

Chehalis City Council
Meeting Minutes
November 22, 2021

The Chehalis City Council met in regular session on Monday, November 22, 2021. Mayor Dennis Dawes called the meeting to order at 5:00 pm with the following members present: Terry Harris, Tony Ketchum, and Bob Spahr. Councilors Daryl Lund and Dr. Isaac Pope participated via Zoom. Councilor Jerry Lord was absent, excused. Staff present included: Jill Anderson, City Manager; Tammy Baraconi, Planning and Building Manager; Kiley Franz, City Clerk; Cassie Frazier, City Manager's Administrative Assistant; Melody Guenther, Court Administrator; Erin Hillier, City Attorney; Andrew Hunziker, Facilities Manager; Randy Kaut, Police Chief; Trent Loughheed, Public Works Director (Zoom); Josh McDrummond, Permit Technician; Devlan Pool, Wastewater Superintendent; Brandon Rakes, Airport Operations Coordinator; Chun Saul, Finance Director; Amelia Schwartz, City Planner; Dave Vasilauskas, Water Superintendent; and Lilly Wall, Recreation Manager.

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

2. **Recognition of Bill Hillier, City Attorney.** Mayor Dawes expressed his gratitude to Bill Hillier for his time spent as the City Attorney.

3. **Citizens' Business.** Aaron Fuller of Fuller Designs informed the Council that he would like to discuss housing in Chehalis. He expressed frustration with the DRC process, delays due to inaccurate information, the lack of direction, and the length of time it has taken for permit processing. Mayor Dawes noted that many projects have been started and completed in the City this year; a substantial amount of building has affected the limited staffing in the planning and building department. Councilor Lund expressed frustration with the delays and his desire to find a solution to the issue.

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

- a. Minutes of the regular City Council meeting of November 8, 2021; and
- b. November 15, 2021 vouchers and transfers - accounts payable in the amount of \$1,974,287.40; and
- c. Confirmation and Reappointment of Dale McBeth as Municipal Court Judge; and
- d. Extension for Indigent Defense Services Contract; and
- e. Resolution No. 15-2021, First and Final Reading – Appointing City Attorney and Assistant City Attorneys;

The motion was seconded by Councilor Ketchum and carried unanimously.

5. **Public Hearing – Proposed 2022 Revenue Sources – Property Taxes and Levies – Second Hearing.** Mayor Dawes recessed the regular meeting and opened the public hearing at 5:29 pm. City Manager Anderson explained that a public hearing on this matter had been held on November 8, 2021 and no changes had been made since then. There being no public comment, the Mayor reopened the regular meeting at 5:31 pm.

6. **Public Hearing – Proposed 2022 Budget – Second Hearing.** Mayor Dawes recessed the regular meeting and opened the public hearing at 5:31 pm. City Manager Anderson explained that a public hearing on this matter had been held on November 8, 2021 and no changes had been made since then. City Manager Anderson added that the budget is available on the city's website at www.ci.chehalis.wa.us. There being no public comment, the Mayor reopened the regular meeting at 5:32 pm.

7. **Public Hearing – Proposed Chehalis Basin Comprehensive Flood Hazard Management Plan.** Mayor Dawes recessed the regular meeting and opened the public hearing at 5:32 pm. City Manager Anderson explained that Christina Wollman of Perit, which has been working with many organizations across Lewis County to create a comprehensive flood hazard management plan.

Christina explained that she had been working with Lewis County for approximately two years to create this plan. This plan addresses flood risk to people and property throughout Lewis County and identifies mitigation action to reduce that risk. The last plan was created in 2009 after the major flood event of 2007; many things have changed since then and a new plan is necessary. A grant was received for this study, so it was created with no expense to the county.

The plan included many entities, stakeholders, and consultants. Flood patterns from the 1950's to present were reviewed for frequency and severity. Flood plains were analyzed for 10-year floods, 50-year floods, and 100-year floods; flood exposure and vulnerability of buildings in Chehalis were part of this analysis. Goals, policies, and mitigation actions were identified by this plan.

Councilor Ketchum asked if the plan was required; Christina explained that the plan was not regulatory. Mayor Dawes asked if this plan included the other flood agencies or authorities; Christina stated that it was. Councilor Harris explained that the Chehalis Basin Partnership was not contacted regarding this study; he expressed his appreciation for the facts being presented in a black and white fashion and not being opinion based. There being no public comment, the Mayor reopened the regular meeting at 5:52 pm.

8. Ordinance No. 1023-B and Ordinance No. 1024-B, Second and Final Reading – Adoption of Property Tax Levies. No changes have been made to the ordinances since the first reading. A motion to pass Ordinance No. 1023-B and Ordinance No. 1024-B on second and final reading was made by Councilor Spahr. The motion was seconded by Councilor Ketchum and carried four to one; Councilor Lund disapproved.

9. Ordinance No. 1025-B, Second and Final Reading – Adopting the 2022 Proposed Budget. No changes have been made to the ordinance since the first reading. A motion to pass Ordinance No. 1025-B on second and final reading was made by Councilor Spahr. The motion was seconded by Councilor Harris and carried four to one; Councilor Lund disapproved.

10. Resolution No. 16-2021, First and Final Reading – Adopting the Chehalis Basin Comprehensive Flood Hazard Management Plan. No additional information from what was presented during the public hearing was provided. A motion to pass Resolution No. 16-2021 on first and final reading was made by Councilor Harris. The motion was seconded by Councilor Ketchum and carried unanimously.

11. Resolution No. 17-2021, First and Final Reading – Adoption of Revised Public Defense Standards. City Manager Anderson explained that Melody Guenther, Court Administrator, would be providing information regarding items number 18 and 19 on the agenda (new public defense standards and the grant agreement for improved public defense services respectively). Melody Guenther explained that the Washington State Bar Association was responsible for setting public defense standards that must be followed by courts throughout the state. She explained that the intent of the new standards were to provide oversight to defense services, to provide the chance for no undue influence or conflicts of interest with judicial or political influence.

The new standards require that neither the judge nor court staff create the contract with public defense attorneys; in order to fund the required position, the Chehalis Municipal Court applied for and was awarded a grant for the improvement of public defense services. The grant funding awarded was \$29,000 to be paid out in two separate payments in 2022 and 2023. This funding can be used to establish the coordinator position, the administrative position, to continue paying the increased compensation for the indigent defense services contract, for interpreter services, or training costs.

Councilor Spahr asked whether the position for administrator would be an employee position or a contracted position. Ms. Guenther stated they were unsure at the moment. Councilor Ketchum expressed his frustration with the new state requirement.

A motion to pass Resolution No. 17-2021 on first and final reading was made by Councilor Ketchum. The motion was seconded by Councilor Spahr and carried unanimously.

12. Consideration of Grant Agreement for Improvement of Public Defense Services. A motion to accept the 2022-2023 RCW 10.101.080 Public Defense Improvement Grant and authorize the city manager to execute the grant agreement was made by Councilor Ketchum. The motion was seconded by Councilor Harris and carried unanimously.

13. Administration Reports.

- a. **City Manager Update.** City Manager Anderson acknowledged that the city is under enormous growth pressure and requested dates for a Growth Management Committee meeting. City Manager Anderson encouraged the Council and members of the public to sign up for Lewis County Alerts, which provides notifications of hazards, such as flooding, across the county. She thanked Councilor Harris and his family for their work on the gingerbread house. She encouraged everyone to attend the reception for Mayor Dawes' last meeting on Monday, December 13th beginning at 4:00 pm. and she thanked Mayor Dawes for his support and years of service to the City.

14. Councilor Reports/Committee Updates.

- a. **Councilor Harris.** Councilor Harris thanked his family for their assistance with the gingerbread house.
- b. **Mayor Dawes.** Mayor Dawes informed the Council that he had attended the Business After Hours event and the ribbon cutting for Lewis County Coffee. Mayor Dawes informed the Council that once the election was certified, the at-large position number 2, currently filled by Councilor Harris, would likely once again become vacant due to Michael Bannan's ineligibility for the position due to his resident address. Since the application process had been completed twice within 2021, Mayor Dawes asked the Council if they would like to complete the process again. He expressed his belief that Councilor Harris would remain a strong choice for the position.

15. **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 or Legal Risk and RCW 42.30.110(1)(c) – Sale/Lease of Real Estate, not to exceed 7:30 pm and there will be no action taken following conclusion of the executive session. Mayor Dawes closed the regular meeting at 6:24 pm. and the executive session began at 6:29 pm. Following conclusion of the executive session at 7:06 pm, the regular meeting was reopened and was immediately adjourned.

Dennis L. Dawes, Mayor

Kiley Franz, City Clerk

Approved:

Initials: KF