

Chehalis City Council
 Regular Meeting Minutes
 January 9, 2023
 5:00 p.m.

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

Council Absent: None

Staff Present: Jill Anderson, City Manager; Kassi Mackie, City Clerk; Glenn Schaffer, HR/Risk Manager; Kevin Nelson, 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; Randy Kaut, Police Chief

Public Present: Owen Sexton; Lewis County Commissioner Pollock

1. **Call to Order:**
Mayor Ketchum called the meeting to order at 5:00 p.m.
2. **Pledge of Allegiance**
Councilmember Lord led the flag salute.
3. **Approval of Agenda**
The agenda was amended to remove item "a" from the Executive Session.

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

PRESENTATIONS

4. **Experience Chehalis Update**
Annalee Tobey, Executive Director of Experience Chehalis presented an update on the organization.

CONSENT CALENDAR

1. **Minutes of the Regular City Council Meeting of December 12, 2022** (City Clerk)
2. **Minutes of the Special City Council Meeting of December 21, 2022** (City Clerk)
3. **Vouchers and Transfers- Accounts Payable in the Amount of \$777,528.71 dated December 15, 2022** (Finance Director)
4. **Vouchers and Transfers- Accounts Payable in the Amount of \$344,164.67 dated December 30, 2022** (Finance Director)



5. Vouchers and Transfers- Payroll in the Amount of \$874,911.95 (Finance Director)
6. Easement with Lewis County PUD for Underground Facilities (Airport Operations Coordinator)
7. Addition of Airport Director Position to the 2023 Salary Schedule (HR/Risk Manager)
8. Increase to Minimum Wage for Exempt Employees (HR/Risk Manager)
9. Resolution No. 19-2022, Renaming the Riffe Lake Overlook the "Gary Stamper Memorial Overlook at Riffe Lake" (City Manager)
10. Acceptance and Closeout of Emergency Water Main Repair Project (Street Superintendent)

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

CITIZENS BUSINESS

Mayor Ketchum noted that two letters submitted by Kyle Wheeler regarding legal representation will be submitted into the official record, noting that Kyle Wheeler indicated that the letters did not need to be read in this meeting.

UNFINISHED BUSINESS

11. Consider Approval of Proposed Westside Park Improvement Project (Facilities Manager)

Facilities Manager Andrew Hunziker presented.

A motion was made by Councilmember Spahr, seconded by Councilmember McDougall, to proceed with the Westside Park Improvement Project using \$20,000 from the dedicated Park Improvement Fund previously reserved for Westside Park and \$95,000 from 2nd Quarter REET Funds and authorize the purchase of playground equipment; construction of an ADA accessible parking space; added parking; installation of new fencing; and project engineering in the amount not to exceed \$115,000 and authorize the City Manager to sign and execute the documents related to the project.

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

A motion was made by Councilmember Spahr, seconded by Councilmember Lord, to adopt Resolution No. 17-2022 on second reading. The motion carried unanimously.

NEW BUSINESS

13. Proposed 2023-2025 Teamsters 252 Non-Commissioned CBA (HR/Risk Manager)

A motion was made by Councilmember Spahr, seconded by Councilmember Pope, to approve the 2023-2025 Collective Bargaining Agreement between the City and the Teamsters 252



(Non-Commissioned) and authorize the City Manager to execute the related documents. Motion carried unanimously.

14. Proposed 2023-2025 Teamsters 252 Non-Uniform CBA (HR/Risk Manager)

A motion was made by Councilmember Spahr, seconded by Councilmember Lord, to approve the 2023-2025 Collective Bargaining Agreement between the City and the Teamsters 252 (Non-Uniform) and authorize the City Manager to execute the related documents. Motion carried unanimously.

15. Review of City Council Committee and Board Assignments (City Clerk)

The Council had no suggested changes to the current committee and board assignments.

ADMINISTRATION AND CITY COUNCIL REPORTS

16. City Manager Update

City Manager Anderson welcomed Kevin Nelson, City Attorney and updated the Council on the request for support from the Providence Hospital nursing staff.

17. Councilor Reports/Committee Updates

Councilor Carns provided a verbal report on establishing regulations regarding shopping carts.

Councilor McDougall provided a verbal report on touring the Lewis County jail.

EXECUTIVE SESSION

Pursuant to RCW:

a) 42.30.110(1)(c)- Sale/Lease of Real Estate

Mayor Ketchum adjourned the regular meeting at 5:56 p.m. and convened the executive session for 10 minutes or until 6:10 p.m.

Mayor Ketchum adjourned the executive session at 6:10 p.m. and reconvened the regular meeting at 6:11 p.m.

ADJOURNMENT

Mayor Ketchum adjourned the meeting 6:11 p.m.



Anthony Ketchum, Sr., Mayor



Attest: Kassi Mackie, City Clerk

