

Chehalis City Council
Regular Meeting Minutes
May 8, 2023
5:00 p.m.

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

Council Absent: None

Staff Present: Jill Anderson, City Manager; Kassi Mackie, City Clerk; Kevin Nelson, City Attorney; Susan Stayner, Administrative Assistant to the City Manager; Cassie Frazier, Airport Administrative Assistant; Chun Saul, Finance Director; Sally Saxton, Financial Analyst; Lilly Wall, Parks and Recreation Director; Justin Phelps, Wastewater Superintendent; Lance Bunker, Public Works Director; Tammy Baraconi, Building and Planning Manager; Randy Kaut, Police Chief

Press Present: Owen Sexton, The Chronicle

1. **Call to Order:**
Mayor Ketchum called the meeting to order at 5:00 p.m.
2. **Pledge of Allegiance**
Councilor McDougall led the flag salute.
3. **Approval of Agenda**
The agenda was amended to remove item #4 and the executive session.

A motion was made by Mayor Pro-Tem Spahr, seconded by Councilmember Lund, to approve the agenda as amended. Motion carried unanimously.

PRESENTATIONS

4. ~~**Badge Pinning Ceremony for Adam Fulbright, Fire Chief**~~
5. **Proclamation: Police Week**
Mayor Ketchum presented a proclamation to Randy Kaut, who represented the Chehalis Police Department, as part of the City Council's recognition of Police Week and Peace Officer's Memorial Day.
6. **Lewis County Tennis Association**
Emma Lund and Janae Wood presented plans for the indoor tennis courts, coming soon to Chehalis.

CONSENT CALENDAR

7. **Minutes of the Regular City Council Meeting of April 24, 2023** (City Clerk)
8. **Vouchers and Transfers- Accounts Payable in the Amount of \$399,059.30** (Finance Director)

9. **Vouchers and Transfers- Payroll in the Amount of \$877,399.46** (Finance Director)
10. **Contract Award: Airport Master Plan Consulting/Grant Application and Acceptance** (Airport Director)
11. **Contract Approval: Review and Inspection Services with Building Code Services, LLC** (Building and Planning Manager)

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

CITIZENS BUSINESS

None

UNFINISHED BUSINESS

None

NEW BUSINESS

12. **Contract Award: Main Street Phase II Resurfacing Project** (Public Works Director)

Public Works Director Lance Bunker presented.

A motion was made by Mayor Pro-Tem Spahr, seconded by Councilmember Pope to award the Main Street Phase II Grind and Inlay Project to Rognlin's Construction in the amount of \$537,740.00, authorize a 15% contingency budget of \$80,661.00, and authorize the City Manager to execute all project related documents, including change orders, not exceeding a total construction cost of \$618,401.00, and a total project cost including matching funds and contingency of \$776,721.00.

13. **First Reading of Ordinance No. 1068-B, Amending the 2023 Budget** (Finance Director)

Finance Director Chun Saul presented.

A motion was made by Councilor Lund, seconded by Councilmember Lord to approve Ordinance No. 1068-B on first reading.

ADMINISTRATION AND CITY COUNCIL REPORTS

City Manager Update

City Manager Anderson welcomed Fire Chief Fulbright, reported attendance at the Experience Chehalis Clean-up Day, provided an update on the City of Chehalis clean-up weekend, and invited Council feedback on a letter requested by Mayor Ketchum and Councilor Lund taking a position on the proposed changes to the federal maximums relating trailer truck weights and size.

2023 Q1 Financial Status Report

Finance Director Chun Saul presented a recap of the current fiscal year budget for quarter one.

Councilor Reports/Committee Updates

Councilor Lund expressed interest in finding out about the opportunity for Council to visit Hanford for in-depth training on the duties and responsibilities of our fire staff. Councilor Lund also requested information on the concerns at Penny Playground regarding bullying. Lilly Wall, Parks and Recreation Director reported on the staff's efforts to mitigate bullying and vandalism at the parks but welcomed any suggestions from Council.

Councilor McDougall attended a 911 Dispatch meeting, Public Health and Social Services Advisory Board and Board of Health Meeting.

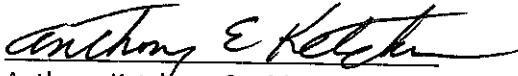
EXECUTIVE SESSION

Pursuant to RCW:

- ~~42.30.110(1)(i) - Litigation/Potential Litigation~~

ADJOURNMENT

Mayor Ketchum adjourned the meeting at 6:22 p.m.



Anthony Ketchum, Sr., Mayor



Attest, Kassi Mackie, City Clerk

