

October 8, 2018

The Chehalis city council met in regular session on Monday, October 8, 2018, 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, Daryl Lund, Dr. Isaac Pope, Bob Spahr, and Chad Taylor. Councilor Tony Ketchum was absent (excused). Staff present included: Jill Anderson, City Manager; Caryn Foley, City Clerk; Bill Hillier, City Attorney; Hillary Hoke, Planning/Building Manager; Andrew Hunziker, Property/Facilities Manager; Deborah King, Permit Technician; Brandon Rakes, Airport Operations Coordinator; Rick Sahlin, Public Works Director; Chun Saul, Finance Director; Glenn Schaffer, Police Chief; and Don Schmitt, Street/Storm Superintendent. Members of the news media in attendance included Will Rubin from *The Chronicle*.

1. **City Championship Award to Rep. Richard DeBolt.** Carl Schroeder with the Association of Washington Cities presented Rep. Richard DeBolt AWC's City Championship Award for his leadership to preserve the Public Works Trust Fund in 2017. Mr. Schroeder stated the fund supports infrastructure projects in smaller cities.

2. **Twin Transit Update.** City Manager Anderson stated Twin Transit has been working with Chief Schaffer with regard to the placement of temporary bus stops in Chehalis. The city received a number of concerns relating to safety issues associated with the stops and Twin Transit has been working with the city to resolve those issues. She also noted that Twin Transit employees help the city with opening and closing the downtown restrooms on the weekends, which is appreciated.

General Manager Derrick Wojcik-Damers provided an update to the council on activities and projects at Twin Transit. Twin Transit provides five routes and paratransit service in Chehalis and Centralia, operating seven days a week. He noted Sunday hours began in July. Mr. Wojcik-Damers stated the proposed regional transit center would accommodate up to 12 buses, a 9,000 sq. ft. administration building, staff and visitor parking, a public board room, three public restrooms, and onsite security and monitoring of activities. Construction is anticipated to begin in July 2019, pending successful grant awards. With regard to the countywide ballot measure, Mr. Wojcik-Damers stated it would provide a fixed-route service expansion to connect residents, jobs, and communities throughout all of Lewis County. A feasibility study was completed in January 2018 that showed a 0.2% sales tax increase in parts of the county not currently in the boundaries of Chehalis, Centralia, and Napavine could sustain the expansion of services. Following a Public Transit Improvement Conference, Lewis County Commissioners passed a resolution that would authorize a 0.2% sales tax increase to expand the present system to the entire county, except for Napavine since they requested to be excluded. The measure will be on the November 2018 ballot. Information is available at <http://lewiscountytransitmeasure.com> and Mr. Wojcik-Damers provided informational brochures for the public. He stated several groups support the ballot measure.

Councilor Spahr asked how bus route numbers were established. Mr. Wojcik-Damers stated Twin Transit routes are numbered by area/city (e.g., Chehalis routes are 10-19).

Councilor Harris noted the possibility of Greyhound using the regional center. He asked if they had been contacted to determine their interest. Mr. Wojcik-Damers stated they haven't talked to them because there is no facility yet, but Greyhound has a tendency to migrate into other bus centers because it helps expedite passengers and increase services.

Councilor Pope thanked Mr. Wojcik-Damers for the services they provide each year for the Eagles Christmas dinner. He appreciated that the regional center is being planned to consider future needs.

Mayor Dawes thought contacting Greyhound about their potential interest could have been written into grants. He stated if things move forward with the regional center, he didn't want to see any impacts to existing services provided to Centralia and Chehalis. He wanted the size of the center to be realistic to what is needed versus growth over the next 20+ years.

Councilor Taylor asked Mr. Wojcik-Damers to talk about the costs of the new center and funding strategies. Mayor Dawes suggested it would be nice to actually see the Transit's budget. Mr. Wojcik-Damers stated the transit center project is currently priced at \$7.4 million, including contingencies from beginning to end. He noted that the acceptance of federal grants could drive the cost up around 25%. Mr. Wojcik-Damers explained the need for 12 bus spaces.

Councilor Lund asked if space would be available for taxi services. Mr. Wojcik-Damers stated there would be space along the street. Councilor Lund asked why it wasn't included in the plan. Mr. Wojcik-Damers stated there was not a lot of taxi activity in town, so they didn't see that as a viable component to the plan. Councilor Lund suggested that they look into incorporating it.

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3. **Citizens Business.** Lewis County Commissioner Edna Fund reminded the council about two upcoming public comment opportunities relating to the EIS (Environmental Impact Statement) for Chehalis River Basin Flood Damage Reduction Project. The meetings are October 16 in Montesano and October 17 in Centralia. Commissioner Fund noted that she attended the Community Farmers Market dinner last night and it was a wonderful event.

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

- a. Minutes of the regular city council meeting of September 24, 2018;
- b. September 28, 2018 Claim Vouchers No. 123740-123871 in the amount of \$653,825.80;
- c. September 28, 2018, Payroll Vouchers No. 40510-40563, Direct Deposit Payroll Vouchers No. 9933-10040, Electronic Federal Tax and DRS Pension/Deferred Comp Payments No. 201-204 in the amount of \$877,777.37;
- d. Master ground lease agreement with Rich Development Enterprises, LLC for Airport Tracts 7A, 8, and 9 (located along I-5 between Dutch Bros. Coffee and I-5 Toyota);
- e. Ground lease agreement with U-Haul Co. of Washington;
- f. Accept North Market Grind and Inlay Project as complete and authorize release of retainage after all statutory requirements have been met; and
- g. Accept Chamber Way Grind and Inlay Project as complete and authorize release of retainage after all statutory requirements have been met.

The motion was seconded by Councilor Lund and carried unanimously.

5. **Ordinance No. 992-B, First Reading – Amending Chehalis Municipal Code Title 5 Relating to Business Licensing.** Mayor Dawes stated the agenda indicated a recommendation to pass the ordinance on first and final reading, but the agenda report recommendation was to pass it on first reading only. City Manager Anderson stated the agenda report was correct. Several questions have come up with regard to the ordinance, so staff was recommending passing it on first reading. One question was whether or not individuals could still get a business license at city offices. Businesses are encouraged to do everything on-line, but if someone comes into Community Development, staff will assist them if they do not have computer access. She stated license fees would remain the same at \$50 for the initial license; \$20 for an annual renewal; and \$25 a day for a temporary license.

City Attorney Bill Hillier explained that a handful of cities were chosen to be the first to partner with the state Department of Revenue to issue business licenses. The Association of Washington Cities was asked to create a model ordinance for cities to have in place by the end of October. Several questions came up relating to the model ordinance, so Mr. Hillier asked that council pass it on first reading, so that any needed revisions could be made prior to second reading. He stated the model ordinance provided a number of suggestions as to what constituted a business and should be licensed. Staff will review the list to determine if any should be removed. Mr. Hillier stated that Trent Lougheed tested the system and found it to be simple and should not be a problem for citizens to use. He stated staff will provide the ordinance for second reading at the next meeting that meets both the state's and city's requirements.

Councilor Harris asked what would prevent the state from dictating which types of businesses a city must license. Mr. Hillier stated the city's ordinance would control. He thought it would be difficult for the state to dictate the city's ordinance.

Councilor Spahr asked if the state begins licensing for cities, will they begin taking part of the revenue. Deborah King stated she was ensured by the state that they will not take any revenue, which is guaranteed for four years. Mayor Dawes was not confident that the state wouldn't eventually start taking some of the money. He thought it should be something that AWC keeps an eye on.

Councilor Spahr moved to pass Ordinance No. 992-B on first reading. The motion was seconded by Councilor Harris and carried unanimously.

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6. **Administration Reports.** City Manager Anderson introduced Hillary Hoke as the city's new Planning/Building Manager. Hillary spent a number of years with the city of Chehalis as a permit technician before an opportunity for advancement with the city of Centralia. City Manager Anderson also noted the terrible fire that occurred at the Glas Guy last week. She acknowledged the efforts of the Chehalis and District 6 firefighters, and other mutual aid responders. Unfortunately, the building was a total loss, but no one was hurt and the fire was contained to the one building.

7. **Report on Recent Facility Improvements.** Andrew Hunziker provided a report on projects completed over the last year by the Parks and Facilities crew. Projects included Penny Playground bathroom renovation, new paint and roof; shelter and building painting at Alexander Park; paint at girls' fastpitch facility; library landscape overhaul; concrete floor in parks maintenance shop; renovated downtown benches; downtown bathroom mural; added recycling containers; painted garbage can lids; downtown hanging baskets and flower beds; and city hall wall and curb painting, and landscaping. Mr. Hunziker noted that several of the projects were in partnership with the CCRT, Twin Cities Rotary, Eagle Scouts, and local artists.

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

a. Councilor Taylor stated he has been approached about problems with the homeless population at Stan Hedwall Park, specifically relating to bathrooms and the RV shower facilities. Andrew Hunziker stated that the shower facilities are to be used only by those staying at the RV park, unfortunately, the showers are open all night, so they are not monitored at all times. He stated there have been some instances around the soccer area. He stated it is a public park and there was not much that could be done, but it is somewhat concerning. Chief Schaffer stated the police department has received only one official complaint, but have heard of other instances through rumor mills. He stated the police department patrols the park regularly.

Councilor Harris stated a person has "moved into" the bus shelter at Westside Park. Chief Schaffer stated he was working with Twin Transit so that future shelters or remodeling of shelters are designed to inhibit habitation. There is also laws that prohibit using a transit property contrary to what it is designed for. Councilor Taylor state Twin Transit will also assist when people are "living" in bus stops.

b. Councilor Pope again expressed his appreciation to Hillary Hoke for her efforts while working for the city of Centralia in regards to Pope's Kids Place.

c. Councilor Harris thanked Andrew Hunziker and his staff with their help with Christmas decorations. He also appreciated the efforts of first responders in the Glas Guy fire. He also thanked those involved in the writing of the agreement with Rich Development.

d. Mayor Dawes stated the council budget committee attended several meetings with department staff last week; and the mayors' meeting where several issues were discussed with local legislative representatives.

City Manager Anderson reminded everyone about the 60-hour closure of the Chamber Way bridge beginning at 7:00 pm on October 17, to complete the project.

9. **Executive Session.** Mayor Dawes announced the council would take a short recess and then be in executive session pursuant to RCW 42.30.110(1)(g) – Review Performance of a Public Employee not to exceed 7:00 pm and there would be no decision following conclusion of the executive session. Mayor Dawes closed the regular meeting at 6:33 pm. (Note: Councilor Spahr left the meeting at 6:33 pm. The executive session began at 6:37 pm. Following conclusion of the executive session, the regular meeting was reopened and immediately adjourned at 7:01 pm.

Dennis L. Dawes, Mayor

Caryn Foley, City Clerk

Approved: 10/22/2018

Initials: cf