

April 13, 2020

The Chehalis city council met in regular session on Monday, April 13, 2020, in the Chehalis city hall. Mayor Dennis Dawes (present in the council chambers) called the meeting to order at 5:00 pm with the following council members present telephonically: Tony Ketchum, Jerry Lord, Daryl Lund, Dr. Isaac Pope; Bob Spahr; and Chad Taylor. Staff present in the council chambers included: Jill Anderson, City Manager; and Caryn Foley, City Clerk. Due to orders from the Governor's office relating to COVID-19, members of the public and the press were restricted from the meeting room, but were able to view the meeting via live streaming and were provided a process for submitting comments prior to the meeting.

1. **Proclamation – Administrative Professionals Week**. Mayor Dawes read a proclamation designating April 20-24 as Administrative Professionals Week.

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

- a. Minutes of the regular City Council meeting of March 23, 2020;
- b. March 31, 2020 Claim Vouchers No. 128611 – 128742 in the amount of \$400,654.55 and voided Check Nos. 128416, 128462, 128498, 128509, 128521, 128586 and 128591 in the amount of \$4,112.00;
- c. March 31, 2020, Payroll Vouchers No. 41239-41270, Direct Deposit Payroll Vouchers No. 11920-12027, Electronic Federal Tax and DRS Pension/Deferred Comp Payments No. 287-290 in the amount of \$874,759.87; and
- d. Engineering services agreement with Gibbs & Olson for an amount not to exceed \$152,000 for design of the Chehalis Avenue reconstruction project.

The motion was seconded by Councilor Taylor and carried unanimously.

3. **Administration Reports**.

a. **City Manager Update**. City Manager Anderson provided an update on COVID-19. City offices continue to provide services by phone, email, on-line, and by appointment. Credit cards are accepted for utility payments. Inspection and plan review services have been modified. There are no walk-in services available at city hall. People are encouraged to call 360-345-1042 before they come in. Two staff members had COVID-19 symptoms and were tested, but were negative. The county continues to take the lead on the emergency response and has done a great job staying in communication with the city. The county is developing a quarantine site at the fairgrounds, which will be operational later this week. Several organizations were helping small businesses and providing supplies to first responders. She thanked everyone for their patience and cooperation. It is predicted that the virus will hit our area in the coming weeks more than it has to-date.

4. **Councilor Reports/Committee Updates**.

a. **Councilor Taylor**. Twin Transit is working with the Lewis County Seniors organization to ensure seniors are receiving meals. They are also helping Mountain Highway Transit by providing transportation into town for such things as doctor appointments.

b. **Councilor Lund**. The steam train received a grant in the amount of \$150,000 to repair the steam engine.

c. **Mayor Dawes**. Mayor Dawes noted that no citizen comments were received prior to the meeting. He stated there would be no executive session.

Councilor Spahr asked when the next sales tax report would be received. City Manager Anderson stated the next report would be received in May. She expected they probably wouldn't see significant effects of the virus until the report that would be received in June, which would reflect the month of April.

There being no further business to come before the city council, the meeting was adjourned at 5:16 pm.

Dennis L. Dawes, Mayor

April 13, 2020

Caryn Foley, City Clerk

Approved: 4/27/2020

Initials: cf