to write a letter of support for the mayor's signature for the state purchase of private property adjacent to Green Hill School.

February 8, 1999

Bob Hubenthal stated he would appreciate any comments from the city because it would strengthen his position. He indicated he had talked with two property owners that are receptive to the sale of their property.

Mayor Spahr asked if the issue of vacation of SW Pacific Avenue could be brought up again since there was no motion acted on during the council's last meeting.

Councilor Hatfield thought the issue could be brought up again.

Mr. Hubenthal stated that the motion made during the last council meeting, which was subsequently withdrawn, included several conditions to the request for vacation of a portion of SW Pacific Avenue. He indicated that the state only had a problem with the condition related to leaving the street open to local traffic until Green Hill came back to the city with substantial basis for closure of the road to the public. Mr. Hubenthal stated that if the motion had been amended to include language with a specific timeline for closure of the street to the public it would have been accepted by the state. He indicated that the other conditions were acceptable to the state, and all other offers would stand. He asked the council to reconsider that specific condition.

Councilor Pope indicated he was in favor of the vacation, and was ready to make a motion to that effect.

Mayor Spahr suggested that a motion not be made, but placed on the council's next agenda because of the public interest on this issue. He felt it would be extremely unfair to act on the issue today.

The council asked if the process would have to be started all over.

Following discussion regarding whether or not the process had to start from the beginning, Dave Campbell indicated that the city attorney's opinion was that considering there was no affirmative action taken at the council meeting following the closure of the public hearing, the council could consider that public hearing as having been the necessary formal public comment time, and direct staff to prepare the necessary documents for council consideration without having to start over and hold another public hearing.

Mayor Spahr asked Mr. Hubenthal to prepare a proposal for the council's consideration for the February 22 council meeting.

Randy Hamilton asked if it would be helpful if he were to testify with Mr. Hubenthal in support of state funding for the purchase of the properties.

Mr. Hubenthal indicated that he would discuss that with other staff members and let him know.

d. **January 30 Tri-agency Meeting Follow-up Actions.** Dave Campbell stated that following the tri-agency meeting on January 30, the city was requested to designate participants in a couple of areas. The first issue related to public access television. An individual is needed to work with a group to come up with a plan to create a new public access television station. He indicated that Councilor Ketchum was willing to represent the city, and the council concurred. He also stated that a suggestion was made that a committee be formed to review the existing interlocal agreement between the cities of Chehalis and Centralia, and Lewis County relating to the Chehalis-Centralia airport. He stated that Councilor Hatfield was willing to be the city's representative.

Councilor Pope asked that the group determine if the airport is supposed to be receiving approval for things such as loans and expenditures. He indicated that it was his understanding that the airport borrowed money

from Lewis County and he did not recall that the city had approved that. It was also his understanding that the agreement provides that any surplus money go back to the cities and county, and requested that that be reviewed. He also stated that the airport hired a director, and he wondered how much he was being paid.

Councilor Hatfield suggested that since Councilor Pope had such an interest in the airport that he serve as the city's representative on the committee. Councilor Pope indicated his willingness to be a part of the committee.

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Councilor Hatfield asked for the council's concurrence that his name be forwarded to the Lewis County EDC to be the large city representative on the new advisory committee dealing with distressed area capital funds.

e. **TMDL Legislation.** Mayor Spahr reported that he attended a public hearing in Olympia last week relating to bills currently before the legislature. He stated that two of the bills seem to be somewhat competitive, but he hoped that more information would come to light as time went by.

f. **Recognition of Tim Grochowski.** Councilor Hatfield expressed his appreciation to Tim Grochowski for the job he did as acting public works director. He felt Tim deserved a big round of applause. Tim Grochowski stated that he could not have done it without the help of Patrick Wiltzius, John Barton, and the entire public works staff, as well as other city departments.

g. **Street Sweeping.** Councilor Ketchum asked what Tim Grochowski had found out about the lack of street sweeping recently.

Tim Grochowski stated that he spoke with the street sweeping contractor who indicated that they had been broken down for two weeks, and the wet weather has also caused delays.

8. **Executive Session.** Mayor Spahr announced that the council would convene into executive session at 4:05 p.m. after a short break pursuant to RCW 42.30.110(b) - acquisition of real estate. Following conclusion of the executive session, Mayor Spahr reopened the regular meeting at 4:08 p.m.

9. **Acquisition of Real Estate.** Councilor Pope moved to direct staff to proceed with the purchase of 13.46 acres of land at Stan Hedwall Park from ANT, LLC at a cost of \$31,000 plus a \$ 1,000 administration fee and title insurance (about \$400). The motion was seconded by Councilor Hatfield and carried unanimously.

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

Mayor

Attest:

Deputy City Clerk

February 22, 1999

The Chehalis city council met in regular session on Monday, February 22, 1999, in the Chehalis city hall. Mayor Pro Tem Isaac Pope called the meeting to order at 3:00 p.m. with the following council members present: Wayne Galvin, Bud Hatfield, Tony Ketchum, and Bob Venemon. Mayor Bob Spahr and Councilor Dave Zylstra were absent (excused). Managers and mid-managers present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director; Randy Hamilton, Chief of Police & Fire Services; Jim Nichols, Public Works Director; Joanne Schwartz, Community Services Director; John Barton, Water Superintendent; Dennis Dawes, Deputy Chief for Police Services; Becky Fox, Court Administrator; Tim Grochowski, Street Superintendent; Bob Nacht, Community Development Manager; Bill Nacht, Acting Deputy Chief for Fire Services; Andy Sennes, Property Manager; and Caryn Foley, Deputy City Clerk. Members of the news media in attendance included Alice Thomas of The Chronicle.

1. **Presentations.** Mayor Pro Tem Pope presented Street Superintendent Tim Grochowski a plaque expressing the city's appreciation for his professionalism and service as acting public works director.

2. **Consent Calendar.** Councilor Hatfield moved to approve the February 22, 1999, consent calendar comprised of the following items:

- a. Minutes of the regular city council meeting of February 8, 1999;
- b. February 16, 1999, Claims Vouchers No. 48273 - 48468 in the amount of \$134,887.15; and
- c. Award 1999 bids for rock, gravel, and asphalt to Alderbrook Quarry; Sterling Breen Crushing, Inc.; Lakeside Industries; and Martin Sand & Gravel, Inc.

The motion was seconded by Councilor Galvin and carried unanimously.

3. **Citizens Business.** Rose Spogen asked if citizens would be able to speak to the issue of the proposed vacation of SW Pacific Avenue. Ms. Spogen was advised that citizens would be able to comment on that issue which was listed on the agenda.

4. **Contract for Services with Lewis County EDC for Transportation Project Planning.** Dave Campbell stated that the proposed contract was prepared at the council's request during the February 8 meeting following a presentation from Bill Lotto of the Lewis County Economic Development Council (EDC). The city was asked to contribute \$1,000 and participate with other businesses and organizations to try to obtain money from the state for transportation projects for the local area. The total contract for those services through the EDC is \$15,000. He noted that the Port of Chehalis is also involved in this effort.

Heidi Pehl of the Port of Chehalis added that she felt this effort was very important, and the port board would be approving their contract with the EDC at their next meeting. She stated that one of the Lewis County commissioners was in Washington, D.C., to meet with Congressman Brian Baird regarding federal funding for the Labree Road interchange project.

Councilor Hatfield moved to approve the contract between the city and EDC, authorize the mayor to sign said contract, and authorize a \$1,000 contribution, and related budget amendment for the transaction, using the general fund ending balance. The motion was seconded by Councilor Venemon and carried unanimously.

5. **Proposed Vacation of SW Pacific Avenue between SW 11th Street and SW Parkland Drive.** Dave Campbell explained that during the February 8 council meeting, Bob Hubenthal, on behalf of the State Department of Social and Health Services (DSHS), which oversees Green Hill School, suggested that if the conditions of the vacation would have been changed slightly they may have been acceptable to the state. He indicated that city staff continue to see many benefits in the state's proposal, and believe the benefits to the community outweigh the detriment that some neighborhood residents legitimately see. Mr. Campbell stated that a letter from Mr. Hubenthal was included in the agenda explaining the state's suggested revision to the vacation conditions. In

particular, the state would like a timeline on keeping traffic open to the public on SW Pacific Avenue until July 1, 2000.

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Tom Attaway, 388 SW 10th Street, stated that the city did a traffic count and he felt the street was well used by the public. He indicated that he has not been contacted by the state about the purchase of his property, and was concerned that they would begin condemnation proceedings if the vacation were granted. He was also concerned about pedestrian safety around Recreation Park with increased traffic if the street is closed. He felt closure of the street was inevitable, and he wanted to be treated fairly. Mr. Attaway also talked about problems he has experienced during construction. He stated that Mt. St. Helens ash was being used for fill, and that construction was taking place early in the morning until late in the evening.

Rose Spogen, 174 Yates Road, read a letter regarding several issues. She spoke about the inconvenience to the residents who regularly use SW Pacific Avenue, and felt the state could move the existing fence and construct a road on their own property. She thought there would be more traffic on Cascade Avenue and asked who would protect those residents from increased traffic. She stated that at almost every meeting she attends, there is talk about growth being planned for this area, but nothing about what limits there should be, especially relating to traffic.

Fran Ellingson, 520 SW Chehalis Avenue, felt that vacating the street for security reasons would not help. She stated that a person could approach the fence from I-5 and other areas around the facility. She felt the citizens were being overlooked in favor of a business, and she noted that she pays her taxes just like anybody else.

Bob Hubenthal believed that the state's proposal addressed the concerns of the council, and he felt that leaving the road open to public traffic for sixteen months should provide adequate time for the community to adjust their traffic patterns. He hoped the mitigation offered by the state would benefit hundreds of citizens.

Councilor Hatfield asked Mr. Hubenthal to explain the condemnation process.

Mr. Hubenthal explained that condemnation is a process whereby a public entity can essentially tell a person that they are buying their property. He indicated that the state had no intention of going through any such condemnation process for any property in that neighborhood. He stated that the state has talked to two property owners on the south side of SW 10th Street who are closest to the fence, and they have expressed an interest in selling. He added that the state is requesting approval from the legislature to use excess funds of the project to purchase property. He expected they would be able to purchase two properties, and possibly a third property if adequate reserves are available. He reiterated that the state would not actively pursue condemnation that would dislocate anyone who was not interested in moving.

Tom Attaway asked Mr. Hubenthal about the possible purchase of his property and whether or not he should make improvements to his property.

Mayor Pro Tem Pope asked Mr. Attaway if he could discuss that issue with Mr. Hubenthal after the meeting since it was not directly related to the vacation of the street.

Mr. Hubenthal added that he could not answer Mr. Attaway about making improvements to his property, but he noted that the condemnation process requires that the state purchase the property at its appraised value.

Mayor Pro Tem Pope moved to direct staff to prepare an ordinance to proceed with the vacation to include the terms and conditions as identified by the state. The motion was seconded by Councilor Venemon.

Councilor Galvin stated that Mr. Hubenthal made his appeal on the basis of perimeter security, and moved therefore to amend the main motion to include the provision that the city will approve the vacation on evidence that the state will purchase the two houses on the south side of SW 10th Street abutting the fence. The amendment to the main motion was seconded by Councilor Hatfield and carried unanimously.

Councilor Hatfield commented that he still questioned the traffic count done on SW Pacific Avenue. He found it hard to believe that over 1500 vehicles traveled that street in one day, and he knew that certain people made it a point to travel across the traffic counter numerous times each day. He also did not believe that increased traffic on Cascade Avenue would cause accidents if drivers simply paid attention to their driving. He felt the benefits of the vacation were a good proposition for the taxpayers. The main motion, as amended, carried unanimously.

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6. **Resolution No. 3-99, First Reading - Declaring Property to be Surplus.** Councilor Hatfield moved to suspend the rules requiring two readings of a resolution. The motion was seconded by Councilor Venemon and carried unanimously. Councilor Hatfield then moved to adopt Resolution No. 3-99 on first and final reading. The motion was seconded by Councilor Galvin.

Councilor Ketchum asked if the city needed to accept bids on the equipment.

Dave Campbell stated that the city tried to sell the equipment in the past, but there was no interest. He stated a request from another entity has now been made to purchase it.

Randy Hamilton added that the interested party is another governmental entity, and that situation allows the city to sell the surplus property through an interlocal agreement rather than having to go out for bids. The motion carried unanimously. The resolution provided for the surplus of life saving equipment no longer needed by the fire services division.

7. **Resolution No. 4-99, First Reading - Declaring Property to be Surplus.** Councilor Hatfield moved to suspend the rules requiring two readings of a resolution. The motion was seconded by Councilor Galvin and carried unanimously. Councilor Hatfield then moved to adopt Resolution No. 4-99 on first and final reading. The motion was seconded by Councilor Galvin and carried unanimously. The resolution provided for the surplus of a tractor with power broom and mower no longer needed by the public works department.

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

a. **Final Steps and Projected Timeline for Adoption of New Comprehensive Plan.** Joanne Schwartz indicated that a schedule was included in the agenda outlining the steps that still have to be taken prior to final adoption of the new comprehensive plan. She noted that the schedule has been changed due to the cancellation of today's special planning commission meeting. She explained they are in the environmental impact portion of the process and it is taking a little longer than anticipated, but added that the process is moving forward. She indicated that one question for the council is what level of involvement does the council wish to participate. She asked whether the council wanted the document to go to the council's GMA committee for their review and comment before it came to the full council. The council concurred that the draft plan go to the GMA committee first.

b. **Reminder about General Sewer Plan Review Work Session on March 1.** Dave Campbell reminded the council about the general sewer plan review work session on March 1, beginning at 3:00 p.m. at the V.R. Lee Community Building.

c. **Potential Landslide Above Golden Age Mobile Home Park.** Bob Nacht informed the council that on January 28 he was contacted by the engineer who was performing an engineering analysis for the Elks Lodge building about concerns regarding the hill above the Golden Age mobile home park located at 2495 NE Kresky Avenue. Written information from the engineer was submitted to the city and then to the property owner of the mobile home park, suggesting that the owner do some further investigating. The property owner contacted another engineer and it was determined that there was some imminent slide danger. The city's insurance authority (WCIA) and the city attorney were contacted and recommended that notices be issued to residents informing them of the imminent threat and recommending that they voluntarily vacate. He stated that was done on February 12. He indicated that WCIA contracted with a geotechnical engineer to walk the site, and discovered some considerable fractures, and confirmed the imminent threat of a landslide. He stated that WCIA then recommended that the city

order the vacation of selected units, which was done on February 18, and all sixteen units have voluntarily vacated. Mr. Nacht noted that WCIA has basically been directing the city relating to this issue.

Councilor Galvin asked if the slide could endanger Kresky Avenue.

Bob Nacht indicated that the engineer's have not identified any threat to Kresky Avenue at this point.

d. **Lodging Tax Advisory Committee.** Councilor Hatfield stated that the group met on February 19 and discussed funding that has previously been allocated to the Lewis County Center which is no longer in existence.

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The committee decided to leave the money in the hotel/motel tax reserve account and allow it to build up. He indicated that the committee would meet in August or September to review requests for funds from various groups and then make recommendations to the council.

e. **Chehalis Community Marketing Committee.** Councilor Hatfield indicated that the committee met this morning to review the requests for proposals from consultants regarding the downtown revitalization project. The list was narrowed from eight to two and Joanne Schwartz will be doing some background checks on them. The consultants are from North Carolina and Renton.

9. **Executive Session.** Mayor Pro Tem Pope announced that the council would convene into executive session following a short break at 3:50 p.m. pursuant to RCW 42.30.140(4) - labor contract negotiations.

Following conclusion of the executive session, Mayor Pro Tem Pope reopened the regular meeting, and there being no other business to come before the council, the meeting was adjourned 4:10 p.m.

Mayor

Attest:

Deputy City Clerk

March 1, 1999

The Chehalis city council met in special session on Monday, March 1, 1999, in the V.R. Lee Community Building for the purpose of holding a work session to begin review of the draft general sewer plan. The meeting was called to order at 3:00 p.m. with the following council members present: Wayne Galvin, Tony Ketchum, Dr. Isaac Pope, and Dave Zylstra. Mayor Bob Spahr and Councilors Bud Hatfield and Bob Venemon were absent (excused). Managers and mid-managers present included: Dave Campbell, City Manager; Bill Hillier, City Attorney; David Kelly, Human Resources Director; Jim Nichols, Public Works Director; Joanne Schwartz, Community Services Director; Patrick Wiltzius, Wastewater Superintendent; and Ron Moeller, Lead Wastewater Treatment Plant Operator. Representatives from the city of Napavine included: Jim Haslett, council member. Representatives from Lewis County Sewer District No. 1 included: Bill Allen, Patrick Wiltzius, and Chuck Wieland. Representatives from Gibbs & Olson included: Mike Marshall, Mike Olden, and Dick Riley. Representatives from the Port of Chehalis included Zeke Alexander.

1. **Draft General Sewer Plan.** Following review and discussion, the council approved submitting the draft general sewer plan to the Washington State Department of Ecology for their review.

Following conclusion of the work session the meeting was adjourned at 5:20 p.m.

Mayor

Attest:

Deputy City Clerk

March 8, 1999

The Chehalis city council met in regular session on Monday, March 8, 1999, in the Chehalis city hall. Mayor Spahr called the meeting to order at 3:00 p.m. with the following council members present: Wayne Galvin, Bud Hatfield, Tony Ketchum, Dr. Isaac Pope, Bob Venemon, and Dave Zylstra. Managers and mid-managers present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director; Randy Hamilton, Chief of Police & Fire Services; Bill Hillier, City Attorney; David Kelly, Human Resources/Risk Management Director; Jim Nichols, Public Works Director; Joanne Schwartz, Community Services Director; John Barton, Water Superintendent; Dennis Dawes, Deputy Chief for Police Services; Tim Grochowski, Street Superintendent; Steve Gunsolley, Acting Deputy Chief for Fire Services; Andy Sennes, Property Manager; Patrick Wiltzius, Wastewater Superintendent; and Caryn Foley, Deputy City Clerk. Members of the news media in attendance included Alice Thomas of The Chronicle.

1. **Presentations.** Mayor Spahr presented a proclamation to Connie Small, director of the Lewis County Chapter of the American Red Cross, proclaiming March as American Red Cross month. Ms. Small announced that this year's theme is "We'll Be There".

2. **Consent Calendar.** Councilor Hatfield moved to approve the March 8, 1999, consent calendar comprised of the following items:

a. Minutes of the regular city council meeting of February 22, 1999, and special city council meeting of March 1, 1999;

b. February 26, 1999, Payroll Vouchers No. 11408 - 11537 in the amount of \$425,400.67; Transfer Voucher No. 1451 in the amount of <\$2,677.18>; February 26, 1999, Claims Vouchers No. 48469 - 48573 in the amount of \$91,011.86; and

c. Change Order No. 5 in the amount of \$26,151.75 to Wagner Development, Inc., for the Main Street reconstruction project.

The motion was seconded by Councilor Zylstra and carried unanimously.

3. **Ordinance No. 650-B, First Reading - Providing for a Budget Amendment.** Dave Campbell indicated that the proposed ordinance primarily effects the water and sewer fund as the result of new water and sewer utility rates effective January 1. He noted there was also a slight change in the tourism fund, but it did not change the bottom line of that fund.

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

Bill Hillier noted that ordinances dealing with monetary matters had to go through two readings.

Councilor Zylstra withdrew his motion, and Councilor Hatfield withdrew his second to the motion. Councilor Zylstra then moved to pass Ordinance No. 650-B on first reading. The motion was seconded by Councilor Hatfield and carried unanimously.

4. **Yard Waste Program.** Dave Campbell stated that earlier this year the council reviewed the results from last year's activity for the yard waste program at Hedwall Park, and the council directed staff to provide more information about revenues and expenditures experienced last year and potentially for the current year.

Joanne Schwartz indicated that last year the charge for permits was \$15, plus tax. She stated that the agenda report provided several options increasing the fees.

Councilor Hatfield moved to increase the permit fee to \$24, including tax. The motion was seconded by Councilor Venemon.

Councilor Spahr asked what the tax was.

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Dave Campbell stated that it is a 3.6% state solid waste tax.

Andy Sennes added that staff contacted Lewis County regarding their trial yard waste program. He advised the council that a private contractor has started a yard waste program in Centralia, so Lewis County will no longer operate their program.

The motion carried unanimously.

5. **Resolution No. 5-99, First Reading - Declaring Property to be Surplus.** Dave Campbell explained that the resolution declares several guns used by the police services division as surplus. The sale of the guns will be used as a credit toward the purchase of new weapons.

Councilor Hatfield moved to suspend the rules requiring two readings of a resolution. The motion was seconded by Councilor Zylstra and carried unanimously. Councilor Hatfield then moved to adopt Resolution No. 5-99 on first and final reading. The motion was seconded by Councilor Venemon and carried unanimously.

6. **South End Water Pump Station Relocation and Enhancement.** Dave Campbell stated that this item relates to the relocation of the south end water pump station along Jackson Highway to the southern end of the city's IUGA. The relocation would be a permanent, above-ground facility, primarily to facilitate water being provided to the proposed Holloway Springs subdivision. The cost would be shared by the developer (Steven Bergstrom), and by the city's water fund. He noted that there would be a proposed easement presented at the next council meeting.

Mayor Spahr indicated that Lewis County Sewer District No. 1 currently provides sewer service to the Santa Clause Lane area, but water is a problem. He asked if the relocation of the pump station would allow the city to provide water to that area even though it is located outside the city's IUGA.

John Barton stated that it would not; capacity would end near the Newaukum Golf Course. He added that the city is proposing a 40' x 50' easement with Mr. and Mrs. Thomas Plakinger.

Bill Hillier added that an easement agreement has been drafted for the Plakinger's consideration that includes some concessions by the city in return for their agreement for permanent use of their property. He indicated that it would be on the council's next agenda.

Mayor Spahr noted that there will be a meeting with the city of Napavine and Lewis County Sewer District No. 1, and he suggested that water issues be discussed at that time.

Bill Hillier advised the council that, by law, the city cannot service areas not within the city's IUGA.

Dave Campbell added that the city could service to rural densities, but not beyond that.

Councilor Hatfield stated that initially Mr. Bergstrom was going to pay for and have the existing below-ground pump moved to the new site at a cost of about \$50,000. He did not understand why making the new station above-ground increased the cost by \$53,000.

John Barton explained that the above-ground station would be a concrete structure with new equipment.

Jim Nichols added that staff is proposing to pay for anything above and beyond what the developer would have been required to do if he had simply relocated the existing pump station.

Councilor Hatfield felt the council was being asked to approve something that has not been finalized yet.

John Barton stated that he did not proceed farther with the project until he knew that the council would support the concept of enhancing the new pump station.

Mayor Spahr agreed that the council needed more accurate figures before they could approve anything.

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Councilor Pope expressed concern that the city was holding up Mr. Bergstrom's development schedule.

John Barton stated that staff has continued to keep in contact with Bergstrom and he is ready to begin construction following the city's approval. He indicated that the cost breakdown for the proposal would be \$15,000 for electrical, \$10,000 for piping, \$18,000 for the building, and \$10,000 for engineering services.

Jim Nichols explained that if the developer were simply moving the existing pump station to a new site all he would be required to do was dig a new hole, place the existing station in the hole, and hook up the pipes at an estimated cost of \$50,000. He stated that with a new system he will still be piping, but equipment that would have been part of the existing system cannot be used in an above-ground station, so there are additional expenses. He indicated that if bids come in above \$53,000 then staff would come back to the council to let them know that the estimates were not correct, but he felt the estimate was probably on the conservative side based on his past experience with Gibbs & Olson. He added that staff did not proceed without council approval because a lot more money, time, and effort would have been expended.

Councilor Hatfield moved to approve the concept of an above-ground station without approval for funding until staff provides more accurate estimates for the project. The motion was seconded by Councilor Galvin.

Councilor Pope added that he would vote in favor of the motion as long as it did not hinder Mr. Bergstrom's development.

Jim Nichols assured the council that staff would work with Mr. Bergstrom to ensure that the city's work did not impact his development plans. The motion carried unanimously.

7. City Council/City Manager Reports.

a. **Revision of Employee Rules and Regulations.** Dave Campbell stated that staff has been working to put together a revised employee rules and regulations manual. He indicated that staff at various levels have been involved in the process.

David Kelly added that the document has also been reviewed by several attorneys.

Councilor Hatfield moved to appoint a three-member council subcommittee to review the document and provide a report to the council by May 10. The motion was seconded by Councilor Zylstra and carried unanimously. Councilors Galvin, Ketchum, and Zylstra agreed to serve on the committee.

b. **Council Goals Status Report.** Dave Campbell reported on the council's goals during the last quarter, including: improving the city's fire protection rating; implementing the adopted water system plan; pursuing a fire training facility; revitalization of downtown; overlays of State and Pacific Avenues; adopting a timber management strategy for Dobson and McFadden Parks; and implementation of a new utility billing program.

Relating to the goal of pursuing a host fee agreement with Lewis County, Mayor Spahr indicated that a presentation was made to the county, but they have yet to respond to the city.

c. **Council Goal-Setting Process.** Dave Campbell indicated that the item is a follow-up to the council-management staff retreat held last November. Mr. Campbell displayed the material from that meeting which summarized discussions about possible changes/revisions to the goal-setting process. Some of the recommendations were to start the process early in a year following a council election, and then follow up with another session when the budget development process begins. A greater discussion could be held about tentative

goals, budget projections, and financial implications of the goals. Staff would develop detailed work plans and timelines for goals identified at the beginning of the year. Mr. Campbell indicated that there was also discussion about whether or not mandated activities should be included on the goals list. He felt they were important to recognize in some way since they become an obligation of the city.

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Councilor Hatfield agreed that mandates were certainly part of the overall budget process, but he did not feel they were goals set by the council, and did not believe they should be listed as goals. He stated that he would like to see the city use a facilitator for the goal-setting process.

Dave Campbell added that another item discussed during the retreat was working on a city mission statement. The council agreed to wait until the next goal-setting session to talk about a mission statement.

d. **1998 Year End Budget Status Report.** Jo Ann Hakola reported that general fund projections were close to what was budgeted, but since budgets were tight the latter part of 1998, there was not as much money in the beginning fund balance as was thought. She indicated that there will not be much money for contingencies this year for additional items, and anything that carried forward probably won't be reappropriated for the new year.

Councilor Hatfield asked if reimbursement from FEMA had been received.

Jo Ann Hakola indicated that the city has received everything for the hazard mitigation buy-out program from the state. Lewis County has applied for a grant for the 1996 flood-related expenses on behalf of the city through FEMA, and the city should be receiving reimbursement soon.

Mayor Spahr asked about the differences in the utility taxes.

Jo Ann Hakola stated that telephone use fluctuates and maybe people are becoming more economical in how they use telephone services, or maybe it is a result of more Internet use. On the utility side, Ms. Hakola stated that the sewer fund did end up with an ending fund balance due to the staff maintaining reserves until the new rates were in place.

e. **Lewis County Draft Comprehensive Plan.** Dave Campbell stated that Lewis County's draft comprehensive plan is available for review.

f. **Y2K Community Forum.** Dave Campbell reminded the council about the Y2K community forum to be held on Saturday, March 13, from 9:00 a.m. to 12:00 noon at Centralia College.

g. **Airport Review Committee.** Councilor Pope reported that the committee met recently and a summary of the meeting was distributed to the council.

h. **Chehalis River Flood Reduction Project.** Mayor Spahr indicated that he recently traveled to Washington, D.C. with other city and county representatives regarding funding for flood control. The group met with staff from Slade Gorton, Patty Murray, Norm Dicks, and Brian Baird's offices, and received complete support. They have written letters to state agencies that rejected the group's plan, and are encouraging them to meet with the group to gain better understanding about what the group is trying to do. He added that legislation will be introduced to obtain funding for the group.

i. **Literacy Council Knowledge Bowl.** Mayor Spahr stated that three participants are still needed to represent the city's team.

There being no other business to come before the council, the meeting was adjourned at 4:00 p.m.

Mayor

Attest:

Deputy City Clerk

March 22, 1999

The Chehalis city council met in regular session on Monday, March 22, 1999, in the Chehalis city hall. Mayor Spahr called the meeting to order at 3:00 p.m. with the following council members present: Wayne Galvin, Bud Hatfield, Dr. Isaac Pope, Bob Venemon, and Dave Zylstra. Councilor Tony Ketchum was absent (excused). Staff present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director; Bill Hillier, City Attorney; David Kelly, Human Resources/Risk Management Director; Jim Nichols, Public Works Director; Joanne Schwartz, Community Services Director; John Barton, Water Superintendent; Dennis Dawes, Deputy Chief for Police Services; Sharon Ferrier, Community Services Office Manager; Becky Fox, Court Administrator; Tim Grochowski, Street Superintendent; Bob Nacht, Community Development Manager; Don Schmitt, Lead Engineering Technician; Andy Sennes, Property Manager; Brian Slater, Acting Deputy Chief for Fire Services; Patrick Wiltzius, Wastewater Superintendent; and Caryn Foley, Deputy City Clerk. Members of the news media in attendance included Alice Thomas and Mai Ling Slaughter of The Chronicle.

1. **Consent Calendar.** Councilor Pope moved to approve the March 22, 1999, consent calendar comprised of the following items:

- a. Minutes of the regular city council meeting of March 8, 1999;
- b. December 31, 1998, Claims Vouchers No. 48102 - 48104 in the amount of \$7,453.90; March 15, 1999, Claims Vouchers No. 48574 - 48756 in the amount of \$174,568.33;
- c. Pay Estimate No. 7 in the amount of \$86,608.01 (less retainage of \$4,330.40) to Wagner Development, Inc., for the Main Street reconstruction project.
- d. Standard consultant agreement with Gibbs & Olson in the amount of \$22,000 and local agency agreement with DOT for the Main Street signalization project; and
- e. Easement agreement for the south-end pump station relocation with Thomas and Cherrill Plakinger.

The motion was seconded by Councilor Zylstra.

In regard to item "d", Mayor Spahr stated that it was his understanding that the bid estimates for the three signal projects on Main Street had come in low enough to include a fourth signal at the Main Street and State Street intersection.

Tim Grochowski indicated that money is available for the fourth signal. The agreement is for consulting services for the three original signal projects, but staff is looking for funding for the consultant agreement for the fourth signal. The motion carried unanimously.

2. **Introductions.** Michael Blankenship introduced himself and stated that he was in attendance to fulfill a Boy Scout requirement.

3. **Ordinance No. 650-B, Second Reading - Providing for a Budget Amendment.** Dave Campbell indicated that the proposed ordinance primarily provides for changes in the water and sewer fund as the result of new water and sewer rates effective January, 1999.

Councilor Hatfield moved to pass Ordinance No. 650-B on second and final reading. The motion was seconded by Councilor Pope and carried unanimously.

4. **Requested Vacation of SW Pacific Between SW 11th Street and SW Parkland Drive.** Dave Campbell stated that last month an additional condition was added to the request for vacation regarding acquisition of property outside of the Green Hill fence on SW 10th Street. Bob Hubenthal, representing the state on this matter, contacted the city about the problems that the condition could pose, including timing, design of parking lots, and

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the ability to control the outcome of the acquisitions. He added that a letter from Mr. Hubenthal was included in the agenda outlining options for resolving the situation.

Councilor Pope thought it was time for the council to give the state a clear message and stop putting contingencies on the vacation and quit telling the state how to do their business. He suggested that the council go with its original proposal.

Councilor Hatfield felt the state's acquisition of the two properties was a separate issue from the vacation. He thought it was the state's interest and desire to acquire the properties to extend the security perimeter of the facility. He agreed that a decision needs to be made one way or the other. Councilor Hatfield moved to proceed with the vacation and direct staff to prepare an ordinance to include language relating to the payment of \$100,000 by the state to the city, use by the city of the state's 30-space parking lot, and the transfer of property (10 to 15 feet of city-owned property to the state, and state-owned property to the city along SW William Avenue). The motion was seconded by Councilor Venemon.

Mayor Spahr expressed concern about the fact that once Pacific Avenue becomes the state's property what would prohibit the state, in the future, from moving the existing fence line closer to Recreation Park. He wondered if there should be some kind of a restriction prohibiting that.

Bob Hubenthal did not believe that Mayor Spahr's suggestion would present a problem. He stated that the state's intent is to move the easterly property line by the city's transfer of a 7' x 145' piece of property to the state and in exchange, the state would give back a 9½' x 406' piece of property to the city.

Mayor Spahr clarified that he was talking about SW Pacific Avenue.

Councilor Venemon addressed the issue of parking. He wondered if the state could provide any additional parking on weekends.

Mr. Hubenthal did not object to a restriction which would prevent the state from moving the fence closer to Recreation Park. He stated that the campus which is being built today is going to be there for another 40 to 50 years, and there is nothing with the current arrangement of new buildings which would suggest that the fence be moved.

Councilor Pope asked Mayor Spahr what his reasoning for the restriction was.

Mayor Spahr stated that he did not want to see Green Hill proper any closer to Recreation Park than it already is. He felt the right-of-way should be left for the purpose of a right-of-way to and from the school.

Councilor Galvin moved to amend the main motion to include language that the vacated property remain outside the secure perimeter of Green Hill School. The motion was seconded by Councilor Zylstra and carried by a vote of 5 to 1. Councilor Pope cast the dissenting vote.

In regard to Councilor Venemon's question, Mr. Hubenthal stated that the 30-space parking lot will not be fenced and will be separated from the 250-space parking lot which will be fenced, but not gated. He stated that it would be difficult to determine Green Hill parking space needs during the weekends, because weekends are for visitations. He stated that he wouldn't preclude it, but he wanted time to see what the occupancy level of the fenced lot would be. The main motion, as amended, carried unanimously.

5. **Resolution No. 6-99, First Reading - Declaring Property to be Surplus.** Dave Campbell explained that the resolution declares several items of equipment used by the public works and community services departments as surplus.

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Councilor Hatfield moved to suspend the rules requiring two readings of a resolution. The motion was seconded by Councilor Zylstra and carried unanimously. Councilor Hatfield then moved to adopt Resolution No. 6-99 on first and final reading. The motion was seconded by Councilor Zylstra and carried unanimously.

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

a. **Draft Comprehensive Plan.** Joanne Schwartz presented the draft comprehensive plan and introduced Bob Close, chair of the comprehensive planning task force, and John McKerricher, chair of the planning commission.

Bob Close commended the city council and its process and the fact that they took an ordinary citizen from the community and allowed him to have an equal voice and input. He indicated that he found the experience to have been one of professional and personal growth, and felt that the task force gave a good product to the planning commission.

John McKerricher added that it has been a difficult and challenging process. He stated that the planning commission had a huge amount of help from city staff and the council could be proud of the job they did.

Joanne Schwartz stated that both the task force and planning commission worked very hard on the document which was delivered to the state on Friday, beginning the 60-day state review period. She indicated that the planning commission will hold a public hearing on April 19 at 7:00 p.m. at the Activity Building, and she invited the city council to attend. She stated that a schedule for completion of the comprehensive plan was included in the draft document. She asked that the council hold a work session on April 12 to begin review of the plan, and to set May 10 for a public hearing before the council.

Dave Campbell reminded the council that the GMA committee would review the document during the next two to three weeks prior to the council's work session.

The council agreed to meet at 2:00 p.m. on April 12, and Councilor Hatfield moved to set May 10 at 3:05 p.m. for a public hearing. The motion was seconded by Councilor Zylstra and carried unanimously.

Joanne Schwartz stated that the cost of the plan to the general public is \$20. She recognized members of the city staff who were instrumental in putting the draft plan together, specifically Sharon Ferrier, Bob Nacht, and Don Schmitt, who was responsible for producing all of the maps within the document.

The city's consultant, Michael Davolio, stated that it has been a rare pleasure to work with a group with the talent, energy, and commitment that the city's staff has. He stated that their work was outstanding, and he added that if his firm had done the mapping it would have cost the city a lot of money. He stated that the document is actually two documents - the comprehensive plan and integrated into that is an environmental impact statement. He provided a brief overview of both parts of the plan.

b. **Chehalis River Flood Damage Reduction Project.** Dave Campbell stated that the city has been involved with this project and a request has been made to contribute money to the group through an amendment to the existing interlocal agreement. The proposal has been forwarded to the city attorney for his review and will be coming before the council next month. He noted that funding for the proposal has not been budgeted, but he felt that flood control was a major concern in this area.

Councilor Galvin added that Centralia, Lewis County, and Grays Harbor County have already budgeted funding for this project.

Mayor Spahr noted that Sid Morrison from the Washington State Department of Transportation met with the group, and Mayor Spahr felt it was important to keep the project moving forward.

March 22, 1999

c. **Sister City Program.** Dave Campbell reported that the sister city committee met last week and a proposal will be brought to the council regarding joining membership in Sister Cities International. He also announced that transportation has been offered for transporting an Inasa delegation to and from the airport, and for activities during their stay in August.

7. **Executive Session.** Mayor Spahr announced that following a break the council would convene into executive session at 3:50 p.m. pursuant to RCW 42.30.140(4) - labor contract negotiations, and RCW 42.30.110(d) - contracts, for about 20 minutes and there could be a possible decision(s) following the executive session. Following conclusion of the executive session, Mayor Spahr reopened the regular meeting at 4:10 p.m.

8. **Relocation and Enhancement of the South-end Pump Station.** Dave Campbell indicated that if the council approves option 2 as described in the agenda report, staff would draft a contract with the developer to provide for his payment and the sale of the existing pump station.

Councilor Pope moved to approve the proposal to construct an above-ground concrete structure for the south-end pump station in exchange for the existing below-ground pump station as described in Option 2. The motion was seconded by Councilor Galvin.

Mayor Spahr asked if the existing pump station was located on leased property.

Jim Nichols stated that the city did have an easement on the property and the developer has already obtained an easement for his use, and payments for that easement will be taken over by the developer. The motion carried unanimously.

9. **Settlement Agreement with IAFF Local 2510 for Use of City Property for Personal Gain.** Dave Campbell stated that the settlement agreement resolves a situation that has been discussed and negotiated over the past year as a result of a grievance filed by the firefighters for use of city property for personal gain.

The council chose not to approve the settlement agreement.

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

Mayor

Attest:

Deputy City Clerk

April 12, 1999

The Chehalis city council met in special session on Monday, April 12, 1999, in the Chehalis city hall for the purpose of conducting a work session to review the draft new comprehensive plan. Mayor Spahr called the work session to order at 2:00 p.m. with the following council members present: Wayne Galvin, Tony Ketchum, Bob Venemon, and Dave Zylstra. Councilor Bud Hatfield arrived at 2:05 p.m. and Councilor Isaac Pope arrived at 2:08 p.m. Staff present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director; Randy Hamilton, Chief of Police & Fire Services; David Kelly, Human Resources/Risk Management Director; Jim Nichols, Public Works Director; John Barton, Water Superintendent; Sharon Ferrier, Community Services Office Manager; Becky Fox, Court Administrator; Tim Grochowski, Street Superintendent; Bob Nacht, Community Development Manager (Acting Community Services Director); Don Schmitt, Lead Engineering Technician; Patrick Wiltzius, Wastewater Superintendent; and Caryn Foley, Deputy City Clerk. Members of the news media in attendance included Mai Ling Slaughter of The Chronicle.

1. **Review of Draft Comprehensive Plan.** Dave Campbell indicated that under the guidelines of the Growth Management Act, the Chehalis planning commission began a rewrite of the city's comprehensive plan several years ago. This project followed the work of a citizens' task force that drafted the original framework of the new plan. He stated that the planning commission has accepted the plan and a public hearing before the council is scheduled for May 10. He also invited the council to attend the planning commission's public hearing on April 19, at 7:00 p.m. at the Activity Building.

Michael Davolio, the city's GMA planning consultant, briefly walked through each chapter of the document and highlighted the six elements of the plan. He added that the council's GMA committee has met to review the plan.

Mayor Spahr asked about the future land use map. He stated that the land south of Bishop Road and east of Rush Road is zoned commercial-industrial, and he wondered if it should be zoned residential.

Bob Nacht indicated that that question was probably the single most discussed issue that the planning commission dealt with. He explained that under the requirements of the Growth Management Act the population allocation projections required by the Office of Financial Management to the county, and subsequently to the city, the analysis of existing vacant residentially zoned land within the city and a computation of all of the above resulted in the city's inability to justify any additional residential land other than what was proposed in the area east of and uphill from Jackson Highway in the Wallace Road area. He added that if residential development were to occur in the subject area, the issue of cost of service becomes a factor relating to utilities, police and fire services, and other city services. Mr. Nacht indicated that in future years, if the city chooses to revisit this issue, it could do that on an annual basis. He stated that the plan must be reviewed every five years.

Michael Davolio added that the urban growth area (UGA) is an interim urban growth area (IUGA) which was approved and adopted by the county and subject to change when it becomes final. He indicated that the Growth Management Act was amended last year to allow for what Lewis County is calling suburban enclaves which are areas that have a sewer district that is located in an area that is predominantly rural. Under the Growth Management Act sewers are an urban service ought not to be provided in rural areas and the Act has been amended to reflect some of those existing conditions. He suspected that the likely occurrence is that when the final UGA is approved that the land south of Bishop Road will not be included within the city's UGA, and will develop in accordance with the county regulations as residential and within Lewis County Sewer District No. 1.

Councilor Pope asked if guidelines for emergency services, relating to such things as public health, were included in the document for areas within the city's UGA.

Bob Nacht indicated that they are provided for within the capital facilities plan, and the Hamilton Road local improvement district is provided for within the plan as a future development.

Councilor Pope asked if local improvement districts would be required, or would the city be responsible for providing the services.

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Michael Davolio stated that in terms of providing urban services such as water and sewer, the city does have the flexibility of providing for those services within the document anywhere within the city and UGA. He explained that one of the steps that needs to occur after the comprehensive plan is adopted is that the city and county work towards a joint agreement on development within the UGA. He stated that it would be reasonable to ask the county to adopt city standards for review of projects within that area.

Councilor Hatfield added that the GMA committee did not have any significant changes to the document.

Bob Nacht noted that he has received two public comments relating to the plan.

Michael Davolio indicated that he is meeting with Lewis County's attorney next week to discuss issues relating to Lewis County's comprehensive plan.

Dave Campbell stated that comments are coming in from state agencies that have reviewed the plan. Councilor Pope felt the document was easy to read and was a job well done.

Councilor Hatfield added that Michael Davolio's presentation of the plan was well worth the money.

* * * * *

Mayor Spahr called the regular meeting to order at 3:00 p.m. Additional staff present included: Bill Hillier, City Attorney; and Lilly Wall, Recreation Manager.

1. **Proclamations/Presentations.** Mayor Spahr presented the following proclamations and awards: National Library Week, April 11 - 17; CROP Walk Day, April 25; and employee service award to Bob Nacht, community development manager, for 20 years of service.

2. **Consent Calendar.** Councilor Galvin moved to approve the April 12, 1999, consent calendar comprised of the following items:

- a. Minutes of the regular city council meeting of March 22, 1999;
- b. March 30, 1999, Claims Vouchers No. 48757 - 48885 in the amount of \$70,872.91;
- c. Reappointment of Jim Fechtner to the parking commission to a 4-year term expiring February 28, 2003;
- d. Engineering services agreement with Gibbs & Olson in the amount of \$41,483 for relocation of the south end water pump station; and
- e. Accept proposal from HyettPalma and authorize city manager to sign letter of approval in the amount of \$29,500 for downtown planning services.

The motion was seconded by Councilor Zylstra and carried unanimously.

3. **Citizens Business - Use of Athletic Fields.** Steve Taylor, representing Twin County Fast Pitch Association, addressed the council regarding the use of fields at Recreation Park and about the way the use is being delegated. He indicated that after speaking with Lilly Wall and other parks department staff, they have consistently said that the city has historically supported the Chehalis Girls Fastpitch Association (CGFA) and other competitive teams that have played at the park. He stated that members of Twin County Fastpitch Association in attendance were once members of the board of CGFA and last year raised about \$23,000 and worked on the

construction of the new fields. He requested equal time given to those girls whose parents helped raise money and worked on building those fields for the girls and the community as a whole.

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Mayor Spahr stated that it was his understanding the practice schedule had been set, but the game schedule had not been set yet.

Steve Taylor indicated that was correct.

Mayor Spahr gave a brief history of the situation. He explained that some parents once associated with the CGFA broke off from that association and started the Twin County Fastpitch Association. He stated that one of the problems is the number of teams playing this year. His understanding was that with the new league, staff implemented a prioritizing system recognizing who was there first, people from Chehalis versus people from outside the area, etc. He stated that the problem is a limited amount of fields for the many teams that want to use them.

Councilor Hatfield asked how many fields are available at Recreation Park to use for practice.

Lilly Wall indicated that there are currently two out of the three fields being used for practice.

Councilor Hatfield asked how many teams there was this year.

Lilly Wall stated that there are nineteen teams.

Councilor Hatfield stated that two fields and nineteen teams limits access and the amount of practice sessions per team so fields at Stan Hedwall Park were being used to help alleviate the crunch. He felt Mr. Taylor's complaint was not that his association was not getting fields to practice, but they were not getting to use the fields at Recreation Park.

Steve Taylor indicated that was correct. He stated that one of the coaches in attendance put in a request for a tournament at Recreation Park for late May and it has not been confirmed yet.

Councilor Hatfield felt that was a separate issue and that the issue right now was practice availability.

Bob Nacht stated that the tournament issue is currently being addressed and the association was told that a decision would be made later this week or next week.

Councilor Hatfield stated that he did not know what the council could or should do if the association is not being denied fields to practice on.

Mayor Spahr asked if the nineteen teams included the high school and Twin County Fastpitch Association.

Lilly Wall stated that it did not, but counting those brings the total number of teams to twenty three. She added that slowpitch will begin soon, too.

Councilor Pope asked why the high school was using the city's fields.

Lilly Wall explained that the city has a joint use agreement with the school and the city uses their facilities for winter programs.

Councilor Hatfield felt that Lilly Wall was doing the best she could do under the circumstances to make sure that all teams could practice.

Steve Taylor was not aware that there were only two fields available at Recreation Park. He stated that at a meeting with Mayor Spahr it was indicated that his association would have access on an equal basis.

Mayor Spahr stated that was not what he had said. He said that he told Mr. Taylor to get his practice schedule and then go from there. He added that it does need to be as fair as it can be, but he asked that Lilly Wall be given the chance to get it done. Mayor Spahr asked for information about the request for the tournament.

April 12, 1999

Lilly Wall explained that she has confirmed that fields are available for the tournament, but the request was for three to four fields, and Recreation Park only has two fields. She stated that she spoke to Sandra Winter and told her that the best location for the tournament would be at Stan Hedwall Park because four fields that are all together are available there. She indicated that a letter came back from Ms. Winter stating that was unacceptable, and the only facility that the association was requesting was Recreation Park.

An audience member stated that Stan Hedwall Park was not a good site for a tournament for 10-year-olds because the restrooms are too far away and there are no food facilities.

In regard to the priority rating, Steve Taylor asked where his association fit in.

Councilor Hatfield felt this was an issue of a battle between the two associations and did not think the city should be part of it. He asked Mr. Taylor if he had any practices scheduled at Recreation Park for his teams.

Steve Taylor indicated that he did not.

Lilly Wall explained that she has only been able to schedule one week of practices for two teams because she was told that they were supposed to start their league games next week. She stated that she needs to speak with the teams' scheduler so that she can provide facilities for games rather practices.

Councilor Hatfield felt that members of the association should meet with city staff to work out the problem.

Sandra Winter stated that she was the president of CGFA for two years and there has historically been twenty four teams using the three fields at Recreation Park, so she did not believe that twenty three teams should be an issue. She added that they haven't needed to use Stan Hedwall before and she felt the fields at Recreation Park would be more than useful for what they need. She stated that the thing she is concerned about is that her association went out of their way to make sure they fit the criteria of what is needed in regard to priority rating, but they are repeatedly told that they will be booked after everybody else.

4. Ordinance No. 651-B, First Reading - Providing for the Vacation of a Portion of SW Pacific Avenue. Bill Hillier indicated that after the final agreement was made with the state an ordinance was prepared and is now before the council. He stated that two issues still need to be addressed, specifically the trading of property at Recreation Park, but the state has not yet drafted the legal descriptions for those properties. He explained that once those are received, an agreement would be drafted. A separate agreement will also be drafted to include language for use of the 30-space parking lot at Recreation Park, and will reflect that the state will leave SW Pacific Avenue for public use through July 2000. He added that the statutory requirement of the ordinance is that it does not become effective until one-half of the assessed value is paid by the state to the city. He indicated that the assessed value is less than the actual amount the state agreed to pay the city, but he stated that the \$100,000 figure has already been negotiated.

Councilor Hatfield moved to pass Ordinance No. 651-B on first reading. The motion was seconded by Councilor Pope.

Mayor Spahr indicated that in the area of SW 11th or 12th Streets going north, the railroad built on city right-of-way. He asked what would happen if it is found that the railroad has built on the right-of-way where the vacation is being requested.

Bill Hillier stated that the description the city came up with is that portion of right-of-way to the railroad's ownership, so wherever the railroad's ownership ends or begins is where the vacation portion stops. The motion carried unanimously.

5. **Appointment of Council Budget Committee.** Mayor Spahr indicated that Councilors Hatfield, Ketchum and Zylstra already volunteered to participate on the committee during a previous meeting.

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6. **Membership to Sister Cities International.** Dave Campbell explained that students attending high schools in Japan had to pay much more to come to the United States under an F-1 visa as the result of a change in federal law. There is an opportunity by being a member of Sister Cities International (SCI) to have those students receive a J-1 visa that is less expensive to them and their families. He stated that the sister city committee met last month and endorsed the concept of Chehalis becoming a member of SCI to make these less expensive visas available to Japanese students coming to the United States.

Denny Clark, from Toledo High School, added that the change in federal law has virtually wiped out the smaller student exchange programs. He stated that the J-1 visa is about \$200 compared to the F-1 visa which is about \$4,000 to \$5,000. He stated that Seirei Gakuen High School in Japan would reimburse the city's yearly dues for membership in SCI.

Councilor Galvin stated that the agenda report indicated that it might cause a new risk/liability exposure for the city.

Dave Campbell explained that if the students which came from Japan were not supervised or kept track of well on a yearly basis through the host families there could be indirectly some exposure to the city for having endorsed or helped to sponsor their visa in getting here.

Denny Clark stated that in the twenty years he has been associated with student exchange programs, this program is probably the most supervised of all of them.

Councilor Hatfield moved to direct the city manager to proceed with membership in SCI with the understanding that costs would be reimbursed by Seirei. The motion was seconded by Councilor Ketchum and carried unanimously.

7. **Supplemental Services Agreement with David Evans and Associates for Revisions to City's Development Regulations.** Dave Campbell stated that the proposed agreement is timely in that the city is nearing the end of the preparation of the comprehensive plan. He explained that state law provides that within six months after the adoption of the plan the city must have its development regulations adopted consistent with the plan which will require quite a bit of writing and rewriting of the existing codes, ordinances, and public works and community development guidelines and standards. Staff is recommending that the city contract with David Evans and Associates through Michael Davolio.

Councilor Hatfield moved to authorize the city manager to sign the supplemental services authorization with David Evans and Associates in the amount of \$69,700 to complete the rewriting of the city's development regulations to comply with the Growth Management Act, using HUD block grant fund reserves. The motion was seconded by Councilor Zylstra and carried unanimously.

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

a. **Request for Contribution to Chehalis River Basin Flood Control Project.** Dave Campbell noted that he, Councilor Galvin and Mayor Spahr have been representing the city on this group. He stated that local and state funding for the project has come to an end, and in order to keep the project going until the next state biennium, and new money anticipated to be available at that level, the five localities (three counties and two cities) have been asked to contribute \$11,000 each. He noted that both Lewis and Grays Harbor Counties have already put in substantially more than that. He felt this was an important community project and recommended that the council authorize the contribution.

Mayor Spahr stated that he supports the project because he believes it is the most feasible project he has seen to alleviate flooding problems and he felt it had the best chances of being funded. He added that the moneys spent today would be used for matching funds later. He also acknowledged the support of nearby counties and the Chehalis Tribe.

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Councilor Galvin felt it was important to maintain the momentum that has been built up with the project. He moved to appropriate an additional \$11,000 from the general fund unreserved ending balance for the Chehalis River Basin Flood Control Project. The motion was seconded by Councilor Zylstra.

Councilor Hatfield felt the city should continue its support of the project. He noted that the city is faced with an economic development problem because of flooding.

Dave Campbell pointed out that some of the money might not be necessary if the state adopts a supplemental budget for additional funding. He added that the council should also approve the amendment to the existing interlocal agreement. The motion carried unanimously.

b. **Year 2000 Preparation Update.** Jo Ann Hakola reported that it was the city's approach to be calm and use common sense and to look at what might be impacted, and try to search for anything that might be hidden. Computers were the first things to be taken care of and embedded chips were looked at in other computer equipment. She indicated that AWC paid some money for the city to have a consultant go through the entire city looking at everything and talking to everybody to see if they found anything that staff had not yet identified. She stated that they did suggest that the city check with the vendor of the new fire truck because it seems there are a few things that are causing a few glitches. They are also concerned about some software down at the fire department that the consultant did not believe was Y2K compliant. She stated that her goal over the next few weeks was to get letters out to all city vendors asking them to tell the city that they are Y2K compliant and can continue to provide services to the city. She indicated that she would also be sending a standard letter to inquiries about the city's readiness. She reported that the city is currently buying generators to backup pump stations. She added that she has received the written assessment from the consultant and will be sharing that information with the council and other departments. She indicated that it would probably be no worse than something like a flood and did not believe problems would last but more than a few days and she felt the city was in good shape.

c. **Changes to 1999 Swimming Pool Program.** Lilly Wall reported that staff is planning to make changes to the 1999 swimming pool program. She stated that Lewis County has terminated their swimming lessons program due to the private pools they are using not meeting code requirements. They may be using some established pools in RV parks, but they have not been okayed to do that at this point. She noted that the Centralia indoor pool has also increased their fees due to their financial situation, so staff felt that Chehalis needed to offer more swim lessons and also increase fees to be more in line with Lewis County and Centralia. The recommendations are to offer six additional classes at 9:00 a.m., 12:45 p.m. and 6:30 p.m. and the first day of each lesson registration will be for Chehalis residents only.

Mayor Spahr asked about breaking lesson fees down for city residents and non-city residents.

Lilly Wall stated that staff discussed that issue, but felt that raising lesson fees to \$25 per session from \$20 per session would already be a big jump.

Councilor Hatfield did not see any reason to continue to subsidize and support non-city residents who use city facilities. He also stated that the agenda report pointed out that there will be increased expenses to the program due to the minimum wage increase, and at the same time suggests that revenues be reduced. Councilor Hatfield moved that lesson fees be \$25 per two-week session and \$20 for a third child in the same family for city residents, and \$30 per two-week session and \$25 for a third child in the same family for non-city residents, and to keep the fees for open swim at \$2.50 for adults and \$2.00 for youth.

Lilly Wall stated that the open swim time was decreased 45 minutes last year and will be decreased an additional 15 minutes this year, and that was the reasoning for the recommendation to reduce the fees.

The motion was seconded by Councilor Pope and carried unanimously.

Lilly Wall also recommended that open swim begin in July instead of June because of historically bad weather. She noted that if the weather is warm staff would consider opening earlier. Staff would also like to promote swim lessons through paid advertising.

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d. **Tourism Lewis County.** Councilor Hatfield stated that the Tourism Lewis County group, which is part of the Twin Cities Chamber of Commerce, would like to put together a consolidated tourism brochure for Lewis County. He indicated that the cost to the city of Chehalis would be about \$2,500 to \$2,800. This amount was based on the hotel/motel tax and how much each entity receives. He noted that this is the first concerted/consolidated tourism effort and felt it was well worthwhile. Councilor Hatfield moved to authorize the city manager to sign an agreement to participate in the project in an amount not to exceed \$3,000. The motion was seconded by Councilor Venemon and carried unanimously.

e. **Upcoming Meetings.** Dave Campbell reminded the council that the council employee rules committee will meet on April 13, at 10:00 a.m., and there would be a wastewater planning meeting on April 15, at 2:00 p.m. at Centralia College.

9. **Executive Session.** Mayor Spahr announced that following a break the council would convene into executive session at 4:15 p.m. pursuant to RCW 42.30.110(j) - litigation, for about 15 minutes and there would be no decision following the executive session. Following conclusion of the executive session, Mayor Spahr reopened the regular meeting and there being no other business to come before the council, the meeting was adjourned at 4:20 p.m.

Mayor

Attest:

Deputy City Clerk

April 26, 1999

The Chehalis city council met in regular session on Monday, April 26, 1999, in the Chehalis city hall. Mayor Bob Spahr called the meeting to order at 3:00 p.m. with the following council members present: Wayne Galvin, Bud Hatfield, Tony Ketchum, Dr. Isaac Pope, Bob Venemon, and Dave Zylstra. Staff present included: Dave Campbell, City Manager; Randy Hamilton, Chief of Police & Fire Services; Bill Hillier, City Attorney; David Kelly, Human Resources/Risk Management Director; Jim Nichols, Public Works Director; Joanne Schwartz, Community Services Director; Jerry Boes, Deputy Chief for Fire Services; Dennis Dawes, Deputy Chief for Police Services; Sharon Ferrier, Community Services Office Manager; Becky Fox, Court Administrator; Tim Grochowski, Street Superintendent; Peggy Morant, Acting Finance Director; Andy Sennes, Property Manager; Patrick Wiltzius, Wastewater Superintendent; and Caryn Foley, Deputy City Clerk. Members of the news media in attendance included Mai Ling Slaughter of The Chronicle.

1. **Proclamations/Presentations.** Mayor Spahr presented the following proclamations and awards: Municipal Clerks Week, May 2-8; Youth Week, May 2-8; and employee service award to Sharon Ferrier, community services department office manager, for 15 years of service.

2. **Consent Calendar.** Councilor Zylstra moved to approve the April 26, 1999, consent calendar comprised of the following items:

- a. Minutes of the regular city council meeting of April 26, 1999;
- b. April 15, 1999, Claims Vouchers No. 48886 - 49066 in the amount of \$386,343.64;
- c. Change Order No. 6 (Final) in the amount of \$45,663.56 to Wagner Development and final acceptance of Phase I Main Street reconstruction project;
- d. Contract with Sumas Transport, Inc., for biosolids disposal for a three-year term; and
- e. Change Order No. I with Transtech Electric, Inc., and supplemental engineering services agreement with Gibbs & Olson for the Main Street signalization project.

The motion was seconded by Councilor Hatfield.

Mayor Spahr asked when the Main Street signalization project would be completed.

Tim Grochowski indicated that the project is planned to begin in May and is expected to be completed by October. The motion carried unanimously.

3. **Ordinance No. 651-B, Second Reading - Providing for the Vacation of a Portion of SW Pacific Avenue.** Dave Campbell indicated that he received a letter from Bob Hubenthal of DSHS pointing out that the legislature's capital budget does include language that would allow DSHS to spend up to \$200,000 of its existing budget/redevelopment funds to purchase land adjacent to Green Hill School on SW 10th Street, but that it is dependent on their continued ability to spend below the previous authorization for the project. Mr. Campbell stated that issues discussed during previous meetings are being addressed by staff.

Councilor Galvin asked about Mr. Hubenthal's concern relating to retaining easements for utility purposes.

Dave Campbell explained that Mr. Hubenthal questioned whether language in the ordinance relating to the easement allowed the city an automatic future ability to establish easements for utilities that are not already there. Mr. Campbell indicated that it did not and it would be something the city would have to negotiate if needed. He reiterated that it only applied to existing utilities owned by the city and Lewis County PUD.

Bill Hillier added that there was discussion about the fact that Green Hill School did not intend to move their perimeter fencing beyond where it is now. He indicated that all of the current easements are within the right-of-way.

Councilor Ketchum asked what would happen if the Attorney General decides that the city cannot use the proposed 30-space parking lot.
April 26, 1999

Bill Hillier stated that the use of the parking lot is transfer of property that has not been completed yet because legal descriptions are still being drafted, so the city could back off the transfer of a portion of the remaining Recreation Park that hasn't been quit claimed to the state as of yet.

Councilor Pope moved to pass Ordinance No. 651-B on second and final reading. The motion was seconded by Councilor Venemon and carried unanimously.

4. **Agreement with Lewis County for Expending of TEA-21 Funds in the Amount of \$133,707 and Associated Budget Revisions.** Dave Campbell stated that new money is available to the city through the county from the federal TEA-21 (Transportation Equity Act for the 21st Century) program passed last year. He indicated that the agenda report provided information about the money available and the proposed way of allocating it during the next two years, along with a proposed agreement. Also included was a plan to redistribute existing money in the public facilities reserve fund, along with the TEA-21 money and the DSHS payment for the vacation of SW Pacific Avenue, this year and next year.

Tim Grochowski indicated that staff was asking to delay several overlay projects budgeted for 1999 until next year, including: State Avenue, SW 13th Street, SW 11th Street, NW Park Street, and NE Cascade Avenue. The funds allocated for the projects would be used to complete four smaller overlay projects this year.

Councilor Pope thought the SW 13th Street overlay would be taken care of by money received from the vacation of SW Pacific Avenue.

Tim Grochowski indicated that part of that money would be taken from the vacation payment.

Mayor Spahr stated that the reason for doing things this way was because the TEA-21 funds can only be used for federally funded routes or streets.

Councilor Hatfield moved to approve the agreement between Lewis County regarding the TEA-21 allocation in the amount of \$133,707 and authorize the city manager to sign it, and approve the proposed budget reallocation for 1999 and give preliminary conceptual approval to the proposed uses of funds for next year. The motion was seconded by Councilor Zylstra and carried unanimously.

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

a. **First Quarter 1999 Budget Status Report.** Mayor Spahr asked if the sewer charges were the result of the increase in sewer utility rates.

Peggy Morant indicated that it was and noted that the report included the revised budget.

b. **Confined Space Entry Program.** David Kelly explained that the program was developed through the city's safety committee and the team is comprised of staff from the fire services division and public works department. The team has gone through forty hours of training over a five-week period and will have monthly training to keep up their skills. During the monthly training, the team will go through a mock rescue covering one of the eight classes of confined spaces.

Councilor Galvin asked what a confined space was.

David Kelly explained that a confined space is a place where there is one way in and one way out, and the possibility of engulfing an individual.

Councilor Hatfield asked if the city of Centralia or Lewis County had similar teams.

David Kelly stated that he did not know.

Councilor Hatfield asked if the city's team would respond to requests from Centralia or Lewis County.

David Kelly indicated that if there was a major emergency he believed the city would be willing to assist.
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c. **Revised Proposal to Provide Additional Sewer Capacity South of the City Limits to Steve Bergstrom.** Dave Campbell stated that each council member was given a memo summarizing a meeting held with Steve Bergstrom this morning regarding additional sewer capacity south of the city limits. (The proposal is to construct and turn over to the city a new wastewater collection line from a point in the vicinity of Interstate Avenue south to Labree Road and the collection line primarily serving Port of Chehalis property along Maurin Road. This would be a parallel line to the south Chehalis interceptor, greatly increasing the existing sewer utility capacity in the area of the industrial park. In exchange, the proposal is for the city to allocate its remaining capacity in the interceptor (to be determined but thought to be about 400 ERUS) to Mr. Bergstrom for residential development in the vicinity of Rush, Oeschli, and Bishop Roads and Jackson Highway.)

Mayor Spahr stated that an agreement is being drafted by the city attorney.

Councilor Ketchum asked about the Hamilton Road L.I.D.

Bud Hatfield indicated that this proposal was separate from the Hamilton Road L.I.D. He stated that the city has tried to get capacity out to the industrial park and port of Chehalis for many years, and this proposal will accomplish that. He added that it would work in conjunction with the Hamilton Road L.I.D.

Dave Campbell clarified that the agreement would specify that Mr. Bergstrom's costs to install the parallel line next to the existing interceptor south from Interstate Avenue should be equal to or greater than the cost of purchasing 400 ERUS.

Councilor Hatfield moved to direct staff to prepare an agreement for council review regarding additional wastewater capacity south of the city. The motion was seconded by Councilor Zylstra and carried unanimously.

d. **Salmon Summit.** Mayor Spahr stated that he and Dave Campbell attended a salmon summit.

e. **Street Repairs.** Councilor Hatfield extended kudos to Tim Grochowski and the street division for pothole repairs made to a portion of NW Park Street.

f. **Lewis County Television.** Councilor Ketchum stated that LCTV met and has formed a board and elected officers. They are currently planning to produce shows to air on CCTV until funding negotiations with TCI are completed. They then plan to continue groundwork for trying to get LCTV on the air.

6. **Work Session - Review of Revised Employee Rules and Regulations.** David Kelly stated that the council committee met several times and the agenda report addressed various issues for discussion by the full council. Issues identified by the committee included: correcting all typographical/organizational errors; clarifying a portion of the alcohol and drug-free workplace policy; changing language in the harassment policy; adding language to the working at a higher classification policy; adding language to the city's employment application; adding additional language to the educational assistance policy; designating at-will status of certain employees; and use of vacation time.

Following discussion by the council, Councilor Hatfield moved to direct staff to prepare a resolution for adoption of the employee rules and regulations. The motion was seconded by Councilor Galvin and carried unanimously.

There being no further business to come before the council, the meeting was adjourned at 4:00 p.m.

Mayor

Attest:

Deputy City Clerk

May 10, 1999

The Chehalis city council met in regular session on Monday, May 10, 1999, in the Chehalis city hall. Mayor Pro Tem Isaac Pope called the meeting to order at 3:00 p.m. with the following council members present: Wayne Galvin, Bud Hatfield, Tony Ketchum, Bob Venemon, and Dave Zylstra. Mayor Bob Spahr arrived at 3:07 p.m. Staff present included: Dave Campbell, City Manager; Randy Hamilton, Chief of Police & Fire Services; Bill Hillier, City Attorney; Jim Nichols, Public Works Director; Joanne Schwartz, Community Services Director; John Barton, Water Superintendent; Jerry Boes, Deputy Chief for Fire Services; Dennis Dawes, Deputy Chief for Police Services; Sharon Douglas, Police Services Administrative Assistant; Sharon Ferrier, Community Services Office Manager; Becky Fox, Court Administrator; Tim Grochowski, Street Superintendent; Peggy Morant, Acting Finance Director; Bob Nacht, Community Development Manager; Andy Sennes, Property Manager; Patrick Wiltzius, Wastewater Superintendent; and Caryn Foley, Deputy City Clerk. Members of the news media in attendance included Mai Ling Slaughter of The Chronicle.

1. **Proclamations/Presentations.** Mayor Pro Tem Pope presented the following proclamations and awards: National Public Works Week, May 16-22; and Outstanding Service Awards to Ryan Chaney, Gerald Fischer, John Smith and Rich Trotter for their work on the ballfield renovation project.

2. **Consent Calendar.** Councilor Zylstra moved to approve the May 10, 1999, consent calendar comprised of the following items:

- a. Minutes of the regular city council meeting of April 26, 1999;
- b. April 28, 1999, Claims Vouchers No. 49067 - 49174 in the amount of \$108,297.15; April 30, 1999, Payroll Vouchers No. 11686 - 11819 in the amount of \$429,654.69; and Transfer Voucher No. 1453 in the amount of \$922.29;
- c. Budget revisions to purchase a new command vehicle for the fire services division; and
- d. Supplemental engineering services agreement with Gibbs & Olson in the amount of \$5,281 for water treatment plant upgrade pre-design.

The motion was seconded by Councilor Galvin and carried unanimously.

3. **Draft New Comprehensive Plan.** Joanne Schwartz introduced members of the Chehalis planning commission who were in attendance, including Judy DeVaul, Jim Ward and Fred Rider. She stated that other members of the commission were John McKerricher, Greg Hill, Tad Devlin and Patty Alvord. She also recognized Bob Nacht and consultant Michael Davolio. She indicated that staff would make its presentation following comments from the public.

Mayor Pro Tem Pope closed the regular meeting and opened the public hearing at 3:07 p.m.

John Eaton, Lewis County Master Builders, indicated that the plan, as it is now written, only has 83.4 acres for residential development, but thought that the latest draft included about 19 additional acres. He indicated that was good, but still did not feel it was quite enough. He stated that the plan assumes 102.64 acres of land for single family residential within the urban growth area (UGA) using the state Office of Financial Management (OFM) population studies and schedules. He stated that looking at the map contained within the plan, the ratio is about 2 to 2.4 dwelling units per acre, and thought the city should look at the fact that people that live in the new areas aren't going to want to be more dense than what's in the city currently; you want to keep the current status of what the city looks like now and avoid clusters of mass housing. He thought it was interesting that OFM numbers were used to project populations relating to residential areas, but the Hovee study was used to project the population for commercial and industrial development. He stated that 8,754 new jobs are projected in the city over the next 20 years. He stated that what would happen is that people will be moving onto 5-acre lots from here to Olympia. He indicated this would cause an incredible increase in the cost of land which ruins one of the goals of growth management which is to provide affordable housing. He indicated that the plan adds a 25% market factor

for what is projected to be needed, but it is still not enough. He suggested that the city take another look at increasing the residential area within the UGA.

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Mayor Spahr asked Mr. Eaton if he was recommending that the city increase the lot sizes.

Mr. Eaton indicated that he would like to see the lot sizes go down to 2.5 houses per acre instead of 4 per acre because that is the current makeup of the city.

Councilor Galvin asked Mr. Eaton if he presented this information to the planning commission.

Mr. Eaton indicated that he did.

Doug DeForest, Lewis County Master Builders, indicated that the plan, as written, would have a great impact on citizens relating to lot and home prices. He stated that Portland has been involved in growth management for 20 years and it is the second least affordable city to live in. He distributed and reviewed information on the impact of urban growth boundaries on building lot sale prices and impact fees on house sale prices in Thurston County. He indicated that the city could see the same impact and he asked that the council reconsider whether or not there is enough land for residential development.

Councilor Galvin asked Mr. DeForest if he contributed the increases in land and home prices in Thurston County 100% to the growth management plan.

Mr. DeForest indicated that there are no other factors that came into play during that period of time to contribute to that.

Councilor Hatfield asked what the population increase was in Thurston County from 1990 to 1993.

Mr. DeForest stated that he couldn't say what the population increase was, but he indicated that during the first part of the decade the population was growing about 5.5% per year and has slowed down to about 2.5% per year.

Councilor Hatfield stated that it seems the price of anything has to do with the demand for the product; if you have more people moving in and they want to build more houses, then the price of the lot is going to go up.

Mr. DeForest stated that that was correct and his point was that in Thurston County the UGA was big and the prices still increased dramatically. Chehalis has a small UGA with barely enough residential land and he felt that was going to be a real problem.

Mayor Spahr added that it seemed like the real estate boom ended in the early 1990s in Olympia and the bust lasted for about 2 to 3 years, and the increases shown by Mr. DeForest went into effect about the time the boom ended and the bust started.

Mr. DeForest felt it was never really a boom and one year tends to be a little bit better than the next.

Jerry Otto, Chehalis-Centralia Airport, indicated that the airport and the aviation division of the state Department of Transportation has worked together and provided comments to the planning commission regarding the plan and the airport's needs. It was his understanding that the commission and staff believe that the comments can be adequately addressed in the development regulations once those are developed, but only to the extent that policies are adequate can regulations be developed. He distributed a letter and discussed three points that the airport would like addressed, including: 1) a clear statement that discourages the siting of incompatible land uses adjacent to the airport that is a requirement of state statute under GMA; 2) language that protects the siting of objects identified as obstructions (Title 14 CFR 77) that are problems for airports (e.g., cell phone towers); and 3) reference in the plan to the 1992 airport master plan update which is the current plan of the airport.

A member of the audience asked if the River and Arizona Street areas would be zoned nonresidential.

Mayor Spahr stated that would be addressed during the staff presentation.

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Billy Stoudemire, president of the Lewis County Master Builders, stated that he has worked with growth management for three years. He stated that the city's plan has to match what the council wants to do as a city. He felt the people living in this area like a rural environment and it is important to maintain the type of quality of living that now exists. He stated that the plan projects 8 to 12 dwelling units per acre for multi-family and he felt that was unrealistic. He indicated that the plan provides for 83 acres of single family residential dwellings at 4 per acre for 1,900 people over the next twenty years. He did not believe the calculations were correct and felt it would take much more than 83 acres. He asked if public facilities, right-of-ways, easements, roads, and schools were taken into consideration. He stated that other cities made the same mistake and had to go back and revisit their calculations. He encouraged the city to meet with the county and listen to their ideas to increase the boundaries to make it more realistic to what the city currently has. He stated that Lewis County couldn't have a large increase in its lot and home prices. He added that the Lewis County Master Builders has endorsed all other cities' plans in Lewis County.

Joanne Schwartz stated that the planning commission held its public hearing on the draft plan and received both written and oral testimony, and then held a meeting to review all the testimony.

Michael Davolio of David Evans and Associates explained that the information being distributed by Joanne Schwartz included written testimony received to date; substantive changes to the plan adopted by the planning commission as a result of the public hearing and subsequent meeting; and a document containing all changes. He explained that there were originally three alternatives for the city and he reviewed the changes to the land use map contained in the original draft plan which the council received several weeks ago. He stated that the most substantive changes that were made were to the land use element and the capital facilities element. Changes to the capital facilities element included funding sources relating to streets and the delay of some street and utility projects. He suspected that before the council takes final action on the plan, the public works department would have some greater detailed information on those projects, particularly for this year and next year.

Mr. Davolio then reviewed the proposed land use changes within the IUGA. There were changes to the zoning designations to address Green Hill School and the Chehalis-Centralia airport. He noted that it has always been the intention to address issues of airport compatibility with the development regulations. He felt that the changes made to the plan addressed the concerns of the airport. He indicated that the plan lists all of the plans, studies and documents that were used as the plan was put together, and the airport master plan is referred to in that location, but the entire airport master plan was not incorporated by reference into the draft comp plan because it is a 1992 document and it was the opinion of the planning commission that it be reexamined and perhaps updated before anything more specific is done, particularly with the capital facilities part of the plan in terms of the accuracy of budgetary commitments from the city. He also pointed out that language was added to support the Port of Chehalis and private business' use of the foreign trade zone.

Mr. Davolio provided an explanation of how calculations were figured. He explained that for purposes of calculating housing needs, numbers used were provided through Lewis County by state Office of Financial Management because it was required by law - there was no choice. He stated that there was flexibility in calculating commercial and industrial development and the planning commission chose to use the more aggressive numbers found in the Hovee study because it was in the city's best interest to do that. As a result, the urban growth area is largely industrial and commercial and to a very small extent residential. That was done because it was believed that those figures were needed to accommodate the kind of growth that the city wants to accomplish over the next 20 years. He indicated that the plan provides for a deficit of industrial land even though the UGA will virtually double the size of the city, but he was not concerned about that because over a 20-year period it can be dealt with because commercial and industrial growth occur more slowly than residential growth. He stated that he was absolutely comfortable with the amount of industrial and commercial land shown in the UGA and felt it would serve the city well.

In regard to residential, Mr. Davolio stated that the average development density of all residential lots within the city is 3.6 dwelling units per acre.

Councilor Hatfield asked Billy Stoudemire where he came up with his figures.

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Mr. Stoudemire stated that he got the information from figuring the math in the draft comp plan; he indicated the math in the draft plan was incorrect.

Mr. Davolio explained that for planning purposes, an assumption was made that the average density of development in the city would be 4 dwelling units per acre. He stated that GMA requires (based on hearings board decisions) a minimum density in urban areas of 4 to 5 units per acre, and if you plan to develop at a lower density and your plan is appealed you will probably lose the appeal. He stated that calculations based on population projections and average household size indicated that the city would need an additional 453 lots for single family homes by the year 2018. He noted that there are only 10 building lots located within the city currently. He stated that if you divide 4 dwelling units per acre into 443 lots you come up with a need for 110.75 acres which becomes the minimum needed. You then multiply that by a market factor of 25% resulting in 138.44 gross acres of residential land needed. He added that every plan that has shown a market factor greater than 25% and has been appealed was overturned. He indicated that there are about 179 acres of buildable land in the city zoned for residential use that is not currently developed; this information comes from the city's community services department. For the purposes of that calculation it was assumed that 20% of that land would be used for single family which comes out to 35.8 acres and if you take that from 138.44 acres it leaves you with a residential land need of 102.64 acres. He went on to explain that the net land available in the IUGA is 102.6 acres leaving a net deficit of 0.04 acres to come up with over the next 20 years and he thought that was doable.

Mr. Davolio stated that you cannot take in the same analysis for multi-family land because there is no multi-family land provided for within the IUGA. It was the assumption, based on the calculations, that the city cannot accommodate the need for multi-family development. He indicated that what would probably occur is that some of the surplus multi-family land will be built out in single family dwellings which is permitted under the city's zoning. Mr. Davolio explained that the land available was arrived at by staff coming up with a gross area in terms of what land is zoned residential in the city and then took out land that is already developed or not buildable.

Mr. Davolio added that he spoke to a representative from the state Department of Community, Trade and Economic Development who is reviewing the plan and she indicated that after her initial review she didn't see anything glaring that she was concerned about. He also reiterated that he believed the concerns expressed by the airport had been addressed.

Mayor Spahr stated that the plan does not address how close development can occur to the airport.

Jerry Otto stated that the regulation that he referred to earlier deals with that.

Mr. Davolio noted that there is a separate calculation within the plan to work with the airport to determine the appropriate time to establish a 65Ldn noise contour for future land use planning, particularly as that may impact residential areas. He explained that the 65Ldn provides a weighted noise decibel level which is accepted by Federal Aviation Administration.

Councilor Hatfield stated that the area of vacant land surrounded by houses and the Olympic Middle School is designated industrial rather than residential and he asked why that was done.

Bob Nacht stated that when the presentation was made to Lewis County on April 28, 1998, for the UGA there was not sufficient justification to identify any additional residential land within the city. He added that the city does not need to assume that what it decides on the land use plan today is going to be it for the next 20 years. He suggested that annually, a review process take place, and every five years the city is obligated to review it under

growth management to determine whether or not there are any changes in what was originally established. He noted that everything is based on gross acreage and not specific parcels.

Councilor Hatfield asked if the city was too far into the plan to change it.

Bob Nacht indicated that anything can be looked at, but it's the significance of the impacts of what that decision would be, and it also becomes an issue of how much time and money the council wants to spend. He then compared eight changes on the map contained in the draft plan with the map that is the result of the planning

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commission public hearing, written public comments, staff review and a number of things which culminated into a greater level of review of the initial proposal.

Dave Campbell indicated that residential development cannot occur within a floodway, but asked if it was permissible to designate commercial within a floodway.

Bob Nacht stated that there is nothing within the law that precludes commercial development from occurring within the floodway, but there are a number of criteria on that development.

Michael Davolio indicated that all of the changes outlined by Bob Nacht involve land that is either unbuildable or already developed and for that reason is already accounted for in the plan's residential calculations.

Councilor Pope noted that people already living in these areas would be grand-fathered in, but he asked if they would fall under the new regulations if they alter their property.

Bob Nacht stated that it depends on how the city's development regulations are written. He would anticipate that property owners would have the ability to own, repair and maintain their existing grand-fathered in residential building to the extent that state law allows. State law also has provisions relative to how much damage or destruction can occur to a nonconforming use before it has to be made to conform. There is also an ability to deal with conditional use or variance processes within development regulations. It would not be the city's intent at the current time to preclude anybody who currently lives there from being able to repair and maintain.

Councilor Pope asked if the people who are going to be impacted by these regulations will be notified.

Bob Nacht stated that the public hearing process is what notifies them. He added that the city is not changing anything that doesn't already exist; the city is making its comprehensive plan consistent with state law.

Mayor Spahr stated that the Pennsylvania Avenue area is proposed to be high density residential and he asked if that conflicted with the historical rating on that area.

Bob Nacht stated that it doesn't need to do so and the two can coexist. The historical district will be an overlay zone within whatever zoning occurs in that area. He stated that it is something that will be addressed within the development regulations.

Billy Stoudemire asked why all of the commercial and industrial areas were determined by the Hovee study, yet it was not used for the residential areas.

Bob Nacht stated that the Hovee report was done exclusively for commercial and industrial employment, and does not address residential in any way, shape or form. In addition, the growth management act says that you have to use the Office of Financial Management numbers to determine what the residential unit building capacity will be.

Mr. Stoudemire asked where the city planned to house all the people.

Bob Nacht indicated that the city does not have to house all of the employment of the industrial park that the Hovee report says is going to be there, in fact, the report says the greater Lewis County area, by virtue of growth management, has to put industrial and commercial employment within an urban growth area.

Mr. Stoudemire asked which county included all the people. He did not believe any of them did.

Michael Davolio reiterated the reasons for using the two different sources that he and Bob Nacht had both discussed. He indicated that the plan provides that Chehalis and its UGA are intended to be a regional employment center; no one expects that all of the people that work in the area are going to live in the city of Chehalis.

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Bob Nacht stated that one of the specific issues that was made a matter of record at the county hearing is that using the Hovee report demonstrates that the city of Chehalis has to have a much larger UGA for industrial and commercial employment base because GMA requires that all substantial county employment be within an IUGA and the only place to put that was in the existing industrial park.

Doug DeForest expressed concern about introducing new evidence and asked for time to review that new material and come to the council and present any remarks.

Mayor Spahr stated that the council encouraged that.

Mr. DeForest felt the Growth Management Act was written to make it difficult to change a comprehensive plan and the process of changing it in the future is not easy for the city or citizens and that is why what is decided today is so important.

Billy Stoudemire stated that not only is it hard to change a plan once it is adopted, but cautioned the council that if the plan is challenged through a hearings board the city will have to pay the costs of that if they don't get the plan set now with enough buildable lands. He encouraged the council to take another look at what they were doing.

Dave Campbell noted that public testimony will be accepted by the city until May 17, and it is expected that the first reading of the ordinance adopting the plan will be on May 24. He indicated that it might be advisable for the council to have a work session to go over today's testimony in addition to what was received from the planning commission and anything received until May 17.

Joanne Schwartz added that staff is hoping to receive CTED's comments by May 17. The council agreed to hold a work session on May 24 following the regular council meeting.

Mayor Spahr closed the public hearing and reopened the regular meeting at 4:50 p.m.

4. **Resolution No. 7-99, First Reading – Adopting the New Employee Rules and Regulations Revisions.**

5. **Ordinance No. 652-B, First Reading - Repealing Ordinances Relating to the Prior Employee Rules and Regulations.**

6. **Ordinance No. 653-B, First Reading - Creating and Establishing the Department of Public Works and Repealing Prior Ordinances.** Dave Campbell indicated that the three items above would be deferred to the next meeting.

Mayor Spahr stated that he did want to talk about the proposed employee rules and regulations relating to at-will versus for-cause for mid-management personnel. He indicated that the existing rules and regulations

provide that mid-management personnel can only be terminated for cause, and he did not believe mid-managers should be at-will because they are not under the immediate supervision of the city manager. He noted that he had no objection to the management team being at-will.

Councilor Pope indicated that he agreed with Mayor Spahr.

Bill Hillier stated that there is a reference to the existing rules and regulations that employees that are not covered by a bargaining unit are at-will, but that is contravened by the very fact that the rules and regulations set disciplinary proceedings, creating a for-cause requirement, because you couldn't terminate an employee without going through those proceedings.

Councilor Zylstra stated that the council committee that reviewed the proposed rules and regulations wanted to give the city the most flexibility possible by giving the designation of at-will.

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Councilor Hatfield asked about the status of the four city positions which are non-union, non mid-management, and non-management.

Dave Campbell stated that in the proposed rules those four positions are for-cause.

Councilor Hatfield indicated that Washington is an at-will state, but as a practical matter you would have a difficult time in court defending the termination of an employee without cause.

The council agreed to designate mid-managers for-cause.

7. City Council/City Manager Reports.

a. **Police Accreditation Status Report.** Randy Hamilton stated that Dennis Dawes is overseeing the project, and Sergeant Randy Kant and Administrative Assistant Sharon Douglas are the accreditation managers.

Dennis Dawes added that the process would involve a lot of members of the department. He introduced Bill Curtright who is the consultant to take the department through the process.

Mr. Curtright stated that he became involved with this process through the city of Olympia about seven years ago and has since served a number of agencies with the accreditation process. He explained that accreditation says that a police department has a certain number of policies that match an accreditation manual and that the department is practicing those policies. He stated that he will also be looking at high liability risk areas to the city to try to ensure that civil litigation risks are kept as low as possible. Mr. Curtright outlined what has been accomplished to-date and what is expected to take place over the next few months.

Mayor Spahr asked how the accreditation status is maintained.

Mr. Curtright explained that after five years you go through a reassessment and during that five-year period on the annual date of accreditation a report will be prepared certifying that certain things have been done.

Councilor Hatfield asked how much the process would cost.

Mr. Curtright stated that he is being paid \$25 per hour with a \$5,000 cap.

Councilor Pope asked if it was for state or national accreditation.

Mr. Curtright stated that it was for state accreditation, but there is work taking place to "marry" the state and national standards. He added that the state levels are better than national levels.

Randy Hamilton noted that the costs of accreditation may be recovered through the Washington Cities Insurance Authority (WCIA).

b. **Reminder About Tri-agency Meeting on May 15.** Dave Campbell reminded the council about the tri-agency meeting scheduled for Saturday, May 15, at 8:30 a.m. at Borst Park.

c. **Airport Review Committee.** Dave Campbell indicated that he has talked with all council members individually about some ideas which have come forth for potentially revising the interlocal agreement for doing things differently in terms of airport management. He stated that he had summarized what he thought the council's feedback to him was and asked for direction from the council.

Councilor Hatfield moved to agree that the city manager's remarks contained in his memo were the consensus of the council and to present it during the tri-agency meeting on May 15. The motion was seconded by Councilor Venemon and carried unanimously.

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8. **Executive Session.** Mayor Spahr announced that following a break the council would convene into executive session at 5:20 p.m. pursuant to RCW 42.30.140(4) - labor contract negotiations, for about 10 minutes and no decisions would be made following the executive session. Following conclusion of the executive session, Mayor Spahr reopened the regular meeting, and there being no further business to come before the council, the meeting was adjourned at 5:30 p.m.

Mayor

Attest:

Deputy City Clerk

May 24, 1999

The Chehalis city council met in regular session on Monday, May 24, 1999, in the Chehalis city hall. Mayor Bob Spahr called the meeting to order at 3:00 p.m. with the following council members present: Wayne Galvin, Bud Hatfield, Dr. Isaac Pope, Bob Venemon, and Dave Zylstra. Councilor Tony Ketchum was absent (excused). Staff present included: Dave Campbell, City Manager; Bill Hillier, City Attorney; David Kelly, Human Resources Director; Jim Nichols, Public Works Director; Joanne Schwartz, Community Services Director; John Barton, Water Superintendent; Jerry Boes, Deputy Chief for Fire Services; Dennis Dawes, Deputy Chief for Police Services; Sharon Ferrier, Community Services Office Manager; Becky Fox, Court Administrator; Tim Grochowski, Street Superintendent; Bob Nacht, Community Development Manager; Andy Sennes, Property Manager; Patrick Wiltzius, Wastewater Superintendent; and Caryn Foley, Deputy City Clerk. Members of the news media in attendance included Mai Ling Slaughter of The Chronicle.

1. **Consent Calendar.** Councilor Galvin moved to approve the May 24, 1999, consent calendar comprised of the following items:

- a. Minutes of the regular city council meeting of May 10, 1999;
- b. March 31, 1999, Payroll Vouchers No. 11538 - 11685 in the amount of \$450,305.80; Transfer Voucher No. 1452 in the amount of \$1,332.45; and May 14, 1999, Claims Vouchers No. 49175 - 49348 in the amount of \$130,277.66; and
- c. Supplemental services agreement with David Evans and Associates for additional comprehensive plan work.

The motion was seconded by Councilor Hatfield and carried unanimously.

Mayor Spahr announced to the citizens in attendance regarding the rezoning of the westside that it would be changed back to low-density from high-density residential. He explained that it was a mistake.

2. **Citizens Business - Water Rates for Summer Gardening.** Mr. Orrine Olson, 1131 NW Cedar Street, asked the council to consider a special rate for gardening due to the recent increase in utility rates.

Mayor Spahr stated that rates for sewer are adjusted during the summer months for things such as gardening. He indicated it would be hard to determine what the impacts would be and suggested that it be reviewed at the end of the summer.

3. **Citizens Business - Draft Comprehensive Plan.** Gary Klein, owner of 460 NW Prindle Street, stated that he currently manufactures bicycle frames and parts. He indicated the proposed zoning for that location was CBC zone and he did not believe that it made sense to zone it for residential and retail space. He stated that if it were changed to CBC he would be a nonconforming use.

Bob Nacht explained that Mr. Klein's property is currently zoned Central Business District (CBD not CBC) and there is no proposal to change the zoning for the property. A CBD zone does allow for residential uses above a commercial first floor or as a conditional use elsewhere.

Mayor Spahr asked if manufacturing could be done in a CBD zone.

Bob Nacht stated that it depends on the type of manufacturing; there is a difference between manufacturing and assembly and Mr. Klein was granted a permit because his proposal fit within the definition of what is permitted.

4. **Resolution No. 7-99, First Reading - Adopting the New Employee Rules and Regulations and Ordinance No. 652-B, First Reading - Creating and Establishing the Department of Public Works and Repealing Prior Ordinances.** David Kelly stated that several drafts had been reviewed and presented to the

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council, and he outlined additional revisions suggested at the last meeting. The changes included: 1) adding language that does not prohibit the lawful use of alcohol following the same authorization that applies to the general public; 2) designating only top management staff (department heads) as at-will employees; 3) adding language that at-will employees may be terminated without cause and without using the processes in the standards of conduct and discipline chapter; and 4) repealing the prior ordinance establishing the public works department and passing Ordinance No. 652-B to remove language that provided that the public works director could be removed from said position by the city manager for reasonable cause.

Councilor Hatfield moved to suspend the rules requiring two readings of a resolution. The motion was seconded by Councilor Pope and carried unanimously. Councilor Hatfield then moved to adopt Resolution No. 7-99 on first and final reading. The motion was seconded by Councilor Zylstra and carried unanimously.

Councilor Hatfield moved to suspend the rules requiring two readings of an ordinance. The motion was seconded by Councilor Zylstra and carried unanimously. Councilor Hatfield then moved to pass Ordinance No. 652-B on first and final reading. The motion was seconded by Councilor Pope and carried unanimously.

Mayor Spahr adjourned the regular meeting and opened the work session at 3:15 p.m.

5. **Work Session – Draft New Comprehensive Plan.** Dave Campbell indicated that the council held a public hearing on May 10 and received oral and written testimony that is included in today's agenda. He noted that individual council members have also received comments from the public. He stated that staff will make a presentation and the first reading of the ordinance adopting the plan is expected to be June 14.

Michael Davolio of David Evans and Associates, the city's growth management consultant, and Bob Nacht, reviewed the proposed changes within the existing city limits to the future land use map as a result of all the public testimony and staff and council review to-date. Bob Nacht reiterated that it is the city's intent to propose that the westside be classified as low-density to reflect the existing R-1 zoning. Michael Davolio added that it is also going to be proposed through the development regulations that the area have an historic district overlay. Design standards would be developed to ensure that any future development within that area is designed in a manner that doesn't take away from the existing character, and would permit building conversions on buildings through a conditional use permit.

Mayor Spahr asked if the hillside historic district would have an overlay.

Bob Nacht stated the hillside and downtown districts would have historic overlays, but the rules may be different for each district

Councilor Galvin stated the city's historic preservation commission had no say relating to the interior of a home.

Michael Davolio indicated that they were not talking about the facade, but the use.

A member of the audience asked why Westside Park was not shown on the land use map.

Bob Nacht stated that it was simply an omission and will be put back on the map.

An audience member asked about buffers between industrial and residential zones.

Bob Nacht indicated that those issues would be addressed through the development regulations.

Councilor Galvin asked if the public comment period would need to start over in light of all the changes to the map.

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Michael Davolio added that the proposed changes were in response to comments during the public comment period.

Bob Nacht continued his presentation relating to the proposed changes to the land use map within the urban growth area.

Councilor Hatfield indicated that if all these proposed changes could be made, why could the city not change the property west of the Chehalis Middle School and north of Steck Clinic from industrial to residential. The council agreed that an industrial zone was not appropriate for that property.

Michael Davolio indicated that there needed to be a way to balance what is being proposed because what was projected in terms of need for residential was pretty close to what was actually being shown on the map. He stated that staff would take another look at that property.

Discussion also took place regarding Steven Bergstrom's proposed residential development project and how it related to the interim urban growth boundary (IUGA). Mr. Bergstrom requested that property at the south end of the city's IUGA be rezoned from industrial to residential to accommodate his development. The request was brought to the planning commission and they elected to leave it industrial. Michael Davolio indicated that a letter from the Port of Chehalis was included in the agenda recommending that the property remain industrial, and Mr. Davolio stated that he agreed with their recommendation.

Bob Nacht indicated that Mr. Bergstrom is currently negotiating for the provision of water and sewer service in the subject area and the council's GMA subcommittee is working with him on that.

Councilor Pope stated that if the Port of Chehalis wants the city to designate the area as industrial, and they are trying to solicit business to locate here, they will also be trying to solicit the city to put infrastructure out there. But, at the same time, Mr. Bergstrom is having difficulties getting infrastructure for his project.

Bob Nacht suggested that the Port of Chehalis had the same capability of putting infrastructure out there as did anyone else, and it would have to be to city standards no matter who put it in.

Joanne Schwartz added that the issue was based on the numbers that staff had to work with and designating that area industrial was what the numbers showed. The Port of Chehalis, in their letter, supports that designation; infrastructure is a whole separate issue.

Councilor Pope indicated that he understood that, but it did not make sense to him to designate the property as industrial for development that might not occur for 15 years when you have an individual who wants to develop the area now, but is having difficulties acquiring the correct paperwork to proceed.

Michael Davolio stated that there are two separate issues relating to infrastructure. The first is the extension of the infrastructure itself, and the second issue is the cost of maintaining that infrastructure. He stated that the only proposal that the council may have in front of them now is the cost to install it, but the city would have to pay the cost of that infrastructure over the life of the utility lines. He indicated that when staff looked at what appropriate uses were and what the best scenario was for the long-term growth of the city, how the city was going to handle infrastructure needs was reviewed. He explained that the development of commercial and industrial properties takes much longer than residential, so you probably do need to set aside more industrial property. He stated that the area is also the farthest away from other city services such as emergency services, school buses, etc., and would cost the city and taxpayers more money. He stated that staff did research relating to what the city's needs are in terms of residential, commercial and industrial land. He indicated that some minor

adjustments could be made here and there, but he was very concerned about the subject area in terms of having that survive an appeal.

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Councilor Hatfield felt that if the city allows the area to become low density, it would go against the intent of growth management which is to keep residential development as close to your city limits as possible.

Mayor Spahr stated that on the other hand, the city has been negotiating with Mr. Bergstrom as if the property were residential.

Councilor Hatfield indicated it was understanding that it was only for what Mr. Bergstrom was currently developing which is south of the city's IUGA.

Michael Davolio asked the council how they would account for the residential population within the comprehensive plan. He stated that if the council was determined to designate the area south of town as residential he would suggest that they take the area out of the IUGA.

Councilor Hatfield moved to recommend that staff produce a new land use map consistent with the recommendations presented today.

Joanne Schwartz asked that the council make a decision on the Harvey Breen property.

The council concurred to leave it as high density residential.

The motion was seconded by Councilor Galvin and carried unanimously.

Michael Davolio reviewed the written testimony received since the council's public hearing and staff's responses to those comments and requests. The council concurred with staff's recommendations as discussed.

There being no further business to come before the council, the work session as closed at 4:50 p.m.

Mayor

Attest:

Deputy City Clerk

June 14, 1999

The Chehalis city council met in regular session on Monday, June 14, 1999, in the Chehalis city hall. Mayor Bob Spahr called the meeting to order at 3:00 p.m. with the following council members present: Wayne Galvin, Bud Hatfield, Tony Ketchum, Dr. Isaac Pope, and Bob Venemon. Councilor Dave Zylstra was absent. Staff present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director; Randy Hamilton, Chief of Police & Fire Services; Bill Hillier, City Attorney; David Kelly, Human Resources Director; Jim Nichols, Public Works Director; Joanne Schwartz, Community Services Director; Jerry Boes, Deputy Chief for Fire Services; Dennis Dawes, Deputy Chief for Police Services; Becky Fox, Court Administrator; Tim Grochowski, Street Superintendent; Bob Nacht, Community Development Manager; Andy Sennes, Property Manager; and Caryn Foley, Deputy City Clerk. Members of the news media in attendance included Mai Ling Slaughter of The Chronicle, and Joyce Fink of The Lewis County News.

1. **Employee Service Awards.** Mayor Spahr presented service awards to Brian Slater, Fire Captain, for 20 years of service, and to Finance Director Jo Ann Hakola for 25 years of service.

2. **Consent Calendar.** Councilor Hatfield moved to approve the June 14, 1999, consent calendar comprised of the following items:

- a. Minutes of the regular city council meeting of May 24, 1999;
- b. May 28, 1999, Payroll Vouchers No. 11820 - 11956 in the amount of \$435,098.69; Transfer Voucher No. 1454 in the amount of \$1,297.36; and void Transfer Voucher No. 1448;
- c. Re-appointment of Dave Zajac to the Board of Zoning Adjustment to a 5-year term expiring December 31, 2003;
- d. Lease of city-owned property by the Chehalis-Centralia Railroad Association;
- e. Agreement with the Washington State Department of Transportation for hazard elimination safety program;
- f. Re-appropriation and expenditure of tourism funds in the amount of \$2,835.35 for the city's share of printing the Lewis County activity guide;
- g. Set date and time of June 28 at 3:05 p.m. for a public hearing on the six-year transportation improvement program;
- h. Agreement with the Washington State Department of Transportation for National Avenue flood repair; and
- i. Purchase of two portable generators in the amount of \$24,000 to provide emergency power to wastewater pump stations.

The motion was seconded by Councilor Venemon.

Councilor Hatfield noted that in regard to items "e" and "h", the city is getting \$196,000 worth of street improvements at a cost of about \$24,000 of local tax dollars and \$172,000 of state funding. He congratulated Tim Grochowski and his department in obtaining the funding. The motion carried unanimously.

3. **Citizens Business - Low Water Pressure.** Mr. Gerd Schopp, owner of Mary McCranks Restaurant, 2923 Jackson Highway, addressed the council about the 33% drop in water pressure they have experienced since the relocation of the south end water pump station. He stated that it takes a certain amount of water to operate the dishwasher and there is not enough pressure to do that. He indicated that he couldn't run a sprinkler outside and run water inside at the same time. The city has checked the pressure and found it to be at 55 pounds and before it was

90. He noted that other people in the neighborhood are also experiencing low pressure.

June 14, 1999

Councilor Galvin asked what the minimum pressure for the dishwasher was.

Mr. Schopp stated that he did not know, and he would check with his manufacturer, but the water pressure now does not adequately fill it in the time it needs to be filled.

Mr. Degge Freeman, 116 Logan Hill Road, stated that he talked to John Barton, Dave Campbell and Mayor Spahr about the problem. He felt that when the city cuts down the facilities for Mary McCranks to operate efficiently, it is crippling a historical landmark. He asked if there was some way to restore the kind of pressure that they have contracted and paid for. He indicated that he has a list of twelve residences that have been impacted. He expressed concern about the effect that this may have on appliances. He understood that the council thought there would be no impact in moving the pump station, but there is a great deal of impact. He stated that residents in the Logan Hill and Armstrong Roads established a local improvement district (L.I.D.) to provide a new four-inch water line to provide better pressure to that area. He asked if a new pump could be installed or something else done to restore the water pressure.

Betty Sweet, 127 Logan Hill Road, indicated that she called Barry Heid when she first heard that the pump station was going to be relocated and asked what considerations were being given to the people currently living on Logan Hill and Armstrong Roads. She expressed concern about the ability to fight a fire. She did not believe that the current residents should be faced with this kind of a problem due to somebody coming in and developing land and it should not be at the residents' expense.

Mayor Spahr indicated that the city had no intention of hurting anyone. He stated that the pump was moved several times, and when it was moved to Yates Road there was too much water pressure and flow restrictors were installed. He stated that 80 pounds of pressure is considered a maximum. He explained that the city was under the impression that when the pump was moved it wouldn't have that much impact on the homes. He stated that health standards say that 30 pounds of pressure is adequate to operate a home and all of the residents are above that, but realized that was less than what they had before.

Jim Nichols noted that the relocation of the pump station should not have any impact or reduce the ability to fight fires in that area.

Mayor Spahr added that there is a difference between flow and pressure and there is plenty of flow, but a reduced pressure. Mayor Spahr indicated that the city needs to find a resolution to the problem.

Jim Nichols provided a brief history of the situation. A few months ago staff came to the council asking for authorization to move the south end pump station to accommodate a new development. Construction was completed recently and the new pump was put into service. At the time that the idea came forward, the city did not realize the impact it would have. He stated that there is no excuse for it and he felt the city did a poor job of informing the public and he accepted responsibility for that. The city's engineers came up with four options to try and restore the pressure to what residents have experienced before, but they were all very costly. He reiterated that by health standards, the city is much more than adequate, but it still does not change the fact that people are getting less than what they were. He stated that at this point, it is a matter of meeting with the public, finding out who, if anyone, has pressure-reducing values, and either adjusting or removing them.

Councilor Hatfield asked how many residents were being affected.

Jim Nichols indicated that there are about 41.

Councilor Hatfield stating that there seems to be two problems; an engineering problem relating to moving the pump station, and public/community relations problem. He indicated that he has 60 pounds of pressure at his home and has never had problems with his appliances or having enough water to take a shower. He

thought the water department should go to each home and do a pressure check and show that to the home owner and find out if they have a pressure reducing valve to resolve the public relations part of the problem.

Mayor Spahr asked Jim Nichols how long it would take the department to do it.

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Jim Nichols thought it could be done within a month and a report could be given to the council during the first meeting in July.

Mr. Schopp asked if the old pump station could be reinstalled.

Jim Nichols indicated that staff looked at that, but it was cost prohibitive.

Mayor Spahr stated that what the city hoped would happen was that it would benefit everyone. According to the engineer's report the area had enough pressure to take care of the homes. By moving the pump the city was able to put more pressure on the line further south, and use the old pump to put some pressure on Hillcrest where it was needed desperately. To provide enough pressure for both areas a bigger pump would need to be installed. The problem now is that the gravity line to the Logan Hill and Armstrong Roads is not as sufficient as it was with the pump and it is something the city will have to look at.

4. **Citizens Business - Comprehensive Plan.** Aliz Hirsekorn, 437 NW Pennsylvania Avenue, asked why the agenda item on the draft comprehensive plan was not listed in the newspaper.

Mai Ling Slaughter of The Chronicle took responsibility for omitting that particular item from the agenda which appeared in the newspaper.

5. **Ordinance No. 653-B, First Reading - Repealing Ordinances Concerning Employee Rules and Regulations.** Dave Campbell stated that since the council adopted new employee rules and regulations last month by resolution it was now appropriate to repeal the ordinances which adopted the previous rules and regulations.

Councilor Hatfield moved to suspend the rules requiring two readings of an ordinance. The motion was seconded by Councilor Galvin and carried unanimously. Councilor Hatfield then moved to pass Ordinance No. 653-B on first and final reading. The motion was seconded by Councilor Pope and carried unanimously.

6. **Agreement for Engineering Services with Brown and Caldwell in the Amount of \$39,732.47 for SW 20th Street Drainage Improvement Study.** Dave Campbell stated that about six months ago in response to a complaint from a resident living on SW 20th Street, staff began looking at options to reduce the storm drainage and localized flooding problems in that vicinity. That was done and discussed with some of the property owners in the area and it was subsequently decided that it would be appropriate to have an engineer look at the options rather than just staff. A request for proposals/qualifications was done and Brown and Caldwell was selected.

Bud Hatfield moved to authorize acceptance of the contract with Brown and Caldwell for engineering services in the amount of \$39,732.47. The motion was seconded by Councilor Pope.

Jim Nichols wanted to make it clear that the agreement did not include design, but was only making a recommendation. The city would then decide if it was worthy of moving forward with design or not.

Mayor Spahr indicated that the city has a tremendous amount invested in a citywide stormwater plan, and he asked if it would go against that plan.

Jim Nichols stated that it would refine the plan. There is discussion in the current plan that proposes a solution to the issue, however, the solution would basically create another drainage problem further downstream so it would just be moving the problem from one point to another which is not the best use of city funds. The motion carried unanimously.

7. **SW Sylvenus Street Water Line Upgrade/Extension.** Dave Campbell stated that the issue involves a water situation where, from time to time, the water flow does not meet city standards on the west side of town in the vicinity of SW Sylvenus Street and Hillburger Road.

Jim Nichols explained that the project was based on the needs of the residents upstream of the steam train station that do not have adequate water when the train is filling its water tanks. It is believed that the city can do the

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project in-house by extending the existing water main with a larger six-inch one which would give adequate storage in the lines so that while the train is filling there is still water left over for the residents.

Councilor Pope asked what the cost would be.

Jim Nichols indicated that the project will cost about \$6,000.

Councilor Hatfield moved to authorize a budget amendment for the construction of a six-inch water main from the intersection of SW Sylvenus Street and SW Newaukum Avenue along SW Sylvenus Street approximately 450 feet. The motion was seconded by Councilor Galvin.

Councilor Pope asked if this was to accommodate the steam train.

Councilor Hatfield indicated that it was to accommodate the people downstream from the train who don't have any water when the train is filling.

Councilor Pope asked how often the train fills.

Dave Campbell stated during this time of year, probably several times in a weekend for up to three hours at a time.

Councilor Pope felt the train could fill during the middle of the night.

Jim Nichols indicated that he did not know if the city could regulate that.

Councilor Hatfield stated that the train probably has to fill during the day to accommodate multiple runs throughout the day.

Jim Nichols added that another component of the project includes installation of a fire hydrant at the end of the extension. He stated that even if the train filled during the night it means there is limited fire flow, so if a fire breaks out there is a potential hazard there.

Councilor Hatfield felt the steam train provides the city with additional tax revenues that it wouldn't have otherwise. The motion carried unanimously.

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

a. **New Comprehensive Plan.** Dave Campbell indicated that since the last council meeting in May, staff have, at the council's direction, revised the text of the comprehensive plan and the preferred alternative land use map.

Bob Nacht indicated that all of the changes discussed at the last meeting were incorporated into the land use map and comprehensive plan document. He noted that additional changes in residential areas changed the calculations in the plan and resulted in a surplus of residentially designated property. He did not anticipate that there would be any significant issues or problems in the future relating to the changes. He stated that there were also minor changes in commercial and industrial calculations. He indicated that the final document would be

ready for the council's June 28 meeting for adoption. He added that the map is available in the community services office for public review.

Aliz Hirsekorn, 437 NW Pennsylvania Avenue, expressed concern about designating residential areas next to industrial areas. She indicated that she felt insulted by this.

Bob Nacht stated that the map reflects the existing zoning designations of the city, with the exception of the westside neighborhood. There is currently some R2 zoning and it is also being proposed that some commercial and industrial zoning be changed to low density residential.

June 14, 1999

Aliz Hirsekorn asked about mobile homes currently in the neighborhood.

Bob Nacht explained that the two units that are lawfully permitted in the area were permitted under conditional use permits consistent with current R2 zoning in that area. The one singlewide mobile home that is there is not a permitted unit and is being dealt with currently.

He indicated that the areas have been zoned R2 since 1975.

Aliz Hirsekorn asked when the map would be available to the public and if there would be any more workshops.

Mayor Spahr stated that the council would be taking action on the plan at its next meeting.

Aliz Hirsekorn asked what the designation of historical overlay meant.

Bob Nacht explained that a historic district overlay would be a unique overlay district to address specific issues relevant to the historic district. The comp plan proposes to create a special "protection" for the city's historical districts. He indicated that the rules for the district are not recommended within the comprehensive plan, but will be proposed through the creation of the development rules and regulations. At that time, the public will have the opportunity to comment on those rules.

Joanne Schwartz commented that it was never Michael Davolio's intention to insult anyone. He was the city's consultant and was hired to give all different concepts and ideas. She felt there was some sort of feeling by some people in the community that the city was trying to pull a fast one, or trying to get stuff in without public involvement. She stated that the council knew how long the process had been going on and the city had, in every way, shape and form, tried to include the public, and when it was discovered that an error was made, did everything possible to correct it.

Mr. Wes Kerner stated that that perception is out there. He expressed concern that he did not want to have another multiple-family unit going in because it takes away from the ambiance of the neighborhood.

Joanne Schwartz indicated that is the whole point of the historic district overlay.

Mayor Spahr stated the whole idea of the process had been to protect the integrity of that neighborhood and some of the things that have gone on in the past, but at the same time the city does not want to trample people's private property rights. The city will need the help of the citizens in the future in developing the rules.

Joanne Schwartz stated the city already has in place a conditional use permit process. She stated that it is personally offensive to her that people think the city is trying to pull a fast one because no one has worked harder on all of these issues than she and her department have.

b. **Downtown Renovation Project.** Joanne Schwartz stated that this was an exciting and time-consuming project and thanked everyone for their work on the project to-date. Surveys were being handed out

today to downtown businesses and will be collected during the next few days. Tomorrow night a telephone survey will be conducted and there must be 100 completed surveys.

Bob Nacht stated that another component of the project was the property data analysis having to do with identifying each individual property within the city and what it is being used for and whether it is being underutilized or is vacant, etc. Jeff Shine is currently developing a property data base for 252 properties within the subject area identifying the square footage of the building, what it is used for, how many stories, whether it is vacant, etc.

Joanne Schwartz added that a community-visioning meeting would be held on July 8.

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c. **Downtown Trees.** Councilor Galvin stated that he was asked about the tree removed from in front of the GNC store on Market Boulevard. He indicated that he told the individual that the city was waiting for the results of the consultant's study before it was replaced with anything.

Joanne Schwartz stated that was correct, and she noted that it was removed by the public works department because of roots sticking out.

d. **Conference.** Randy Hamilton reported on a conference that he, Councilor Pope and others recently attended. The two-day conference was put on by the National Crime Prevention Institute and Drug Enforcement Administration following a 90-day deployment by the DEA within our community which resulted in numerous arrests. The mobile enforcement team targeted methamphetamine labs which is a number one problem in the community. They worked to analyze what the problems are and what can be done to reduce drug and alcohol abuse, crime and violence. Working with a group from Centralia, they identified that there are several groups working independently and it was decided to put together a summit to bring all the groups together to work on the problems.

e. **Downtown Cleanup.** Joanne Schwartz reported that a downtown cleanup is being planned for June 27 involving several city departments.

Councilor Galvin stated that the museum received a lot of dirt on the backside of its parking lot following the last downtown cleanup.

Mayor Spahr thought that was probably from the broken water main that occurred during the cleanup.

f. **Downtown Renovation Project.** Joanne Schwartz commented that the media coverage has been wonderful on the downtown project. She thanked Mai Ling Slaughter and Joyce Fink.

g. **Swimming Classes.** Joanne Schwartz reported that starting Friday night signups for swimming classes would begin. This is the first year that out-of-city residents are going to be charged more and the department is already getting some feedback from that.

9. **Executive Session.** Mayor Spahr announced that following a break, the council would convene into executive session at 4:30 p.m. pursuant to RCW 42.30.110(i) - litigation, and RCW 42.30.140(4) - labor contract negotiations for about 15 minutes and no decisions would be made following the executive session.

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

Mayor

Attest:

Deputy City Clerk

June 28, 1999

The Chehalis city council met in regular session on Monday, June 28, 1999, in the Chehalis city hall. Mayor Bob Spahr called the meeting to order at 3:00 p.m. with the following council members present: Wayne Galvin, Tony Ketchum, Dr. Isaac Pope, Bob Venemon, and Dave Zylstra. Councilor Bud Hatfield was absent (excused). Staff present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director; Randy Hamilton, Chief of Police & Fire Services; Bill Hillier, City Attorney; David Kelly, Human Resources Director; Jim Nichols, Public Works Director; Joanne Schwartz, Community Services Director; John Barton, Water Superintendent; Jerry Boes, Deputy Chief for Fire Services; Tim Grochowski, Street Superintendent; Bob Nacht, Community Development Manager; Andy Sennes, Property Manager; and Caryn Foley, Deputy City Clerk. Members of the news media in attendance included Mai Ling Slaughter of The Chronicle, and Joyce Fink of The Lewis County News.

1. **Awards.** Mayor Spahr presented an employee service award to Gary Cabe, public works water treatment operator for 15 years of service, and the reserve firefighter of the year award to Steve Emrich.

2. **Consent Calendar.** Councilor Galvin moved to approve the June 28, 1999, consent calendar comprised of the following items:

a. Minutes of the regular city council meeting of June 14, 1999;

b. May 28, 1999, Claims Vouchers No. 49379 - 49490 in the amount of \$133,510.46; and June 16, 1999, Claim Vouchers No. 49491 - 49677 in the amount of \$225,396.59; and

c. Award bid for pickup truck for fire services division to Uhlmann Motors, Inc., in the amount of \$26,770.31, or to Campbell Chrysler Dodge Jeep, Inc., in the amount of \$27,599.69 if Uhlmann's is unable to locate and deliver within thirty days.

The motion was seconded by Councilor Pope and carried unanimously.

3. **Public Hearing - 2000-2005 Six-Year Transportation Improvement Program.** Dave Campbell indicated that the public hearing is held on annual basis to consider a six-year transportation improvement program (TIP). The proposed TIP, compared to past years, is much shorter because of changes in language at the state level regarding what should be included. Tim Grochowski reviewed the three projects proposed on the TIP.

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

4. **Resolution No. 8-99, First Reading - Adopting the 2000-2005 Six-Year Transportation Improvement Program.** Councilor Pope moved to suspend the rules requiring two readings of a resolution. The motion was seconded by Councilor Galvin and carried unanimously. Councilor Pope then moved to adopt Resolution No. 8-99 on first and final reading. The motion was seconded by Councilor Galvin and carried unanimously.

5. **Citizens Business - Low Water Pressure.** Mr. Degge Freeman, 116 Logan Hill Road, requested a list of the 41 residences that have experienced low water pressure since the relocation of the south end water pump station. Jim Nichols indicated that he would provide that information to Mr. Freeman.

6. **Decreased Hours at City Hall.** Councilor Pope asked how long the decreased hours at city hall would continue.

Dave Campbell explained that today was the last day applications would be accepted for the vacant position, and as soon as an individual was selected, the hours would be restored to 8:00 a.m. to 5:00 p.m.

Councilor Pope asked who was doing the work in the meantime.

Dave Campbell indicated that nobody was doing the work because the position had not been filled.

June 28, 1999

7. **Ordinance No. 654-B, First Reading - Adopting the Chehalis Comprehensive Plan.** Joanne Schwartz presented the recommended comprehensive plan and environmental impact statement (EIS). She indicated that this was a five-year project and had taken a tremendous amount of time and money. She stated that it was a team effort, including the citizens' task force, planning commission, city staff and consultant, Michael Davolio. Copies of the plan are available in black and white or colored at a cost of \$20 and \$26, respectively. Ms. Schwartz stated that all of the recommended changes had been incorporated, including the issue of the west side of the city which was discussed during previous meetings.

Michael Davolio reiterated that all of the changes requested by the council were reflected on the land use map and the plan itself.

Joanne Schwartz stated that upon final adoption of the plan there begins a 60-day public appeal period.

Councilor Zylstra moved to pass Ordinance No. 654-B on first reading. The motion was seconded by Councilor Pope.

Councilor Galvin indicated that he received calls relating to manufactured housing. He asked if there was a definition for manufactured housing and asked for clarification of the words "as well" found at the end of the last paragraph on page LU- 1 7.

Bob Nacht stated that manufactured housing was defined in the glossary of definitions on page G-6.

Michael Davolio explained that the preceding paragraph talked in general about residential development and the kinds of things that might be found within a residential area, and he believed the "as well" referred to that previous paragraph.

Councilor Galvin asked if manufactured housing could include a 40-foot long, doublewide unit.

Michael Davolio indicated that state and federal law states that the city cannot treat manufactured housing differently than single family housing. He suggested that the issue could be addressed through the development regulations by establishing design restrictions on single family housing that would impact whether manufactured housing would be appropriate, but he thought it was likely that doublewides would be permitted.

Mayor Spahr asked if people could put singlewide mobile homes in during the time between the 60-day appeal period and creation of the development regulations.

Bob Nacht indicated that the existing zoning regulations do not provide for that and would remain in place until they are superceded by subsequent development regulations.

Bill Hillier reiterated that there are strict criteria in place currently.

Mayor Spahr stated that the description for a mobile home could almost describe a recreational vehicle.

Bob Nacht stated that RVs, mobile homes, and manufactured homes would all be addressed within the development regulations.

Barb Loughton, 761 NW West Street, asked if historic overlays and buffer zones would be addressed in the development regulations.

Bob Nacht stated that was correct, and the development regulations would go through the same type of process that the comprehensive plan did, including public hearings.

Barb Laughton stated the plan was a lot of work for many people and she thought they did a good job.

June 28, 1999

Mayor Spahr stated that when the city begins to develop the regulations of mandating how the city will preserve its historical districts they would like input from the people living in those areas because it may limit property rights in a lot of ways.

Barb Laughton asked if the residents would also have a say in regard to buffer zones.

Mayor Spahr indicated that the city would not build a buffer zone, but would dictate what a buffer zone would be.

Joanne Schwartz added that the city couldn't take rights away from one set of people to protect another set of people.

Bob Nacht stated that the development criteria could be established such that protection is built into the development regulations to some degree as long as it does not violate other is property rights. He added that there might also be an opportunity to address the preservation and protection of individual houses that are designated as historical even though they are not within the historical district.

Aliz Hirsekorn, 437 NW Pennsylvania Avenue, addressed the council about a person doing business on the street; repairing heavy machinery, welding, etc. She indicated that she contacted the city about this and he supposedly had 90 days to do something about it, but nothing has happened. She felt this was the kind of situation which needed a buffer zone because this is the first thing people see as they enter the west side of the city. She distributed pictures of the business to the council.

Tim Grochowski advised the council that the business is Bill's Hydraulics and is within an industrial zone. He stated that he has spoken to the owner, Bill Thompson, and it was his understanding that he was in the process of purchasing the building and was going to request that a portion of State Street be vacated. He added that he does keep the sidewalk open and has a current right-of-way permit.

Aliz Hirsekorn stated that he does not keep the sidewalk open and is also draining oil across the street.

Mayor Spahr thanked Ms. Hirsekorn for bringing the matter to the council and asked that she give the council time to gather information on the situation.

The motion to pass Ordinance No. 654-B on first reading carried unanimously.

8. **Ordinance No. 655-B, First Reading - Establishing and Regulating Alarm Systems.** Randy Hamilton stated that the city currently has an alarm system ordinance, but it does not allow for a permit system to track the number of alarms in the city or the responsible party of the business to respond to the alarms. It is also difficult to track repeat offenders. He noted that the proposed ordinance also meets the national standards for alarm ordinances and is supported by the alarm industry. The ordinance provides for a permit fee in the amount of \$15 and may be waived for senior citizens if requested. It also increases alarm fees on the third alarm, and requires the alarm companies to try to verify intrusion alarms. Finally, the ordinance allows for an alarm reduction class in which the fine for a third alarm would be dropped if attended.

Councilor Ketchum asked how alarm companies are trained.

Randy Hamilton indicated that the city is a member of the national coalition of alarm reduction. The city has the ability to contact the coalition, who in turn would contact the alarm company about the problem. He felt that the peer pressure developed nationally would resolve the problem.

Councilor Zylstra moved to pass Ordinance No. 655-B on first reading. The motion was seconded by Councilor Pope.

June 28, 1999

Mayor Spahr asked if this included both residential and business alarms, both paying the same fines. He also asked if residential alarms were included in the current ordinance, and if there were many problems with residential alarms.

Randy Hamilton indicated that the proposed ordinance would address both residential and business alarms with the same fee structure. He stated that the current ordinance did include residential alarms, but he thought there were probably more problems with commercial alarms, but it was really difficult to determine without a permit system in place.

The motion to pass Ordinance No. 655-B on first reading carried unanimously.

9. **EMS Levy.** Dave Campbell stated that earlier this year the council adopted Resolution No. 2-99 which authorized the placement of a new/replacement six-year EMS levy on the September 14 primary election ballot. Since then, the state legislature passed HB 1154 which provides for addition to the past six-year EMS levy with either a ten-year or permanent levy option. He indicated that a ten-year levy is the same as a six-year expect for the time period. He suggested that the city pursue a ten-year levy.

Councilor Pope asked what would happen if it didn't pass.

Dave Campbell indicated that the levy could then be placed on the November election ballot, and if that didn't pass, or was not placed on the November ballot, it would mean that much less in funding.

Mayor Spahr asked how much the cost was to run the levy.

Dave Campbell indicated that it was probably around \$5,000 to \$8,000, and depended on the number of voters.

Councilor Galvin moved to direct staff to prepare a resolution removing the proposed six-year EMS levy from the September 14 election ballot and propose a new ten-year levy. The motion was seconded by Councilor Ketchum and carried unanimously.

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

a. **Council Goals Status Report.** Dave Campbell highlighted activities during the last quarter relating to the council's goals. Those items reviewed included: improvement of the fire protection rating; implementation of the adopted water system plan; pursuing a fire training facility; continuation of redevelopment of Recreation Park; promotion of the revitalization of downtown; storm drainage improvements; and implementation of a new utility billing program.

b. **Status of Solid Waste Collection and Disposal Agreement with Superior Refuse.** Dave Campbell reported that Superior Refuse had been bought by Waste Connections. He explained that the existing agreement with Superior Refuse provided for the prior written consent of the city before being sold; however, city attorney Bill Hillier has stated that the acquisition was a sale of stock, not assets, and therefore did not require the city's prior consent.

Bill Hillier reiterated the fact that the existing agreement was not violated in regards to notification of the city regarding the sale.

Dave Campbell stated that the city met with representatives of the new company and impressed upon them the good service the city has received in the past and the need for that to continue. He also expressed to them that the city would like to see a local manager to address questions and complaints. They indicated that they would take that into consideration. He added that the city still has the ability to monitor the performance of the new company under the existing agreement.

June 28, 1999

Bill Hillier added that the meeting with the new owners was positive and he felt confident that the high level of service would continue with the new ownership.

c. **Comprehensive Plan.** Joanne Schwartz indicated that she forgot to acknowledge Harold Schwartz for volunteering his time in helping to put the document together.

d. **Downtown Cleanup.** Joanne Schwartz reported that a downtown cleanup took place last weekend and went very well. Several volunteers helped with the project, and Fire District 6 offered their tanker truck.

e. **Downtown Renovation Project.** Joanne Schwartz reported that the project is moving along. Telephone surveys were completed, along with a business survey. All of the information was compiled and sent to the consultants, HyettPalma. She indicated that the consultants would be in town next week conducting several meetings, including a downtown visioning meeting on July 8. After that, they will be back sometime in the fall with their recommendations.

f. **AWC Legislative Action Conference.** Mayor Spahr stated that he and Dave Campbell attended the conference in Wenatchee. They attended sessions on the Endangered Species Act (ESA); youth; traffic and round-a-bouts. He indicated that it was a good conference and interesting workshops.

g. Councilor Zylstra stated that he coached a Little League team this year and complimented Andy Sennes on the nice city facilities, and Lilly Wall for keeping track of and organizing everything that she does.

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

Mayor

Attest:

Deputy City Clerk

July 12, 1999

The Chehalis city council met in regular session on Monday, July 12, 1999, in the Chehalis city hall. Mayor Bob Spahr called the meeting to order at 3:00 p.m. with the following council members present: Wayne Galvin, Bud Hatfield, Tony Ketchum, Bob Venemon, and Dave Zylstra. Councilor Isaac Pope was absent (excused). Staff present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director; Randy Hamilton, Chief of Police & Fire Services; Bill Hillier, City Attorney; David Kelly, Human Resources Director; Jim Nichols, Public Works Director; Joanne Schwartz, Community Services Director; John Barton, Water Superintendent; Bob Nacht, Community Development Manager; and Andy Sennes, Property Manager. Members of the news media in attendance included Mai Ling Slaughter of The Chronicle.

1. **Awards.** Mayor Spahr presented employee service awards to Sharon Lane, wastewater lab technician for 5 years of service, and to Sharon Douglas, police services administrative assistant for 10 years of service.

2. **Consent Calendar.** Councilor Galvin moved to approve the July 12, 1999, consent calendar comprised of the following items:

- a. Minutes of the regular city council meeting of June 28, 1999;
- b. June 29, 1999, Claims Vouchers No. 49678 - 49808 in the amount of \$176,330.93; and June 30, 1999, Payroll Vouchers No. 11957 - 12130 in the amount of \$443,372.65; Transfer Voucher No. 1455 in the amount of \$56,000; and Transfer Voucher No. 1456 in the amount of \$873.08;
- c. Purchase of one portable and three permanent generators in the amount of \$120,000 to provide emergency power to water pump stations; and
- d. Extension of contract for ambulance services with American Medical Response Northwest for two years beginning August 1, 1999.

The motion was seconded by Councilor Zylstra.

Councilor Hatfield thought the cost of the generators was only going to be \$45,000 to \$50,000.

Dave Campbell explained that the generators for the wastewater pump stations were approved last month and the generators being requested now were for the water pump stations.

Councilor Hatfield noted that the agenda report indicated that water pump stations are required to be operational at all times. He asked who required it.

Dave Campbell stated that in order to provide water service to customers, the pump stations must be operable. The generators would provide power in the event of a system-wide outage. The motion carried unanimously.

3. **Citizens Business - Presentation of Lewis County Tourism Brochures.** Mary Kay Nelson of The Chamber presented tourism brochures for the Lewis County area. She stated that 60,000 brochures were printed and thanked the council for their monetary participation. She added that they would be distributed statewide.

4. **Citizens Business - Utility Rates.** Mr. George Estes, 70 SW 2nd Street, speaking on behalf of his brother, Frank Estes, 44 SW 2nd Street, explained that his brother is currently in Alaska and trying to sell his home, but still receives a utility bill for base charges.

Mayor Spahr indicated that there were base charges for water, sewer, and storm drainage, and he stated that most other utilities have the same kind of ordinances or regulations. He explained that the city is faced with building a new sewage treatment plant at a cost of \$30 to \$50 million to meet requirements of the State Department of Ecology.

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5. **Sewer Utility Development Agreement with Steve Bergstrom.** Dave Campbell explained that last January the GMA committee brought a new proposal to the council from Mr. Bergstrom about extending sewer capacity to a proposed residential development south of the city near the southern end of what at that time was the city's IUGA, and now UGA. The GMA committee was asked to take that request and develop an agreement for the new sewer capacity being extended. He stated that there have been several revisions to that agreement and the GMA committee met last Tuesday and have finally come to a consensus. Mr. Campbell stated that the recommended agreement was included in the agenda. Additional recommendations included clarifying capacity purchase prices that would be made available to Mr. Bergstrom for previous sewer and water development in that area, and postponement of the second reading of Ordinance No. 654-B, adopting the city's comprehensive plan. Mr. Campbell indicated that since the recommendations were made and the agenda report was written a complicating factor has come up. Lewis County has adopted its comprehensive plan that includes Chehalis' proposed UGA. Both plans show the subject area to be designated for future industrial development purposes, not residential as proposed by Mr. Bergstrom. He indicated that Mr. Bergstrom is requesting the city to delay the second reading of the ordinance to give him time to get his development proposal to the county and hope that they will accept it.

Bill Hillier indicated that in his opinion it was outside the realm of the city's jurisdiction; the city is not a real party of interest in a dispute between Mr. Bergstrom and the county on vesting applications for a certain land use. Mr. Hillier stated that if Mr. Bergstrom was able to convince the county to vest the permits he believed the use could be allowed in that area. In addition, if the council chose to accept the contract with Mr. Bergstrom there were certain contingencies that would provide a sewer line that would be consistent with the city's long-term sewer plan. If Mr. Bergstrom did not install the sewer line, the city would not have the ability to pursue another path for at least two years. He added that Mr. Bergstrom has not yet provided Exhibit "A" to the agreement making it still subject to review and approval.

Mayor Spahr stated that Mr. Bergstrom is working on an option to purchase another piece of property to the north of Rush Road. He indicated that he would rather see Mr. Bergstrom stay south instead of going north.

Bill Hillier stated that Mr. Bergstrom has always indicated to staff and the GMA committee that the property would be between Jackson Highway and Bishop Road on the corner where they come together, and everything south of Bishop Road and east of Rush Road. There was never a representation that it would be west of Rush Road or north of Bishop Road.

Councilor Hatfield recommended that the council not take action on the agreement with Mr. Bergstrom because the entire process is dependent on what happens with his negotiations with the county. He stated that he would support the agreement if Mr. Bergstrom bought the second 75 ERUs at the price he paid for the first 40, and all succeeding ERUs at market value. Councilor Hatfield also recommended that the council pass the comp plan on second and final reading and work with Mr. Bergstrom at a later date if he is successful at the county level.

Mayor Spahr commented that Joanne Schwartz pointed out that the comp plan has gone through a public process and been developed by the people showing what they want done. He indicated that for the council to now change that would be improper.

David Hooff, speaking on behalf of Steve Bergstrom, felt that passing the comp plan and putting the sewer agreement to the side would kill the agreement forever. He thought the problem could be solved with the county within two weeks.

Michael Davolio, the city's GMA planning consultant, indicated that passing the comp plan today would make no difference on whether the county could or would approve Mr. Bergstrom's development because the county has already adopted its plan that shows the same UGA and the same uses attached to the UGA.

David Hooff stated that it was his understanding through discussions with the county that they were still in their period of appeal and they could change the effective date of their comp plan to tie it to the city's plan.

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Bill Hillier added that passing the comp plan today would stop the process with Mr. Bergstrom for a minimum of one year.

Councilor Hatfield still felt that the comp plan was the result of many years of a lot of work by a lot of volunteer citizens, and thought the council should listen to its citizens.

David Hooff believed that the citizens would prefer to see residential rather than industrial development. He urged the council to hold off passing the comp plan for another two weeks.

Joanne Schwartz stated that the planning commission looked at the issue in-depth, and the forecasts did not justify residential. She added that even if it could be justified, the city would have to be able to afford to serve it.

Bill Hillier indicated that there were still two issues on the table. Mr. Bergstrom was granted 200 ERUs by the council and paid for 40 ERUS, leaving 160 to purchase. He requested that a portion of the remaining ERUs be purchased at the original purchase price of the first 40, and the balance be paid for at the purchase price when he actually purchases them from the city. The other issue was Mr. Bergstrom's request for additional capacity.

Judy DeVaul, a member of the planning commission, stated that there were many people on the planning commission who cared very much about the area and its future, and every step was taken seriously, especially Mr. Bergstrom's proposed development. She stated that the decision was made to leave the area as industrial after much deliberation and she urged the council to accept the comp plan as submitted.

Michael Davolio advised the council about the possible consequences of their decision. He stated that if the council decided to change the area to residential then he would recommend that the area be taken out of the UGA.

6. **Ordinance No. 654-B, Second Reading - Adopting the Chehalis Comprehensive Plan.** Councilor Hatfield moved to pass Ordinance No. 654-B on second and final reading. The motion was seconded by Councilor Zylstra and carried unanimously.

Councilor Hatfield moved to approve Mr. Bergstrom purchasing his next 75 ERUs out of a total allotment of 200, at the price paid for the initial 40 ERUS, and that the remaining 85 ERUs at the price of the ERUs at the time they are purchased. The motion was seconded by Councilor Ketchum and carried unanimously.

7. **Ordinance No. 655-B, Second Reading - Establishing and Regulating Alarm Systems.** Randy Hamilton stated that the ordinance requires a one-time registration fee of \$15 with an exemption for senior citizens under the same guidelines they receive for discounted utility bills. He added that the ordinance also increased penalties. Councilor Hatfield moved to pass Ordinance No. 655-B on second and final reading. The motion was seconded by Councilor Galvin and carried unanimously.

8. **Resolution No. 9-99, First Reading - Authorizing the Submission of a Ballot Proposition for an EMS Levy, and Repealing Prior Resolution No. 2-99.** Dave Campbell stated that discussion took place at the council's last meeting about new legislation giving the city additional options with respect to EMS levies. The city's existing levy expires at the end of this year, and staff is now proposing that the city pursue a ten-year levy instead of the six-year levy as proposed through the adoption of Resolution No. 2-99.

Councilor Hatfield moved to suspend the rules requiring two readings of a resolution. The motion was seconded by Councilor Zylstra and carried unanimously. Councilor Hatfield then moved to adopt Resolution No. 9-99 on first and final reading. The motion was seconded by Councilor Zylstra and carried unanimously.

9. **Ordinance No. 656-B, First Reading - Creating and Establishing Revolving Cash Funds and Repealing Prior Ordinance No. 638-B.** Dave Campbell stated that the state auditor recommended that the two utility cashiers have separate accounts for control purposes.

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Jo Ann Hakola added that the ordinance establishes a beginning cash for the two tills in place. The cashiers will count each other's money each morning for internal control.

Councilor Hatfield moved to suspend the rules requiring two readings of an ordinance. The motion was seconded by Councilor Zylstra and carried unanimously. Councilor Hatfield then moved to pass Ordinance No. 656-B on first and final reading. The motion was seconded by Councilor Zylstra and carried unanimously.

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

a. **South End Water Pressure Situation.** Dave Campbell stated that the issue was in response to concerns and complaints associated with moving the water pump station at the southern end of the UGA resulting in a drop in water pressure to some homes.

Jim Nichols provided a brief history of the situation. He reported that staff went to each individual home and made very detailed investigations and reviews; meters were checked, pressures were measured, and staff went into homes to witness the problems residents were experiencing. He commended Dave Vasilauskas and Stan Zydek for their efforts in working with all the residents. Mr. Nichols then showed a brief video on what was done.

Mayor Spahr asked if the pressure would be decreased if all the residents used water at the same time.

Jim Nichols stated that it would, but a report from Gibbs & Olson indicated that even during peak demands the city still exceeds the minimum state requirements. He stated that the majority of the homes had pressures between 45 and 60 psi, with 30 psi being the minimum, but it still didn't minimize the fact that people had concerns. He added that the ball was dropped when the residents were not made aware of what was being done, and he hoped that the city's efforts now would make up for that. He recommended that: 1) the city replace the one-inch water meter serving the private water system on Logan Hill and Armstrong Roads; 2) residents remove pressure reducing valves; 3) residents remove flow restrictors; 4) residents consider replacing old half-inch and three-quarter-inch galvanized steel service lines; and 5) Mary McCrank's Restaurant consider installing a private booster pump, and replacing old plumbing and service lines. Mr. Nichols added that letters would be sent to all residents informing them of the findings and recommendations.

Mr. Degge Freeman, 116 Logan Hill Road, expressed appreciation to Jim Nichols and staff on trying to resolve the problem. He asked how the Hillcrest pump station was procured, who owned it and if it was the original pump before it starting serving the Hillcrest area.

Jim Nichols stated that the pump serving the Hillcrest area was the original south end pump station which was left in place and converted into a private station; the residents will own and maintain it. He indicated that it is mainly replacing their booster pump station that was there before.

Mr. Freeman asked if the city sold it to them.

Jim Nichols stated that the city did not sell it. The contractor (Steven Bergstrom), as part of the entire south end pump station issue, was required to continue providing service to that area. As part of the agreement,

Mr. Bergstrom left the pump station in place, replumbed it to serve the Hillcrest area, and built a new south end pump station.

Mr. Freeman asked what the city's expense was to serve the Hillcrest area.

Jim Nichols explained that the developer paid the cost of the relocation.

Councilor Hatfield congratulated staff on their efforts, and he moved to approve the expenditure of funds needed to complete any of the recommendations made by staff. The motion was seconded by Councilor Ketchum.

Councilor Galvin suggested approving a specific amount of money.

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Councilor Hatfield withdrew his motion and moved to allocate up to \$2,000 to accomplish the repairs/changes as outlined in the presentation. The motion was seconded by Councilor Galvin and carried unanimously.

Mr. Freeman asked if Mary McCrank's dishwasher problems would be resolved.

Jim Nichols stated that he would have a follow-up meeting with the owner of Mary McCrank's.

b. **Downtown Renovation Project.** Joanne Schwartz reported on activities which took place during the week that HyettPalma was in town, including a visioning meeting that was well attended by the community. She stated that a series of meetings were held and a final meeting will be held tomorrow to wrap up this phase of the project. They will be providing a progress report and preliminary recommendations, and setting a date to come back in the fall for a public presentation. She stated that they received positive feedback, particularly the rose garden between city hall and the library. Ms. Schwartz recognized community services workers John Smith, Bernardino Santiago, and Rich Trotter who maintain and oversee the garden.

Dave Campbell added that Doyle Hyett commented that the feedback from the community was that the city is very responsive and people appreciate the services the city provides.

c. **Fire Training Facility.** Randy Hamilton stated that staff is going to be applying for a grant from the state and will require some matching monies. He indicated that they met with the state fire marshal recently and they were very impressed with the city's progress in developing plans for a regional fire training facility. He thought the city stood a good chance in siting the facility in Chehalis if the matching money could be found.

There being no further business to come before the council, the meeting was adjourned at 4:45 p.m.

Mayor

Attest:

Deputy City Clerk

July 26, 1999

The Chehalis city council met in regular session on Monday, July 26, 1999, in the Chehalis city hall. Mayor Bob Spahr called the meeting to order at 3:00 p.m. with the following council members present: Wayne Galvin, Bud Hatfield, Tony Ketchum, Dr. Isaac Pope, Bob Venemon, and Dave Zylstra. Staff present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director; Randy Hamilton, Chief of Police & Fire Services; Bill Hillier, City Attorney; David Kelly, Human Resources Director; Jim Nichols, Public Works Director; Joanne Schwartz, Community Services Director; John Barton, Water Superintendent; Jerry Boes, Deputy Chief for Fire Services; Don Chambers, Code Enforcement Officer; Dennis Dawes, Deputy Chief for Police Services; Tim Grochowski, Street Superintendent; Bob Nacht, Community Development Manager; Andy Sennes, Property Manager, Patrick Wiltzius, Wastewater Superintendent, and Caryn Foley, Deputy City Clerk. Members of the news media in attendance included Mai Ling Slaughter of The Chronicle, and Joyce Fink of The Lewis County News.

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 July 12, 1999;
- b. July 19, 1999, Claims Vouchers No. 49809 - 49979 in the amount of \$197,568.18;
- c. Pay Estimate No. 1 in the amount of \$44,839.66 to TransTech Electric, Inc., for a portion of the Main Street signalization project; and
- d. Appointment of Pete Bezy to the planning commission to fill the unexpired term of Greg Hill expiring December 31, 2001.

The motion was seconded by Councilor Galvin.

Councilor Hatfield requested that the minutes of the July 12, 1999, council meeting (page 2, item 5, paragraph 5, second sentence) be corrected as follows: "He stated that he would support that part of the agreement allowing if Mr. Bergstrom to buy ~~bought~~ the second 75 ERUs at the price he paid for the first 40, and all succeeding ERUs at market value." The motion carried unanimously.

2. **Citizens Business - South End Water Pressure.** Mr. Degge Freeman, 116 Logan Hill Road, read the following statement: "Nine homes on Armstrong Road and Logan Hill Road have received a letter from the city engineer regarding water pressure deficiency which was actuated by the city. That letter suggests several options for the affected homes to follow. We have studied the letter. According to our counsel nothing in these options is adequate or satisfactory to restore legal equity to the affected homes. They will propose to the city an equitable and reasonable proposal for correcting this problem at a later date."

3. **Public Safety Building Repairs.** Dave Campbell stated that the public safety building received damage last winter and staff would like to fix some of the problems before the next winter. He noted that the recommended repairs and maintenance would be done during the next couple of years anyway according to the building maintenance schedule.

Andy Sennes added that the damage to the stucco building was due to several freezing and thawing episodes, causing cracks in the building. He explained that the building literally started getting buckets of water into the facility and staff made as many emergency repairs as possible. He stated that staff has looked into insurance coverage and other avenues to address the problem.

Councilor Hatfield asked if the work would be done by city staff or outside labor.

Andy Sennes stated that the work would be done by outside labor. He added that his staff has other projects that they are currently involved with.

Councilor Hatfield asked if bids were sought.

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Andy Sennes explained that he only got an initial bid to get the process rolling. He stated that he would get a total of three bids.

Councilor Hatfield moved to approve an amount not to exceed \$19,200 to make the necessary repairs to the public safety building and that criminal justice reserve funds be used as the financing source. The motion was seconded by Councilor Galvin and carried unanimously.

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

a. **Washington Surveying and Rating Bureau Fire Insurance Rating.** Dave Campbell reminded the council that the issue was one of the council's priority goals for 1998-99, and staff had been preparing for this for several years.

Randy Hamilton added that staff feels the city is at a point for the best opportunity to be re-rated this year. He stated that Jerry Boes was the lead on this project and has worked very hard on it.

Jerry Boes reported that the agenda contained information on what the rating bureau requested from the city before they would start the process. He indicated that all of the required information was gathered and delivered to the bureau. He stated that it might be six months before they respond because of their workload, but he indicated that he would keep in contact with them. He thanked the city's public works and community services departments, and Lewis County central dispatch for their parts in putting all the information together.

Councilor Hatfield acknowledged the department for their efforts.

b. **Budget Status Report.** Jo Ann Hakola stated that everything looked okay and she would be happy to answer any questions that the council might have.

c. **Tall Grass and Weeds.** Bob Nacht indicated that the community services department was having more trouble this year than in past years relating to tall grass and weeds.

Don Chambers explained the notification and enforcement process the department uses for notifying property owners. He stated that the problem lies with repeat offenders who do not respond to the notices. He stated that the whole process takes a lot of time. He informed the council what the department's plans are to rectify the situation.

Bob Nacht added that the city's current ordinance provides for the ability to deal with the issue as proposed by staff. He stated that the property owner will receive one courtesy letter, but will receive a citation for a second or subsequent offense.

Councilor Hatfield asked if the first letter would contain language to inform the property owner that it would be the only letter they would receive and that subsequent violations would be dealt with by issuing a citation.

Bob Nacht stated that the letter would be written to represent that.

Joanne Schwartz added that the current ordinance provides for what staff is proposing and that the issue was brought to the council for their information because she anticipated they would receive some phone calls.

Councilor Hatfield asked why the city could not simply take care of the problem and lien the property.

Bob Nacht indicated that sometimes there is no responsible party, person, or corporation to issue the citation to whether it is through foreclosures, legal issues, etc. In that circumstance the city can go onto the

property, cut the grass, and lien the property. He stated that that requires a city crew to be put together, and the city does not have that kind of manpower available. Mr. Nacht added that it is a lot easier for staff to cite a person in municipal court and request a court order for abatement of the nuisance.

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d. **Music & Art Festival.** Dave Campbell reminded the council about the upcoming Music & Art Festival on Friday and Saturday. He noted that several city departments were involved with the event.

e. **City Manager's Vacation.** Dave Campbell informed the council that he would be on vacation the week of August 2-6.

f. **Sister City Program.** Councilor Hatfield stated that the council received information recently regarding the upcoming visit from a delegation from Inasa, Japan, and the difficulty in putting the visit together due to funding, problems. He felt that if the city was going to have the program then it should be adequately funded.

Dave Campbell added that the visit could not have been done at all without transportation being donated by a local church. He stated that this particular group is an all-adult delegation that will be performing at the fair, so there will be expenses for that too.

Councilor Hatfield moved to allocate \$1,000 from the general fund for the visit. The motion was seconded by Councilor Ketchum.

Following further discussion, Councilor Hatfield moved to amend the main motion to allocate \$1,500 for the visit. The motion was seconded by Councilor Ketchum and carried unanimously. The main motion, as amended, carried unanimously.

g. **Flood Project Executive Committee.** Councilor Galvin stated that he and Dave Campbell continue to attend the flood project executive committee meetings. He reported that they held a good workshop recently and things are continuing in a positive manner. He indicated that bids were received for alternative consultants and PIE was selected by the committee to continue as the consultants on this issue.

h. Councilor Hatfield commended the public works department on the public notification done relating to the Sylvanus Street waterline upgrade and extension project.

i. **Lewis County SR 507 Corridor Route Study.** Mayor Spahr stated that the council received a letter from the Lewis County commissioners regarding the project, requesting a city representative(s) to serve on a committee for the project. He asked that anyone interested in serving on the committee to contact him.

5. **Work Session - 2000 Budget Preparation.** Dave Campbell stated that staff met with a portion of the council budget committee last week and some feedback from that meeting was included in the agenda.

Councilor Hatfield stated that some of the material that would have been beneficial to the committee was not included in the materials for the meeting. Based on that, Councilor Hatfield moved to table the work session until August 9 to allow the committee to meet with staff again to review the revenues and expenditures of the 2000 budget and then come back and make a presentation and recommendation to the full council. The motion was seconded by Councilor Ketchum and carried unanimously. The council budget committee agreed to meet with staff on July 29, at 8:00 a.m. at city hall.

There being no further business to come before the council, the meeting was adjourned at 3:35 p.m.

Mayor

Attest:

Deputy City Clerk

August 9, 1999

The Chehalis city council met in regular session on Monday, August 9, 1999, in the Chehalis city hall. Mayor Bob Spahr called the meeting to order at 3:00 p.m. with the following council members present: Wayne Galvin, Bud Hatfield, Tony Ketchum, Dr. Isaac Pope, Bob Venemon, and Dave Zylstra. Staff present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director; Randy Hamilton, Chief of Police & Fire Services; David Kelly, Human Resources Director; Dione Ludlow, Assistant City Attorney; Jim Nichols, Public Works Director; John Barton, Water Superintendent; Dennis Dawes, Deputy Chief for Police Services; Becky Fox, Court Administrator; Tim Grochowski, Street Superintendent; Bob Nacht, Community Development Manager; Andy Sennes, Property Manager; Lilly Wall, Recreation Manager; Patrick Wiltzius, Wastewater Superintendent; and Michelle White, Acting Deputy City Clerk. Members of the news media in attendance included Mai Ling Slaughter of The Chronicle.

1. **Consent Calendar**. Councilor Pope moved to approve the consent calendar comprised of the following items:

- a. Minutes of the regular city council meeting of July 26, 1999;
- b. July 29, 1999, Claim Vouchers No. 49980 - 50085 in the amount of \$175,124.77; July 30, 1999, Payroll Vouchers No. 12131 - 12281 in the amount of \$447,001.77; and Transfer Voucher No. 1457 in the amount of \$1,591; and
- c. Pay Estimate No. 2 in the amount of \$49,402.91 to TransTech Electric, Inc., for a portion of the Main Street signalization project.

The motion was seconded by Councilor Galvin.

Mayor Spahr asked when the stop light on Main Street would be working.

Tim Grochowski stated that the state needs to inspect the controllers in the last cabinet and it would be turned on in two weeks from last week. He also stated the poles for State Street were being ordered today and looking for a completion by the end of October. In addition, Mr. Grochowski stated that the stop lights on Market Street, Main Street, Cascade Avenue, and Chehalis Avenue will hopefully be working in two weeks, and informed the council that the stop light at I-5 will be fixed to prevent traffic from backing up all the way to the railroad tracks.

The motion carried unanimously.

2. **Ordinance No. 657-B, First Reading - Providing for the Vacation of a Portion of SW Pacific Avenue**. Councilor Hatfield moved to suspend the rules requiring the two readings of the ordinance by the council. The motion was seconded by Councilor Zylstra and carried unanimously.

Mayor Spahr stated that all that was being changed was the legal description.

Dave Campbell indicated it changed the length of the street that is subject to vacation (the distance from one street to the another).

3. **Request from Qualex for a Temporary Waiver from a Portion of the City's Sewer Ordinance**. Dave Campbell stated that the city received a request from Qualex for a waiver from the city's ordinance regarding discharge; specifically, the amount of silver that is in their discharge to the city's wastewater system.

Patrick Wiltzius stated to the council that Qualex received a new NPDES permit from the Department of Ecology, which allows Qualex 23 grams per day. Qualex has requested the city to change the ordinance because they will not be able to meet the city's concentration requirements. Mr. Wiltzius requested that the council grant a waiver so Qualex doesn't have to meet the ordinance for concentration of silver.

Councilor Hatfield moved that the council authorize staff to issue a temporary waiver to Qualex as presented, not to exceed 3 years from the date of the letter. Councilor Ketchum seconded the motion.

Mayor Spahr stated that the city is waiting for the metals report but asked where we go from there.
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Mr. Wiltzius stated that the city needs to finish the WER, then work through DOE, revisit the metals limit, and review ordinances to see if limits can be either tightened or loosened.

Mayor Spahr asked Qualex if they were okay with the process and they replied yes. The motion carried unanimously.

4. **Request for Additional Funding in the Amount of \$125,222 to Gibbs & Olson for Engineering Services to Complete the Chehalis General Sewer Plan.** Dave Campbell stated that there was a request to increase the budget for the General Sewer Plan services.

Jim Nichols stated that Gibbs & Olson did an analysis and found that the increased work has caused additional expenditures that were not budgeted for. Mr. Nichols also stated Gibbs & Olson was willing to absorb \$20,930 due to some of their responsibility for the additional cost and that the city's costs would be shared by the Sewer Operating Board with Napavine participating at 4.5% and Lewis County Sewer District No. 1 at 2.1%. Mr. Nichols stated that both parties are comfortable with these figures. In addition, Mr. Nichols stated that the money that they are asking for would just allow them to complete the essential part of the General Sewer Plan.

Councilor Hatfield asked if there could be some way to put closure to the sewer plan without having council approve budget amendments for the sewer plan.

Mr. Nichols stated they are trying to get a final direction from DOE on which treatment plan option to pursue.

Mayor Spahr suggested that the city should submit the option we want to do and ask them to accept or reject.

Mr. Nichols stated the next step to pursue is having meetings with DOE, EPA, and the tribes on the different options.

Councilor Hatfield moved to authorize the budget amendment using the sewer utility account to provide the additional funding in the amount of \$125,222 for the attempt to complete the Chehalis General Sewer Plan.

The motion was seconded by Councilor Galvin and carried unanimously.

Mayor Spahr stated that it was not a reflection against Gibbs & Olson or city staff, but of the State of Washington and trying times.

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

a. **Use of City Facilities and Equipment by City Employees.** Dave Campbell stated that David Kelly received a letter from the city's insurance authority pertaining to a cost impact of a settlement process in terms of agreement for the use of city facilities and equipment.

David Kelly reminded the council of an issue discussed a couple of weeks ago in dealing with circumstances with the fire department, rather than going through court on the issue decided to settle it by directing staff to get some sort of language together allowing other city employees similar opportunities. Mr. Kelly stated that after the language was drafted, WCIA was informed of what the city was doing. In addition, Mr. Kelly stated there were a couple of options, one of which if the city continues on with the current policy, WCIA wants to fine the city \$5,795 for not coming into compliance with the insurance compact which was agreed upon as being part of WCIA.

Councilor Pope stated that one of the reasons why the city did want to go to arbitration on the matter was because the city is trying to save money.

Mr. Kelly restated that if the city would allow the fire department to continue they will not fine the city, but they would if the city allowed all city employees to use the equipment. Another couple of options Mr. Kelly stated were to appeal the fine to the board of WCIA, or not provide those benefits to the rest of the city employees.

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Councilor Galvin stated this looks like it would be an increase in annual premiums.

Mr. Kelly stated it would be an every-year fine.

Randy Hamilton stated that not only the fire department but other departments as well have made substantial cutbacks in order not to go to arbitration and feels that the city should appeal the fine.

Council agreed to appeal the rate increase.

b. **Wastewater Treatment Plant Options.** Dave Campbell stated that Centralia and Chehalis consulting engineers analyzed the cost of different options related to having a regional wastewater treatment plant serving the two cities as well as other jurisdictions that are currently served by the Chehalis plant verses having separate plants.

Jim Nichols stated that he had a meeting with Dick Southworth, Utilities Director for Centralia, which led to an agreement to have engineers from Chehalis and Centralia get together and develop some unified costs that both firms could agree to and support. Mr. Nichols also stated that Gibbs & Olson had meetings with Dave Reynolds, Project Manager from CH2M Hill, Inc., in which they worked together to get an estimate which both firms could support. In addition, Mr. Nichols indicated that based on the information the regional plant in either scenario is not cost effective at this time.

Councilor Hatfield asked what it would cost Centralia if they stood alone.

Mr. Nichols stated that if Centralia stood alone and did not split conveyances, Centralia alone would be \$33 million.

Councilor Hatfield stated that it would be cheaper for both plants to build their own.

Mr. Nichols asked council for recommendation to direct staff to set up a meeting with Centralia.

Councilor Hatfield stated it would be an ideal agenda topic for the tri-agency meeting on September 18.

Mayor Spahr suggested waiting until Centralia had their meeting and see what their response was and maybe it could be an agenda item at the September 18 meeting.

Dave Campbell stated they wouldn't be able to have the follow up meetings with DOE and the tribe before then and wouldn't be able to make final decisions on what direction to go without that meeting.

Councilor Hatfield asked who was hosting the meeting.

Dave Campbell replied that the county was hosting it.

Mayor Spahr stated that it was a good report.

c. **Tall Grass on Main Street.** Councilor Hatfield congratulated Bob Nacht in Community Services for mowing the hayfield on State Street.

d. **Sister City Program.** Dave Campbell stated that the delegation from Inasa would be arriving Monday and informed the council of some of the highlights of their visit.

5. **Work Session – 2000 Budget Preparation.** Dave Campbell stated the purpose of the work session was to present recommendations from the budget committee which met earlier and evaluated the early projected expenditures and revenues for 2000.

Councilor Hatfield stated that at the last council meeting it was resolved to raise the real estate excise tax by .0025%. Councilor Hatfield also stated that the additional revenue from the real estate excise tax had to go to the public facilities reserve account.

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Councilor Hatfield stated that there were two options for the council to consider. One was to reduce the expenditures \$86,000 by having the street, community services, police, and fire departments all reduce by \$20,000. Councilor Hatfield also stated that the other \$6,000 would come from a combination of human resources, city manager, city council, and finance departments. The second option was to raise property taxes .23/\$1,000 which would generate \$86,000.

Councilor Hatfield stated a .45/\$1,000 increase would cover the \$70,000 deficit that accrue from additional expenses for the land use technician, cable TV franchise consultant, sister city expenses, and a council retreat. Councilor Hatfield also stated that this increase would cover the \$86,000 expenditure and would leave about \$13,000 to be used in other portions of the general fund.

Councilor Hatfield stated that raising the property tax approximately .45/\$1,000, maybe less, was the option that the committee was recommending to the council.

Councilor Pope asked if there was any way to plan for a deficit in the future.

Councilor Hatfield stated that you can't predict, but if I-695 doesn't pass there was still time to adjust the budget.

Councilor Galvin stated that if I-695 passes it will immediately go to litigation.

Councilor Hatfield stated that they are asking the council to accept the budget committee's recommendation by motion.

Councilor Galvin moved to accept the budget committee's recommendations. 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 4:10 p.m.

Mayor

Attest:

Deputy City Clerk

August 23, 1999

The Chehalis city council met in regular session on Monday, August 23, 1999, in the Chehalis city hall. Mayor Bob Spahr called the meeting to order at 3:00 p.m. with the following council members present: Wayne Galvin, Tony Ketchum, Dr. Isaac Pope, and Bob Venemon. Councilors Bud Hatfield and Dave Zylstra were absent (excused). Staff present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director; Randy Hamilton, Chief of Police & Fire Services; Bill Hillier, City Attorney; David Kelly, Human Resources Director; Jim Nichols, Public Works Director; Joanne Schwartz, Community Services Director; Dick Bartel, Water Treatment Operator; John Barton, Water Superintendent; Jerry Boes, Deputy Chief for Fire Services; Becky Fox, Court Administrator; Tim Grochowski, Street Superintendent; Bob Nacht, Community Development Manager; and Patrick Wiltzius, Wastewater Superintendent. Members of the news media in attendance included Mai Ling Slaughter of The Chronicle, and Joyce Fink of The Lewis County News.

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

- a. Minutes of the regular city council meeting of August 9, 1999;
- b. August 16, 1999, Claims Vouchers No. 50086 – 50271 in the amount of \$294,625.89;
- c. Award bid for the public works vehicle storage building to Carlson Construction in the amount of \$38,772; and
- d. Agreement for engineering services with Gibbs & Olson in an amount not to exceed \$138,700 for the water treatment residuals retention basin project.

The motion was seconded by Councilor Venemon and carried unanimously.

2. **Prior Authorization to Sign for Acceptance of Flood Control Project Money from the Washington State Department of Transportation (DOT)**. Dave Campbell stated that Lewis County commissioner Richard Graham and Lewis County budget manager Connie Robbins were in attendance to address the issue. He added that each council member should have a draft interagency memorandum of understanding (MOU) between DOT and the members of the Chehalis Basin Flood Reduction Project. He explained that the issue relates to money from the state, which is coming through DOT, for the continued design/evaluation for a potential flood control project(s) in the area. The money from DOT is subject to being cut off if I-695 is passed by the voters in November, so the group would like to get going so money available this biennium can be utilized as soon as possible.

Richard Graham informed the council that DOT is trying to remove part of the money that was authorized by the legislature to fund FTEs with it. He stated that he contacted Senators Dan Swecker and Sid Snyder and, subsequently, a meeting was held between the project consultants, himself, Ms. Robbins, Grays Harbor County commissioner Bob Beerbower, and DOT deputy secretary of operations Gerry Smith, along with three of his staff members. As a result, Gerry Smith instructed his staff in Vancouver to have an MOU to the county by the end of the month. He reiterated that the money would not be available if I-695 passes.

Councilor Galvin moved to authorize the mayor, on behalf of the city, to sign for the acceptance of DOT grant money for continued flood control project planning and evaluation as soon as the paperwork is sent to the local project participants. The motion was seconded by Councilor Pope and carried unanimously.

3. **Retrospective Rating Program for Worker Compensation Insurance**. Dave Campbell indicated that it was time to select the level of risk with regard to the retrospective rating program for workers compensation insurance through the Washington State Department of Labor & Industries (L & I). He stated that through most of the 1990s, the city has participated in the retro program that offers the chance for a refund if the city has a good experience during the year, but also the potential for having to pay additional premiums if the city does not have such a good experience.

David Kelly reported that the city experienced six good years, but during the last two years the city has had some large claims, and will have to pay an additional \$9,432 in premiums. David Kelly provided a brief explanation of how the program works.

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

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

a. **Water Quality Consumer Confidence Report.** Dave Campbell stated that staff would provide an informational presentation about the new consumer confidence report that will be mailed out this fall and hereafter during the middle of the year, regarding testing of the city's water system. He explained that it was a new requirement of federal and state government to publish the report every year, and will cost about \$2,000 just to prepare it and mail it out, and much more expensive than that to have the water tested. He stated that the good news was that the city had good water in 1998; tests were far below the maximum level of contamination.

Jim Nichols explained that it was a new requirement of the Safe Drinking Water Act that cities submit a water quality report to all customers on a yearly basis. He stated that it is a report that essentially indicates the quality of the water, level of service, and how the city performs for its customers. He acknowledged and thanked Dick Bartel for all of his help in taking this project on and making it a success. He felt it would be a very helpful and informative brochure that the public will be appreciative of.

b. **Sister City Visit.** Mayor Spahr stated that 28 people from the city's sister city of Inasa, Japan, recently visited. They performed traditional dances during two shows at the Southwest Washington Fair that were well received by the public. He added that he was able to meet with their mayor, Yoshimasa Nagayama. He felt it was a tremendous visit and he thanked all city staff who helped during the visit. Mayor Spahr also showed the gifts presented to the city from Inasa.

5. **Executive Session – Pursuant to RCW 42.30.140(4) – Contract Negotiations.** Mayor Spahr announced that the council would convene into executive session pursuant to RCW 42.30.140(4) – contract negotiations, at 3:30 p.m. for about 15 minutes, and a possible decision may be made following the executive session.

6. **Settlement Agreement with Firefighters for Use of City Property.** Following conclusion of the executive session, Mayor Spahr reopened the regular meeting at 4:00 p.m.

Councilor Galvin moved to direct the city manager to sign the settlement agreement with the firefighters involving use of city equipment and facilities for personal benefit. The motion was seconded by Councilor Ketchum.

Councilor Pope asked if there would be any contingencies placed on the agreement.

Councilor Ketchum stated it was his understanding that it was better not to place any contingencies on the agreement because it is under the council's control as it stands now.

Councilor Pope thought the firefighters never take the best interests of the city into consideration.

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

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

Mayor

Attest:

Deputy City Clerk

September 13, 1999

The Chehalis city council met in regular session on Monday, September 13, 1999, in the Chehalis city hall. Mayor Bob Spahr called the meeting to order at 3:00 p.m. with the following council members present: Wayne Galvin, Tony Ketchum, Bob Venemon, and Dave Zylstra. Councilors Bud Hatfield and Dr. Isaac Pope were absent (excused). Staff present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director; Randy Hamilton, Chief of Police & Fire Services; Bill Hillier, City Attorney; David Kelly, Human Resources Director; Jim Nichols, Public Works Director; Joanne Schwartz, Community Services Director; John Barton, Water Superintendent; Jerry Boes, Deputy Chief for Fire Services; Dennis Dawes, Deputy Chief for Police Services; Becky Fox, Court Administrator; Tim Grochowski, Street Superintendent; and Caryn Foley, Deputy City Clerk. Members of the news media in attendance included Mai Ling Slaughter of The Chronicle, and Joyce Fink of The Lewis County News.

1. **Employee Service Award.** Mayor Spahr presented a 20-year service award to Mark Herren, public works equipment operator.

2. **Proclamation.** Mayor Spahr read a proclamation designating September 16 as Health Care Day. Representatives from the health care industry were in attendance to accept the proclamation and invited everyone to a “block party” on September 16, to make everyone aware of what health resources are available in Lewis County.

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 August 23, 1999;
- b. August 26, 1999, Claims Vouchers No. 50272 – 50359 in the amount of \$63,626.59; August 31, 1999, Payroll Vouchers No. 12287 – 12448 in the amount of \$450,136.11; and Transfer Voucher No. 1458 in the amount of \$1,328.79;
- c. Reappointments of Fred Rider and Jim Ward to the planning commission for four-year terms expiring December 31, 2003; and
- d. Supplemental engineering services agreement with Gibbs & Olson, Inc., in the amount of \$4,189 for the hazard elimination project.

The motion was seconded by Councilor Galvin.

In regard to item “d”, Mayor Spahr noted that all the city is doing is putting barriers along Kresky and National Avenues to prevent vehicles from going off the roadway and into the water that is sometimes there. He explained that any time the city gets a federal or state grant to do highway work the city must do an environmental impact study. The city is spending about \$4,200 to find out what impact the barriers will have on the environment. He stated that it doesn’t sound like a lot of money, but when you’re talking about it statewide it amounts to millions and millions of dollars. The motion carried unanimously.

4. **Citizens Business – Local Access Channel Presentation.** Don Mitchell indicated this was a continuing issue discussed during tri-agency meetings earlier this year where he and others from the community approached Lewis County and the cities of Centralia and Chehalis regarding support for what appeared to be at that time a rapidly declining support base for CCTV. A group called Lewis County Television (LCTV) was ready to take over if CCTV became defunct. After those initial meetings members of LCTV met with representatives from CCTV to further study the consequences of killing the station as it was currently operating and to move ahead to find alternative funding. The result was to combine CCTV and LCTV into one unit and work together to gain support from each of the three entities.

Mr. Mitchell stated that Jan Averill was also in attendance to answer any questions the council may have. He explained that the purpose of the presentation was to show a video providing statements of support for a local

access television station and also to provide general information regarding costs. Mr. Mitchell stated that the city of Centralia has been the only entity supporting CCTV and they have in fact made their last payment to the station. He stated that the group has estimated that \$75,000 a year would keep the station going. Mr. Mitchell then played the video.

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Following the video, information was distributed relating to a proposed organization for the group. Mr. Mitchell indicated that it was proposed that Lewis County and the cities of Centralia and Chehalis would fund, oversee and be responsible for the station. The suggested pro-rated costs for each entity were as follows: Lewis County, \$12,500; Chehalis, \$20,000; and Centralia, \$37,000.

Mayor Spahr stated that one of the biggest complaints he has heard is that C-Span preempts programs on CCTV.

Mr. Mitchell stated that C-Span is shown to fill space when local programming is not available. He stated that some programs on channel 3 are currently being reprogrammed to other channels. It is also proposed to include programming like what is shown on PBS, along with interest from the local groups shown on the video.

Mayor Spahr asked if the video would be shown on channel 3.

Don Mitchell indicated that was a good idea, but their immediate goal was to make the presentation to all three entities first.

Jan Averill asked for what purpose the video should be shown on television.

Mayor Spahr stated that he has not had one person suggest that the city fund CCTV, but he has had a number of them say "not a nickel." He indicated that it is something the public has to want, and showing the video on television might bring public awareness.

Councilor Galvin asked how the board of directors was determined in the organizational chart distributed by Mr. Mitchell.

Mr. Mitchell explained that they just threw them out to get things started.

Jan Averill stated that CCTV is currently operating on about \$2,000 per month and that is one of the reasons for not having very good programming.

Councilor Ketchum suggested that it be kept as a point of reference for when the new cable franchise is negotiated next year.

Mr. Mitchell stated that he knew the council could not give them an answer today, but the purpose of the presentation was in response to the tri-agency meeting request to go back and put something together and bring it back to the three entities. He added that if it is clear that it is basically a dead horse they won't continue, but if there were a chance to move ahead, even if that means waiting until 2000, they would continue. He indicated that it needed to be a unified project of all three entities to work.

5. Ordinance No. 658-B, First Reading – Imposing the Second 0.25% Local Increment of Real Estate Excise Tax. Dave Campbell stated that during a budget work session, the council discussed the possibility of increasing the existing real estate excise tax levied by the city from 0.25% to 0.50%. He indicated that the amount of money the tax brings in is not substantial in terms of large capital improvement projects. It would however be very helpful for smaller projects like those listed in the comprehensive plan capital facilities element. He stated that many of the council's current goals also have capital improvement aspects to them.

Councilor Zylstra moved to pass Ordinance No. 658-B on first reading with an effective date of December 1, 1999. The motion was seconded by Councilor Venemon and carried unanimously.

6. **Staff and City Council Reports.**

a. **City Trends Report.** Dave Campbell reported that the city trends report was prepared initially by the Association of Washington Cities (AWC) staff, and was being provided for informational purposes. He thought it could be very helpful when the council starts its goal setting process early next year. He indicated that the importance and reason for looking at the future in terms of trends as they affect cities would help cities plan for the

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future. He felt it was important to be aware of the types of things that are being observed locally, regionally, statewide, nationally, or even globally.

b. **Council Goals Update.** Dave Campbell reported on activities taking place during the last quarter, including: improving the city's fire protection rating; implementing the adopted water system plan; pursuing a fire training facility; continuing redevelopment of Recreation Park; promoting the revitalization of downtown; and completing overlays on State and Pacific Avenues.

Mayor Spahr asked about the status of storm drainage improvements on SW 20th Street.

Jim Nichols stated that analysis is well underway and staff is awaiting results from the engineers. After meeting with the engineers a public meeting will be held with the residents to share the information with them and to get their input. He added that the analysis is well under budget to-date.

c. **Upcoming Meetings.** Dave Campbell reminded the council about the tri-agency meeting on September 18, at 8:30 a.m. at the county courthouse annex, and the follow-up meeting with HyettPalma regarding the downtown revitalization project on September 20, at 7:00 p.m. at the Colony House.

d. **Meeting Reports.** Mayor Spahr stated that he and city staff attended a meeting with DOE, EPA, staff from Brian Baird's office, and representatives from the Chehalis Tribe to talk about possible solutions to sewer discharge problems. He stated that it was a frustrating meeting and he didn't feel like there would be any help from EPA or any solution to make them happy.

e. **Host Fees.** Mayor Spahr reported that he attended a budget meeting for the county and the city should not hold its breath in regard to receiving host fees from Lewis County. He indicated that they have many budget challenges ahead of them just as the city does.

There being no further business to come before the council, the meeting was adjourned at 4:00 p.m.

Mayor

Attest:

Deputy City Clerk

September 27, 1999

The Chehalis city council met in regular session on Monday, September 27, 1999, in the Chehalis city hall. Mayor Bob Spahr called the meeting to order at 3:00 p.m. with the following council members present: Wayne Galvin, Bud Hatfield, Dr. Isaac Pope, Bob Venemon, and Dave Zylstra. Councilor Tony Ketchum was absent (excused). Staff present included: Jo Ann Hakola, Finance Director; Randy Hamilton, Chief of Police & Fire Services; Bill Hillier, City Attorney; Jim Nichols, Public Works Director; Joanne Schwartz, Community Services Director (Acting City Manager); John Barton, Water Superintendent; Jerry Boes, Deputy Chief for Fire Services; Dennis Dawes, Deputy Chief for Police Services; Andy Sennes, Property Manager; Patrick Wiltzius, Wastewater Superintendent; and Caryn Foley, Deputy City Clerk. Members of the news media in attendance included Mai Ling Slaughter of The Chronicle.

1. **Proclamation**. Mayor Spahr read a proclamation designating October 3-9 as Fire Prevention Week. Jerry Boes and Captain Brian Slater reported on activities taking place during the week.

2. **Professional Finance Officer Recognition of Jo Ann Hakola, Finance Director, and Peggy Morant, Assistant Finance Director**. Mayor Spahr announced that Jo Ann Hakola and Peggy Morant had again earned the designation of professional finance officer by the Washington Finance Officers Association for 15 and 12 years, respectively.

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 September 13, 1999;
- b. September 15, 1999, Claims Vouchers No. 50360 – 50518 in the amount of \$135,228.50;
- c. Pay Estimate No. 3 in the amount of \$66,585.55 (less retainage of \$3,329.28) to TransTech Electric, Inc., for the Main Street signalization project; and
- d. Reject all bids for janitorial services.

The motion was seconded by Councilor Pope and carried unanimously.

4. **Citizens Business – Low Water Pressure on Armstrong Road**. Mayor Spahr stated that Mr. Degge Freeman, 116 Logan Hill Road, Chehalis, did not wish to speak, but wanted the council to know that work done by the public works department did not improve water pressure problems for the Armstrong Tracts Water Association.

5. **Ordinance No. 658-B, Second Reading – Imposing the Second 0.25% Local Increment of Real Estate Excise Tax**. Councilor Hatfield moved to pass Ordinance No. 658-B on second and final reading with an effective date of December 1, 1999. The motion was seconded by Councilor Zylstra and carried unanimously.

6. **Staff and City Council Reports**.

a. **Water Effects Ratio Study**. Patrick Wiltzius stated that the water effects ratio (WER) study was not a direct issue of the total maximum daily load (TMDL) study, but it does run concurrently with TMDL issues as the city looks at upgrading the wastewater treatment plant. He indicated that the treatment plant has had problems meeting discharge permit limits for the metals copper, silver and zinc, and staff, along with Gibbs & Olson, have been looking at different alternatives to eliminate the problem. He explained that the study would require analysis of river water and plant effluent to determine how the interaction of water hardness and metals affect the biota of the river. The study would entail about 3600 samples, and he added that Chehalis would be the first in the state to do a WER study. He indicated the estimated cost was around \$500,000, but staff is currently working with Gibbs & Olson and DOE to cut those costs. The original WER study was set up to do sampling below the Skookumchuck River, but it is now hoped that that does not have to be done which will cut the cost in half. He reported that staff applied for and received a centennial clean water fund grant in the amount of \$250,000, and Qualex has pledged up to \$80,000 for the project. If the project stays at the estimated \$500,000 the city's portion would be \$170,000

over the life of the project which may take about 1½ to 2 years. Staff hopes that data from the WER study will help relax the NPDES limits for the metals. If the data is not in the city's favor, the city will have to look at things like a metals removal process that is very costly, or really clamp down on dischargers for those metals. He stated that range finding studies have already been done that indicate the study will help.

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Councilor Hatfield noted that if testing does not have to be done below the Skookumchuck River the amount of the grant will cover the cost of the study, but if it does have to be done it will be very expensive. He wondered why other cities were not having to do this and why Chehalis had to be a trendsetter at a cost of \$500,000.

Patrick Wiltzius noted the city has already done a lot of different things before proposing a WER study. He explained some of things that had been done and stated that the city has exhausted all other alternatives.

Mayor Spahr indicated that if the city doesn't do the WER study then it is stuck with the existing NPDES permit which it cannot meet. He added that DOE presented the TMDL to EPA before the city could do all of its testing and refute some of the data within it. He felt that if DOE had not submitted it right away it might have helped the city's situation tremendously.

Patrick Wiltzius added that staff is working with Gibbs & Olson and DOE to eliminate everything it can.

b. **Interlocal Agreement for Teitzel Bridge Water Main Replacement Project.** Jim Nichols explained that Lewis County is in the process of replacing the Teitzel Bridge and the city has a water line that runs across the bridge which it is obligated to remove and replace in conjunction with the bridge work. He noted it was a previously approved budget item for 1999 and an agreement has been reached with Lewis County. The county will have their contractor do the work through a change order under their contract and the city will reimburse the county for those costs. He stated that the project was budgeted at \$130,000, however, the change order given to the city was just over \$90,000, saving the city a significant amount.

Councilor Hatfield moved to authorize the mayor to sign the interlocal agreement between the city and Lewis County for the Teitzel Bridge water line replacement project. The motion was seconded by Councilor Zylstra and carried unanimously.

c. **Police Accreditation Status Report.** Dennis Dawes outlined the four phases of the process that included the application, self-assessment, on-site assessment, and WASPC review and decision. He stated that staff has been working on the self-assessment phase for the last six months which has required a considerable amount of time and effort in preparation for the on-site assessment. The on-site assessment will include five assessors, the manager, and one observer, and is scheduled for October 5-6. He felt there should be a fifth phase to ensure that once you are accredited you keep up with the standards on an annual basis because you have to file a report annually and every five years you have to be re-accredited. He thought the re-accreditation was probably more difficult than the original accreditation because you have to show a track record for five years. He added that council members may be contacted by assessors during the on-site assessment. He stated that the goal of the accreditation team was to make sure that a department makes accreditation, but it does not mean that it is automatic; a department must meet the standards. He recognized Sharon Douglas and Randy Kaut, the accreditation managers, for their work on the project, and added that it was an entire police services effort. He also thanked the other city departments who assisted in one way or another during the process.

Councilor Pope asked what the costs for accreditation have been.

Dennis Dawes stated that the cost is about \$1,000 plus the expenses of the assessors. He added that some of those costs are reimbursable through the Washington Cities Insurance Authority.

Councilor Galvin asked who the assessors were.

Dennis Dawes indicated that all of the assessors are professionals in law enforcement.

Councilor Galvin asked what the upsides and downsides were.

Dennis Dawes indicated that the downside would probably have to be that it is a lot of work, but the standards that have to be met ensure that things are being done correctly. He also expected that there would be some benefits through insurance premiums.

Councilor Galvin asked if other Washington cities the size of Chehalis were accredited.

Randy Hamilton stated that out of 287 agencies, 91 are accredited, but there is no agency in Lewis County that has been accredited. He added that he felt confident the department would receive accreditation.

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Councilor Pope congratulated the police services division for their efforts on the project.

d. **Comprehensive Plan.** Joanne Schwartz informed the council that today was the end of the 60-day comment period for the city's comprehensive plan and as of this time the city had not received any challenges. She stated that the city will be working with the county on challenges to their plan relating to urban growth boundaries.

Bill Hillier explained that city challenges to urban growth areas do not take place at the city level, but at the county level. He stated that the county's plan has been challenged and he received a call from Mr. Mackey who is representing the county, asking that all jurisdictions in the county, with the exception of Pe Ell, intervene because all of those urban growth boundaries have been challenged to one extent or the other; the most significant being Centralia, Chehalis and Napavine's. He indicated that staff would recommend that Chehalis intervene and join forces with the other cities and be represented by the county.

Joanne Schwartz noted that that is through the county, and while the city has to deal with it because it is within the city's urban growth area, it is not a challenge specifically to the city's plan.

Bill Hillier stated that a downfall to the city would be that if a successful challenge took place at the county level and there was a restraining order or injunction entered stopping growth within the urban growth boundary, the city's development potential in that area would be thwarted.

Joanne Schwartz added that staff is starting to move forward with the development regulations which is going to be a very long, slow and tedious process.

e. **Downtown Chehalis Economic Enhancement Strategy.** She stated that the council should have received copies of the report prepared by HyettPalma which are also available to the public. She hoped the council would take time to review the information because the city will have to decide how it wishes to proceed.

Councilor Hatfield asked what the plans were for pressing on now that the report had been completed.

Joanne Schwartz indicated that she and Dave Campbell had not yet met to discuss the report. She thought one of the first steps should be to get the process committee back together to find out their views. She also thought the council, city manager and staff should talk about how the city is going to deal with it.

f. **Chehalis Basin Partnership Meeting.** Mayor Spahr reported that the group met on September 24 to discuss 2514, particularly the gathering of data on studies that have been done on the Chehalis River. All participants were asked to give a list of the studies they have done. He stated that millions have been spent on studies of the river yet there is still a decline in the fish population.

g. **Lodging Tax Advisory Committee.** Councilor Hatfield stated the committee met this morning and will have a report and recommendations for the council's October 25 meeting on how to disperse the tourism money.

There being no further business to come before the council, the meeting was adjourned at 3:40 p.m.

Mayor

Attest:

Deputy City Clerk

October 11, 1999

The Chehalis city council met in regular session on Monday, October 11, 1999, in the Chehalis city hall. Mayor Bob Spahr called the meeting to order at 3:00 p.m. with the following council members present: Wayne Galvin, Tony Ketchum, Bob Venemon, and Dave Zylstra. Councilor Isaac Pope arrived at 3:03 p.m. and Councilor Bud Hatfield was absent (excused). Staff present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director; Randy Hamilton, Chief of Police & Fire Services; Bill Hillier, City Attorney; David Kelly, Human Resources Director; Jim Nichols, Public Works Director; Joanne Schwartz, Community Services Director; John Barton, Water Superintendent; Dennis Dawes, Deputy Chief for Police Services; Sharon Ferrier, Community Services Office Manager; Becky Fox, Court Administrator; Tim Grochowski, Street Superintendent; Andy Sennes, Property Manager; Lilly Wall, Recreation Manager; Patrick Wiltzius, Wastewater Superintendent; and Caryn Foley, Deputy City Clerk. Members of the news media in attendance included Mai Ling Slaughter of The Chronicle.

1. **Employee Service Award**. Mayor Spahr recognized Jim Armstrong, public works wastewater treatment operator, for 25 years of service.

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

a. Minutes of the regular city council meeting of September 27, 1999;

b. September 29, 1999, Claims Vouchers No. 50519 – 50634 in the amount of \$255,525.25; September 30, 1999, Payroll Vouchers No. 12449 – 12615 in the amount of \$452,321.87; and Transfer Voucher No. 1459 in the amount of \$1,632.66; and

c. Appointment of Wesley Kerner to the planning commission to fill the unexpired term of C. Tad Devlin expiring December 31, 2002.

The motion was seconded by Councilor Galvin and carried unanimously.

3. **Citizens Business – Low Water Pressure on Armstrong Road**. Mr. Degge Freeman again expressed dissatisfaction with the low water pressure problem being experienced by the residents of the Armstrong Road area as a result of the relocation of the south end water pump station.

4. **Facility Rental Fees**. Dave Campbell stated that staff has looked at rental fee rates for city park buildings/facilities and have found them to be out of comparison with other like facilities. He added that fees were last adjusted in 1993.

Joanne Schwartz added that staff is anxious to have the new rates approved before they begin taking reservations for the year 2000.

Councilor Galvin moved to approve the proposed increases to the rental rates for the V.R. Lee Community Building, Hess Kitchen, Activity Building, Stan Hedwall Park kitchen and recreational vehicle area as presented in the agenda report. The motion was seconded by Councilor Pope and carried unanimously.

5. **Staff and City Council Reports**.

a. **Sister City Delegation to Inasa**. Dave Campbell reported that a delegation of 11 adults and 5 children will be leaving on October 15 for Inasa, Japan, and will return on October 25. He stated that it was the largest delegation that has visited Japan. Joanne Schwartz showed the gifts that will be sent with the delegation to present to Inasa officials.

b. **Recreation Park Renovation Project**. Joanne Schwartz, Andy Sennes, and Lilly Wall announced that the city received a grant in the amount of \$75,000 through the State of Washington Office of the Interagency Committee Youth Athletic Facilities Account Program. Dave Spogen, a project volunteer, helped put the

application together. Andy Sennes estimated that the project would be completed in 2001. He indicated it was a matching grant supported by businesses, service clubs, and individuals.

Councilor Pope asked if any surrounding entities had given support to the project.
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Andy Sennes stated there has been support from the surrounding area and those businesses and individuals are listed on a sign at the park.

Joanne Schwartz added that the city's portion of the \$75,000 is either cash or in-kind contributions from supporters of the project, and the city's support is in time only. She stated that it has really been the community stepping up to get the project done.

c. **Police Accreditation Status Report.** Dennis Dawes reported that the police services division received accreditation. The on-site assessment, which was expected to last two days, only lasted one day because of the preparation of the department. He indicated that about 50 citizens were contacted at random and the department received very positive comments from them, and he thanked the other city departments for their assistance during the process. He stated that on November 3 staff will attend a meeting with the WASPC review committee to go through the report and answer any questions they may have, and the department will receive its accreditation plaque on November 18. He thanked the council for their support.

d. **2000 Budget.** Dave Campbell reported that the council budget committee met last week to review the status of the recommended budget and they would like the full council to hold a work session. The council agreed to hold a work session on November 1 beginning at 3:00 p.m. at city hall.

6. **Executive Session Pursuant to RCW 42.30.140(4) – Labor Contract Negotiations.** Mayor Spahr announced that the council would convene into executive session at 3:35 p.m. for 30 minutes and there would be no decisions following the executive session. Following conclusion of the executive session, Mayor Spahr reopened the regular meeting at 4:15 p.m. and there being no further business to come before the council, the meeting was immediately adjourned.

Mayor

Attest:

Deputy City Clerk

October 25, 1999

The Chehalis city council met in regular session on Monday, October 25, 1999, in the Chehalis city hall. Mayor Bob Spahr called the meeting to order at 3:00 p.m. with the following council members present: Wayne Galvin, Bud Hatfield, Tony Ketchum, and Bob Venemon. Councilor Isaac Pope arrived at 3:10 p.m. and Councilor Dave Zylstra was absent (excused). Staff present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director; Randy Hamilton, Chief of Police & Fire Services; Bill Hillier, City Attorney; David Kelly, Human Resources Director; Jim Nichols, Public Works Director; Joanne Schwartz, Community Services Director; John Barton, Water Superintendent; Jerry Boes, Deputy Chief for Fire Services; Dennis Dawes, Deputy Chief for Police Services; Bob Nacht, Community Development Manager; Andy Sennes, Property Manager; Patrick Wiltzius, Wastewater Superintendent; and Caryn Foley, Deputy City Clerk. Members of the news media in attendance included Mai Ling Slaughter of The Chronicle.

1. **Employee Service Award**. Mayor Spahr recognized Ron Parkhill, public works equipment operator, for 20 years of service.

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

- a. Minutes of the regular city council meeting of October 11, 1999;
- b. October 15, 1999, Claims Vouchers No. 50635 – 50821 in the amount of \$273,647.15;
- c. Pay Estimate in the amount of \$38,772 (less retainage of \$1,800) to Carlson Construction and final acceptance of the public works vehicle storage building; and
- d. Appointment of John Westby to the board of zoning adjustment to a five-year term expiring December 31, 2004.

The motion was seconded by Councilor Galvin and carried unanimously.

3. **Citizens Business – Low Water Pressure on Armstrong Road**. Mr. Degge Freeman, 116 Logan Hill Road, Chehalis, requested facts about the transaction relating to the relocation of the south end water pump station; in particular, the bill of sale for the pump station to Aho Construction, and information about who currently owned the pump station. He also asked about the construction agreement between Scott's Excavating, Inc., and the city.

Bill Hillier suggested that Mr. Freeman put his questions in writing so that the city could answer them specifically so there would be no confusion.

Mr. Freeman stated that some of the dates on the documents have him puzzled. He also asked Mayor Spahr about his comment during the May 24, 1999, council meeting, "well, we had to take care of Hillcrest." He wondered what prompted the need to take care of Hillcrest.

Mayor Spahr indicated that he didn't believe he said the city had to take care of Hillcrest, but it was taken care of because the city had the ability to do it.

4. **Staff and City Council Reports**.

a. **Community Rating System**. Bob Nacht indicated that the program was instituted in 1993, and basically means that the city receives credit points for anything it does to further flood damage reduction, such as flood warning systems and city codes to elevate buildings required for new construction. The city receives a reduction of 5% in flood insurance premiums for each 500 points it accumulates. He reported that the city has accumulated 1107 points which qualifies for a classification of 8 for a 10% reduction in flood insurance premiums for both residents and city facilities. He believed the city could easily reach a class 7 which would mean an additional 5% if staff were to spend more time and effort on the program, which they intend to do. He noted that not only does it reduce insurance premiums, but it also reduces actual flood damage.

b. **Building Code Effectiveness Grading Schedule.** Bob Nacht indicated that the program was similar to what fire services do relating to fire protection rating classifications through the Washington State Survey and October 25, 1999

Rating Bureau (WSRB). He indicated that the program is also administered by the WSRB, but they measure the effectiveness of building code enforcement relative to preventing or minimizing damage from perils for real property. He stated it also includes flood damage, so there is some overlapping with the community rating system program although it is minimal. He reported that the city received a class 3 rating out of 10.

Mayor Spahr asked if the program worked hand-in-hand with the fire rating program.

Bob Nacht indicated it did to some degree, but since the program was so new they have not yet defined how much the percentage of reduction would be. He added that it does work toward a reduction of insurance premiums within the community. He stated that all of the local insurance underwriters will be provided with the fire protection rating classification, building code effectiveness grading schedule, and community rating system program to establish a premium reduction schedule based on the number of credit points.

c. **Lodging Tax Advisory Committee.** Bud Hatfield reported that the committee reviewed all of the requests for tourism dollars and agreed to hold spending at \$15,000 which was the same amount as in 1999. He stated the agenda report listed the various entities and the amount of funding allocated for 2000. He indicated that the increase in hotel/motel tax revenues would be put into reserves. He mentioned that other members of the committee included Jo Ann Hakola; Richard DeBolt, representing The Chamber; Don Hartman, representing the Chehalis-Centralia Railroad Association; and Maggie McCarthy, representing the hotel/motel industry.

Councilor Galvin moved to approve the committee's recommendations. The motion was seconded by Councilor Hatfield and carried unanimously.

d. **South-end Storm Drainage.** Jim Nichols stated that Matt Davis and Chris Cleveland from Brown and Caldwell would provide a report on the 20th Street drainage study authorized by the council based on flooding complaints received from residents. He indicated that staff has worked with Brown and Caldwell over the past few months gathering information and the start of some modeling. He noted a public meeting was held earlier in the month to gather additional information from individuals who have been effected by flooding.

Chris Cleveland identified what the project was, reviewed what had been done to-date, and provided recommendations about what steps should be taken next. He noted they found problems farther downstream of the 20th Street system in the Kelly Avenue area and he felt that if issues in the 20th Street system were solved it would exacerbate problems downstream. He indicated the Kelly Avenue system was not within the scope of the original project and asked the council if they wanted to consider making the Kelly Avenue system within the study area.

Mayor Spahr thought the council was already aware of the problems in the Kelly Avenue system and the study would include the whole area to see if water could be rerouted around the Kelly Avenue area.

Chris Cleveland indicated he was not certain if that would solve the problem, but the scope of the project that they agreed to was to look specifically at the 20th Street problem.

Jim Nichols added that when the project was initiated, it was based on particular individuals on 20th Street who were specifically having problems. He stated that the storm drainage study prepared several years ago recommended rerouting the system around the Kelly Avenue area, but it was believed that in doing that it would cause other problems downstream.

Chris Cleveland stated they are about halfway through the scope of the project and to include the additional areas it would cost about \$20,000 more.

Councilor Hatfield asked how much the city was paying for the current study.

Chris Cleveland stated that the cost was \$37,000.

Jim Nichols stated that the purpose of the presentation was for information only; staff was not asking for a decision today, but looking for feedback. A formal agreement would be presented at an upcoming council meeting if that was how the council wished to proceed.

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Dave Campbell suggested that for the council to make a good decision they should have more information about potential costs, what staff could do, and what the funding availability would be for expanding the scope of work.

Mayor Spahr asked if any of the information within the storm drainage study was good.

Jim Nichols indicated that Brown and Caldwell has the study for reference and he was sure that there was some information that may still be valuable, but it is the same document that recommended rerouting the storm water downstream and could have potentially caused a problem which led to this point in the first place. He noted that he did not mean to imply that the original study was incorrect or bad, but it was ten years old and to try and rely on ten-year-old data is not in the best interests of the city.

Councilor Ketchum asked why expanding the project would cost \$20,000.

Chris Cleveland explained that if the project was expanded it would triple the size of the area. He stated they would have to identify how all the ditches and culverts are connected, elevations, slopes, etc., so that they can accurately develop the hydraulic model to route the drainage through.

Councilor Hatfield moved to direct Brown and Caldwell and city staff to review expanding the project to include the Kelly Avenue area and report back to the council on the costs for that and why it will cost that much. The motion was seconded by Councilor Pope and carried unanimously. Jim Nichols indicated that the information would be provided at the next council meeting.

e. **Budget Work Session.** Dave Campbell reminded the council about the budget work session scheduled for November 1, at 3:00 p.m.

f. **Sister City Delegation.** Councilor Ketchum reported that the Chehalis delegation that visited Inasa had a wonderful time and it was hard to come home. He stated he would present the gifts given to the city at the next council meeting. Mai Ling Slaughter, another member of the delegation, added that it was very interesting and she felt that Inasa was a very tight-knit community.

g. **Flood Project Executive Committee.** Councilor Galvin reported that of the \$1.1 million dollars that was funded, there is about \$400,000 to spend and things keep moving ahead. The Corps of Engineers is also pressing on.

Mayor Spahr stated that the Washington State Department of Transportation is waiting to see if I-695 passes.

h. **Chehalis Basin Partnership.** Mayor Spahr reported that the group held a meeting on October 22, to review several of the projects that are going on.

5. **Executive Session Pursuant to RCW 42.30.110(b) – Acquisition of Real Estate; 42.30.110(i) – Potential Litigation; and 42.30.110(g) – Performance of a Public Employee.** Mayor Spahr announced that the council would convene into executive session at 4:00 p.m. for 40 minutes and there would be no decisions following the executive session. Following conclusion of the executive session, Mayor Spahr reopened the regular meeting at 4:25 p.m.

6. **City Manager's Salary.** Councilor Hatfield moved that effective January 1, 2000, the city manager's salary be \$60,000 per year and that the position automatically participate in annual cost-of-living adjustments that are given. The motion was seconded by Councilor Pope.

Dave Campbell informed the council that his annual salary is already more than \$60,000 per year.

Following discussion clarifying the amount of the city manager's current salary, Councilor Hatfield withdrew his motion. He then moved that effective January 1, 2000, the city manager's salary be \$72,000 per year and that the position automatically participate in annual cost-of-living adjustments that are given. The motion was seconded by Councilor Pope and carried unanimously.

October 25, 1999

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

Mayor

Attest:

Deputy City Clerk

November 1, 1999

The Chehalis city council met in special session on Monday, November 1, 1999, in the Chehalis Activity Building. Mayor Bob Spahr called the meeting to order at 3:00 p.m. with the following council members present: Wayne Galvin, Bud Hatfield, Tony Ketchum, Dr. Isaac Pope, Bob Venemon, and Dave Zylstra. Staff present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director; Randy Hamilton, Chief of Police & Fire Services; Bill Hillier, City Attorney; David Kelly, Human Resources Director; Jim Nichols, Public Works Director; Joanne Schwartz, Community Services Director; John Barton, Water Superintendent; Jerry Boes, Deputy Chief for Fire Services; Dennis Dawes, Deputy Chief for Police Services; Sharon Ferrier, Community Services Office Manager; Becky Fox, Court Administrator; Mark Herren, Acting Street Superintendent; Barbara Lovelady, Fire Services Administrative Assistant; Bob Nacht, Community Development Manager; Andy Sennes, Property Manager; and Patrick Wiltzius, Wastewater Superintendent. Members of the news media in attendance included Mai Ling Slaughter of The Chronicle.

1. **1999 Budget Status Report.** Jo Ann Hakola reported on third quarter revenue and expenditure activities.

2. **Review of Recommended 2000 Annual Budget.** Dave Campbell provided an overview of the recommended 2000 annual budget, and each department head presented a brief report on their individual budgets.

Following conclusion of the work session, and there being no further business to come before the council, the meeting was adjourned at 5:10 p.m.

Mayor

Attest:

Deputy City Clerk

November 8, 1999

The Chehalis city council met in regular session on Monday, November 8, 1999, in the Chehalis city hall. Mayor Bob Spahr called the meeting to order at 3:00 p.m. with the following council members present: Wayne Galvin, Bud Hatfield, Tony Ketchum, Dr. Isaac Pope, Bob Venemon, and Dave Zylstra. Staff present included: Dave Campbell, City Manager; Randy Hamilton, Chief of Police & Fire Services; Bill Hillier, City Attorney; David Kelly, Human Resources Director; Jim Nichols, Public Works Director; Joanne Schwartz, Community Services Director; John Barton, Water Superintendent; Jerry Boes, Deputy Chief for Fire Services; Dennis Dawes, Deputy Chief for Police Services; Peggy Morant, Assistant Finance Director; Bob Nacht, Community Development Manager; Ron Parkhill, Acting Street Superintendent; Andy Sennes, Property Manager; Patrick Wiltzius, Wastewater Superintendent; and Caryn Foley, Deputy City Clerk. Members of the news media in attendance included Mai Ling Slaughter of The Chronicle.

1. **Employee Service Award**. Mayor Spahr recognized Mark DeHaven, public works equipment operator, for 10 years of service.
2. **Consent Calendar**. Councilor Hatfield moved to approve the consent calendar comprised of the following items:
 - a. Minutes of the regular city council meeting of October 25 and special meeting of November 1, 1999;
 - b. October 28, 1999, Claims Vouchers No. 50822 – 50919 in the amount of \$143,320.06; October 29, 1999, Payroll Vouchers No. 12616 – 12747 in the amount of \$415,690.26; and Transfer Voucher No. 1460 in the amount of \$1,319.27; and
 - c. Re-appointments of Crystal Partee (Ingalls) and Vern Schmidt to the sister city committee to terms expiring September 30, 2002.

The motion was seconded by Councilor Zylstra and carried unanimously.

3. **Public Hearing – 2000 Recommended Budget**. Dave Campbell stated that the council held a work session on November 1 to review the recommended budget and to hear from staff about individual department activities, as well as different aspects of the budget that cross departmental lines. Mr. Campbell pointed out that the city has received information that throws the recommended budget out of balance. He explained that about three months ago the firm providing janitorial services to the city terminated its contract. The city went out to bid and the lowest responsible bid was about \$20,000 more than what was budgeted for next year. He stated that staff did not have any recommendations today, but information would be provided at the next council meeting.

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

Wes Kerner, 525 NW Pennsylvania Avenue, Chehalis, addressed the council about the proposed increase in property taxes. He stated that the overwhelming approval of I-695 should have sent a signal to everyone that it was more than just license tabs – people's pocketbooks are drained from all the little tax increases. He encouraged the council to look deep in the city's workings to see where cuts could be made to services, to look at privatizing services, or look for volunteers. He felt increasing taxes should be the last thing the council considers doing.

There being no other public comment, Mayor Spahr closed the public hearing and reopened the regular meeting at 3:08 p.m.

Mayor Spahr stated the city has been very prudent when it comes to increasing taxes, and, in fact, the city has been criticized for not increasing taxes. He provided information on three homes within the city relating to individual property taxes from 1995 to 1999, noting that taxes have actually gone down. He felt the city had been very responsible in taxing, and indicated that his point was that when you have been as prudent as the city has and then you are hit with the possibility of a \$170,000 decrease in taxes, you have to protect your services. He indicated that taxes will be going up about \$0.45 for every \$1,000 of assessed valuation. He stated that Chehalis is

having to look hard at increasing property taxes for about the third time in fourteen years, but he noted that the city is mandated to do certain things.

November 8, 1999

Councilor Hatfield added that in the last five years the city has increased the number of full-time equivalents (FTEs) from 100 to 102 which is an average of 0.40% FTEs per year over the last five years. In that same time frame the budget has increased 6% which is an average of 1.2% per year which does not even equal the annual inflation rate of about 3%. He reiterated that the city has been a very prudent manager of the public trust and public funds, and has not been a runaway wild spending group of people. He felt the action the council was taking to increase taxes was certainly prudent and well within reason.

Mayor Spahr stated that he appreciated Mr. Kerner's comments.

Mr. Kerner indicated that he was just concerned about taxation and he wanted to express those concerns.

Mayor Spahr stated that a newspaper article indicated that the city threatened people with a tax hike if they voted for I-695 and he indicated that was not true. He explained that the city is mandated to do certain things and he acknowledged that there were services that could be cut, but those were things like the swimming pool, parks, the organic yardwaste site, etc., that benefit the people.

4. **Citizens Business – Civil Air Patrol.** Mr. Steve Carmick, 122 S. Market Boulevard, Chehalis, addressed the council about the Civil Air Patrol (CAP) and a problem they have recently come up against. He explained that CAP cadets completely rebuilt a 4-wheel drive suburban vehicle that was put on a long-term, non-cancelable lease with Lewis County, and that that was their only transportation. He stated however, that Lewis County has canceled the agreement. Two cadets were also in attendance and gave testimony as to the importance of the vehicle to their organization. Mr. Carmick indicated that they were not asking for any money from the city. He stated that the vehicle is probably driven about 5000 miles per year and only by selected adults with good driving records. Mr. Carmick indicated that Randy Hamilton proposed that the city accept the donation of the vehicle from Lewis County to be added to the city fleet, maintained at CAP expense, provided with liability coverage only, and driven only on CAP business.

Mayor Spahr asked Mr. Carmick if it was correct that when the CAP goes on a mission they are covered under federal insurance.

Mr. Carmick indicated that was correct. He explained the two types of missions and how they are insured. He stated the only time the CAP would use city coverage was when cadets were being transported for training or drills purposes. Mr. Carmick also noted that it would not be used as an emergency vehicle.

Councilor Galvin asked about coverage on the CAPs utility trailer.

Mr. Carmick stated that the city's automobile policy automatically provides coverage at no additional charge for utility trailers.

Councilor Pope asked what the CAP's status was.

Mr. Carmick stated that the CAP is a federally chartered not-for-profit corporation, and also an auxiliary of the United States Air Force.

Councilor Pope stated he did not understand why the CAP could not accept the vehicle and insure it themselves.

Mr. Carmick explained that the CAP is a military-type organization and receives all of the blessings and negatives it brings with it and one of the rules sets an absolute limit of 11 vehicles in Washington State. He stated

that he has tried to change that, but to no avail. He added that \$1 million coverage on the vehicle would cost the CAP about \$3,000 and they do not have that kind of money.

Bill Hillier stated that he would like more time to review the CAPs request.

Councilor Hatfield asked if they had approached any other entity.

Mr. Carmick indicated that they had not.

November 8, 1999

5. **Resolution No. 10-99, First Reading – Adopting by Reference the Chehalis Community Rating System Repetitive Loss Plan.** Dave Campbell stated the community rating system was connected with the national flood insurance program that the city participates in. In order to be part of the system the city must adopt a repetitive loss plan that covers properties that have flooded and submitted claims for reimbursement for flood insurance at least twice.

Bob Nacht explained that the community rating system (CRS) was a program by which the city becomes eligible for reduction in flood insurance premiums in flood-prone areas within the city. He indicated there were 18 activities the city could earn credit for, and one of those was the repetitive loss plan. Mr. Nacht stated there were a number of properties in the city that were developed prior to adoption of current flood damage regulations, but have been flooded on at least two occasions with flood loss damage to those properties. He stated that in order for the city to be eligible for the program, it must provide a statement on what the city will do with repetitive flood loss properties. He explained that in 1993 the plan established certain criteria, and in 1998 the program requirements were changed so the city's current plan no longer satisfied the required criteria. The resolution contained in the agenda report adopts an updated plan. Mr. Nacht noted that some of the repetitive loss properties have either been protected or demolished, but there were also a few more repetitive loss properties as a result of the 1996 flood. He stated the draft plan was mailed to all repetitive loss properties listed in the plan and they have been invited to comment on it. He stated that today's presentation was a requirement of the plan, although it was not a public hearing. Mr. Nacht added that there would probably be a number of amendments on second reading.

Councilor Ketchum asked if the plan recommended that people do certain things to help them not flood.

Bob Nacht indicated that it did to some degree. The program requires the city to identify what might be done to eliminate flooding or reduce losses from flooding. It is not necessarily a recommendation, but it identifies what might be done.

Councilor Ketchum asked if people can keep getting reimbursed for flood damage if they choose not to follow the recommendations.

Bob Nacht stated that FEMA may change their rules relating to disaster relief to provide that if you are a repetitive flood loss property and you don't have flood insurance and you haven't done anything to protect yourself after the second time, you may not be eligible for disaster relief.

Councilor Hatfield moved to adopt Resolution No. 10-99 on first reading. The motion was seconded by Councilor Zylstra.

Mayor Spahr asked if anyone from the audience wished to speak to the issue, and there being no response, the motion carried unanimously.

6. **Engineering Services Agreement with Gibbs & Olson in an Amount Not to Exceed \$19,900 Plus Tax for a Sewer Interceptor Capacity Study, and Purchase of Flow Monitors and Services from ADS Environmental Services in an Amount Not to Exceed \$25,485 Plus Tax.** Dave Campbell stated the draft general sewer plan indicated through computer modeling that the sewer interceptor south of Chehalis that serves the industrial park, Port of Chehalis, Napavine, and Lewis County Sewer District may be at capacity during peak flows.

Patrick Wiltzius indicated that numerous alternatives were looked at and staff strove to keep the cost as low as possible. He stated that staff was recommending the lowest cost option, but he noted that it would only provide data on the total number of ERUs and would not provide flow data for each entity. The study would basically say that there was so much water in the interceptor and how much capacity was left. The option provides for the purchase of two flow monitors, and training on how to use them and the special flow monitoring software. He noted that the city will own the flow monitors and will be able use them in the future.

Councilor Hatfield asked if the recommended option would provide data relating to the concerns of the entities as far as determining how many ERUs are available.

Patrick Wiltzius indicated that it would. The agreement with Gibbs & Olson would 1) determine the number of ERUs currently using the system based on actual flow data; 2) estimate the amount of infiltration and November 8, 1999

inflow that enters the interceptor; and 3) estimate how much capacity, if any, is still available in the interceptor. He pointed out that the study will probably be completed around August or September, 2000 because data must be collected during both the dry and wet weather.

Councilor Hatfield moved to authorize the city manager to sign an agreement with Gibbs & Olson for engineering services not to exceed \$19,900 plus tax, and for the purchase of flow monitors and services from ADS Environmental Services in an amount not to exceed \$25,485 plus tax. The motion was seconded by Councilor Ketchum and carried unanimously.

7. **Staff and City Council Reports.**

a. **Presentation of Gift from Inasa.** Councilor Ketchum presented the gift given to the city by its sister city of Inasa, Japan. The display depicted a Japanese emperor and empress celebrating a tea ceremony.

b. **Water Issues.** Mayor Spahr stated that he was looking at an old newspaper from August 20, 1963, and one of the headlines read, "Chehalis City Heads Ponder Water Problem." He noted that some things never change. Mayor Spahr added that the article also talked about the fact that the city had water rights on the Cowlitz River for 32,000,000 gallons of water per day.

8. **Executive Session Pursuant to RCW 42.30.110(b) – Acquisition of Real Estate; and 42.30.140(4) – Collective Bargaining.** Mayor Spahr announced that the council would convene into executive session at 3:55 p.m.

Following conclusion of the executive session, Mayor Spahr reopened the regular meeting at 4:00 p.m.

9. **St. Helens Inn.** Councilor Hatfield extended kudos to the community services department staff involved in rectifying complaints and violations against the St. Helens Inn and its owner Don Portnoy.

10. **Meeting with Representative Karen Fraser.** Mayor Spahr noted that a meeting was set for December 9, to meet with Karen Fraser, head of the water quality committee, and staff to discuss problems the city has experienced with DOE relating to its TMDL.

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

Mayor

Attest:

Deputy City Clerk

November 22, 1999

The Chehalis city council met in regular session on Monday, November 22, 1999, in the Chehalis city hall. Mayor Bob Spahr called the meeting to order at 3:00 p.m. with the following council members present: Wayne Galvin, Bud Hatfield, Tony Ketchum, Bob Venemon, and Dave Zylstra. Councilor Isaac Pope was absent. Staff present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director; Randy Hamilton, Chief of Police & Fire Services; Bill Hillier, City Attorney; David Kelly, Human Resources Director; Jim Nichols, Public Works Director; Joanne Schwartz, Community Services Director; John Barton, Water Superintendent; Jerry Boes, Deputy Chief for Fire Services; Dennis Dawes, Deputy Chief for Police Services; Becky Fox, Court Administrator; Bob Nacht, Community Development Manager; Andy Sennes, Property Manager; Patrick Wiltzius, Wastewater Superintendent; and Caryn Foley, Deputy City Clerk. Members of the news media in attendance included Mai Ling Slaughter of The Chronicle.

1. **Proclamations/Presentations.**

a. Mayor Spahr recognized Ron Moeller, lead wastewater treatment plant operator, for 10 years of service.

b. A Water Environment Federation Safety Award plaque was presented to the wastewater treatment plant staff. The award recognized success in safety programs at wastewater facilities. Patrick Wiltzius and Ron Moeller reported that staff worked 14,684 hours during 1998 without a time-loss accident to earn the award.

c. Doug Blair, Yakima County Sheriff and president of the Washington Association of Sheriffs and Police Chiefs, presented the police services division a plaque for earning accreditation. Staff from the police services division that were in attendance and recognized by Randy Hamilton for their efforts in receiving accreditation included, Sergeant Steve Birley, Deputy Chief Dennis Dawes, Officer Stacy Denham, Administrative Assistant Sharon Douglas, Officer Jeff Elder, Departmental Assistant Susan Folger, Departmental Assistant Teresa Gunn, Sergeant Randy Kaut, and Officer Rick McNamara.

d. Randy Hamilton, Jerry Boes, and Captain Steve Gunsolley presented 11-year-old Bonnie Hudson with a police & fire services citizen's award. Steve Gunsolley explained that Bonnie alerted the residents and manager of the apartment complex where she lived that there was a fire in one of the apartments. He stated that she was an exceptional young lady and her actions saved considerable property damage and possible loss of life.

e. Captain Brian Slater stated that a program was started three years ago to provide a smoke detector to all Chehalis 3rd graders, and a new battery to all 4th grade students. He indicated it would not be possible without the support of sponsors, and he presented certificates of appreciation to representatives of local businesses including, V.R. Lee Insurance, Tires, Inc., Fuller Market Basket, Uhlmann Motors, and Waldock's Hardware.

f. Mayor Spahr read and presented a proclamation to Bob Venemon, a.k.a. Santa Claus, in recognition and appreciation of 50 years as Santa. Bob received a much-deserved standing ovation. In addition, Councilor Hatfield presented Bob with roses for him and his wife, Joyce, in honor of their 50th wedding anniversary.

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

- a. Minutes of the regular city council meeting of November 8, 1999;
- b. November 15, 1999, Claims Vouchers No. 50920 – 51084 in the amount of \$162,954.94;
- c. Re-appointments of Larry Cook and John Mosier to the parking commission to terms expiring December 31, 2003; and
- d. Agreement for assignment of annexation agreements to the city of Napavine.

The motion was seconded by Councilor Zylstra and carried unanimously.

3. **Resolution No. 10-99, Second Reading – Adopting by Reference the Chehalis Community Rating System Repetitive Loss Plan.** Dave Campbell stated the repetitive loss plan was an important required piece of the community rating system process in trying to get lower insurance rates for flood-prone properties. November 22, 1999

Bob Nacht indicated that after the presentation at the last council meeting he met with Rick Hamilton, one of the repetitive loss property owners, about the plan, but he had no specific recommendations or comments on it. He added that there had been some minor alterations to the plan since first reading.

Councilor Hatfield moved to adopt Resolution No. 10-99 on second and final reading. The motion was seconded by Councilor Galvin and carried unanimously.

4. **Amendment 1 for Engineering Services with Brown and Caldwell in an Amount Not to Exceed \$18,370.22 for the SW 20th Street Drainage Improvement Project.** Dave Campbell stated that last month the council heard a project status report from Brown and Caldwell Engineers at which time it was recommended that the scope of the project be extended to include the basin in the Kelly Avenue area.

Jim Nichols added that the reason for expanding the scope of the project was because whatever solutions were suggested for the 20th Street sub-basin would have an impact on the Kelly Avenue sub-basin. He reminded the council that the project was strictly an analysis and did not provide for design or construction.

Councilor Hatfield moved to accept amendment 1 for engineering services with Brown and Caldwell in an amount not to exceed \$18,370.22, and approval of an amendment to the 2000 budget because of the anticipated timing of the work to be done. The motion was seconded by Councilor Zylstra.

Mayor Spahr noted that the city is spending a lot of money on analysis, design, etc., and he asked if something would actually come out of it.

Jim Nichols stated that recommendations from the analysis would lead to design. He explained that if a project began with design you wouldn't know what you were designing or what it would correct. An analysis provides the logical steps for design so a problem can be identified. He added that the analysis would not give the city a set of plans to work from, but it would provide specific reports for both of the sub-basins and a model that could be carried out to any other part of the city with some adjustments. Mr. Nichols explained that Brown and Caldwell would provide recommendations on how to proceed in solving the flooding issues that exist in the two sub-basins and if the city agrees with the recommendations, an engineer would be hired for the design phase.

Mayor Spahr asked if the analysis would compliment the storm drainage study done 10 years ago.

Jim Nichols indicated the analysis would supplement the study. He stated the study was accurate for what existed 10 years ago, but things have changed. He added that the reason the project came up in the first place was because recommendations in the study caused concern that water would have been directed downstream to an already known problem area.

Mayor Spahr asked at what point in time actual costs for construction could be discussed.

Jim Nichols stated that as part of their report, Brown and Caldwell could give some estimate of what costs could be expected, but until you actually perform the design you cannot give hard numbers.

Mayor Spahr asked if funding for the project would come from the storm water utility.

Dave Campbell indicated that that was correct.

5. **Civil Air Patrol Vehicle.** Dave Campbell stated that the issue was a follow-up report from a request made earlier in the month to have the city assume ownership of a vehicle now operated by the Civil Air Patrol (CAP) squadron. He reported that the council requested the issue to be reviewed by the city attorney and the city's

insurance authority, and he indicated that the information was included in the agenda report. He stated that his recommendation was still that the city not accept the vehicle because of the precedent it might set in regard to other organizations that might ask the city to insure their property or vehicles.

Councilor Hatfield stated that he initially agreed with the city manager, but after further consideration and review he had changed his mind. He did not believe there would be any legal precedent and the city could review

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like requests on individual merit. He stated that the CAP has never had a claim against their insurance during the time that the vehicle has been owned by Lewis County. Councilor Hatfield also noted that the CAP provides excellent community service and is an outstanding program for people interested in the Air Force. He asked if any people from this wing had graduated from the Air Force academy.

Steve Carmick reported that the Fire Mountain Squadron has eight people from Lewis County who have graduated from either the Air Force academy, West Point, Virginia Military academy, or other service academies. He stated his squadron has the highest number of academy appointments of any CAP unit in Washington.

Councilor Hatfield moved that the city assume ownership of the CAP vehicle with the following conditions: 1) an agreement requiring the CAP to pay for the vehicle's insurance premium costs; 2) a requirement for regular inspections and maintenance that similar existing city vehicles undergo; 3) the availability of the vehicle for city use upon reasonable notice; and 4) that the CAP provide complimentary janitorial services at the Scout Lodge (where they now meet and store equipment). The motion was seconded by Councilor Galvin.

Randy Hamilton requested that the vehicle be placed under the police & fire services department.

Steve Carmick stated he had talked to Andy Sennes about the janitorial services and the CAP would be happy to work on specific projects. He explained that the janitorial service contract calls for cleaning the Scout Lodge three nights a week between the hours of 10:00 p.m. and 6:00 a.m. and that is not feasible for the cadets to work those hours.

Councilor Hatfield moved that condition No. 4 be revised to provide that the CAP perform specific services per city request. The motion was seconded by Councilor Galvin and carried unanimously.

6. **Provision of Utility Services to Steven Bergstrom.** Dave Campbell stated that the GMA committee met with Steven Bergstrom recently regarding several issues. One issue was a request from Mr. Bergstrom to extend the deadline for final payment of the remaining 85 out of 200 ERUs of wastewater capacity that was originally allocated to him. The second issue was to continue working with Mr. Bergstrom on a potential development agreement for increasing sewer capacity in the southern end of Chehalis by extending a parallel interceptor sewer line to that area.

Mr. Campbell reported that the GMA committee recommended that the payment deadline be extended from December 1, 1999 to December 1, 2000 with a \$100,000 payment required by July 1, 2000 at the price reflecting the then-current price for the ERUs.

He indicated that at that time the GMA committee also wanted to continue talking about the development agreement with Mr. Bergstrom for an interceptor for additional sewer capacity south of town. Staff was going to further investigate what kind of language would be appropriate in the agreement following up on an agreement that was not adopted earlier in the year. He explained that since then, the city attorney learned there had been a claim filed in Lewis County Superior Court regarding ownership status of the subdivision (Holloway Springs) that is being developed. Mr. Campbell indicated that that causes problems as to whether or not the city is working with the right person or people on the development agreement. He recommended that the city not pursue working on the development agreement until the issue is resolved.

Councilor Hatfield moved to approve extending the purchase due date for the remaining 85 ERUs from December 1, 1999 to December 1, 2000 and requiring a \$100,000 good-faith payment on or before July 1, 2000

reflecting the current price of the ERUs at that time. The motion was seconded by Councilor Zylstra and carried unanimously.

7. **Award bid for Janitorial Service to Morningside Industries in the Amount of \$53,266.90.** Dave Campbell reported the low bid for janitorial service was about \$20,000 more than the city had been paying prior to the last contract being terminated, and more than what was included in the 2000 budget. He stated that a staff report from Andy Sennes was also included in the agenda. Mr. Campbell indicated that after reviewing all options, his recommendation was to eliminate \$18,000 budgeted for outside negotiating expertise for the upcoming cable television franchise renewal negotiations.

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Councilor Galvin moved to award the bid to Morningside Industries for janitorial services in the amount of \$53,266.90 and to amend the 2000 budget by eliminating \$18,000 included for cable television franchise consulting. The motion was seconded by Councilor Ketchum.

Councilor Hatfield stated he would vote against the motion because he felt it was foolish not to use someone familiar with cable television franchise negotiations.

Councilor Galvin asked if there were any other alternatives.

Dave Campbell indicated the council could reduce the ending fund balance, reduce/cut other services, or ask staff to incorporate janitorial duties into their regular duties.

Mayor Spahr asked how complicated it was that the city needed outside expertise.

Dave Campbell stated it was basically something that he, the city attorney, or other staff had done before.

Bill Hillier added that if there was a concern it would relate to what technology is out there and available that staff is not aware of, but someone that does this on a regular basis would know. He stated that staff has taken steps to acquire model franchises.

Councilor Galvin asked if the expertise was legal or technical.

Bill Hillier indicated it was a combination of both.

Councilor Hatfield stated the council needed to remember that when the cable company comes to negotiate that is what they do, whereas, the city's attorney deals with all kinds of areas of the law, and does not specialize in this type of issue. He felt the city owed it to the citizenry to make the new franchise agreement as bulletproof as it could be.

Councilor Zylstra asked where the \$18,000 figure came from.

Dave Campbell indicated a quote was received from a consultant for about twice that amount and staff thought that maybe they could get by with less, so it was basically an estimate.

Councilor Galvin withdrew his motion and Councilor Ketchum withdrew his second to the motion.

Councilor Hatfield moved to award the bid to Morningside Industries for janitorial services in the amount of \$53,266.90. The motion was seconded by Councilor Galvin and carried unanimously.

8. **Ordinance No. 659-B, First Reading – Determining and Fixing the Amount of Revenue to be Raised by Ad Valorem Taxes.**

9. **Ordinance No. 660-B, First Reading – Stating the Dollar Amount and Percentage of Change for a Property Tax Increase.**

10. **Ordinance No. 661-B, First Reading – Adopting the 2000 Budget.**

Dave Campbell stated that Ordinance Nos. 659-B, 660-B, and 661-B all related to adoption of the 2000 budget, and were being presented for first reading. He indicated that there would be a request later in the meeting for the council to hold a special meeting on November 29 for second and final reading of the ordinances.

Councilor Hatfield moved to pass Ordinance Nos. 659-B, 660-B, and 661-B on first readings with an effective date of December 7, 1999. The motion was seconded by Councilor Ketchum and carried unanimously.

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11. **Staff and City Council Reports.**

a. **Special Council Meeting on November 29.** Councilor Zylstra moved that the council hold a special meeting on November 29 at 3:00 p.m. The motion was seconded by Councilor Ketchum and carried unanimously.

b. **Grant Award.** Dave Campbell reported that the Interagency Coordinating Council (IACC) approved the \$75,000 grant for the continued renovation/redevelopment of Recreation Park.

Andy Sennes added that volunteers involved with the project were very excited and ready to keep going on the project.

Joanne Schwartz stated that it would not have happened without the help of Dave Spogen who worked many hours on the grant application.

c. **WTTRB Loan.** Dave Campbell also reported that the city received written confirmation from the state that an application for a 2% loan for up to \$900,000 for the water treatment residuals retention basin (WTTRB) had been approved.

d. **Downtown Christmas Decorations.** Mayor Spahr noted that the downtown Christmas decorations look good and thanked Bob Nacht and Doug Fletcher for their work.

Bob Nacht acknowledged the support of National Frozen Foods for supplying forklifts and crews for the project, and the public works and police departments.

12. **Executive Session Pursuant to RCW 42.30.110(b) – Acquisition of Real Estate; and 42.30.110(i) – Litigation.** Mayor Spahr announced that the council would convene into executive session at 4:10 p.m. for about 20 minutes and no decisions would be made following the executive session. Following conclusion of the executive session, Mayor Spahr reopened the regular meeting at 4:25 p.m., and there being no further business to come before the council, the meeting was immediately adjourned.

Mayor

Attest:

Deputy City Clerk

November 29, 1999

The Chehalis city council met in special session on Monday, November 29, 1999, in the Chehalis city hall. Mayor Bob Spahr called the meeting to order at 3:00 p.m. with the following council members present: Wayne Galvin, Bud Hatfield, Tony Ketchum, Bob Venemon, and Dave Zylstra. Councilor Isaac Pope arrived at 3:10 p.m. Staff present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director; Randy Hamilton, Chief of Police & Fire Services; Bill Hillier, City Attorney; David Kelly, Human Resources Director; Jim Nichols, Public Works Director; Joanne Schwartz, Community Services Director; John Barton, Water Superintendent; Jerry Boes, Deputy Chief for Fire Services; Dennis Dawes, Deputy Chief for Police Services; Sharon Ferrier, Community Services Office Manager; Becky Fox, Court Administrator; Mark Herren, Acting Street Superintendent; Andy Sennes, Property Manager; Lilly Wall, Recreation Manager; Patrick Wiltzius, Wastewater Superintendent; and Caryn Foley, Deputy City Clerk. Members of the news media in attendance included Mai Ling Slaughter of The Chronicle.

1. Ordinance No. 659-B, Second Reading – Determining and Fixing the Amount of Revenue to be Raised by Ad Valorem Taxes.

2. Ordinance No. 660-B, Second Reading – Stating the Dollar Amount and Percentage of Change for a Property Tax Increase.

3. Ordinance No. 661-B, Second Reading – Adopting the 2000 Budget. Dave Campbell indicated that all three of the ordinances pertain to adoption of the 2000 budget.

Councilor Hatfield moved to pass Ordinance Nos. 659-B, 660-B, and 661-B on second and final readings with an effective date of December 7, 1999. The motion was seconded by Councilor Zylstra and carried unanimously.

Councilor Zylstra moved to amend Ordinance No. 661-B to reflect that the finance director position remain unfilled for 4 months to accrue the \$20,000 needed for janitorial services. The motion was seconded by Councilor Galvin.

Mayor Spahr asked if that was something that needed to be done with a motion.

Dave Campbell informed the council that they didn't have to, but it would provide direction to staff and information to the public.

Councilor Hatfield thought it was a policy decision of the city manager and he asked that Councilors Zylstra and Galvin withdraw their motions and make a new motion that the \$20,000 for janitorial services not be funded through the ending fund balance.

Councilor Zylstra stated that his motion stood. The motion to amend the main motion carried by a vote of 5 ayes and 1 nay. Councilor Hatfield cast the dissenting vote.

Councilor Hatfield moved to amend the main motion by amending Ordinance No. 661-B to allocate \$500 from the general fund to the Chehalis Community Marketing Committee specifically for use in the continued upkeep, repair, etc., of the Christmas decorations.

Councilor Ketchum thought that the committee was already receiving funding from the espresso stand located on city property.

Joanne Schwartz explained that the \$2,400 the city receives each year was for anything to do with holiday decorations.

Councilor Hatfield withdrew his motion. He then moved to amend the main motion to allocate \$500 from the general fund to the Chehalis Community Marketing Committee to be used in any way they see fit for expenses incurred during the holiday season. The motion was seconded by Councilor Venemon.

Mayor Spahr asked if it would be better to take the money from the tourism fund.

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Councilor Hatfield stated that in order to do that, the tourism fund committee would have to meet and approve it, and then bring it back to the council for approval. He indicated by that time the 2000 budget would already be in effect.

Councilor Galvin thought the council could amend the tourism fund as they see fit without going back to the tourism committee. He asked Councilor Hatfield how he came up with \$500.

Councilor Hatfield indicated that \$500 had already been allocated from the tourism fund and an additional \$500 would make it an even \$1,000 to provide a little more flexibility.

Mayor Spahr asked if the council could allocate money from the general fund like that.

Bill Hillier indicated that the council had full control of the budget.

The amendment to the main motion was seconded by Councilor Zylstra and carried unanimously. The main motion, as amended twice, carried unanimously.

4. **Ordinance No. 662-B, First Reading – Amending the 1999 Budget**. Dave Campbell stated that the council had previously authorized changes and amendments in the 1999 budget during the year.

Councilor Zylstra moved to pass Ordinance No. 662-B on first reading. The motion was seconded by Councilor Ketchum and carried unanimously.

5. **Y2K Preparation Update**. Jo Ann Hakola indicated that the city had been preparing for Y2K for almost three years. She stated that an outside analysis was completed and staff had reviewed sources from other agencies. Letters were sent to all vendors asking them if they would be able to continue providing their services or supplies, and they all responded in the affirmative. Ms. Hakola informed the council that news releases and brochures had been made available, and generators were tested. She felt the city was as ready as it could be. In addition, the emergency operations center would be staffed, there would be double-coverage in the public safety departments, and employees in other departments would be placed on-call.

Mayor Spahr asked Ms. Hakola if she had any idea how much all this was costing.

Jo Ann Hakola estimated that the new computer upgrades and programs, and generators probably added up to about \$350,000, but she added that it was good for the city generally to be prepared for other emergencies or events.

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

Mayor

Attest:

Deputy City Clerk

December 13, 1999

The Chehalis city council met in regular session on Monday, December 13, 1999, in the Chehalis city hall. Mayor Bob Spahr called the meeting to order at 3:00 p.m. with the following council members present: Wayne Galvin, Bud Hatfield, Tony Ketchum, Dr. Isaac Pope, Bob Venemon, and Dave Zylstra. Staff present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director; Randy Hamilton, Chief of Police & Fire Services; Bill Hillier, City Attorney; David Kelly, Human Resources Director; Jim Nichols, Public Works Director; John Barton, Water Superintendent; Jerry Boes, Deputy Chief for Fire Services; Dennis Dawes, Deputy Chief for Police Services; Becky Fox, Court Administrator; Mark Herren, Acting Street Superintendent; Bob Nacht, Community Development Manager; Andy Sennes, Property Manager; Patrick Wiltzius, Wastewater Superintendent; and Caryn Foley, Deputy City Clerk. Members of the news media in attendance included Mai Ling Slaughter of The Chronicle.

1. **Proclamations/Presentations.**

a. Mayor Spahr and Jerry Boes presented a certificate of appreciation to the Chehalis firefighters for their participation in the 4th grade smoke detector program. Captain Rob Gebhart accepted the certificate on behalf of the firefighters.

b. Municipal Court Judge Steven Buzzard administered the oaths of office to the following re-elected council members: Wayne Galvin, District 2; Tony Ketchum, District 3; Dr. Isaac Pope, District 4; and Bob Venemon, District 1.

c. Brian Hickey was sworn-in by Randy Hamilton as the newest Chehalis police officer. Chief Hamilton reported that Officer Hickey would be leaving for the academy on December 15 for the next twelve weeks.

c. Dwight Butt, executive director of the Southwest Washington Fairgrounds Public Development Authority (PDA) showed a video and provided information on what has taken place over the last year since the creation of the PDA. The video identified the conditions of the existing facilities and reasons why the PDA was trying to get a new facility. Mr. Butt stated that the Southwest Washington Fair and the Spring Youth Fair both make money, or at least break even. In order to save those two events, the county commissioners chose to split the fair from the operation of the fairgrounds, and place the operation of the fairgrounds in the hands of the PDA. He explained that the fairground loses about \$310,000 every year. The PDA attempted to put together a plan that would allow for private investors to build a new facility whereby the operation and profit/loss would not be put on the taxpayers. He stated that the PDA currently has five proposals from private investors for the construction of a new facility, including an exhibition center, RV park, and amusement park, and he believed that by early February the PDA would be under contract with one of them.

Mayor Spahr asked if the fairgrounds would lease the facility to the fair since the two had been separated, and if the lease amount would be increased after the buildings were constructed.

Mr. Butt indicated he did not know, because there would be a new facility along with the old facility, so the fair board would have to decide whether to continue to have the fair at the old site or go to the new site.

Councilor Pope congratulated Mr. Butt and the work of the PDA, and hoped that the project went forward.

Mr. Butt stated that a tremendous amount of research and data collection went in to putting the plan together and marketing it to potential developers. He stated that twelve plans were received in all and they were narrowed down to five and will probably be further narrowed down to three or four by next week.

Councilor Hatfield asked where the new facility would be located.

Mr. Butt stated that he could not disclose that information at this time because the cost of real estate would skyrocket, but he did indicate that it would be within Lewis County.

Mayor Spahr asked what would happen to the existing site.

Mr. Butt explained that the existing site could be used for several things. The fair board could decide that the fair should remain at the existing facility, it could be used for wetlands mitigation, or other future development.

December 13, 1999

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

a. Minutes of the regular city council meeting of November 22, 1999, and the special city council meeting of November 29, 1999;

b. November 29, 1999, Claims Vouchers No. 51085 – 51188 in the amount of \$123,482.22; November 30, 1999, Payroll Vouchers No. 12748 – 12881 in the amount of \$424,554.59; Transfer Voucher No. 1461 in the amount of \$15,743.11; and Transfer Voucher No. 1462 in the amount of \$2,391.81;

c. Re-appointment of Henry Kirk and appointment of Barb Laughton (replaced Brenda O'Connor) to the historic preservation commission for three-year terms expiring December 31, 2002; and

d. Re-appointment of Dennis Dawes and appointment of Mary Swafford to the Chehalis-Centralia airport board for six-year and two-year terms respectively expiring December 31, 2005, and December 31, 2001.

The motion was seconded by Councilor Zylstra.

Councilor Pope felt that six-year terms for airport board members was a long time.

Dave Campbell indicated that the length of terms is provided for in the intergovernmental agreement between Chehalis, Centralia, and Lewis County relating to the airport. The motion carried unanimously.

3. **Ordinance No. 662-B, Second Reading – Amending the 1999 Budget**. Councilor Zylstra moved to pass Ordinance No. 662-B on second and final reading. The motion was seconded by Councilor Hatfield and carried unanimously.

4. **Ordinance No. 663-B, First Reading – Establishing Hours for City Offices**. Dave Campbell stated that the city has an existing ordinance dating from 1951 regarding hours of operation for the city. He explained that for a long time the public works department has been operating on a different schedule.

Jim Nichols indicated that for the last twenty years the public works department has been operating from 8:00 a.m. to 4:30 p.m. with a half-hour lunch. The reason for that was to address safety issues associated with working in darkness during winter hours. He stated the hours the department is currently working do not comply with the existing ordinance, and the proposed ordinance will rectify the situation.

Councilor Hatfield moved to suspend the rules requiring two readings of an ordinance. The motion was seconded by Councilor Zylstra and carried unanimously. Councilor Hatfield then moved to pass Ordinance No. 663-B on first and final reading. The motion was seconded by Councilor Galvin and carried unanimously.

5. **Resolution No. 11-99, First Reading – Approving the 2000 Airport Budget**. John Alexander, chair of the airport board, and Dennis Dawes, one of the city's representatives on the airport board, presented information relating to the 2000 airport budget.

Councilor Pope asked what the salary was for the airport administrator.

Mr. Alexander stated that he wasn't sure because the salaries and wages for all airport employees were shown together.

Dennis Dawes thought the salary was about \$2,500 per month.

Councilor Pope asked Dave Campbell when he first saw the airport budget.

Dave Campbell indicated he received the budget last week, and it was presented to the county in October.

Councilor Pope asked why the budget was not given to Chehalis and Centralia at the same time it was given to Lewis County. He thought the three entities shared equally in ownership of the airport.

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Dennis Dawes stated he asked the same question and was told the budget discussion papers were faxed to all three entities at the same time as part of the airport board minutes.

Bill Hillier added that since the county controls the revenue side of the airport board's workings they get information in October so they can give back to the airport what the revenue generation is on the investments the county is handling. He stated a lot of the early contact with the county isn't necessarily for the operating expenditures of the board.

Councilor Hatfield requested that beginning with the next budget year, the city be provided with a copy of the discussion papers as soon as it becomes available.

Dennis Dawes assured the council that would happen.

Mayor Spahr noted that the resolution requires two readings and with the cancellation of the council's December 27 meeting, he asked if it would put the airport out of balance.

Bill Hillier indicated that it would, and he advised the council that budget issues need two readings during an open public meeting.

Following further discussion, Councilor Hatfield moved to suspend the rules requiring two readings of the resolution. The motion died for lack of a second. Councilor Hatfield then moved to adopt Resolution No. 11-99 on first reading. The motion was seconded by Councilor Zylstra and carried unanimously.

6. **Agreement with Lewis County Concerning Appraisal Services.** Dave Campbell informed the council that the agreement would provide for appraisal services on two buildings owned by Lewis County that the city may have an interest in acquiring, including the public services building and the Severns building. The agreement provides for separate bids for each building; that the city and county could each individually reject any or all bids; and that each entity share in the cost of the appraisals that do go forward in the process. Mr. Campbell indicated the Severns building was probably of less or no interest to the city.

Councilor Hatfield indicated he had no interest in the Severns building or participating in any cost associated with it. He stated he would like the agreement to read that the city would participate in the cost of sharing the appraisal of the public works building. The motion was seconded by Councilor Ketchum.

Dave Campbell thought that the way the agreement was written the city could simply contact the county and indicate it only wanted bids for the public services building. He did not believe the agreement obligated the city to get a bid on the Severns building.

Bill Hillier agreed with Mr. Campbell and indicated that as the city responds to the county with the executed agreement, it could note to the county that it chooses to reject all bids prior to solicitation with regards to the Severns building.

Councilor Hatfield moved to authorize the city manager to approve the agreement less any reference to the Severns building. The motion was seconded by Councilor Ketchum and carried unanimously.

7. Staff and City Council Reports.

a. **Status Report from Tractebel Power about Chehalis Generating Facility.** Dave Campbell indicated that Tom Schneider and Kevin Finan were in attendance to provide a status report on the project. Mr. Campbell stated the project started out as CRSS Power and Tractebel acquired it about three or four years ago.

Tom Schneider reported that changes have occurred since Tractebel received their permits in 1997, including new technology and improved market conditions that have helped the process to start moving again. He stated that another change included moving from a wet to a dry cooling process. They have also received board approval to begin the process of purchasing turbines and getting ready for construction. He indicated that major construction is scheduled to start in April 2001 and be operational in November 2003. Mr. Schneider stated that work was currently being done in regard to the permit modifications and operating agreements with the city/county.

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Councilor Zylstra asked what the noise level differences were between the wet and dry cooling processes.

Mr. Schneider indicated there were none; 50 decibels at Bishop Road was still the target, although that would take some extra work to achieve because the dry cooling fans are typically a little noisier than wet cooling fans.

Dave Campbell added that from the city's standpoint, there were two issues the city needed to work on with Tractebel, including the change from a wet to dry cooling system as it relates to public works issues, and annexation of the industrial park. Mr. Campbell stated that annexation was looked at about one-and-a-half years ago, but was not logical at that time. He indicated that staff would work with the council's GMA committee and industrial park tenants on annexation.

Councilor Pope wanted the public to be made aware that this was not the first time annexation of the industrial park was discussed.

b. **Council Goals Status Report.** Dave Campbell reported on activities that took place during the last quarter relating to the council's goals. Those goals highlighted included, improvement of the city's fire protection rating; implementation of the adopted water system plan; completion of the industrial park annexation study; pursuing a fire training facility; continuation of redevelopment of Recreation Park; promotion of the revitalization of downtown; potential for a council/management staff retreat; completion of overlays of State and Pacific Avenues; storm drainage improvements; and construction of a new wastewater treatment plant detention basin.

c. **Cancellation of Council Meeting on December 27.** Dave Campbell noted that the meeting would not be able to be cancelled in order to take action on Resolution No. 11-99 as discussed earlier in the meeting.

d. **Y2K Preparations Community Meeting on December 20.** Dave Campbell reported that the meeting was scheduled for December 20 at 7:00 p.m. at the V.R. Lee Community Building.

e. **Reception for Jo Ann Hakola.** Dave Campbell invited the council to a reception for Jo Ann Hakola on December 27 at 4:00 p.m. at city hall.

f. **Public Health Advisory Committee.** Councilor Pope reported that a re-appointment needed to be made to the committee and he did not wish to represent the city any longer.

g. **TMDL Meeting.** Mayor Spahr reported that a meeting was held with Senators Fraser and Swecker to discuss the TMDL and the process in which it was handled. He stated that DOE representatives were also in attendance. He noted that although it may not help the city at this point it may help other cities in the future because the city has changed the way DOE does business.

8. **Executive Session Pursuant to RCW 42.30.140(4) – Collective Bargaining.** Mayor Spahr announced that the council would convene into executive session at 4:05 p.m. for about 15 minutes and no decisions would be made following the executive session. Following conclusion of the executive session, Mayor Spahr reopened the regular meeting at 4:35 p.m., and there being no further business to come before the council, the meeting was immediately adjourned.

Mayor

Attest:

Deputy City Clerk

December 27, 1999

The Chehalis city council met in regular session on Monday, December 27, 1999, in the Chehalis city hall. Mayor Bob Spahr called the meeting to order at 3:00 p.m. with the following council members present: Wayne Galvin, Bud Hatfield, Tony Ketchum, Dr. Isaac Pope, and Dave Zylstra. Councilor Bob Venemon was absent. Staff present included: Dave Campbell, City Manager; Jo Ann Hakola, Finance Director; Randy Hamilton, Chief of Police & Fire Services; Bill Hillier, City Attorney; David Kelly, Human Resources Director; Jim Nichols, Public Works Director; Joanne Schwartz, Community Services Director; John Barton, Water Superintendent; Dennis Dawes, Deputy Chief for Police Services; Becky Fox, Court Administrator; Tim Grochowski, Street Superintendent; Peggy Morant, Assistant Finance Director; Bob Nacht, Community Development Manager; Andy Sennes, Property Manager; Patrick Wiltzius, Wastewater Superintendent; and Caryn Foley, Deputy City Clerk. Members of the news media in attendance included Mai Ling Slaughter of The Chronicle.

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

- a. Minutes of the regular city council meeting of December 13, 1999;
- b. December 15, 1999, Claims Vouchers No. 51189 – 51375 in the amount of \$207,958.36; and
- c. Re-appointment of Ed Stanton to the civil service commission for a six-year term expiring December 31, 2005.

The motion was seconded by Councilor Zylstra and carried unanimously.

2. **Proclamations/Presentations**.

- a. Bill Hillier administered the oath of office to Peggy Morant as acting city treasurer.

3. **Citizens Business – Parking Around St. Helens Apartments**. Jenean McBrearty, 440 N. Market Blvd. #207, addressed the council about parking problems around the St. Helens apartments. She stated she was an apartment resident and expressed concern that, although the residents pay rent, they have no place to park. She indicated there was a parking lot up the street, but if one had groceries or laundry it is very difficult for them to load/unload their vehicle. She cited one instance when she left around 8:05 a.m., came back about 2:00 p.m., went up to her apartment for 20 minutes, came back to her car, and found two overtime parking tickets; one for the morning and the other for the afternoon. Ms. McBrearty stated she was challenging the tickets through the courts because she was not in the space over two hours. She indicated the problem was becoming extremely inconvenient.

Ms. McBrearty offered several solutions, including 1) registering license plate numbers with the parking enforcement officer to identify apartment residents; 2) releasing some parking spaces in front of and along the side of the apartments for residents and issuing special stickers for those vehicles to identify them as belonging to residents; 3) freeing up spaces in city lots for the residents; and 4) issuing vouchers for parking tickets that are received by the residents. She added that parking was a very important problem for the residents of the St. Helens apartments and would appreciate any consideration the council could give.

Mayor Spahr asked if there were any available spaces in the parking lot located across the street from DeVaul Publishing on Washington Avenue.

Dennis Dawes indicated that it was usually full.

Mayor Spahr indicated parking had always been a problem, as it probably was in every other community. He stated the reason the city could not give the residents a sticker to park on the street was because there were too many units and it would fill the street, and that was not what the city wanted to do. He stated the downtown merchants would then want the same benefit, and the whole point of parking enforcement was to avoid all-day

parking. Mayor Spahr indicated that he expressed concern when the computer was purchased a few years ago about receiving tickets for overtime parking when a vehicle had not been in a space for more than two hours. He asked Dennis Dawes how often that was happening.

Dennis Dawes indicated he did not know. He stated that many alternatives were looked at, but the message received from the city was to enforce the ordinance as it was.

December 27, 1999

Mayor Spahr asked Ms. McBrearty if a loading zone would help.

Ms. McBrearty indicated it was her understanding that loading zones had a twenty-minute time limit, and sometimes more time is needed, so she didn't know if that would really help.

Randy Hamilton pointed out that parking enforcement was only done between 8:00 a.m. and 5:00 p.m. He indicated residents could purchase a lot parking permit for \$7.50 per month, which is half of the normal rate. He also informed Ms. McBrearty that there was four-hour parking on Whitworth Way and Prindle Street.

Ms. McBrearty suggested the city should go back to marking the tires with chalk.

Councilor Hatfield stated chalk marking was asking for abuse and people to beat the system any way they could. He indicated he attended the Chehalis community marketing committee meetings and at the last meeting parking took up about 80% of the agenda. He commented that you could not make everyone happy when it came to the parking situation. Councilor Hatfield stated the downtown business owners asked that the parking ordinance be strictly enforced so the people who work and park downtown, and move from one zone to the other may finally be hit in the wallet and stop doing it. He stated the police department has therefore taken the recommendation of that committee to strictly enforce the ordinance to help eliminate the abuse of the downtown parking. He also reiterated that parking is not enforced after 5:00 p.m., and although it may not be convenient, the residents could do laundry or grocery shopping at that time. He felt the people who run the businesses and provide tax revenue to city should have their complaints heard.

4. **Resolution No. 11-99, Second Reading – Approving the 2000 Airport Budget.** Councilor Hatfield moved to adopt Resolution No. 11-99 on second and final reading. The motion was seconded by Councilor Galvin. Councilor Pope moved to amend the main motion to provide that future airport budgets be provided to the city in a timely manner and be done more professionally. The motion was seconded by Councilor Galvin and carried unanimously. The main motion, as amended, carried unanimously.

5. **Ordinance No. 664-B, First Reading – Providing for an Interfund Loan.** Councilor Hatfield moved to suspend the rules requiring two readings of an ordinance. The motion was seconded by Councilor Zylstra and carried unanimously. Councilor Hatfield then moved to pass Ordinance No. 664-B on first and final reading. The motion was seconded by Councilor Zylstra and carried unanimously.

6. **Resolution No. 12-99, First Reading – Authorizing Submission of the General Sewer Plan with a Single TMDL Compliance Proposal.** Dave Campbell indicated the resolution related to the general sewer plan (GSP) and the city's submission to the Department of Ecology (DOE) of the preferred strategy for complying with the TMDL. He reported that since the council's work session on the draft GSP several months ago, city staff and the sewer operating board (Chehalis, Napavine, and Lewis County Sewer District No. 1) held numerous meetings and have selected a recommended strategy for submitting the final GSP.

Jim Nichols stated he was representing the sewer operating board and reported that they have decided to submit the final GSP with a single effluent end use option. The recommendation stemmed from DOE's hesitance to give final approval/disallowance of the several end use options included in the draft GSP submitted to them last February. He stated the chosen option was the treatment of wastewater effluent to Class A reuse standards and then discharge to the Centralia Reach of the Chehalis River at the plant's current location. He explained the option was dependent upon the determination that a drop of dissolved oxygen in the river of less than 0.2 mg/l shall be "de minimus" or having no effect on the river. He added it was also the most cost-effective option.

Mayor Spahr stated that during the last few weeks constructive meetings were held with Washington State Senator Karen Fraser and U.S. Representative Brian Baird where the city was able to explain what it had gone through with DOE and EPA relating to the TMDL.

Councilor Hatfield moved to suspend the rules requiring two readings of a resolution. The motion was seconded by Councilor Pope and carried unanimously. Councilor Hatfield then moved to adopt Resolution No. 12-99 on first and final reading. The motion was seconded by Councilor Pope and carried unanimously.

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7. **Staff and City Council Reports.**

a. **Possible Dates for Goal-setting Retreat.** Dave Campbell asked the council about potential dates for a goal-setting retreat early next year. Mr. Campbell stated he contacted Daphne Schneider who facilitated the last retreat and she would be available. The council agreed to hold the retreat sometime in late February.

b. **Reception for Jo Ann Hakola.** Mayor Spahr announced a reception would be held at 4:00 p.m. today for Jo Ann Hakola in honor of her retirement from the city.

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

Mayor

Attest:

Deputy City Clerk