

June 13, 2011

The Chehalis city council met in regular session on Monday, June 13, 2011, in the Chehalis city hall. Mayor Ketchum called the meeting to order at 6:00 p.m. with the following council members present: Terry Harris, Dr. Isaac Pope, Bob Spahr, Daryl Lund, Chad Taylor, and Dennis Dawes. Staff present included: Merlin MacReynold, City Manager; Brian Kelly, Assistant City Attorney; Judy Schave, City Clerk; Glenn Schaffer, Police Chief; Bob Nacht, Community Development Director; Eva Lindgren, Finance Manager; Peggy Hammer, Human Resources Director; Herta Fairbanks, Public Works Director; and Patrick Wiltzius, Wastewater Superintendent. Members of the news media included Lee Hughes from *The Chronicle* and Bruce Hunting from KITI.

1. **Consent Calendar.** Councilor Dawes moved to approve the consent calendar comprised of the following:

- a. Minutes of the regular meeting of May 23, 2011, and the special work session of May 31, 2011; and
- b. Claim Vouchers No. 42011 and 100103-100217 in the amount of \$107,865.44 dated May 31, 2011, and Payroll Vouchers No. 34699-34772, 2306-2374, and Electronic Federal Tax Payment No. 99 in the amount of \$652,987.16 dated May 31, 2011.

The motion was seconded by Councilor Spahr and carried unanimously.

2. **Council Reports.**

a. **Update from Councilor Dawes.** Councilor Dawes stated he had the honor to welcome the Inasa delegation to Chehalis on June 2, while the Mayor was out of town. He noted he also went to a couple of ribbon cutting ceremonies, one at the Lewis County Historical Museum for the Chehalis Business Association, and one at the Chehalis Park Place Inn.

b. **Update from Councilor Spahr.** Councilor Spahr reported he attended the Lewis County Economic Development Council Board meeting, noting he brought copies of the minutes so the council could see what was going on with that group. He also provided an article that Bill Lotto passed out at the meeting that talked about the Fredrickson Industrial Park in Tacoma, and how that was filling up. Councilor Spahr stated the article also talked about where to go next for industrial development, noting both Thurston County and Lewis County were both mentioned; Thurston County in the negative because it was not very friendly to industrial based companies, and Lewis County very positively. Councilor Spahr suggested, while we've all been waiting for this influx of industry to come from Seattle and Portland, maybe somebody other than ourselves can see that it's going to happen now.

c. **Update from Councilor Pope.** Councilor Pope reported last week he represented the city in presenting an honorary plaque to Mrs. Mudge, for her years of teaching our young people the string violin. He felt Mrs. Mudge had the passion for the profession, adding it was a great gift that she has given to the community.

d. **Update from Mayor Ketchum.** Mayor Ketchum reported last Wednesday he attended a dinner event put on by Gail Shaw for Congresswoman Jaime Herrera Beutler, adding it was very nice.

e. **Gifts from Inasa Delegation.** Mayor Ketchum presented the gifts from the Inasa Delegation, noting each of the councilors received a piano pin from a really nice orchestra/instrumental museum in Hamamatsu, a towel, and a pen. He noted the city also received a gold coin and a tapestry, noting like most things from Japan, it had sentimental value and reasoning. Mayor Ketchum presented a collage of photos given to the city that were taken during their 2010 20<sup>th</sup> anniversary visit to Inasa.

3. **Resolution No. 9-2011, First and Final Reading – Adopting the 2012-2017 Six-Year Transportation Program (STIP).** Herta Fairbanks reported the information had been presented to the council on two prior occasions and this was simply the final reading of the resolution to adopt the STIP. She noted none of the information presented to the council previously had changed.

Councilor Dawes inquired about the connection of Louisiana Avenue to Airport Road, noting it was not on the STIP. He stated he wanted to make sure that it wouldn't put a kibosh on that project for not being listed. Ms. Fairbanks stated it would not. She reminded the council that the STIP could be adjusted at any time. Ms. Fairbanks noted at such time the funding

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becomes available through the work being done by the Washington State Department of Transportation, they would go in and amend the STIP and bring it back before the council for approval. Councilor Dawes noted, as tight as the transportation dollars are, and as active as everyone was seeking them, he didn't want that kind of technicality to cause the city to lose it.

Councilor Pope inquired about the Snively Avenue Improvement project, adding it was his understanding that the street was going to be improved to include sidewalks to make it safer for kids to walk to and from school. He asked if there had been any consideration to doing the project on Gails Avenue rather than Snively Avenue, noting it was a wider roadway and they wouldn't have the issue of parking that they do with Snively Avenue. Councilor Pope suggested it might be cheaper to go down 16<sup>th</sup> Street to Gails Avenue, across to 18<sup>th</sup> Street and then down Fair Street to the back of the Middle School. Ms. Fairbanks noted she couldn't speak to what discussion occurred on that issue already, but she would definitely bring it to the attention of the street superintendent.

Mayor Ketchum thought the biggest reason they were looking at Snively Avenue was because it was a school bus route and they felt there might be a better chance of receiving grant funding; however, looking at the other might be a good idea. Councilor Pope noted they had some grant funding out right now for 'safe walks to school.'

Councilor Spahr moved to adopt Resolution No. 9-2011 on first and final reading.

The motion was seconded by Councilor Taylor and carried unanimously.

**4. Resolution No. 10-2011, First and Final Reading – Authorizing Sole Source Purchase of Equipment.** Ms. Fairbanks reported they were looking to replace the 1980 boom truck, noting the cost of maintenance on the vehicle was exceeding its worthiness to the city. She noted Patrick Wiltzius located a new (used) boom truck in Spokane, Washington, and had a number of diagnostic tests done on it to ensure it something the city would be willing to purchase. Ms. Fairbanks reported, as part of the purchase price, the seller would deliver the vehicle to Chehalis, assuming we go forward with the purchase.

Councilor Spahr moved to adopt Resolution No. 10-2011 authorizing a sole source purchase of a boom truck for the Wastewater Division on first and final reading.

Councilor Pope seconded the motion.

Councilor Harris asked what they would be doing with the old vehicle, wondering if it had any life left in it. Mr. Wiltzius indicated it would be put on the surplus market. Councilor Harris suggested the Chehalis Community Renaissance Team might be able to use it for different things, or the city might use it to put up holiday decorations and such. Mr. Wiltzius noted it was more of a heavy lifting type device, but if it was ever needed to help out with any city activity, it was certainly available.

The motion carried unanimously

**5. Ordinance No. 874-B First Reading – Amending Title 1 of the Chehalis Municipal Code, Creating a new Chapter 1.14 Relating to the Disclosure of Public Records.** City Manager MacReynold reported, during this year's audit from the Washington Cities Insurance Authority (WCIA), one issue that came up was how the city deals with public records requests.

Judy Schave reported, at the recommendation of WCIA, the administration put together a draft ordinance for the council's consideration. She noted the ordinance added a new Chapter to Title 1 of the Chehalis Municipal Code, titled Public Records. Ms. Schave stated the ordinance contained several sections from, the purpose of public records disclosure, to the processing and inspection of public records; fees for providing copies; and a list of some of the many exemptions.

Ms. Schave reported the city was liable for any fines or judgments against the city for not providing non-exempt records in a timely manner. She indicated payment of the mandatory penalties ranged from \$5 to \$100 per day for unlawful delay or denial of records. Ms. Schave felt the ordinance would give guidance to both city staff and those wishing to request records from the city. She stated she also created a pamphlet on public disclosure that would be available at the various city departments, to hopefully assist the public in understanding the Public Records Act.

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Councilor Dawes moved to pass Ordinance No. 874-B on first reading.

The motion was seconded by Councilor Taylor and carried unanimously.

6. **Ordinance No. 875-B, First Reading – Amending the 2011 Budget.** Eva Lindgren indicated the report was pretty much self-explanatory, noting the council should be familiar with the spreadsheet format in which she provided them with some very detailed information. She stated she tried to reflect the items that were discussed in the city's financial and organizational strategy. Ms. Lindgren reported she listed out the items that were not included because they were not definitive until they actually have a firm commitment. She was happy to announce that early in the day she received a check for \$20,000 for the pool, adding she would be amending the budget to reflect that revenue.

Ms. Lindgren reported there was nothing currently listed for water or wastewater; however, those sections would be expanded as public works had submitted some requests. She indicated she also had some minor revenue amendments that she still needed to add.

Councilor Pope stated, in view of the fact that they were being asked why the city was using taxpayer funds on things that are happening in the city, it would be nice if when they make improvements that the funding for the project be identified as to where it came from. Ms. Lindgren noted those types of things were identified in the budget amendment document. Councilor Pope felt those who give funding to the city, such as the Chehalis Foundation, needed to be given credit for their efforts.

Councilor Dawes reported in some communities, when they receive something, they will sometimes put up a small sign. For example, on the wayfinding signs they could put a sign to say 'funding for signs provided by...' He didn't believe there would be much costs involved with that.

Councilor Dawes suggested they could continuously notify people about things, but some folks don't always want to hear what they are being told. He thought the new wayfinding signs received good press coverage on where the funding came from at the time they were first unveiled; however, a small sign could be put up just to illustrate that point. Mayor Ketchum suggested that might lead to signs on top of signs, and at some point the city would be signed to death.

Councilor Harris reported they would be having a Lodging Tax Advisory Committee meeting on Friday morning to discuss the \$28,000 being requested by the city for use by the parks and recreation department.

Councilor Lund stated he agreed with Councilors Pope and Dawes, noting people might want to donate more just to get their name up on a sign.

Councilor Spahr moved to pass Ordinance No. 875-B on first reading.

The motion was seconded by Councilor Pope and carried unanimously.

There being no further business to come before the council, the meeting adjourned at 6:28 p.m.

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Mayor

Attest:

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City Clerk

**SUGGESTED MOTION**

**I move that the council approve the minutes of the regular city council meeting of June 13, 2011.**