

April 24, 2017

The Chehalis city council met in regular session on Monday, April 24, 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, and Bob Spahr. Councilor Chad Taylor arrived at 5:31 p.m. Staff present included: Jill Anderson, City Manager; David Fleckenstein, Airport Manager; Caryn Foley, City Clerk; Bill Hillier, City Attorney; Trent Lougheed, Community Development Director; Judy Pectol, Finance Manager; Rick Sahlin, Public Works Director; Glenn Schaffer, Police Chief; Judy Schave, Human Resources/Risk Manager; and Dave Vasilauskas, Water Superintendent.

1. **Proclamation – Sexual Assault Awareness Month.** Mayor Dawes read and presented a proclamation designating April as Sexual Assault Awareness Month to Councilor Ketchum, a board member for the Human Response Network (HRN). Councilor Ketchum stated that the HRN provides 24-hour services to victims of sexual assault and domestic violence in Lewis County.

2. **Well City Award Recognition.** Mayor Dawes stated this is the fourth year the city has received the Well City designation through the efforts of the committee and the participation of employees. Among other things, the designation affords the city a two percent reduction in health insurance premiums. He recognized committee members Betty Brooks, Tracey Cox, Larry Dobyns, David Fleckenstein, Lloyd Gruginski, Julie Hampson, Judd Riddle, and Judy Schave.

David Fleckenstein thanked everyone involved with the program.

3. **Consent Calendar.** Councilor Spahr moved to approve the consent calendar comprised of the following:

- a. Minutes of the regular meeting of April 10, 2017;
- b. April 14, 2017 Claim Vouchers No. 118805-118962 and Electronic Fund Transfers No. 32017 and 320171 in the amount of \$598,456.21.
- c. Set date and time of May 8, 2017 at 5:00 p.m. for a public hearing regarding an application to rezone property at 0 SW Armstrong Court; and
- d. Designate the City Manager to be the official signer on all grant-related documents.

The motion was seconded by Councilor Pope and carried unanimously.

4. **Ordinance No. 967-B, Second and Final Reading – Rezoning Property at 1856 SW Hubbard Lane from R-2 Medium Density Residential to CG Commercial General.** Trent Lougheed stated there had been no changes since the public hearing and first reading of the ordinance at the last city council meeting. He reminded the council of the condition of having a master storm water plan prior to any development permits issued on the property.

Councilor Harris moved to pass Ordinance No. 967-B on second and final reading to approve the rezone of 1856 SW Hubbard Lane from R-2 Medium Density Residential to CG Commercial General. The motion was seconded by Councilor Pope and carried unanimously.

5. **Newaukum Heights Water Agreement.** Rick Sahlin noted this had been a fairly long process to update the 1973 agreement. The original agreement had no limit on the amount of water that the city would provide, no kind of penalties for excess water usage, and there were only 82 connections compared to 208 today. He noted that both parties are happy with the agreement that is being presented to the council. The agreement includes an expiration date of December 31, 2025, and allows for a maximum of 10 million gallons per year. If that amount is exceeded, the Association would receive a 100% surcharge on any amount over 10 million. Mr. Sahlin noted the Association would be charged the same rate that is charged to commercial customers outside the city limits.

Mayor Dawes noted the agenda report indicated there was no fiscal impact, so he assumed there were no connection fees involved if the number of connections went from 82 to 208. Mr. Sahlin stated there were no connection fees. He added the Association had never gone over the usage for the 82 connections. He stated the city was not their only supply of water, as they have wells. The concern was if their system started having issues (wells drying up) and they wanted more water from the

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city. He stated the area was not within the city's Urban Growth Area (UGA) and the city is not supposed to provide services outside its UGA unless it was existing service in place when the UGA was adopted, which Newaukum Heights is.

Mayor Dawes asked why they are not charged connection fees. Mr. Hillier stated it is an agreement to provide water to that area, pre-UGA. The same requirements were not in place in 1973 that are there now. A connection fee is to help the city support the infrastructure of the city, but the city doesn't own the infrastructure for that area.

Mayor Dawes didn't want there to be a chance that the amount of water consumed by the Association would impact the city's ability to do anything in areas where the city wants to grow. Mr. Sahlin indicated that was why a limit was included in the agreement.

Councilor Ketchum moved that the City Council authorize the City Manager to sign the water use agreement with Newaukum Hill Water Association. The motion was seconded by Councilor Lund and carried unanimously.

6. Ordinance No. 969-B, First Reading – Adding Section “B” to Chapter 17.86.090 of the Chehalis Municipal Code Relating to Off Premises Signs. David Fleckenstein stated the ordinance was the result of a WSDOT request for the city to add supplemental directional signs to the “blue signs” on I-5 that direct travelers to various services. Once you get off the freeway there is no further signage, and WSDOT will not put up any additional blue signs on the freeway unless the city agrees to supplement with directional signs. The ordinance would allow the city manager, through the review of the Development Review Committee, to approve the signage. All signs would have to meet current city codes and the process would eliminate having to go through the city's hearings examiner for approval. The ordinance also addresses safety by allowing the city manager to authorize temporary road closures, etc.

Councilor Harris stated the ordinance states it is important to regulate the use of signs in order to prevent their overuse. He wondered what parameters would be used to determine overuse. Mr. Fleckenstein stated the limiting factor is probably the number of people willing to pay for the signs that WSDOT installs and he expected the case would be the same for the city.

Councilor Spahr moved to pass Ordinance No. 969-B on first reading to add Section B to Chapter 17.86.090 of the Chehalis Municipal Code to authorize the City Manager to approve the placement of signs on city-owned property or right away when it is deemed to be in the best interest of the public or for public safety. The motion was seconded by Councilor Lund and carried unanimously.

7. Ordinance No. 968-B, First and Final Reading – Changing the Position Title of Airport Manager to Airport Director. City Manager Anderson stated that since the city has taken over the airport the position's responsibilities have changed dramatically, particularly in regard to the commercial and development activities, as well as the interaction with state and federal agencies. It seems that the title “director” has more power and influence to opening doors and getting returned phone calls than the title “manager.” The change would have no budget impact.

Councilor Harris moved to suspend the rules requiring two readings of an ordinance. The motion was seconded by Councilor Pope and carried unanimously. Councilor Harris moved to pass Ordinance No. 968-B on first and final reading. The motion was seconded by Councilor Pope and carried unanimously.

8. Administration Reports.

a. **Finance Report.** Judy Pectol noted the city had not received much property tax yet, but expect to receive the bulk of it this month and in May. Some budget amendments will be coming to the council next month. She will also be bringing a number of account numbering changes to the council for approval as a result of changes made by the State Auditor's Office. Overall, things look good.

Councilor Lund commented that he was glad to see that someone had been brought in to help the Finance Department.

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b. **City Manager Update.** City Manager Anderson thanked the council for their support in getting the Finance Department some additional assistance. Judy Pectol has been putting in very long hours. She added that the entire management team is an outstanding group. City Manager Anderson stated a team from the city would be speaking at a State Transportation Commission on Wednesday about some of the issues Chehalis is facing.

9. Councilor Reports/Committee Updates.

a. **Councilor Pope.** Councilors Pope and Harris attended the groundbreaking for the STEM wing at W.F. West High School, which is going to do a lot for the school and the city. One of the students of the STEM program is Ashlyn Gallagher, a junior, who is participating in the International Science and Engineering Fair, May 15-19 in Los Angeles. Ms. Gallagher's project focusses on molecular genetics. Councilor Ketchum stated that when the Inasa sister city delegation was visiting they toured the STEM program and Ms. Gallagher did a demonstration.

b. **Mayor Dawes.** Mayor Dawes attended the ribbon cutting for Flood Valley Brewing on April 18, and the annual Firemen's Pension Board meeting on April 20. He asked staff to look into the pedestrian bridge that is currently closed on National Avenue near the EDC office to get it repaired. He also asked if the city's utility billing software would allow email notification that would allow people to sign up for notifications when they are out of town. He thought it would be a good service to the citizens and would potentially reduce paper bills. Mayor Dawes stated it was time to conduct a six-month evaluation on the city manager. He distributed an evaluation form to each council member and asked them to return it to the City Clerk by May 1.

10. **Executive Session.** At 5:42 p.m., Mayor Dawes announced the council would be in executive session pursuant to RCW 42.30.110(1)(c) – Sale/Lease of Real Estate, RCW 42.30.110(1)(i) – Litigation/Potential Litigation, and RCW 42.30.140(4)(a) – Collective Bargaining not to exceed 7:00 p.m. and there would be no decisions following conclusion of the executive session. Mayor Dawes closed the regular meeting and the council convened into executive session at 5:45 p.m. The regular meeting was reopened at 6:57 p.m., and there being no further business to come before the council, the meeting was immediately adjourned.

Dennis L. Dawes, Mayor

Attest:
Caryn Foley, City Clerk

Approved:
Initials: cf