

June 10, 2019

The Chehalis city council held a special training session on Monday, June 10, 2019, at 4:00 pm in the Chehalis city hall. Those in attendance included Mayor Dennis Dawes, and Councilors Terry Harris, Tony Ketchum, Daryl Lund, Dr. Isaac Pope, Bob Spahr, and Chad Taylor. Staff present included: Jill Anderson, City Manager; and Caryn Foley, City Clerk. Morgan Damerow, Washington State Assistant Attorney General provided Public Records Act training for elected officials. The training session concluded at 4:59 pm. Mayor Dawes announced that the council would take a short break before convening into the regular meeting.

The regular meeting of Monday, June 10, 2019, was called to order by Mayor Dawes at 5:06 pm. Additional staff members present included: Ken Cardinale, Fire Chief; Bill Hillier, City Attorney; Hillary Hoke, Planning & Building Manager; Trent Loughheed, Community Development Director; Brandon Rakes, Airport Operations Coordinator; Rick Sahlin, Public Works Director; Chun Saul, Finance Director; Glenn Schaffer, Police Chief; Don Schmitt, Street/Stormwater Superintendent; and Dave Vasilauskas, Water Superintendent. Members of the news media included Will Rubin of *The Chronicle*, and Steve George with KMNT Radio.

1. **Recognition of Chehalis Water Department.** Mayor Dawes presented a Silver Certificate of Achievement to the Chehalis Water Department for attaining the filtered water turbidity optimization goal of 0.10 NTU or less for five continuous years, 2014-2018. The certificate was issued by the Office of Drinking Water of the Washington State Department of Health.

2. **Recognition of Rick Sahlin, Public Works Director.** Mayor Dawes read and presented a proclamation and gift honoring Rick Sahlin upon his upcoming retirement after 37 years with the city. Mayor Dawes and City Manager Anderson both spoke very highly of Rick's long career with the city, especially the institutional knowledge that can't be replaced. City Manager Anderson presented Rick's wife, Nikki, with flowers in thanks for her support of Rick's time with the city. An open house will be held on Friday, June 21, from 11:00 a.m. to 2:00 p.m. at the V.R. Lee Community Building to honor Rick and to celebrate his birthday!

3. **Barn Bash and TestIT Mobile App.** Commissioner Edna Fund stated the 2nd Annual Barn Bash is June 15 from 7:00 p.m. to 11:00 p.m. at the fairgrounds. Barn Bash is a fundraiser hosted by the SWW Fair Association to raise funds for youth ribbons that are awarded to 4-H kids. Commissioner Fund also announced a new app called TestIT to identify areas with low or no connectivity to help ensure adequate funding for broadband infrastructure across the country. She stated that Lewis County does not have good broadband, and it is estimated that it could cost upwards of \$1.5 million for total connectivity. Documentation is needed to show that the county does not provide access for everyone.

4. **Consent Calendar.** Mayor Dawes noted that Consent Calendar item, "Award bid to Anderson Poolworks for the Shaw Aquatics Center Pool Resurfacing project in the amount of \$285,215.20" would be moved to New Business.

Councilor Spahr moved to approve the consent calendar comprised of the following:

- a. Minutes of the regular meeting of May 13, 2019;
- b. May 15, 2019 Claim Vouchers No. 125788-125927 and Electronic Funds Transfer Nos. 52019 and 420191 in the amount of \$1,232,369.41;
- c. May 31, 2019 Claim Vouchers No. 125928-126037 in the amount of \$165,524.98 and voided Check No. 125814 in the amount of \$770.00;
- d. May 31, 2019, Payroll Vouchers No. 40831-40870, Direct Deposit Payroll Vouchers No. 10774-10886, Electronic Federal Tax and DRS Pension/Deferred Comp Payments No. 239-243 in the amount of \$817,092.33;
- e. Discontinuance of interlocal agreement with the city of Vader for fire investigation services;
- f. Discontinuance of interlocal agreement with the city of Winlock for fire investigation services;
- g. Lewis/Grays Harbor Ambulance Service Consortium Interlocal Agreement;
- h. Lewis/Grays Harbor County Ambulance Service Consortium Ambulance Transport Services Contract;

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- i. Set June 24, 2019 at 5:00 pm to conduct a public hearing on the city's water use efficiency plan;
- j. Award engineering services agreement to Skillings Connolly for the Kresky Avenue resurfacing project in the amount of \$66,000;
- k. Resolution No. 8-2019, first and final reading - set date and time of July 22, 2019 at 5:00 pm for a public hearing on petition to vacate a portion of NW North Street;
- l. Professional services agreement with Dr. Peter McCahill to provide Lewis County medical program director services; and
- m. Appoint City Manager Jill Anderson as the city's voting delegate to the 2019 AWC annual business meeting.

The motion was seconded by Councilor Lund and carried unanimously.

5. Award Bid to Anderson Poolworks for the Shaw Aquatics Center Pool Resurfacing Project in the Amount of \$285,215.20. Trent Lougheed stated three bids were received: 1) Cascade Industrial Services – \$186,653.11; Anderson Poolworks – \$285,215.20; and Lee Contractors – \$387,632.99. After careful review of the bids and a cost-benefit analysis, staff was recommending awarding the bid to Anderson Poolworks whose proposal was to plaster the pool instead of epoxy/painting it. Mr. Lougheed noted that plastering is now the preferred method over painting. He explained that plastering the pool was expected to last 15 to 20 years. He stated Anderson Poolworks had very good references and 25 years of experience. He reiterated that plastering is now the preferred method because of the potential of paint failure, having to drain the pool every four years to repaint, and then refilling the pool, which is costly and a loss of resources, as well. Over a 20-year period, plastering would cost about \$511,000, while painting would cost about \$745,000. Mr. Lougheed stated funding for the project would come from the General Fund, Lodging Tax Fund, and Public Facilities Reserve Fund (REET and general reserves). A five percent contingency fund was also being recommended.

Councilor Spahr asked about the durability of plaster and guarantees. Mr. Lougheed stated plastering used to not be the preferred method, but new technology, such as binders and fibers, makes it the preferred method. He noted the contractor had to meet the warranties included in the bid specifications.

Councilor Pope asked what the existing pool had now. Mr. Lougheed stated it was paint on top of concrete, which has failed.

Councilor Taylor asked about the bid process used. Mr. Lougheed stated staff used a request for proposal process, so bidders were not required to bid on a specific scope of work.

Councilor Ketchum expressed appreciation for the review and recommendation of staff. Mayor Dawes echoed Councilor Ketchum's comments. He asked that the project be monitored after completion to ensure the process holds up and staff is on top of it, to make sure that any needed work is taken care of under the warranty.

Councilor Lund asked if there were plans to set up a fund to begin setting aside funds for the next time the project needs to be done. Mr. Lougheed stated setting aside \$10,000 per year would provide \$150,000 in 15 years.

Councilor Ketchum moved to award the bid for the Shaw Aquatics Center Pool Resurfacing Project to Anderson Poolworks in the amount of \$285,215.20; to authorize a project contingency of \$14,261; and to authorize the City Manager to execute change orders not to exceed the total project budget including, the contingency allocation. The motion was seconded by Councilor Pope and carried unanimously.

Councilor Pope asked if the Chehalis Foundation had a maintenance fund for the pool. City Manager Anderson stated that was her understanding, but the city did not request funds for this project.

Councilor Harris thanked the Lodging Tax Advisory Committee for their support of the project.

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6. **Ordinance No. 998-B, First Reading – Granting a Non-exclusive Franchise to Puget Sound Energy**. Rick Sahlin stated the current franchise expired in 2012. Staff has been working with PSE since 2013 to get to this point. The new agreement has a 15-year term and the ability to extend another five years at the discretion of the council. There were no huge changes to the agreement. Insurance language was updated after review by the Washington Cities Insurance Authority and the city attorney. Beyond that, the only other changes related to grammatical corrections and updated contact information. Mr. Sahlin noted staff thought the agreement was put to rest in 2017, but never heard anything from PSE until recently, in response to the city withholding a right-of-way permit from PSE in hopes of getting the agreement taken care of. He noted one minor correction to the ordinance that would be correct for second reading.

Councilor Harris stated that in section 6 – Records Installation and Planning – it refers to “reasonable request.” He asked what that meant. City Attorney Hillier stated it referred to the scope of the question.

Councilor Ketchum moved to pass Ordinance No. 998-B on first reading. The motion was seconded by Councilor Lund and carried unanimously.

7. **Resolution No. 6-2019, First and Final Reading – Adopting the 2020-2025 Six-Year Transportation Improvement Program**. City Manager Anderson stated a full report was provided at the May 13 council meeting. City Manager Anderson provided follow-up to discussion during the meeting. Maintenance at 13th and Market is scheduled, along with traffic improvements at the crosswalk at 16th and Market. Staff is also looking at potential project costs for a roundabout at Airport and West, along Louisiana, as well as trying to get some additional information from WSDOT on their plans for widening the freeway.

Councilor Taylor moved to adopt Resolution No. 6-2019 on first and final reading. The motion was seconded by Councilor Harris and carried unanimously.

8. **Resolution No. 7-2019, First and Final Reading – Accepting Federal STP(US) Grant for NE Kresky Avenue Repaving Project**. Don Schmitt stated the resolution is needed as part of the grant process for the project.

Councilor Spahr moved to suspend the rules requiring two readings of a resolution. The motion was seconded by Councilor Harris and carried unanimously.

Councilor Spahr moved to adopt Resolution No. 7-2019 on first and final reading. The motion was seconded by Councilor Pope and carried unanimously.

9. **Urban Growth Area (UGA) Expansion Request from Raindrop Properties**. Hillary Hoke stated the city received an application to transfer lands currently located in the city of Centralia’s UGA to Chehalis’ UGA. The application was submitted by Raindrop Properties in March and was forwarded to the Lewis County Planned Growth Committee for initial review. That review resulted in a request for additional information and analysis. The petitioner’s consultant submitted an analysis response last week and if council directs staff to continue with the process, along with the additional staff comments and review, that report would be submitted to the Planned Growth Committee at their June 19 meeting.

Ms. Hoke stated the 2017 Chehalis Comprehensive Plan estimates a population increase of 11,320 people by the year 2040. Analysis of existing available lands for development estimates a deficit for residential land uses at 230 acres in order to accommodate that projected population increase. The current proposal to add approximately 677 acres to the current UGA boundary will offset that deficit. The land is located between Kresky Avenue and Centralia-Alpha Road and contains 10 parcels and a total of 677 acres. It contains steep slopes and other environmentally sensitive areas, so the entire 677 acres would not be open to development but what is available for development would more than offset the 230-acre deficit. Preliminary analysis showed the extension and upgrade of City of Centralia service systems would be substantially more difficult than extending Chehalis services. Required services may be adequately provided with upgrades to the city’s systems, and those upgrades would be at the expense of the petitioner. Ms. Hoke stated staff was requesting council direction on whether to proceed with the review process.

Councilor Ketchum asked what kind of services were necessary. Ms. Hoke stated it would be water and sewer services. Councilor Ketchum recalled that information was provided that the city may not have enough water service to provide. Trent Loughheed stated staff met with the State Department of Ecology and was in the process of applying for an additional point of withdrawal on its Newaukum water rights, which would allow the city to utilize its entire water right even when the river levels

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of the Newaukum get low. The city could take the water out of the Chehalis River, which would allow the city to a new water treatment plant and reservoir.

Councilor Harris moved to direct staff to continue to process and review the requested UGA expansion application through the Planned Growth Committee process and provide a formal recommendation to the City Council regarding the proposed UGA boundary amendment at a future City Council meeting. The motion was seconded by Councilor Taylor and carried unanimously.

10. **Administration Reports.**

b. **City Manager Update.** City Manager Anderson encouraged everyone to conserve water as it has been a pretty dry winter. She thanked the council for recognizing Rick Sahlin upon his upcoming retirement, and again thanked Rick for his 37 years of service.

Mayor Dawes stated he didn't want people to think the city was running short of water at this point in time.

11. **Councilor Reports/Committee Updates.**

a. Councilor Taylor stated Twin Transit would be holding their meetings at Centralia College for the remainder of the year. They will be meeting in the Walton Science Center. He stated the new director, Joe Clark, was doing a great job his first month in. A golf tournament was scheduled for June 29 at 9:00 am at Riverside Golf Club to benefit The Human Response Network.

c. Mayor Dawes attended a Business After Hours at Chehalis Coworks; the unveiling of the Penny Playground time capsule; a ribbon cutting celebrating the 15th year of the Chehalis Farmers Market; and the monthly mayors' meeting.

Mayor Dawes announced there would be no executive session. There being no further business to come before the council, the meeting was adjourned at 5:54 pm.

Dennis L. Dawes, Mayor

Caryn Foley, City Clerk

Approved: 6/24/2019

Initials: cf