

April 27, 2020

The Chehalis city council met in regular session on Monday, April 27, 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 (joined the call at 5:03 pm). Staff present in the council chambers included: Jill Anderson, City Manager; Caryn Foley, City Clerk; Erin Hillier, City Attorney; and Brandon Rakes, Airport Operations Coordinator. 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 May 10-16 as Police Week, and May 15 as Peace Officers' Memorial Day.

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

a. Minutes of the regular City Council meeting of April 13, 2020;

b April 15, 2020 Claim Vouchers No. 128743 – 128889 and Electronic Funds Transfer Nos. 32020, 320201, 320202 and 320203 in the amount of \$496,176.58;

c. Amendment No. 1 to the agreement for professional services with Shea, Carr & Jewell, Inc., (SCJ Alliance) in the amount of \$25,000 for the high-level reservoir booster pump station;

d. Credit card service agreement renewal with Epic Card Services, LLC and affirmation of existing credit card policy;
and

e. Resolution No. 6-2020, first and final reading – continuing support for a basin-wide solution to flooding and aquatic species restoration.

The motion was seconded by Councilor Pope.

There was discussion amongst council members regarding the recommendation to absorb credit card fees for the purchase of fuel at the airport. It was clarified that the cost of transaction fees was built into the price of fuel, and Brandon Rakes stated the airport profits from the sale of fuel.

Councilor Spahr asked for clarification on the proposed amendment with SCJ Alliance, specifically related to time and materials. The proposed amendment noted that the total estimated fee was \$25,000, plus time and materials. City Manager Anderson assured council that if the contract was expected to exceed \$25,000 it would be brought back to council for approval.

The motion carried unanimously.

3. **Administration Reports**.

a. **City Manager Update**. City Manager Anderson reported that the city continues to operate in a modified fashion to protect the public and staff from spread of the COVID-19 virus. All staff members who have been tested for COVID-19 have come back negative. Staff appreciates the public's cooperation as the city continues to provide service in a safe manner.

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

a. **Councilor Lund**. Work continues on the steam train.

b. **Mayor Dawes**. Mayor Dawes reported he was involved in many phone conferences in the last couple weeks. An email was sent to the Governor's office requesting that the Governor expand his order regarding vehicle sales. The city also signed on supportively with the county commissioners regarding the Governor's office giving individual counties the ability to work with their local health department to open up things. The chamber was working on a business recovery center and are looking for funding sources. Mayor Dawes stated they are looking outside the box to deal with the anticipated economic impacts of COVID-19.

April 27, 2020

5. **Executive Session.** Mayor Dawes announced the council would be in executive session pursuant to RCW 42.30.110(1)(c) – Sale/Lease of Property, not to exceed 6:00 pm and there would be no decision following conclusion of the executive session. Councilor Taylor stated he would not be participating in the executive session due to a potential conflict of interest. Mayor Dawes closed the regular meeting at 5:32 and immediately began the executive session. Mayor Dawes closed the executive session and reopened the regular meeting at 6:00 pm to announce the council would continue in executive session not to exceed 6:30 pm. Following conclusion of the executive session, the regular meeting was reopened and immediately adjourned at 6:28 pm.

Dennis L. Dawes, Mayor

Caryn Foley, City Clerk

Approved: 5/11/2020
Initials: cf