

January 11, 2016

The Chehalis city council met in regular session on Monday, January 11, 2016, in the Chehalis city hall. Mayor Dennis Dawes called the meeting to order at 4:45 p.m. with the following council members present: Terry Harris, Dr. Isaac Pope, Daryl Lund, Chad Taylor, and Tony Ketchum. Councilor Spahr was absent (excused). Staff present included: Merlin MacReynold, City Manager; Bill Hillier, City Attorney; Judy Schave, City Clerk; Glenn Schaffer, Police Chief; Ken Cardinale, Fire Chief; Dennis Osborn, Community Development Director; Judy Pectol, Finance Manager; Peggy Hammer, Human Resources Administrator; Municipal Court Judge Dale McBeth, Becky Fox and Melody Guenther, Court Administrators; Don Schmitt, Acting Public Works Director and Street/Stormwater Superintendent; Patrick Wiltzius, Wastewater Superintendent; and Rich Trotter, Property Maintenance Worker.

1. **Interview Applicant for Historic Preservation Commission.** The council interviewed James Hill who submitted an application to be considered for appointment to the Chehalis Historic Preservation Commission.

Mayor Dawes closed the work session at 5:50 p.m. and announced the council would take a short recess before opening the regular meeting at 5:00 p.m.

2. **Swearing-in of Re-elected Council Members.** Municipal Court Judge Dale McBeth administered the oaths of office to Terry Harris, District No. 1; Daryl Lund, District 2; Tony Ketchum, District No. 3, and Dr. Isaac Pope, District No. 4.

3. **Election of Mayor and Mayor Pro-tem for 2016-2017.** Mayor Dawes called for nominations for the position of Mayor.

Councilor Lund nominated Dennis Dawes, and Councilor Harris seconded the nomination.

Councilor Pope moved to close nominations.

The motion to close nominations was seconded by Councilor Harris and carried unanimously.

The council voted unanimously to re-appoint Dennis Dawes as Mayor for 2016-2017.

Mayor Dawes called for nominations for the position of Mayor Pro-tem.

Councilor Lund nominated Terry Harris, and Councilor Pope seconded the nomination.

Councilor Pope moved to close nominations.

The motion to close nominations was seconded by Councilor Taylor and carried unanimously.

The council voted unanimously to re-appoint Terry Harris as Mayor Pro-tem for 2016-2017.

4. **Council Committee/Board Appointments.** Mayor Dawes asked if the council had any changes with regard to the committee/board appointments. The council requested the following changes:

- Replace Councilor Lund with Councilor Ketchum on Lewis County Historical Museum Board
- Add Councilors Harris and Ketchum to the Chehalis Community Renaissance Team
- Remove the Employee Emergency/Disaster Preparedness Committee
- List sitting 'mayor' as the representative on the .09 Committee
- Councilor Harris is no longer the chair of the Chehalis River Basin Partnership

Mayor Dawes noted the list would be finalized at the next regular meeting.

5. **Service Awards.** Mayor Dawes recognized Court Administrator Becky Fox for 35-years of service. He stated Ms. Fox has always been a very hard worker and would work just as hard on her last day as she did the first day she came to work for the city. Mayor Dawes noted Ms. Fox took a lot of pride in her work and was also a mentor for a lot of the other courts in the area.

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Judge McBeth reported Ms. Fox had worked with six different judges over the last 35 years. He stated Ms. Fox is one of the most diligent and faithful in following through and he was going to miss that.

Ms. Fox introduced her family members, noting they are the love of her life. She stated she has been very blessed and will miss those she has worked with over the years.

Mayor Dawes recognized Property Maintenance Worker Rich Trotter for 30-years of service. He noted Mr. Trotter is another one of the city's faithful and excellent employees. He noted Mr. Trotter's job description included a little bit of everything, from working on the pool, to working on the ballfields, parks, and city facilities.

Mayor Dawes reported former city property manager Andy Sennes also wanted to send along his best wishes to both Ms. Fox and Mr. Trotter.

Community Development Director Dennis Osborn reported whenever he was out and about with Mr. Trotter he always learned something new about the city. He stated Mr. Trotter is going to be missed.

Mr. Trotter reported the city has been a great place to work. He stated, "Not every job is perfect, but in looking back, this has been a great job."

6. **Consent Calendar.** Councilor Ketchum moved to approve the consent calendar comprised of the following:

- a. Minutes of the regular meeting of December 14, 2015;
- b. Claim Vouchers No. 114396-114519 and Electronic Funds Transfer No. 1120151 in the amount of \$519,190.82 dated December 15, 2015; Claim Vouchers No. 114520-114606 in the amount of \$87,065.38 dated December 31, 2015; and Payroll Vouchers No. 38584-38632, Direct Deposit Payroll Vouchers No. 6677-6765, and Electronic Federal Tax Payment No. 155 in the amount of \$731,388.18 dated December 31, 2015;
- c. Adopt Resolution No. 2-2016 on first and final reading setting date and time of January 26, 2016, at 5:05 p.m., for a public hearing on the proposed annexation of property in the city's urban growth area;
- d. Authorize city manager to execute interlocal agreement between the city and Lewis County to provide fire investigation services with Lewis County; and
- e. Confirm appointment of James Hill to the Chehalis Historic Preservation Commission for a three-year term expiring December 31, 2018.

The motion was seconded by Councilor Pope and carried unanimously.

7. **Council Reports.**

a. **Update From Councilor Pope.** Councilor Pope reported an update was given to the Chehalis Community Renaissance Team regarding the Main Street Program, noting it was now official and should be functioning soon.

b. **Update From Councilor Taylor.** Councilor Taylor stated he heard a lot of compliments about the holiday lights and thanked Councilor Harris and his crew for all of their hard work.

c. **Update From Mayor Dawes.** Mayor Dawes reported he attended the Mayors meeting where they discussed the Hazard Mitigation Plan. He noted the plan is complete and a resolution will be forwarded to the city administration for council to approve. Mayor Dawes suggested we invite Emil Pierson from Centralia to give a brief presentation on the completed plan.

8. **Ordinance No. 951-B, Second and Final Reading – Establishing Vesting Regulations for Land Use Permits.** Mr. Osborn reported there was a court ruling that basically undid the standard practice of vesting, leaving local jurisdictions to come up with something on their own. He noted Ordinance No. 951-B would reinstate the old system of how to deal with it.

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Mr. Osborn stated the caveat is the timing of having the interlocal agreement between the city and Lewis County expire at the end of January.

City Manager MacReynold reported this is especially important now that the county is going to be doing permitting in our urban growth area starting in February.

Councilor Taylor moved that the council pass Ordinance No. 951-B on second and final reading.

The motion was seconded by Councilor Pope and carried unanimously.

9. **Resolution No. 1 -2016, First and Final Reading – Authorizing City Manager to Execute Contract with State Revolving Fund for a Loan in the amount of \$15,000 for the Coal Creek Sewer Extension Project.** Wastewater Superintendent Patrick Wiltzius reported there are nine homes in the Coal Creek area (near the Vintage At Chehalis complex) that the county has determined have septic tanks that no longer function. He stated unless they connect to city sewer they will not be able to live in their homes.

Mr. Wiltzius reported the city requested funding from the Department of Ecology (DOE) for the project, which is estimated to cost about \$325,000. He noted the city put in an application last year and received notice from (DOE) that we received a \$295,000 grant, \$15,000 in forgivable principle, and a \$15,000 loan. Mr. Wiltzius reported in order to get the forgivable principal we have to take the loan. He noted he did call to confirm that we can pay the loan off immediately, or as soon as we receive it. Mr. Wiltzius indicated Lewis County also committed \$25,000 towards the project. He stated once the paperwork is signed we can move forward and hire an engineer, and hopefully get the project done this summer.

Councilor Ketchum moved to adopt Resolution No. 1-2016 on first and final reading.

The motion was seconded by Councilor Lund and carried unanimously.

There being no further business to come before the council, the meeting adjourned 5:28 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 11, 2016.**