

Chehalis City Council

Meeting Minutes

March 28, 2022

The Chehalis City Council met in regular session on Monday, March 28, 2022. Mayor Tony Ketchum called the meeting to order at 5:00 pm with the following members present: Jerry Lord, Kate McDougall, Dr. Isaac Pope, and Kelly Wilson. Councilors Daryl Lund and Bob Spahr, participated via Zoom. Staff present included: Jill Anderson, City Manager; Lance Bunker, Interim Public Works Director; Cassie Frazier, Interim City Clerk; Randy Kaut, Police Chief; Brandon Rakes, Airport Operations Coordinator; Chun Saul, Finance Director; Devlan Pool, Wastewater Manager; and Erin Hillier, City Attorney. News media present included Daniel Warn, Reporter; The Chronicle and Nic Scott via Zoom, KELA.

1. **Approval of Agenda.** Councilor Pope made a motion to approve the agenda. The motion was seconded by Councilor Lord and carried unanimously.

2. **Proclamation, Declaring April Child Abuse Prevention Month.** Mayor Ketchum presented a Proclamation declaring April as Child Abuse Prevention Month. Shelly Willis was present to accept the Proclamation and addressed the Council. Mrs. Willis was appreciative of the Council shining a light on the need for awareness regarding Child Abuse and with the help of the non-profit she works with, Family Education and Support Services, we can get the word out and hopefully end the cycle of child abuse in our community.

3. **Proclamation, Declaring April 11-15th National Student Employment Week.** Mayor Ketchum presented a Proclamation declaring April 11-15th as National Student Employment Week.

4. **Citizen Business.** Ernest Taylor came forward to address the homeless in the City. He shared concern about something he had heard regarding the City seeking advice from Seattle on how to handle homelessness. Mayor Ketchum clarified that the City was not seeking advice, it was a meeting to see how we can work together to find ways of dealing with the issue at hand. Councilor McDougall explained that her goal with setting up the meeting was to see what Seattle has done in the past to address homelessness and focus on the paths that may have worked and learn from the ones that did not. Mr. Taylor acknowledged that it was a relief to hear that and welcomes further dialog in the future. Mayor Ketchum stated that it is beneficial to see the past failures of another city, to see what, where, and how we can improve in those areas soon. Councilor McDougall also recognized that Mayor Harrell is new to the position, and she was interested in seeing how he has been tackling this issue; seeing what has worked and what has not.

5. **Consent Calendar.** Councilor Pope moved to approve the consent calendar comprised of the following:

- a. Minutes of the regular City Council meeting of March 14, 2022; and
- b. 2022 Vouchers and Transfers – March 15, 2022 Claim Vouchers No. 133781-133894 and Electronic Funds Transfer Check Nos. 1888 -1916 and 44 the amount of \$403,740.20; and
- c. Resolution No. 3-2022, Declaring Property to be Surplus.

Councilor Lord seconded the motion. Mayor Ketchum asked Erin Hillier to read the resolution aloud. Motion was carried unanimously.

6. **Awarding Contract for Engineering and Construction Services for the Above-Ground Fuel Storage Project.** Brandon Rakes, Airport Operations Coordinator addressed the Council along with the projects engineer, Geoff Vaughn, to explain the need for a new contract. Mr. Rakes explained that during the first phase of the project in November 2020, that contract only covered the initial engineering design for the project. This contract would cover engineering services during the final phase of the construction. Councilor Spahr asked why this wasn't covered on the first contract. Mr. Rakes passed the question over to Mr. Vaughn who stated that normally in an AIP or FAA project, they don't issue the grants until they have all the numbers. Also, the majority of the services would need to be performed prior to giving an official total to see what the overall cost would end up being. They start with the design scope of work first and then document the services used during construction as the design is being implemented. Councilor Spahr asked how far along the project is currently. Mr. Vaughn stated that he believed it to be about 70% completed.

A motion was made by Councilor Wilson and seconded by Councilor Lord. Motion was carried unanimously.

7. **Chehalis Basin Partnership Funding Request.** City Manager Anderson informed the Council that the City had been approached by members of the Chehalis Basin Partnership (CBP) to help fund the ongoing operations this organization offers. The CBP focuses not only on flooding, but also droughts and how to improve on both issues. Kristen Harma was available to answer any questions regarding the request of \$10,000 from the City of Chehalis. Councilor McDougall asked if the organization was asking for the same amount from other cities and will this be an annual funding request or just for this year. Ms. Harma explained that the Chehalis Tribe provides office space at no charge and Grays Harbor County contributes through administrative support (such as the financial reporting) at no charge. Mayor Ketchum asked if any other city has made a monetary contribution. Ms. Harma stated that Centralia and Aberdeen are the two cities connected to the organization and neither have donated to the CBP to date. The CBP is also seeking permanent funding from the Department of Ecology.

A motion was made by Councilor Wilson and seconded by Councilor Pope. Motion was carried unanimously.

8. **Administration Reports.**

- a. **City Manager Update.** City Manager Jill Anderson wanted to let the Council know that Experience Chehalis was hosting a cleanup day on April 23rd in honor of Earth Day. Ms. Anderson stated she would keep the City Council up to date on information as more details become available.

11. **Councilor Reports/Committee Updates.**

- a. **Councilor McDougall.** Councilor McDougall mentioned a forum gathering March 31st from 5:00pm-7:00pm at the SWW Fairgrounds regarding a proposed night-by-night shelter facility and invited the community to come to give their input. Ms. McDougall also shared that she set up and met with Mayor Harrell to discuss ideas on how to move forward in handling the homeless and looks forward to connecting with other cities on this matter.
- b. **Councilor Pope.** Councilor Pope talked about attending the Park Committee meeting regarding parking by the Shaw Aquatic Center's pool. Councilor Pope explained that there is more information that needs to be worked out, but once it is, they will be presenting it to the Council.
- c. **Mayor Ketchum.** Mayor Ketchum informed the Council that he attended a bus tour with the Chehalis Basin Flood, but it was not what he was expecting. The members on the bus informed the Mayor that they were in fact the group that is against the dam. The members asked the Mayor to speak to the group during lunch, nonetheless the Mayor respectfully declined. Mayor Ketchum also acknowledged going to the United Way meeting with Councilor Lord and Jill Anderson on the 16th, discussing homelessness in the community and getting input from the community business owners affected by it. The Mayor also attended the Flood Authority Meeting and the Historic Commission meeting. During the Historic Commission meeting, they discussed including the Westside Park into the historic district to allow it to be eligible for grant funding in the future. Lastly, Mayor Ketchum attended the Westside Park meeting and helped with clean-up of the ball fields at Stan Hedwall Park that were affected by the January and late February flooding.

12. **Executive Session.** Mayor Ketchum announced the City Council would take a short recess and then be in executive session pursuant to RCW 42.30.110(1)(i) – Litigation or Legal Risk, RCW 42.30.110(1)(c) – Sale/Lease of Real Estate, and 42.30.110(1)(b)- Selection of Site or Acquisition of Real Estate not to exceed 6:30 pm and there will be no action taken following conclusion of the executive session. Mayor Ketchum closed the regular meeting at 5:33 pm. and the executive session began at 5:39 pm. Mayor Ketchum adjourned the executive session and reopened the regular meeting at 6:18pm and then immediately adjourned.

Anthony Ketchum, Sr., Mayor

Cassie Frazier, Interim City Clerk

Approved:

Initials: CF