

March 10, 2014

The Chehalis city council met in regular session on Monday, March 10, 2014, 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, Chad Taylor, and Tony Ketchum. Mayor Dawes was absent (excused). Staff present included: Merlin MacReynold, City Manager; Assistant City Attorney Brian Kelly; Judy Schave, City Clerk; Glenn Schaffer, Police Chief; Dennis Osborn, Community Development Director; and Peggy Hammer, Human Resources Administrator. Members of the media included Kyle Spurr from *The Chronicle*.

1. **Update on American Behavioral Health System (ABHS).** Program Manager Tony Prentice provided an annual update on the ABHS facility. He noted they continue to house up to 180 male clients and have up to 16 more in their Specialty Services Program. Mr. Prentice reported they've had two complaints since July 2013: the first involved clients looking out one of the windows; and the second was a noise complaint due to a fire alarm going off at 11:00 p.m. and the clients had to exit the building. He noted both issues had been resolved.

Mr. Prentice reported all of their clients come from the Department of Corrections (DOC), adding they receive no private or Division of Behavioral Health and Recovery funding. They've had 1,114 clients discharged from the facility, and 932 of those completed the program. Mr. Prentice noted 8.4 percent aborted the program and the DOC and Police Department had to be notified. He stated they had an 88 percent completion rate in 2013 and were running right about 90 percent for 2014.

Mr. Prentice reported the facility continues to employ 85 full-time employees. He noted they recently adopted a new therapeutic community model program, which is a DOC model for drug offenders. Mr. Prentice stated the program puts a little more emphasis on the community as a whole, and teaches the clients pro-social skills versus individual treatment. He suggested the program will effectively help clients help each other to get better.

Mr. Prentice reported a couple of their staff went to a recent "Free and Clean Weekend" event and saw over 15 of their ex-clients, and they were still clean. He stated it's encouraging to see they are having an effect in this fight.

Councilor Pope inquired about the age groups at the facility. Mr. Prentice stated they range from 18 to 62.

Mayor Pro-tem Harris thanked Mr. Prentice for coming and talking to the council, adding it was a much different situation than two years ago. He stated it was great to see their facility as a positive part of the community, adding the job they do is wonderful and necessary.

Councilor Spahr asked how ABHS followed up with clients who complete the program to see how successful they are down the road. Mr. Prentice reported DOC usually does that because they're under their supervision when they leave.

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

- a. Minutes of the regular meeting of February 24, 2014;
- b. Claim Vouchers No. 108525-108633 and Electronic Funds Transfer No. 12014 in the amount of \$116,079.31 dated February 28, 2014; and Payroll Vouchers No. 37171-37225, Direct Deposit Payroll Vouchers No. 4757-4839, and Electronic Federal Tax Payment No. 133 in the amount of \$655,649.79 dated February 28, 2014; and
- c. Adopt Resolution No. 03-2014 on first and final reading for surplus of city property.

The motion was seconded by Councilor Lund and carried unanimously.

3. **Administration Reports.**

a. **Discuss Combining Chehalis Planning Commission and Historic Preservation Commission (HPC).** Community Development Director Dennis Osborn reported, a few weeks back, he and the council had a discussion about the HPC and Planning Commission possibly becoming one. He felt it would be best to have someone from the state come and talk to the council about things that would need to be addressed if they decide to move in that direction.

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Mr. Osborn introduced Megan DuVall from the Department of Archaeology and Historic Preservation to talk about the requirements of having a HPC.

Ms. DuVall reported the city passed an ordinance in 1986 to establish an HPC, and in January 1987 the city became a certified local government (CLG). She noted the National Historic Preservation Act of 1966 initially set up the statewide program; however, in 1980 the National Park Service amended the Act to create the CLG program.

Ms. DuVall reported they have a partnership between their office and the National Park Service to certify that local programs meet certain requirements, such as:

- Having an HPC
- Keeping a local register of historic buildings
- Do design review of changes to locally listed historic properties
- Hold open public meetings
- Participate in any national register nominations that come from the community

Ms. DuVall reported they have a couple of cities in Washington State that have combined their Planning Commission with their HPC. She noted it wasn't her preferred method, but if it's going to keep the HPC meeting regularly, she would prefer that over not having a Commission at all. Ms. DuVall stated it has worked, but you still have to maintain a system for surveying and inventory of historic properties and the Commission needs to meet regularly and have public participation. She talked briefly about the benefits of being a CLG, which include: the ability to offer special tax valuation to locally listed buildings; competitive grant programs; and scholarships for national and state-wide conferences.

Ms. DuVall reported a lot of their annual funding comes from the federal government, and 10 percent of it has to get passed through to the CLG. She stated there was no match required and the money could be used for things like education, planning, surveying/inventory work, national or local register nominations, and professional HPC consultant services.

Councilor Lund inquired about the 40 percent match on grant funding for city projects. Ms. DuVall stated they didn't have enough money to give construction type grants, noting they usually try to give enough to get things moving, such as planning and surveying services.

Ms. DuVall stated the biggest issue for the city is we don't have an active HPC. One of the requirements is that they must meet at least quarterly and it's been two solid years since they've met.

Councilor Lund suggested, if they had been meeting regularly, the members might have been interested in continuing to meet. Ms. DuVall agreed, adding giving them something to do would keep them interested. She stated she talked with Mr. Osborn about applying for a grant to hire a staff person or consultant to do survey and inventory work as a way to get the commission engaged again.

Councilor Pope reported there was a building downtown that he felt was unsafe that was put on the historical registry. He suggested if they're going to put such buildings on the registry they should have a plan on how to rehabilitate them and not let them continue to deteriorate to a point of having to be concerned about fire and human life.

Councilor Pope stated it was encouraging to have grant programs, but like most federal programs, they make you feel good until it comes time to get the money. Ms. DuVall stated she receives calls daily from people seeking grants to rehabilitate properties. She noted their job is to make sure they are recognized as historic buildings. She wished there was money available because they want to see them rehabilitated as well.

Ms. DuVall reported one of the requirements of the HPC is they all have to have a demonstrated interest, or experience in preservation. She noted they ask that you have two professionals on the Commission, which can be an architect, historian, or something of that nature. Ms. DuVall stated if the city plans to combine its HPC and the Planning Commission she would still have to have statements from everyone on the Commission that they are interested in preservation.

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Mayor Pro-tem Harris stated he knew that our HPC has been very functional in the past and thought one of the things that might have slowed things down is the economy. He suggested nobody is doing any developing, so getting together every month to talk about nothing is probably why we're in the position we're in now.

Councilor Spahr stated, as a realtor, he's had people concerned about buying a home on the historic registry because the restrictions put on them can hinder anything they might want to do to it. Ms. DuVall stated the job of the HPC is to protect the features that make it an historic building. She noted most HPCs have very broad guidelines and they're there to work with the property owners. Ms. DuVall suggested if someone went through the process they would be very surprised by the ease of it.

Councilor Ketchum asked if the main reason for combining the two was lack of interest in the community. Mr. Osborn stated that was correct, adding it's been that way for the Planning Commission for some time. He stated if the council is interested he could bring back a more focused discussion on what the code requires, what the current function is, and what the HPC would look like combined with the Planning Commission.

Councilor Ketchum stated he didn't think it was a bad idea, but didn't want to lose the historic part because that's what makes Chehalis unique. He stated the downside of combining the two is that we lose the uniqueness of both groups and their thought patterns.

City Manager MacReynold thought Ms. DuVall was being very kind in the fact that it's probably been more than two years since the HPC has met. He stated this is an opportunity to revisit the issue, adding the administration is looking for some guidance from the council.

Mr. Osborn reported the grant Ms. DuVall mentioned earlier is for \$10,000. He noted in order to launch the program the city would need to get up to speed on its requirements, whether it's a single Commission or joint with the Planning Commission.

City Manager MacReynold noted one of the long standing issues is staffing, adding four years ago the community development department had five or six employees, and now they have two.

Mayor Pro-tem Harris suggested it might be wise to touch base with the current Commission members to find out what their anxieties might be, and perhaps use a consultant to reenergize the program.

City Manager MacReynold stated if the council wants to keep the HPC a free-standing Commission, that's all the administration needed to know at this time.

Councilor Taylor suggested the HPC was probably successful in the past because they had Joanne Schwartz kicking it in the rear. He asked if the city had the staff to make it successful again. Mr. Osborn stated the lack of staff was part of the problem. He noted they have a lot on their plate right now just trying to keep up on the daily work, as well as meeting state and local requirements, undertaking the Shorelines Plan update, and the Comp Plan update that's due in a couple of years. Mr. Osborn didn't know how much more they could put on their plate if staffing remains the same.

Mr. Osborn suggested in the short-term they need take advantage of the grant, so they can get the program going again. He noted over the next year they can look into it further to figure out a long-term strategy for the program.

Councilor Spahr stated he thought the program offered by the Department of Archaeology & Historic Preservation was wonderful; however, the city has mountains of regulations and mandates that we have to meet, and as noted earlier, the city has gone from five employees down to two. He reported, over the years, programs have been set up to give staff the opportunity to work them, and if they can't, they go to the wayside which is probably what happened. Councilor Spahr stated historic preservation is important, and even though it's not a high priority in his book, he would be in favor of getting a grant for a consultant.

Councilor Pope stated, given what they are doing in the city right now, this would be an appropriate time to revitalize the HPC. He suggested they go for the grant.

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Councilor Ketchum felt they should reengage the HPC. He suggested the administration talk with the current members to see if they still have any interest, adding if they don't it would be futile to keep it going.

Mr. Osborn stated what he was hearing from the council is, they would like to hold the course of the Commission. He noted he would meet with the current members and work with Ms. DuVall to get things moving again, and if the feedback from the members is not favorable, he would come back and report that to the council so they can look at other alternatives.

Councilor Spahr suggested Mr. Osborn talk with the Chehalis Community Renaissance Team as well.

Councilor Taylor thought it might be good for Mr. Osborn to engage Ms. Schwartz to find out what she did to make it so successful. City Manager MacReynold stated she staffed it with her incredible talent.

Councilor Taylor suggested Ms. Schwartz might be a good consultant. Mayor Pro-tem Harris stated her position on the Chehalis Foundation helps in that review process as well.

4. **Council Reports.**

a. **Update From Councilor Ketchum.** Councilor Ketchum gave a shout out to the W.F. West Bearcat Girls Basketball Team for taking the State 2A Title. He noted Julie Spencer from Chehalis was also named MVP of the tournament.

City Manager MacReynold reported the administration was asked to prepare a proclamation for the next meeting, and they would try to get the team here for the presentation.

Councilor Ketchum reported the Lewis County Economic Development Council was holding a breakfast meeting on Thursday, March 13, at 7:00 a.m. at the Holiday Inn.

b. **Update From Councilor Spahr.** Councilor Spahr reported he attended a ribbon cutting ceremony at Adolphsen Real Estate last Friday, adding they were open again for business and happy to have the old name back.

c. **Update From Councilor Pope.** Councilor Pope reported Jim Vander Stoep passed away and the family was planning a memorial service on Saturday, March 15.

There being no further business to come before the council, the meeting adjourned 5:44 p.m.

Mayor

Attest:

City Clerk

SUGGESTED MOTION

I move that the council approve the minutes of the regular city council meeting of March 10, 2014.