

June 24, 2013

The Chehalis city council met in regular session on Monday, June 24, 2013, in the Chehalis city hall. Mayor Pro-tem Harris called the meeting to order at 5:00 p.m. with the following council members present: Dr. Isaac Pope, Bob Spahr, Daryl Lund, and Chad Taylor. Mayor Ketchum and Council Dawes were absent (excused). Staff present included Merlin MacReynold, City Manager; Bill Hillier, City Attorney; Judy Schave, City Clerk; Glenn Schaffer, Police Chief; Jim Walkowski, Fire Chief; and Eva Lindgren, Finance Manager. Members of the media included Kyle Spurr from *The Chronicle*.

1. **Introductions.** Fire Chief Jim Walkowski introduced the city's newest firefighter/engineer Pennie McCarty. He stated the department appreciated the council's willingness to fill the vacancy, adding it would help them to provide a higher level of service to the community.

Chief Walkowski reported Firefighter McCarty started employment with the department last month and would be assigned to her current shift for the entire year of her probationary period. He noted Firefighter McCarty is the first career female firefighter in the 120 year history of the organization, and is also the first paramedic that the city of Chehalis has ever hired. Chief Walkowski reported Firefighter McCarty had been in the fire service for six and a half years, and a paramedic since 2010.

Firefighter McCarty provided a brief bio and thanked the council for the opportunity.

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

- a. Minutes of the regular meeting of June 10, 2013; and
- b. Claim Vouchers No. 106301-106452 in the amount of \$1,089,331.01 dated June 14, 2013.

The motion was seconded by Councilor Lund and carried unanimously.

3. **Administration Reports.**

a. **May Financial Report.** Finance Manager Eva Lindgren reported on the May financials, noting they were pretty much on track. She stated the total tax revenues were exceeding the estimates by almost two percent; however, the non-tax revenues were not quite up to what was projected. Ms. Lindgren reported, earlier in the day, she sent out the latest sales and use tax report, adding the numbers continue to be up, but noticed a downward trend.

Ms. Lindgren reported the general fund expenditures had a positive 1.8 percent variance, which is in line with what was budgeted. She noted a couple of the negative variances would be addressed in the budget amendment to follow.

b. **Council Goal Work Session.** City Manager MacReynold reported the administration was looking at a couple of dates for the council goal work session. He suggested meeting on July 15 or 22. The consensus of the council was to meet on July 15, at 5 p.m.

c. **Update on Tacoma Rail Acquisition.** City Manager MacReynold reported the attorneys involved have made significant progress on the purchase and sale agreement. He stated, since Lewis County is the lead agency at this point, Commissioner Bill Schulte is the lead contact.

City Manager MacReynold reported there were a lot of positive things happening as they move forward. He stated they were currently working on the details of a business plan, public information, and organizational structure.

4. **Council Reports.**

a. **Update From Councilor Spahr.** Councilor Spahr reported he attended the Cowlitz-Lewis Economic Development District (CLEDD) meeting, noting they have a new executive director, Scott Patterson. He stated Wahkiakum County is talking about coming into the group, adding a lot of their time was spent on what they might call themselves if they did.

Councilor Spahr suggested the CLEDD might be an avenue for the city to get some help for the purchase of the railroad.

June 24, 2013

Councilor Spahr reported on the Regional Fire Authority Planning Committee meeting. He provided the council with a copy of the status and recommendations that showed all of the work they are studying and the timeline in which they expect to get the work done. Councilor Spahr stated it was interesting to see how each agency does so many things differently. He felt there was a benefit to all of the work they are doing, even if they never consolidate.

Councilor Spahr reported the committee felt it would be timely for Chief Walkowski to come and talk to the council, to bring them up to date. Chief Walkowski stated he believed Councilor Dawes was proposing to have that discussion at the first meeting in July.

b. **Update From Mayor Pro-tem Harris.** Mayor Pro-tem Harris reported he attended the Chehalis Community Renaissance Team meeting last week, adding they continue to work hard and are getting things done. He noted Public Works Director Herta Fairbanks made the announcement about going out to bid on the Chehalis Avenue project and everyone was very excited about it. Councilor Harris reported he was appointed to the committee to work on the beautification of the planters and rain gardens as part of the Chehalis Avenue project.

5. **Ordinance No. 911-B, First Reading – Amending the 2013 Budget.** Ms. Lindgren addressed an earlier question regarding the interfund loan noted in the budget amendment. She reported, in July 2012, they did a budget amendment for \$1.2 million for an interfund loan. At that time, Public Works Director Herta Fairbanks worked with the Washington State Department of Ecology and got concessions that allowed the city to not have to keep our reserves at such a high level, which meant we didn't have to borrow as much money.

Ms. Lindgren reported they didn't receive the concession until very late in the year and, at the time, she was not comfortable doing a revision to the 2012 budget. She stated, instead of borrowing the \$1.2 million and paying it off in three years, they would only be paying off \$250,000. Ms. Lindgren reported the budget amendment would reduce the budget to reflect what the amortization schedule shows, and will be paid later in the year.

Ms. Lindgren talked briefly the additional items in the budget amendment, including:

- Expenses for Tacoma Rail negotiations
- New copier/printer - municipal court
- Chehalis Foundation dollars for landscape supplies
- New state building code books
- New computer - finance department
- Capital asset software (second request)

Ms. Lindgren stated she expected additional items to be added to the budget amendment when it comes back before the council on second and final reading.

Councilor Taylor moved to pass Ordinance No. 911-B on first reading.

The motion was seconded by Councilor Spahr and carried unanimously.

There being no further business to come before the council, the meeting adjourned at 5:28 p.m.

Mayor

Attest:

City Clerk

June 24, 2013

SUGGESTED MOTION

I move that the council approve the minutes of the regular city council meeting of June 24, 2013.