

Chehalis City Council

Meeting Minutes
March 22, 2021

The Chehalis City Council met in regular session on Monday, March 22, 2021. Mayor Dennis Dawes called the meeting to order at 5:00 pm with the following council members present: Michael Bannan, Tony Ketchum, Jerry Lord, Dr. Isaac Pope, and Bob Spahr. Councilor Daryl Lund participated via Zoom. Staff present included: Jill Anderson, City Manager; Caryn Foley, City Clerk; Kiley Franz, Interim City Clerk; Erin Hillier, City Attorney; Randy Kaut, Interim Police Chief (Zoom); Trent Lougheed, Public Works Director; Brandon Rakes, Airport Operations Coordinator; and Chun Saul, Finance Director. Due to orders from the Governor's office relating to COVID-19, members of the public and the press were able to view the meeting via live streaming or Zoom. The public was also provided a process for submitting comments prior to the meeting.

1. **Recognition of Caryn Foley – City Clerk.** Mayor Dawes recognized Caryn Foley, City Clerk, with a proclamation and an inscribed vase with flowers upon her retirement after 34 years of service to the City of Chehalis. Mayor Dawes, on behalf of the City Council, and City Manager Anderson expressed their appreciation for Caryn's outstanding and dedicated service to the citizens of Chehalis.

2. **Citizens Business – Steven Ryan.** Steven Ryan, a resident of the City of Chehalis at 525 SE Hilltop Drive, addressed the City Council with concerns regarding stormwater issues, budgeting, and the lack of a capital improvement plan.

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

a. Minutes of the regular City Council meeting of March 8, 2021; and

b. March 15, 2021 Claim Vouchers No. 131299 – 131405 and Electronic Funds Transfer Check Nos. 1182 – 1210 and 1 in the amount of \$409,123.39; and

c. Coronavirus Response and Relief Supplemental Appropriations Act (CRRSA) Grant for Airports through the new Airport Coronavirus Response Grant Program (ACRGP); and

d. Acceptance and Closeout of the High-Level Pump Station Project;

Councilor Spahr asked if the change orders for the high-level pump station project had been brought before the council for approval. City Manager Anderson explained that the amount for the change orders had been approved in the original contract as part of the contingency budget. He further inquired how many trees were removed. Trent Lougheed explained that seven or eight trees had been removed after they were found to be hazardous.

The motion was seconded by Councilor Lord. The motion passed with all in favor except Councilor Lund, who opposed the motion.

4. **Resolution No. 4-2021, First and Final Reading – Adopting the Amended and Restated Interlocal Agreement of the Southwest Washington Regional Transportation Planning Organization.** Trent Lougheed explained that the updated Interlocal Agreement for the Southwest Washington Regional Transportation Planning Organization (SWRTPO) was being presented to the Council for their approval. The goal of the SWRTPO is to ensure that all jurisdictions are in compliance with the Transportation Improvement Plan requirements. The last two projects that the city has received funding for are the Kresky Avenue Reconstruction Project and the Interstate Avenue Resurfacing Project. He briefly reviewed upcoming projects that could possibly receive grant funding.

Councilor Ketchum made a motion to approve Resolution No. 4-2021 on first and final reading. The motion was seconded by Councilor Lord and carried unanimously.

5. **Consideration of Early Work Agreement for Tract 9 at 1850 NW Louisiana Avenue to O'Brien Auto Team, an Illinois Company.** Brandon Rakes informed the Council that the early work agreement was part of the lease agreement for O'Brien Auto Team that was accepted at the March 8, 2021 City Council meeting. The early work agreement would provide O'Brien Auto Team the opportunity to fill and grade the site while they are still under the agreement to lease, but before the ground lease begins.

Councilor Ketchum asked what would happen if O'Brien Auto Team filled the site and then did not proceed with development of the site. Erin Hillier explained that O'Brien Auto Team risked losing any improvements they have made to the property if they did not progress with their lease.

Councilor Spahr moved to approve the acceptance of the early work agreement for Tract 9 at 1850 NW Louisiana Avenue to O'Brien Auto Team and authorized the City Manager to execute the documents. The motion was seconded by Councilor Lord and carried unanimously; Councilor Bannan abstained from the motion.

6. Administration Reports.

a. **City Manager Update.** City Manager Anderson thanked Caryn Foley for her 34 years of service to the City of Chehalis. She also introduced Susan Stayner, the new part-time temporary assistant at City Hall. City Manager Anderson informed the Council that the city may receive additional COVID funding, which would be restricted according to state law.

City Manager Anderson explained that she had responded to Mr. Ryan's concerns in a letter. She explained that many projects funded solely by the city, are vetted and approved through the annual budgeting process. She further explained that the plans are strictly plans; many new opportunities and threats may arise that impede the implementation of those plans. Stormwater, water, wastewater, and other restricted fund fees are strictly used for their designated funds.

7. Councilor Reports/Committee Updates.

a. **Councilor Lund.** Councilor Lund informed the Council that the eagle scout working on the basement at the lodge appreciated the help provided by Andrew Hunziker and the facilities crew. He thanked Mr. Ryan for taking the time to express his concerns and hoped that the issues would be addressed appropriately.

b. **Councilor Spahr.** Councilor Spahr attended an EDC meeting. He informed the Council that the EDC would be changing their name and what they will be involved with in the future.

c. **Councilor Pope.** Councilor Pope thanked Mr. Ryan for his research. He inquired if any planning would be completed for stormwater. City Manager Anderson explained that a master plan for stormwater was on the list of projects that the city would like to accomplish and updates to the Comprehensive Plan will be made later in the year. Councilor Pope suggested a citizen's committee to assist the process and asked Mr. Ryan if he would be willing to participate if such a committee was created. Mr. Ryan indicated that he would.

d. **Mayor Dawes.** Mayor Dawes attended a .09 committee meeting. Mayor Dawes thanked Mr. Ryan for taking the time to speak to the council and expressed his confidence in staff to address the issues. Councilor Spahr asked if the stormwater issue on Mr. Ryan's property had been resolved. Mr. Ryan informed the Council that he was not looking for special treatment regarding this issue and would like to see upgrades made across the city through the Comprehensive Plan.

8. **Executive Session.** Mayor Dawes announced the council would take a short recess and then be in executive session pursuant to RCW 42.30.110(1)(c) – Sale/Lease of Real Estate, not to exceed 6:45 pm and there would be no action following conclusion of the executive session. Mayor Dawes closed the regular meeting at 6:15 pm. The executive session began at 6:17 pm. Following conclusion of the executive session, the regular meeting was reopened at 6:45 pm and immediately adjourned.


Dennis L. Dawes, Mayor


Kiley Franz, Interim City Clerk

Approved:

Initials: K