

Chehalis City Council
Meeting Minutes
September 27, 2021

The Chehalis City Council met in regular session on Monday, September 27, 2021. Mayor Dennis Dawes called the meeting to order at 5:00 pm with the following members present: Tony Ketchum, Jerry Lord, Dr. Isaac Pope, and Bob Spahr. Councilor Daryl Lund participated via Zoom. Staff present included: Jill Anderson, City Manager; Tammy Baraconi, Planning and Building Manager; Kiley Franz, City Clerk; Randy Kaut, Police Chief; Trent Lougheed, Public Works Director (Zoom); Brandon Rakes, Airport Operations Coordinator; Sam Satterfield, City Attorney (Zoom); Chun Saul, Finance Director; and Glenn Shaffer, HR/Risk Manager.

1. **Approval of Agenda.** A motion to approve the agenda as amended was made by Councilor Pope. The motion was seconded by Councilor Spahr and carried unanimously.

2. **Energy Innovation Coalition and Center – Richard DeBolt and Kelly Smith-Johnston.** Richard DeBolt, Executive Director of the Economic Alliance of Lewis County, explained that the energy innovation coalition and center project had been started approximately seven months ago when a grant was received to build a hydrogen station in the port of Chehalis with Twin Transit. Kelly Smith-Johnston explained that many energy-related projects existed or were planned within Lewis County. The center will provide resources to local entities and outside agencies; the coalition will be a network of local private and public agencies. Ms. Smith-Johnston asked that the City of Chehalis consider being a member of the energy innovation coalition. Richard DeBolt provided a brief overview of the hydrogen fueling station project; Lewis County will be one of only thirty-six hydrogen valleys in the world, only two of which are in the United States.

Councilor Ketchum expressed his support of the program and praised Joe Clark of Twin Transit for the initiation of the project. He expressed his belief that the project could be a major asset to Lewis County.

Councilor Spahr expressed his concern over the lack of available water sources for this project. Richard DeBolt explained that the water did not have to come from primary sources, he provided the example of distilled wastewater treatment plant water. Councilor Pope inquired about the safety measures put in place for hydrogen vehicles. Richard DeBolt explained that hydrogen vehicles now came equipped with a venting system to prevent combustion. Kelly Smith-Johnston added that jobs would be created on the maintenance side of the project as well.

Councilor Ketchum volunteered to represent the Council on the energy innovation coalition.

Councilor Lund added that buses in Germany have run on hydrogen fuel for approximately twenty years.

3. **Citizens Business.**

- a. Terry Harris explained that the holiday decorations had aged. He expressed his appreciation for the Chehalis Foundation, the Chehalis Community Renaissance Team, and his family for their assistance in repairing the snowflakes, which included the replacement of the garland.

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

- a. Minutes of the regular City Council meeting of September 13, 2021; and
- b. September 15, 2021 Replacement Checks No. 13523 & 132526, Claim Vouchers No. 132524 – 132618 and Electronic Funds Transfer Check Nos. 1539 – 1566 in the amount of \$831,567.03;

The motion was seconded by Councilor Lord and carried unanimously.

5. **Ordinance Number 1022-B, Second and Final Reading – Amending the 2021 Budget.** City Manager Anderson informed the Council that no changes had been made since the first reading at the September 13, 2021 meeting.

A motion to pass Ordinance No. 1022-B on second and final reading was made by Councilor Spahr. The motion was seconded by Councilor Pope and carried unanimously.

6. Ordinance No 1021-B, Second and Final Reading – A Petition to Vacate Portions of Right-of-Way on SE Adams, 12th Street, and the Undeveloped Alley Between 11th and 12th Streets. Tammy Baraconi explained that the original request from the applicant was the vacation of SE Adams Avenue between 12th Street and Prospect Street, which would include an access easement on Adams Avenue; and a right-of-way vacation on 12th Street from the northeast side of Adams Avenue and the northeast side of Washington Avenue, which will also have an easement for sewer access; and a portion of the undeveloped alleyway between 11th and 12th Streets, which will not have any easements.

Mayor Dawes asked if there would be any hinderance to future developments with this vacation. Ms. Baraconi confirmed that the only access issue had been addressed with an access easement for LaDawn Music. Councilor Spahr asked if lots 19, 20, and 21 were owned by the applicant; Ms. Baraconi confirmed they were.

Ms. Baraconi reviewed the specifics of the proposal, including the differences between staff recommendations and the proposal of the applicant. Councilor Lord asked if the amount charged by the City was determined by an RCW or by the City. Ms. Baraconi informed the Council that the price followed Chehalis Municipal Code. Councilor Lord expressed concern with the requirement for a boundary line adjustment.

Aaron Fuller of Fuller Designs, civil engineer for the project, voiced concerns regarding the size of the access easement for LaDawn Music's property, and the lack of negotiation for the property. Ms. Baraconi explained that if the access easement remained larger, the developer would be required to develop the alleyway to street standards. City Manager Anderson explained that as a public entity, the ability to negotiate was limited.

A motion to direct staff to make the following changes to Ordinance No. 1021-B: Adams Avenue to 15x120 feet, 12th Street 15,263 square feet of area with easement, and no changes to the alleyway was made by Councilor Ketchum. The motion was seconded by Councilor Lord and carried unanimously. The second reading of Ordinance No. 1021-B was continued until the October 11, 2021 City Council meeting.

7. Lodging Tax Advisory Committee Recommendations for 2022 Tourism Funds and Request to Seek Applicants. City Manager Anderson informed the Council that the Lodging Tax Advisory Committee met on Tuesday, September 21, 2021 to review lodging tax funding requests. A reserve of \$50,000 was requested, as was the payment of the Recreation Park debt service payment in the amount of \$71,350. The remaining \$186,640 was distributed evenly to requesting organizations, with the exception of the City.

Councilor Lord explained that over the last decade, many positions on the Lodging Tax Advisory Committee had been held by the same individuals. To ensure that any qualified individual interested in participating on the committee had the opportunity, Councilor Lord requested that the application for appointment be opened.

A motion to approve the funding amounts, both individually and collectively, of the Lodging Tax Advisory Committee for the use of lodging tax funds for 2022; approve the allocation of 20% of available funds, rounded to \$37,340, to the City of Chehalis, to be utilized at the discretion of the City in 2022; approve the annual debt service payment for Recreation Park Improvement Project in the amount of \$71,350; approve the annual appropriation of 25% of available revenues to the City of Chehalis beginning in 2023, to be utilized at the discretion of the City; and provide direction regarding the preferred process for selecting LTAC members, specifically whether or not to open the process to invite qualified individuals to apply for appointment to the 2022 Lodging Tax Advisory Committee was made by Councilor Lord. The motion was seconded by Councilor Pope and carried unanimously.

Mayor Dawes clarified that 'to be utilized at the discretion of the City' was in regard to the applicable lodging tax fund projects.

8. Administration Reports.

- a. **City Manager Update.** City Manager Anderson informed the Council of the annual Lewis County Economic Alliance banquet on Friday, October 8, 2021.

9. Councilor Reports/Committee Updates.

- a. **Councilor Lund.** Councilor Lund asked that staff double check requirements and policies regarding construction projects to ensure compliance.

- b. **Mayor Dawes.** Mayor Dawes attended a Business After Hours event on September 16th and met with the pastor at the Grace Church regarding volunteer opportunities.
- c. **Councilor Pope.** Councilor Pope informed the Council that there was a ribbon cutting event at Pope's Kids Place for a physical therapy facility, named in honor of Chase Conzatti.

10. **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)(i) – Litigation/Potential Litigation and RCW 42.30.110(1)(c) – Sale/Lease of Real Estate, not to exceed 7:45 pm and there will be no action taken following conclusion of the executive session. Mayor Dawes closed the regular meeting at 6:41 pm. and the executive session began at 6:45 pm. Following conclusion of the executive session at 7:40 pm, the regular meeting was reopened and was immediately adjourned.

Dennis L. Dawes, Mayor

Kiley Franz, City Clerk

Approved:

Initials: KF