

June 12, 2017

The Chehalis city council met in regular session on Monday, June 12, in the Chehalis city hall. Mayor Dennis Dawes called the meeting to order at 5:00 pm 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; Ken Cardinale, Fire Chief; David Fleckenstein, Airport Director; Caryn Foley, City Clerk; Andrew Hunziker, Property Maintenance Technician II; Randy Kaut, Deputy Police Chief; Brian Kelly, Assistant City Attorney; Trent Lougheed, Community Development Director; Judy Pectol, Finance Manager; Rick Sahlin, Public Works Director; Judy Schave, Human Resources/Risk Manager; and Don Schmitt, Street Superintendent. Members of the news media present included Graham Perednia from *The Chronicle*.

1. **Proclamation – W.F. West Lady Bearcats Fastpitch Team.** Mayor Dawes read and presented a proclamation to Head Coach Mike Keen, assistant coaches, and several members of the Lady Bearcats Fastpitch team in recognition of their recent 2A state championship.

2. **Public Hearing – Chehalis Comprehensive Plan.** Trent Lougheed stated the proposed changes are considered minor updates that are required every six years, and include census-related data; references to other planning documents; city's population allocation and projections; maps and photos; and capital improvement plans. Normally, he would be presenting the previous version showing track changes; however, at the beginning of revising the document, it was found that the digital files were not compatible, so the document needed to be retyped. The planning commission previously held a public hearing, as well.

Mayor Dawes recessed the regular meeting and opened the public hearing at 5:12:33 pm. There being no public comment on the proposed Comprehensive Plan, Mayor Dawes closed the public hearing and reopened the regular meeting at 5:13:05 pm.

3. **Special Business – Chehalis Community Renaissance Team (CCRT) Update.** Annalee Tobey, Main Street Executive Director, provided an update on CCRT activities:

Design: Installed six bike racks on Market Boulevard and Chehalis Avenue; additional banners to be displayed; non-profit organization displays in empty storefronts ongoing; and downtown plantings – thanks to city parks crew, Kaija's, and sponsors.

Economic Restructuring: Public restroom improvement project completed – mural to be painted on front of building; empty building tour to take place later this summer; available space inventory posted on city website; and researching the idea of creating a co-working space.

Promotion: Preparing for ChehalisFest July 29; and Chehalis Downtown Business Relocation Guide being designed

Organization: Received a \$10,000 anonymous donation from a local business; and working with the Department of Revenue and Puget Sound Energy to accept a \$2,000 B&O tax donation, which PSE previously pledged to another Main Street community that dropped from the program.

Ms. Tobey thanked all the volunteers who make this all possible. She stated it is a huge team effort between the CCRT and all of its partner organizations, and they are pleased to be working on behalf of the city of Chehalis.

Mayor Dawes noted he received positive comments on the bike racks.

4. **Consent Calendar.** Mayor Dawes stated that item "g" would be addressed separately. Councilor Spahr moved to approve the consent calendar comprised of the following:

- a. Minutes of the regular meeting of May 22, 2017;
- b. May 31, 2017 Claim Vouchers No. 119227-119348 in the amount of \$1,000,721.55; and May 31, 2017, Payroll Vouchers No. 39540-39592, Direct Deposit Payroll Vouchers No. 8292-8392, and Electronic Federal Tax Payment No. 172 in the amount of \$742,956.37;
- c. Approve 2017-2019 Teamsters Local #252 (Non-Uniformed Personnel) Collective Bargaining Agreement;
- d. Appoint City Manager as City representative to Chehalis Community Renaissance Team Board of Directors;

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- e. Approve Third Amended Interlocal Agreement regarding Centralia landfill closure; and
- f. Award janitorial services contract to Mrs. Klean Janitorial.

The motion was seconded by Councilor Lund and carried unanimously.

- g. Approve purchase and installation of temporary apparatus bay from Central Pierce County Fire and Rescue.

City Manager Anderson stated the administration is continuing to look at options for a temporary fire station in light of the fact that the existing fire station has outlived its useful life and needs some significant repairs. The temporary site would probably be needed for three to five years. Options are being looked at to house equipment and the most cost effective way to do that. The administration believes the temporary apparatus bay is a very good buy and something to take advantage of. City Manager Anderson noted that because they continue to look for cost effective options, in the event that a more cost effective option becomes available, the purchase may not be executed.

Councilor Harris moved to approve the purchase and installation of a temporary apparatus bay not to exceed \$30,000 from Central Pierce County Fire and Rescue. The motion was seconded by Councilor Pope and carried unanimously.

**5. Ordinance No. 972-B, First Reading – Amending the Chehalis Comprehensive Plan Dated 2011.** Trent Loughheed noted that with development of the Five-Year Management Plan, the administration does plan to have a significant update to the comprehensive plan before the next required six-year update.

Councilor Spahr moved to pass Ordinance No. 972-B on first reading to amend the Chehalis Comprehensive Plan Dated 2011, recognizing that certain additions could be made to the final version of the Plan. The motion was seconded by Councilor Taylor and carried unanimously.

**6. Resolution No. 4-2017, First and Final Reading – Adopting the 2018-2023 Six Year Transportation Improvement Program (TIP).** City Manager Anderson stated a public hearing was conducted at the last council meeting on the proposed TIP. Don Schmitt noted no public comments were received; however, the council requested a schedule for projects that could be financed with Transportation Benefit District (TBD) funds for the foreseeable future. Mr. Schmitt provided an overview of some of those near term projects:

- Replace foot bridge on National Avenue – 2017
  - Look at temporary and permanent fixes
- Grind and repave downtown parking stalls – 2017, if possible
  - Eliminates present safety hazard
  - Short term plan until a long range downtown revitalization project can be secured to include necessary utility and lighting improvements, and hopefully multiple funding sources
  - Specifications required
- Repair pavement failures on Chehalis Avenue between Main Street and John Street – 2017
  - Contract out due to size and timing
  - Specifications required

Councilor Ketchum asked about potential funding partners, like Lewis County and Darigold, who have facilities in the area needing improvement. Mr. Schmitt stated they could have those discussions. He noted Darigold has also been using John Street, which is a residential street, and it has been destroyed.

Councilor Harris stated that when Rite Aid was constructed it was determined that large delivery trucks could not use 5<sup>th</sup> Street because it is not designed to handle those kinds of loads. Mr. Schmitt thought the city could probably post the road as "no truck traffic" since the road is not made to handle trucks.

- City-wide Preservation Program
  - Additional funds allocated each year for smaller repairs
  - Contracted repairs and in-house repairs

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- Examples include concrete panel repairs on concrete streets, 2<sup>nd</sup> and 3<sup>rd</sup> Streets; pavement failures outside the normal chip seal rotation

Councilor Ketchum asked if the chip sealing done last year was the same method done in previous years. It seemed as though the gravel was gone in no time. Mr. Schmitt stated the process was the same, but staff saw the same issue. The roads that have open asphalt absorb the oil, so there were patches where there is very little rock. He stated the road has been sealed, but it does not maintain the rock coverage. An option to prevent that from happening is to fog-seal it first and then do the chip sealing.

- Secure consulting services for pavement management and project prioritization
- Secure consulting services for design/specs
  - National Avenue Improvements
  - Market Boulevard from Park Street to 13<sup>th</sup> Street
  - Newaukum Avenue (pavement repairs and extend sidewalk)
  - Kresky Avenue
  - Chehalis Avenue

Councilor Lund wanted the administration to make sure that any consultants and engineers were doing work on only those properties owned by the city. He clarified that the administration knows what it is doing, and the public works department has not done that, but he was referring to other situations and wanted his comments on the record so it doesn't happen again.

Mr. Schmitt noted some additional observations relating to the coordination of work with other projects underway, such as improvements on 13<sup>th</sup> Street with the Recreation Park upgrade; waiting until school construction is completed before scheduling any work on 20<sup>th</sup> Street; and holding off significant work to Louisiana/Airport until I-5 improvements are identified.

Mayor Dawes wasn't sure about improvements to I-5 by the state over the next 10 to 15 years, other than the Chamber Way Bridge replacement, so the city may be able to do some projects. He recalled that once the new school is constructed, the city was planning to move all truck/bus traffic off 19<sup>th</sup> Street. He noted that Fair Street has a large gouge in it, which he wasn't sure what happened since he didn't believe trucks used that street.

Mayor Dawes asked if the proposed projects were to be financed with TBD funds. Mr. Schmitt stated that, in large part, yes. Mayor Dawes stated the increase in sales tax starts July 1, but the city would not see any money coming in for about two months after that because of the lag time. He wanted to make certain that signs would be placed identifying those projects funded with TBD monies.

Mr. Schmitt encouraged council members to contact him when they see potholes that need to be addressed. Mayor Dawes pointed out that the alley on 4<sup>th</sup> Street between Market and McFadden needs attention. Mr. Schmitt reported he was aware of the problem and it had been addressed.

Councilor Ketchum moved to suspend the rules requiring two readings of a resolution. The motion was seconded by Councilor Spahr. Mayor Dawes recalled that adopted council procedures provided for only one reading of a resolution. The City Manager indicated that she will check into that. The motion carried unanimously. Councilor Ketchum moved to adopt Resolution No. 4-2017 on first and final reading. The motion was seconded by Councilor Lund and carried unanimously.

## **7. Administration Reports.**

a. **City Manager Update.** City Manager Anderson reported that the property at 684 NE Franklin was red-tagged by the city, which had been housing several sex offenders. The property owner failed to meet the statutory requirements for an appeal.

Councilor Ketchum asked if that meant the residents had to vacate the property. City Manager Anderson indicated that was correct and the house had been vacated. There is the possibility that the individuals may try to go back, so it will be monitored.

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City Manager Anderson stated the administration has had meetings with county staff relating to the interlocal agreement for permitting in the Urban Growth Area. A meeting is scheduled next week and will include elected officials from both entities to move the process forward.

City Manager Anderson asked David Fleckenstein to update the council regarding an upcoming event. Mr. Fleckenstein stated the 2<sup>nd</sup> Annual Leap the Levee 5K Walk/Run is this Saturday at 9:00 am at the airport with all benefits going to Discover! Children's Museum. So far, 50 participants are registered.

Councilor Ketchum asked Mr. Fleckenstein how his presentation went today at the Chamber Forum where he spoke about the future of the airport and its associated commercial development. Mr. Fleckenstein felt it went well, with several questions afterward.

City Manager Anderson thought the presentation might be of interest to the council, as well as those citizens who watch the council meetings, so it will be scheduled for a future meeting.

**8. Councilor Reports/Committee Updates.**

a. **Councilor Spahr.** Councilor Spahr attended the W.F. West High School scholarship presentation and graduation. He was reminded of the generosity of the community and the money that is given through scholarships. About \$1.7 million was given out.

b. **Councilor Lund.** Councilor Lund attended the SWW Fair Commission meeting where they took a class on the State Open Public Meetings Act.

c. **Mayor Dawes.** Mayor Dawes attended the following: June 1 lunch portion of the flood basin tour group with the Governor where things appear to be heading in a forward progression; June 2 mayors meeting; June 6 Farmers Market ribbon cutting; June 8 EDC luncheon presentation on IPAT; and June 9 .09 Committee. While the steam train did not receive funding for their turntable installation, grants were awarded for a water protection district in the Randle area, and to IPAT to prepare property for shovel ready projects.

Councilor Harris asked if the seven appointments to the Governor's Work Group have been announced. City Manager Anderson believed they had. She will confirm the names and provide that information to the council.

9. **Executive Session.** At 5:58 pm, Mayor Dawes announced the council would be in executive session pursuant to RCW 42.30.110(1)(c) – Sale/Lease of Real Estate; and RCW 42.30.110(1)(i) – Litigation/Potential Litigation not to exceed 6:45 pm and there would be no decisions following conclusion of the executive session. Mayor Dawes recessed the regular meeting and the council convened into executive session at 5:59 pm. Mayor Dawes reopened the regular meeting at 6:46 pm and announced the council would continue in executive session not to exceed 7:15 pm. Mayor Dawes reopened the regular meeting at 7:15 pm and announced the council would continue in executive session not to exceed 8:00 pm. The regular meeting was reopened at 7:52 pm, and there being no further business to come before the council, the meeting was immediately adjourned.

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Dennis L. Dawes, Mayor

Attest:

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Caryn Foley, City Clerk

Approved:

Initials: \_\_\_\_\_