

December 9, 2013

The Chehalis city council met in regular session on Monday, December 9, 2013, in the Chehalis city hall. Mayor Ketchum called the meeting to order at 4:45 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; Judy Schave, City Clerk; Jim Walkowski, Fire Chief; and Peggy Hammer, Human Resources Administrator.

1. **Executive Session.** Mayor Ketchum announced the council would be in executive session pursuant to RCW 42.30.140(4)(a) – collective bargaining for approximately 15 minutes and there would be no decision following conclusion of the executive session.

Mayor Ketchum closed the executive session at 5:06 p.m. and announced the council would take a five minute recess before reopening the regular meeting at 5:11 p.m. Additional staff included Brian Kelly, Assistant City Attorney; Glenn Schaffer, Police Chief; Dennis Osborn, Community Development Director; Eva Lindgren, Finance Manager; Dale McBeth, Municipal Court Judge; Becky Fox, Court Administrator; Rick Sahlin, Interim Public Works Director/Street Superintendent; and Patrick Wiltzius, Wastewater Superintendent. Members of the media included Kyle Spurr from *The Chronicle*.

2. **Swearing in of Municipal Court Judge.** Assistant City Attorney Brian Kelly administered the oath of office to Dale McBeth, appointed by the city manager on November 12 to serve as the city's municipal court judge for a four-year term expiring at the end of December 2017.

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

- a. Minutes of the regular meeting of November 25, 2013;
- b. Claim Vouchers No.107736-107829 and Electronic Funds Transfer No. 1120131 in the amount of \$97,746.65 dated November 27, 2013; and Payroll Vouchers No. 36998-37052, Direct Deposit Payroll Vouchers No. 4521-4598, and Electronic Federal Tax Payment No. 130 in the amount of \$612,416.89 dated November 27, 2013; and
- c. Pass Ordinance No. 922-B on second and final reading - creating and establishing an airport department.

The motion was seconded by Councilor Lund and carried unanimously.

4. **Administration Reports.**

a. **National Avenue Salzer Creek Bridge Scour Project Update.** Interim Public Works Director/Street Superintendent Rick Sahlin reported, in 2012, Sargent Engineers, Inc., prepared an application for the city for a bridge scour grant through the Washington State Department of Transportation (WSDOT) and the Federal Highway Bridge Program. He noted, in December 2012, the city was notified that we received the grant to do scour work on the National Avenue Salzer Creek bridge.

Mr. Sahlin reported, in March 2013, they had a kick-off meeting with local programs to talk about the project. Since that time, the project has been on the backburner. Mr. Sahlin met with City Manager MacReynold in October to discuss moving forward with the project, adding he felt they really needed to get it done.

Mr. Sahlin reported in November the city placed an ad requesting qualifications (RFQ) from consulting firms interested in managing and overseeing the project. The city received statements of qualifications from seven firms. Mr. Sahlin stated he and an engineer from WSDOT would be meeting the following day to start the review process to narrow it down to three firms to interview.

b. **Update on Annual General Obligation (G.O.) Bond Compliance.** Ms. Lindgren reported, in order to be compliant with the bond covenants for the 2011 G.O. bond issuance, the city is required to file its financial information through the Electronic Municipal Market Access System. She reported the State Auditor's Office uploaded the city's audited financials on November 25 and on November 27 she uploaded them to the Municipal Securities Rulemaking Board.

Ms. Lindgren reported Standard and Poor's (S&P) also added some additional requirements in order for the city to

December 9, 2013

keep our bond rating.

Councilor Spahr asked what our current bond rating was. Ms. Lindgren believed it was "AA," but she would double check and get back to the council with that information.

c. **Recommendation to Cancel December 23 Council Meeting.** City Manager MacReynold reported the administration did not have any further business that would require a second meeting in December and suggested the council cancel the meeting of December 23.

Councilor Spahr moved to cancel the December 23 council meeting.

The motion was seconded by Councilor Taylor and carried unanimously.

d. **Update on the City's Wellness Program.** Wellness Committee Chair Becky Fox was pleased to report that they reached the 50 percent participation needed on the health questionnaire to qualify for the 2% rate discount in 2015. She thanked those who participated and the council for their support and encouragement. Ms. Fox talked briefly about the Walk Across Washington campaign that took place earlier this year, noting the city participants as a group logged over 2,000 miles.

Ms. Fox reported a 'chili feed' for all city employees was scheduled for December 12 from 11 a.m. and 2 p.m. at the VR Lee building, to celebrate the goals accomplished, and the end to their first year in the wellness program.

Mayor Ketchum thanked Ms. Fox and the committee for their hard work and congratulated them for meeting the goals they set out to accomplish. Ms. Fox stated it was a group effort.

5. **Council Reports.**

a. **Update From Councilor Harris.** Councilor Harris reported the city's Christmas decorations were up and there were a lot of people to thank, including all of the volunteers and city staff from community development. He also thanked Cascade Tax Service, Security State Bank, and Darris McDaniel for allowing the city to use their electrical outlets for some of the poles along Chehalis Avenue that are not electrified.

Councilor Harris stated the decoration committee did a wonderful job this year. He also noted none of it would have been conceivable if it had not been for the generous donations given to the city by the Chehalis Foundation.

Mayor Ketchum reported the Mayor of Toledo and his wife were really impressed with the decorations this year.

b. **Update From Councilor Pope.** Councilor Pope reported he attended the Chehalis Community Renaissance Team (CCRT) meeting, adding it was very encouraging and inspiring. They set goals for the next year and reviewed their accomplishments to date. Councilor Pope suggested having the CCRT chair give an update to the full council.

Councilor Pope reported he also attended the Chehalis Foundation meeting, noting they were very excited about the pool project. He stated the city was going to be surprised by some other things the Foundation has planned for 2014.

c. **Update From Councilor Spahr.** Councilor Spahr reported he would be attending the Lewis County Economic Development Council regular meeting and planning session on December 12, as well as an economic exposition on December 13.

d. **Update From Mayor Ketchum.** Mayor Ketchum reported he was notified earlier in the day that the state finally finished all of their paperwork and the city is now the proud owner of Stan Hedwall Park.

e. **Update From Councilor Dawes.** Councilor Dawes reported, on December 5, he attended a United Way and Business After Hours event at the Holiday Inn Express. He also attended the annual Santa parade, adding they had a good turnout, even with the cold weather.

December 9, 2013

6. **Ordinance No. 919-B, Second and Final Reading – Revision of Sewer Rates for Lewis County Water & Sewer District #4 and Napavine for 2014.** City Manager MacReynold reported this was the second reading of the ordinance and staff was present to answer any questions the council might have.

Councilor Harris moved to pass Ordinance No. 919-B on second and final reading.

The motion was seconded by Councilor Pope and carried unanimously.

7. **Ordinance No. 920-B, Second and Final Reading – Amending the 2013 budget.** Finance Manager Eva Lindgren briefly reviewed the changes made to the budget amendment since first reading. She noted the sales and use tax was increased by \$70,000, adding it was a very conservative estimate. Ms. Lindgren indicated the gas tax wasn't anywhere near what was estimated, so she reduced the budgeted revenue by \$30,000. She reminded the council that the gambling enforcement fund would be fully depleted at the end of 2013, and at the rate the expenditures were coming in, the general fund would have to absorb some of the activity that's already been recorded.

Councilor Spahr suggested people know that when they spend a dollar in Chehalis a certain percentage of that dollar stays here. He brought up the gas tax revenue and asked how it was distributed. Ms. Lindgren reported the state bases the distribution on population size. Councilor Spahr stated the problem with that is as cities grow, or when they become municipalities, they make the pool a litter smaller for everybody else.

Councilor Harris moved to pass Ordinance No. 920-B, as amended, on second and final reading.

The motion was seconded by Councilor Pope and carried unanimously.

8. **Ordinance No. 921-B, First Reading – Amending Right-of-Way Signage Code.** Community Development Director Dennis Osborn reported the ordinance would authorize one free-standing sign in the Louisiana Avenue roundabout, (identified by the parcel number). He noted the use of the right-of-way would be done and approved by council through an annual license agreement. The license agreement would include some basic language and would outline the compensation for the use.

Mr. Osborn reported he removed "signage" out of the long-term use section of the code to remove any conflict, and added temporary uses for sandwich board type signs within the temporary or short-term use of the right-of-way.

Councilor Taylor moved to pass Ordinance No. 921-B on first reading.

The motion was seconded by Councilor Lund and carried unanimously.

9. **Authorize City Manager to Execute the Interlocal Agreement Between the City and Riverside Fire Authority for the Provision of Functional Consolidation of Fire Suppression, Emergency Medical Services, Rescue, and Prevention Services.** Councilor Dawes reported the interlocal agreement (ILA) was a culmination of over two years of work by the Regional Fire Authority Planning Committee. He noted the lion's share of the work has been done by the members of the Chehalis fire department and Riverside Fire Authority. Councilor Dawes stated the ILA spoke for itself and hoped they will get the chance to put it to work to see if it's going to be something that looks to be in the best interest of both Riverside Fire Authority and the city of Chehalis.

Fire Chief Walkowski reported they looked forward to executing the ILA for functional consolidation to really measure and detail out what efficiencies they can provide collectively together. He felt this was a significant event from the perspective that this has been attempted before, but never gained enough traction between the entities to make it come to fruition. Chief Walkowski stated they appreciated the hard work and assistance of everyone in making this happen. He anticipated the Riverside Fire Authority Governance Board of Fire Commissioners to approve the ILA on December 18.

Councilor Spahr moved that the council authorize the city manager to execute the ILA between the City and Riverside Fire Authority for the provision of functional consolidation of fire suppression, emergency medical services, rescue, and prevention services.

December 9, 2013

Councilor Lund seconded the motion.

Councilor Spahr stressed to the people of Chehalis that this does not mean this is going to merge our fire departments. He noted the functional consolidation will allow them to find out how it's going to work and it will be up to the council to elect to put it to the voters to make the final decision. Councilor Spahr indicated they didn't know what it was going to cost or how it would affect the city financially, adding this is what they need to find out during the next 12 to 18 months.

Councilor Lund stated, in addition, it used to be when they had a fire they had three or four departments show up and everyone did things differently. Now, with the training they've received, everyone including other jurisdictions in Lewis County has things set up the same and they are performing more effectively for the betterment of the citizens in our communities. He felt that was a big plus for everyone, no matter what happens in the end.

The motion carried unanimously.

There being no further business to come before the council, the meeting adjourned at 5:41 p.m.

Mayor

Attest:

City Clerk

SUGGESTED MOTION

I move that the council approve the minutes of the regular city council meeting of December 9, 2013.