

March 27, 2017

The Chehalis city council met in regular session on Monday, March 13, 2017, in the Chehalis city hall. Mayor Dennis Dawes called the meeting to order at 5:00 p.m. with the following council members present: Terry Harris, Tony Ketchum, Daryl Lund, Dr. Isaac Pope, Bob Spahr, and Chad Taylor. Staff present included: Jill Anderson, City Manager; Caryn Foley, City Clerk; Bill Hillier, City Attorney; Trent Loughheed, Community Development Director; Judy Pectol, Finance Manager; Rick Sahlin, Public Works Director; Glenn Schaffer, Police Chief; and Patrick Wiltzius, Wastewater Superintendent. Members of the media included Justyna Tomtas from *The Chronicle*.

1. Special Business.

a. **Welcome and Recognition of Chehalis Boy Scout Pack 301.** Mayor Dawes welcomed Brian Cummings, one of the leaders of Pack 301, and pack members Will Cummings, Hayden Steele, Braden Newman, and Nathan Baine. The pack was in attendance to learn about city government, how to be good citizens, and conservation.

b. **Chehalis Wedding Show Report.** Matt Shannon and Lori Kahn of Premier Broadcasters reported on the Chehalis Wedding Show held February 18 at The Loft. Verified attendance, the number of vendors, and the number of registered brides were all up. It was noted that many vendors return year after year and were happy with the event. Many had bookings at the event and following the event. Attendees were lined up at the door for the 10:00 am opening.

Mayor Dawes asked if there was any way to know how many folks may book weddings in town because of the Wedding Show. He noted a bill in the legislature could have had the potential of severely impacting the hotel-motel tax dollars and the organizations that receive funding. He stated the bill is dead at this time; however, he asked if that was something that could be tracked in the event the bill reappears.

Councilor Harris noted he has some ideas that he will work with Premier on.

c. **Welcome and Presentation of Certificates to Visiting Sister City Delegation, and Recognition of Host Families.** Mayor Dawes and Councilor Ketchum welcomed eight members from the city's sister city of Inasa, Japan. Each member was recognized with a certificate and photos from the week. Mayor Dawes also recognized and thanked all of the host families that opened their homes to the visitors, including Steve and Sue Carmick; Denny and Bonnie Clark; Terry and Etsuko Holmes; Tom, Carrina, Monica and Ruby Stanton; Paul and Val Rasku; and Mike and Di Morgan. He also recognized the work of Councilor Ketchum, Caryn Foley, and Denny Peace for their work in making the visit possible.

Mr. Fumiaki Kuroyanagi presented the city with a gift of a beautiful scroll. He expressed gratitude for the city's kindness and hospitality. Mayor Dawes thanked Mr. Kuroyanagi for the gift. The group was brought forward for a photo with the council.

2. Consent Calendar. Councilor Lund moved to approve the consent calendar comprised of the following:

- a. Minutes of the regular meeting of March 13, 2017;
- b. March 15, 2017 Claim Vouchers No. 118516-118675 and Electronic Funds Transfer No. 22017 in the amount of \$300,034.08;
- c. Supplemental Grant Agreement with WSDOT in the amount of \$3,965.08 for the Airport Apron Project;
- d. Award bid for the Kresky Avenue Sewer Repair Project to DJ's Plumbing in the amount of \$68,963.40;
- e. Resolution No. 2-2017, first and final reading – declaring property to be surplus; and
- f. Set date and time of April 10, 2017 at 5:00 p.m. for a public hearing regarding an application to rezone property at 1856 SW Hubbard Lane.

The motion was seconded by Councilor Spahr and carried unanimously.

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3. Administration Reports.

a. **Finance Report for February 2017.** Finance Manager Judy Pectol noted that everything is looking as predicted for this time of the year.

b. **City Manager Update.** City Manager Anderson stated a water line was impacted by a contractor earlier today in the neighborhood of 16th and Market. It should be restored between 6:00 and 7:00 p.m. this evening. Additionally, Airport Manager David Fleckenstein provided support for a bill in the legislature that would potentially help small airport revitalization.

4. Councilor Reports/Committee Updates.

a. **Councilor Taylor.** Councilor Taylor stated that the city manager would be meeting with Rob LaFontaine of Twin Transit to hear an update on a potential project for a transit center in Centralia. He hoped to have Mr. LaFontaine update the council on that and other happenings going on with the Transit.

b. **Councilor Pope.** Councilor Pope stated Gonzaga is in the final four!!

c. **Councilor Harris.** Councilor Harris thanked the city manager for attending the Chehalis Basin Partnership meeting last week.

d. **Mayor Dawes.** Mayor Dawes attended the March 21 state auditor's 2015 exit conference, and thanked Judy Pectol and staff for their work. A meeting of city staff was held March 22 to discuss the next steps in continuing to work with Fire District 6 relating to a possible consolidation of services. Finally, he attended the welcome reception for the sister city delegation on March 28.

Councilor Harris echoed Mayor Dawes' comments on the exit interview. He stated there has been a good working relationship with the auditor's office and they really are there to help.

Councilor Pope noted that Black Hills High School is having their senior prom at the Red Barn and are looking for places in Chehalis to have dinner.

5. **Downtown Restroom Renovation Project.** City Manager Anderson stated the restrooms have been closed for a period of time. The Chehalis Community Renaissance Team (CCRT) approached the city about the importance of having them open again and graciously offered \$25,000 to renovate the facilities. Bid estimates were sought and received. Staff was recommending that the council accept the \$25,000 donation and award the bid for the project.

Public Works Director Rick Sahlin stated four bids were received with the lower bidder being JP&KP Enterprises, Inc. It is projected that the restrooms will be opened prior to the beginning of the Farmers Market, which opens in June. A meeting with the CCRT and Twin Transit is scheduled to talk about the project, including the hours that it is open.

Councilor Taylor asked if the work would address any of the concerns expressed by the police department. Mr. Sahlin stated it will include blocking up the existing bus shelter to make it a storage area. The brush around the back side, where people were getting behind, was previously removed.

Councilor Spahr moved that the City Council accept a \$25,000 donation from the CCRT; award the bid to JP&KP Enterprises, Inc., in the amount of \$28,362.56; authorize the City Manager to execute the contract agreement; authorize an additional 10% project budget contingency of \$2,836; and authorize the City Manager to execute change orders that do not exceed the total project budget of \$75,349.40 for the Downtown Restroom Renovation Project. The motion was seconded by Councilor Ketchum.

Mayor Dawes questioned how the total budget could be \$75,349.40. City Manager Anderson stated it was a "cut and paste error" and should be \$31,198.56.

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Councilor Spahr amended the main motion to include a total project budget of \$31,198.56. The motion was seconded by Councilor Ketchum and carried unanimously. The main motion, as amended, carried unanimously.

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

Dennis L. Dawes, Mayor

Attest:

Caryn Foley, City Clerk

Approved:
Initials: cf