

December 9, 2019

The Chehalis city council met in regular session on Monday, December 9, 2019, in the Chehalis city hall. Mayor Dennis Dawes called the meeting to order at 5:00 pm with the following council members present: Terry Harris, Tony Ketchum, Daryl Lund, Dr. Isaac Pope, Bob Spahr, and Chad Taylor. Staff present included: Jill Anderson, City Manager; Tammy Baraconi, Planning & Building Manager; Ken Cardinale, Fire Chief; Caryn Foley, City Clerk; Melody Guenther, Court Administrator; Erin Hillier, City Attorney; Brandon Rakes, Airport Operations Coordinator; Chun Saul, Finance Director; Glenn Schaffer, Police Chief; Judy Schave, HR/Risk Manager; Don Schmitt, Street/Storm Superintendent; and Lilly Wall, Recreation Manager. Members of the news media included Celine Fitzgerald of *The Chronicle*.

1. **Proclamation – Support of Refugees.** Mayor Dawes read and presented a proclamation to Sarah Brown with Amnesty International in support of refugees.

2. **Recognition of Mayor Pro Tem Terry Harris.** Mayor Dawes read and presented a proclamation and a plaque in recognition of Councilor Harris' 16 years of service as a member of the council. The proclamation summarized an extensive list of committees and subcommittees that Councilor Harris served on. As stated on the plaque, Mayor Dawes thanked Councilor Harris for always representing the city with integrity, humility, and heart-felt commitment to the community. Finally, Mayor Dawes presented Councilor Harris with a gift from his fellow councilmembers in hopes that he use it to enjoy with his family.

Councilor Harris stated he loved working with his fellow council members and very much appreciated being part of that.

3. **Chehalis Community Renaissance Team Update.** Executive Director Annalee Tobey provided an update on CCRT activities. She thanked the council and staff for their support. Ms. Tobey highlighted the façade grant program, design projects, Chehalis Coworks, the Downtown Business Academy, and art and promotion projects. She reviewed new businesses and building owners, and expansions. 2020 projects will focus on an expanded Main Street District to include State Avenue, merchandising Chehalis-themed items, Chehalis promotional cards in area hotels, and strategic planning and program review. She recognized and thanked those businesses and the city for their 2019 B&O tax contributions. Finally, Ms. Tobey honored Councilor Harris with a framed photo, with signatures of thanks, for the wonderful gingerbread house that he created, and for all his leadership on the CCRT, particularly on the holiday decorations committee.

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

- a. Minutes of the regular City Council meeting of November 25, 2019;
- b. November 27, 2019 Claim Vouchers No. 127524-127631 in the amount of \$2,073,287.21;
- c. November 27, 2019, Payroll Vouchers No. 41112-41143, Direct Deposit Payroll Vouchers No. 11493-11599, Electronic Federal Tax and DRS Pension/Deferred Comp Payments No. 270-273 in the amount of \$792,986.81;
- d. Master interlocal agreement for reimbursable work with Lewis County;
- e. Change Order No. 1 in the amount of \$270,871.70 for the Taxiway Realignment Project;
- f. Resolution No. 19-2019, first and final reading – declaring city property to be surplus; and
- g. Consider cancelation of the December 23 city council meeting.

The motion was seconded by Councilor Pope and carried unanimously.

5. **Ordinance No. 1004-B, Second and Final Reading – Amending the 2019 Annual Budget.** City Manager Anderson stated a full presentation was given at the last council meeting and noted no changes had been made since first reading.

Councilor Harris moved to pass Ordinance No. 1004-B on second and final reading. The motion was seconded by Councilor Pope and carried unanimously.

6. **Ordinance No. 1005-B, First Reading – Vacating Alleyway at the Corner of SW Chehalis Avenue and W Main Street.** City Manager Anderson stated an overview of the vacation request was provided at the last council meeting. She noted no comments were received during the public hearing.

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Councilor Spahr moved to pass Ordinance No. 1005-B on first reading. The motion was seconded by Councilor Taylor and carried unanimously.

7. Contract for Indigent Defense Services and Grant Agreement for Improvement of Public Defense Services.

Melody Guenther stated the issue involved a new indigent defense services contract and a grant for the improvement of delivery of public defense services. The city is required to provide indigent defense to individuals who can't afford to hire their own attorney, and currently contracts with two private defense attorneys to provide that service. The current contract has been in effect since 2015 and needs to be updated to include a new fee schedule and requirements related to a grant. The attorneys requested a compensation increase. In consideration of the request and the city's limited resources, court staff applied for a state grant administered through the Office of Public Defense (OPD) and received a \$20,000 grant – \$10,000 in 2020 and \$10,000 in 2021. The grant can be used for interpreter services for attorney-client communications; increased public defense attorney compensation; public defense training; investigation services; and expert witnesses. It cannot be used to supplant local funds being spent on public defense services prior to receiving the grant. The city is responsible for continuing to pay at least the same amount for public defense services as it did prior to receiving the grant. The city may re-apply for the grant in 2021 for another two-year period.

Ms. Guenther stated the current contract incorporated the public defense standards per city Resolution 8-2014 that were adopted to comply with state statutes. Ms. Guenther reviewed the terms of the new contract. The rates proposed in the new contract were comparable to rates paid in other local jurisdictions. The city's current public defense attorneys have indicated in writing that they were willing to provide services under the terms proposed in the new contract. Based on a two-year average of case assignments, the compensation increase for the contract would total \$12,030. The \$10,000 grant would offset the increased compensation with the balance of \$2,030 to be paid by the city. She noted adequate funds were included in the 2020 budget.

Councilor Spahr moved to approve the contract for indigent defense services and authorize the City Manager to sign the contract, and to authorize the City Manager to sign the grant agreement for improvement of public defense services. The motion was seconded by Councilor Pope.

Ms. Guenther thanked the council for their support of the municipal court, noting there had been some very challenging issues the last few years between new Supreme Court rulings and state statutes, as well social issues.

The motion carried unanimously.

8. Administration Reports.

a. **City Manager Update.** City Manager Anderson asked for confirmation of February 3 for a joint meeting with the Port of Chehalis commissioners to discuss several issues. The council requested the workshop be from 4:30 to 6:00 pm. City Manager Anderson provided a strategic plan update from the September planning session. She reviewed the mission and vision statements, and core values. The council's three-year goals were reaffirmed and included: maintain and enhance financial stability; enhance and modernize technology; increase and optimize staffing levels; improve and maintain the infrastructure; and enhance and maintain facilities. She reviewed eight-month objectives for each goal. Major projects included: Recreation Park and Penny Playground; a new fire station; possible fire service annexation into Lewis County Fire District #6; future options for 9-1-1 dispatch; and annexation of Urban Growth Area properties. The next strategic planning session was set for Thursday, May 14, 2020.

9. Councilor Reports/Committee Updates.

a. Councilor Taylor stated there was an upcoming transportation meeting in Cathlamet where they would be discussing electrification of I-5 and how to implement charging stations. He stated it had been a pleasure serving with Councilor Harris and he was very happy that Councilor Harris chose to live in Chehalis.

b. Councilor Lund expressed appreciation for the holiday decorations in the council chambers, and he wished everyone a Merry Christmas and Happy New Year. He stated it had been a pleasure working with Councilor Harris.

c. Councilor Spahr echoed everyone's sentiments for Councilor Harris. He stated he would be missed on the council.

d. Councilor Pope stated it had been fun sitting next to Councilor Harris and enjoyed their quiet laughs. He also stated it had been a great pleasure working with Councilor Harris and he would really miss him.

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e. Councilor Harris stated his parents taught him at a very early age to be humble and he looked to his father for guidance on how to accept gratuities, rather they come in physical form or in thanks, and he still has never really figured out how to accept them properly. He stated he couldn't express enough how much of an honor it was to sit with his fellow council members and do the work they do. He stated he wouldn't trade it for the world. He expressed his appreciation to the council and staff. He stated the two best decisions were the hiring of the last two city managers. He expressed his love and appreciation for Chehalis.

e. Mayor Dawes attended the mayors meeting and the Christmas parade.

There being no further business to come before the council, the meeting was adjourned at 6:14 pm.

Dennis L. Dawes, Mayor

Caryn Foley, City Clerk

Approved: 1/13/2020

Initials: cf