

Chehalis City Council
Regular Meeting Minutes
December 12, 2022
5:00 p.m.

Council Present: Mayor Ketchum, Councilmember McDougall, Councilmember Spahr, Councilmember Carns, Councilmember Pope, Councilmember Lund (virtual attendance), Councilmember Lord

Council Absent:

Staff Present: Jill Anderson, City Manager; Kassi Mackie, City Clerk; Erin Hillier, City Attorney, Cassie Frazier, Administrative Assistant; Chun Saul, Finance Director; Brandon Rakes, Airport Operations Coordinator; Lilly Wall, Parks and Recreation Manager; Lance Bunker, Public Works Director; Jud Riddle, Streets Superintendent; Andrew Hunziker, Facilities Manager

Public Present: Randi Bieker, Emily Keller, Dian Stedhem-Jewell

1. **Call to Order:**
Mayor Ketchum called the meeting to order at 5:00 p.m.

2. **Pledge of Allegiance**
Councilmember McDougall led the flag salute.

3. **Approval of Agenda**

Resolution 17-2022, Adoption of Updated Procurement Policies and Procedures was moved to New Business.

Acceptance and Closeout of the Emergency Fire Station Site Preparation Project at 710 NW Arkansas Way was removed from the agenda.

A motion was made by Councilmember Spahr, seconded by Councilmember Pope, to approve the agenda as amended. Motion carried unanimously.

CONSENT CALENDAR

1. **Minutes of the Regular City Council Meeting of November 28, 2022** (City Clerk)
2. **Vouchers and Transfers- Accounts Payable in the Amount of \$1,099,540.14 dated November 30, 2022** (Finance Director)
3. **Vouchers and Transfers- Payroll in the Amount of \$793,865.81 dated November 30, 2022** (Finance Director)
4. **Resolution No. 16-2022, Surplus Property** (City Clerk)
5. **Resolution No. 18-2022, Federal Grant Management Guidelines Policy** (Finance Director)



6. Addendum to Manager Contract for a Cost-of-Living Adjustment Consistent with Terms of Original Employment Agreement (Human Resources Manager)
7. Acceptance of Above Ground Fuel Storage Project as Complete (Airport Operations Coordinator)
8. Amendment Extending the Contract with Gibbs and Olson to Provide Development and Interim City Engineer Services Through December 31, 2023 (Building and Planning Manager)
9. Appointment of Dennis Dawes to Civil Service Commission to Fill a Vacancy with a Term Expiring December 31, 2025 (City Manager)
10. Consider Cancellation of December 26th Council Meeting (City Clerk)

A motion was duly made and passed approving the items on the Consent Calendar as though acted on individually.

CITIZENS BUSINESS

Emily Keller of Chehalis provided public comment regarding nursing at Providence Hospital.

Diane Stedham-Jewell of Chehalis provided public comment regarding nursing and safe staffing at Providence Hospital.

Randi Bieker of Chehalis provided public comment regarding overcrowding at Providence Hospital and requested that a resolution in support of Providence staff for the legislature.

Councilor Lund expressed support for the nursing staff at Providence Hospital.

Councilor Pope expressed support for the nursing staff at Providence Hospital.

Mayor Ketchum read a letter submitted by Marian McCusker regarding staffing concerns at Providence Hospital.

Mayor Ketchum read a letter submitted by Kyle Wheeler regarding the YMCA petition and the City of Chehalis regarding Mr. Wheeler's own property petition.

UNFINISHED BUSINESS

11. Second Reading of Ordinance No. 1061-B, Amending the FY2022 Budget #3 (Finance Director)

A motion was made by Councilmember Spahr, seconded by Councilmember Lord, to adopt Ordinance No. 1061-B on second reading. The motion carried unanimously.

NEW BUSINESS

12. Resolution No. 17-2022, Adoption of Updated Procurement Policies and Procedures (Finance Director/City Clerk)



A motion was made by Councilmember Spahr, seconded by Councilmember Pope, to approve Resolution No. 17-2022 on first reading. Motion carried unanimously.

13. **TransAlta Water Rights Purchase: Addendum to the Centralia Purchase and Sale Agreement with TransAlta Adding the City of Chehalis** (City Manager/Public Works Director)

Tom McDonald presented.

A motion was made by Councilmember Spahr, seconded by Councilmember Pope to approve the addendum to the purchase and sale agreement, approve the Water Mitigation Assignment and Interest of Easement, and authorize the City Manager to execute the agreement and related documents. Motion carried unanimously.

14. **Amendment to Regional Water Supply Agreement Between the City of Chehalis and the City of Centralia** (City Manager/Public Works Director)

A motion was made by Councilmember Spahr, seconded by Councilmember Lord, to approve the First Amendment to the Regional Water Supply Agreement between the City of Centralia and City of Chehalis and authorize the City Manager to sign the agreement. Motion carried unanimously.

15. **Consider Approval of Proposed Westside Park Improvements** (Facilities Manager)

Council was in favor of sending this item back to the Parks and Recreation Committee, followed by the Budget Committee to find a source of funding other than ARPA Funds.

Failed for lack of motion.

16. **Resolution No. 20-2022, Interlocal Agreement for Use of the Centralia Regional Decant Facility** (Facilities Manager)

A motion was made by Councilmember Spahr seconded by Councilmember Lord, to approve Resolution No. 20-2022 authorizing participation in the Centralia Regional Decant Facility Interlocal Agreement and authorize the City Manager to execute the related agreements subject to review by the City Attorney if there are no changes to the stated financial arrangements. Motion carried unanimously.

ADMINISTRATION AND CITY COUNCIL REPORTS

17. **City Manager Update**

City Manager Anderson welcomed Sally Saxton, Financial Analyst to the City staff and thanked Ed Stanton for 40 years of service on the Civil Service Commission and Erin Hillier for her years of service as the Assistant City Attorney and City Attorney. City Manager Anderson also discussed the upcoming agenda item renaming the Riffe Lake Overlook after Gary Stamper. City Manager Anderson also thanked Council for the support throughout this year.

18. **Councilor Reports/Committee Updates**



Councilor Lund provided an update on the Steam Train and requested that the Council write a letter in support of sending the engine for repair.

Councilor Spahr commented on the phone call received by some of the Councilors regarding road maintenance at Chehalis Avenue.

Councilor McDougall provided a verbal report on the tree lighting.

Councilor Carns provided a verbal report on involvement with Experience Chehalis and working on establishing regulations regarding shopping carts.

Mayor Ketchum attended meetings on flooding and Experience Chehalis.

EXECUTIVE SESSION

Pursuant to RCW:

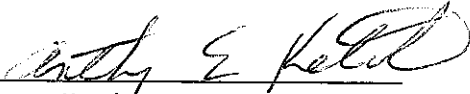
- a) 42.30.110(1)(c)- Sale/Lease of Real Estate
- b) 42.30.140(4)(b)- Collective Bargaining

Mayor Ketchum adjourned the regular meeting at 7:08 p.m. and convened the executive session for 30 minutes or until 7:40 p.m.

Mayor Ketchum adjourned the executive session at 7:38 p.m. and reconvened the regular meeting at 7:38 p.m.

ADJOURNMENT

Mayor Ketchum adjourned the meeting 7:40 p.m.



Anthony Ketchum, Sr., Mayor



Attest: Kassie Mackie, City Clerk

