

January 12, 2015

The Chehalis city council met in regular session on Monday, January 12, 2015, in the Chehalis city hall. Mayor Dawes 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, and Chad Taylor. Councilor Ketchum was absent (excused). Staff present included: Merlin MacReynold, City Manager; and Judy Schave, City Clerk.

1. **Executive Session.** Mayor Dawes 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 decisions made during the executive session.

Mayor Dawes closed the executive session at 4:58 p.m. and announced the council would take a short recess before opening the regular meeting at 5:00 p.m. Additional staff included: Bill Hillier, City Attorney; Glenn Schaffer, Police Chief/Interim Fire Chief; Judy Pectol, Finance Manager; Dennis Osborn, Community Development Director; and Rick Sahlin, Public Works Director. Members of the media included Dameon Pesanti from *The Chronicle*.

2. **Interview Applicants for Consideration of Appointment to the Chehalis Planning Commission.** Mayor Dawes reported this item was being pulled, adding he would like for himself and one of the senior Planning Commission members to interview the two applicants individually before bringing forward a recommendation for the full council.

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

- a. Minutes of the regular meeting of December 8, 2014;
- b. Claim Vouchers No. 111129-111273 and Electronic Funds Transfer No. 112014 in the amount of \$265,043.17 dated December 15, 2014; Claim Vouchers 111274-111383 in the amount of \$404,957.38 dated December 31, 2014; and Payroll Vouchers No. 37822-37874, Direct Deposit Payroll Vouchers No. 5607-5695, and Electronic Federal Tax Payment No. 143 in the amount of \$720,443.56 dated December 31, 2014;
- c. Approve collective bargaining agreement and memorandum of understanding between the city and the non-uniformed employees;
- d. Confirm Mayor Dawes' re-appointment of Kyle McKerricher to the Chehalis Planning Commission for a four-year term expiring December 31, 2018; and
- e. Adopt Resolution No. 1-2015 on first and final reading declaring the city of Chehalis to be in a state of emergency.

The motion was seconded by Councilor Lund and carried unanimously.

#### 4. **Administration Reports.**

a. **Council Committee/Board Appointments.** City Manager MacReynold requested input from the council on the current listing of committee and board appointments. He suggested they consider adding one additional council member to the Chehalis, Napavine, and Lewis County Sewer District (LCSD) #4 Operations Committee because of the anticipated discussions regarding rate changes. City Manager MacReynold noted Councilor Pope is our current representative, but thought it would be good to have a second council member on that committee.

City Manager MacReynold reported the .09 Committee was added to the list and Mayor Dawes would be serving on that committee. He stated the only other change he would request is to change the representative on the South Puget Sound Foreign Trade Zone Policy Committee to the Community Development Director.

Mayor Dawes asked if any of the council members would be interested in assisting Councilor Pope on the Chehalis, Napavine, LCSD #4 Sewer Operations Committee. Councilor Spahr volunteered.

b. **Appointment to Chamber Board.** City Manager MacReynold reported, as he was preparing to leave the city at the end of 2014, he resigned his position on the Chamber of Commerce Board. He thought it was important to have a

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representative on the Board since the city is its largest contributor. City Manager MacReynold thought it would be good for a council member or himself to be serving on that Board and suggested they send a letter requesting the Chamber to appoint a representative from the city.

Councilor Lund stated he would be happy to see Mayor Dawes or City Manager MacReynold appointed to the Chamber Board. He noted Mayor Dawes would be his first choice because he's very good at representing the city.

Mayor Dawes stated he would get together with the city manager and talk about it. He suggested a letter be drafted and sent to the Chamber making the request before they take any formal action on it.

#### **5. Council Reports.**

a. **Update From Mayor Dawes.** Mayor Dawes reported the Chamber banquet was coming up on Friday, January 16, at The Loft.

b. **Update From Councilor Taylor.** Councilor Taylor reported the Christmas lights looked beautiful this year, and thanked Councilor Harris for his involvement. Councilor Harris stated he had a lot of help from city staff.

6. **Ordinance No. 940-B, First and Final Reading - Amending the 2014 Budget.** Finance Manager Judy Pectol reported one of the reasons for the budget amendment is that we recently learned the State Auditor's Office is changing some of its requirements. She stated one of those is when you receive money related to debt payment it has to be recorded as revenue and the full debt expense has to be reported as an expense. Ms. Pectol indicated the money we've received from Napavine and LCSD #4 to reimburse the city for some of our wastewater debt has been recorded as a reduction in our debt, which is incorrect.

Ms. Pectol noted another minor change has to do with how we report liquor profits. She stated we can no longer net the two percent that is remitted to Lewis County for drug/rehab related programs, and the total revenue recorded has to match what the state gives us.

Councilor Harris stated they basically have to show the pass through of the money. Ms. Pectol stated that was correct.

Ms. Pectol reported the city did not receive some grant money that was expected in 2014, so she needs to lower the estimated revenue and the transfer between funds related to that. She noted she still anticipates receiving the \$250,000 for the Gail and Carolyn Shaw Aquatics Center in January 2015.

Councilor Spahr inquired about the amendment to increase the 2011 GO Bond Fund by \$2. Ms. Pectol stated she did not realize earlier that the fund was overspent by \$2, noting we cannot over expend any funds.

Councilor Harris moved that the council declare an emergency and pass Ordinance No. 940-B on first and final reading.

The motion was seconded by Councilor Lund and carried unanimously.

7. **Ordinance No. 941-B, First Reading – Amending Section 5.32 of the Chehalis Municipal Code Regarding Temporary Storage of Fireworks.** Police Chief/Interim Fire Chief Glenn Schaffer reported, sometime last year, the city had a business submit an application to the Community Development Department to place a temporary storage facility to store consumer fireworks within the city, or within the urban growth area. He noted the storage facility consists of metal shipping containers that are stacked side-by-side.

Chief Schaffer reported the application was approved, but a condition was added that the containers maintain distance between them to allow for firefighting efforts. He noted they are allowed to impose those conditions based on language in the International Fire Code.

Chief Schaffer reported, since that time, the language has changed and now allows a person who wants to create one of these storage facilities to actually store the containers side-by-side and stack them on top of each other. He noted the

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language being proposed allows the city to continue with the conditions that require space between containers and fire flow for water access.

Councilor Spahr inquired about the proposed language in the ordinance that reads, "In facilities approved by the Chief of the Washington State Patrol (WSP)," wanting to know where he comes into the picture.

Mayor Dawes stated the Chief of the WSP is the fire marshal for the state.

Chief Richard Mack, Assistant Chief/Fire Marshal for Riverside Fire Authority, stated that was correct, adding he's the supervisor for the state fire marshal. He reported the state fire marshal also adopts rules pertaining to fireworks. Chief Mack noted all persons who manufacture, transport, and store fireworks have to be licensed through the State Fire Marshal's Office.

City Attorney Hillier stated part of the licensing process includes storage facilities. He noted the head of the WSP would be the one granting the license process, which includes granting storage facility areas. City Attorney Hillier stated the proposed ordinance would also make us compliant.

Chief Schaffer reported, essentially, the facility the WSP would be approving is the metal shipping containers. He noted the current code allows them to be stored side-by-side, which is something the administration wants to prevent. Chief Schaffer stated the proposed ordinance will add the additional condition that requires space between the containers and water flow.

Councilor Harris asked if the storage containers are being approved for long term storage.

Chief Mack reported it was for temporary storage only. He noted state law permits storage of consumer fireworks from approximately June 1 until July 15. Chief Mack stated there's a permanent storage facility in Centralia, but it's designed with a sprinkler system for that purpose. He noted the proposed language would only pertain to temporary storage facilities.

Councilor Spahr moved to pass Ordinance No. 941-B on first reading.

The motion was seconded by Councilor Taylor and carried unanimously.

8. **Miscellaneous Items.** Mayor Dawes reminded the council that it was time to submit their annual Public Disclosure Commission forms, noting they had until April 15 to get those turned in.

Mayor Dawes also thanked newly elected Lewis County Commissioner Gary Stamper for attending the meeting.

There being no further business to come before the council, the meeting adjourned 5:25 p.m.

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Mayor

Attest:

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City Clerk

**SUGGESTED MOTION**

**I move that the council approve the minutes of the regular city council meeting of January 12, 2015.**