

Chehalis City Council
Regular Meeting Minutes
July 10, 2023
5:00 p.m.

Council Present: Mayor Ketchum, Mayor Pro-Tem Spahr, Councilor Carns, Councilor Lund, Councilor McDougall, Councilor Lord and Councilor 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; Sally Saxton, Financial Analyst; Justin Phelps, Wastewater Superintendent; Lance Bunker, Public Works Director; Randy Kaut, Police Chief; Tammy Baraconi, Building and Planning Manager; Riley Bunnell, Water Superintendent; Brandon Rakes, Airport Director; Madisen Lester, Court Administrator

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 Lund led the flag salute.

3. **Approval of Agenda**

A motion was made by Mayor Pro Tem Spahr, seconded by Councilor Pope, to approve the agenda as presented. Motion carried unanimously.

PRESENTATIONS

4. **Employee Introductions**

CONSENT CALENDAR

5. **Minutes of the Regular City Council Meeting of June 26, 2023** (City Clerk)

6. **Vouchers and Transfers- Accounts Payable in the Amount of \$361,832.49** (Finance Director)

7. **Vouchers and Transfers- Payroll in the Amount of \$1,093,356.58** (Finance Director)

8. **Bid Award: Procurement of a Graco Striping Sprayer for the Chehalis-Centralia Airport** (Airport Director)

9. **FY2022 Transportation Benefit District Annual Report** (Public Works Director)

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

PUBLIC HEARINGS

There were no public hearings to conduct.

CITIZENS BUSINESS

There was no public comment.

UNFINISHED BUSINESS

10. **Second Reading of Ordinance No. 1069-B, Granting a Non-Exclusive Franchise to Ziplly Fiber Pacific, LLC for Telecommunications** (City Clerk)

A motion was made by Mayor Pro Tem Spahr, seconded by Councilor Pope to adopt Ordinance No. 1069-B on second reading. The motion carried unanimously.

11. **Second Reading of Ordinance No. 1067-B, Updating CMC 17.12- Subdivisions** (Building and Planning Manager)

A motion was made by Mayor Pro Tem Spahr, seconded by Councilor Carns to continue this item to the next meeting for a version with the proposed changes incorporated. The motion carried unanimously.

NEW BUSINESS

12. **Appointment and Confirmation of Allen Unzelman as Chehalis Municipal Court Judge** (Municipal Court Administrator)

A motion was made by Councilor Lund, seconded by Mayor Pro Tem Spahr to confirm the City Manager's appointment of Attorney Allen Unzelman as Chehalis Municipal Court Judge for a term of four years ending on July 9, 2027, and authorize the City Manager to execute the attached agreement which sets forth the terms and conditions related to Mr. Unzelman's services as Municipal Court Judge. The motion carried unanimously with Councilor Pope abstaining.

13. **Letter of Support for Placing a Ballot Measure on a Dedicated 9-1-1 Sales Tax for a Voter Decision in November 2023** (Police Chief)

Randy Kaut, Police Chief presented.

A motion was made by Mayor Pro Tem Spahr, seconded by Councilor Pope to approve the attached letter of support regarding the proposed ballot measure for a Lewis County sales tax dedicated to the provision of 9-1-1 communication services.

The motion failed by the following vote:

Councilor Carns: Nay

Councilor McDougall: Aye

Councilor Lund: Nay

Councilor Pope: Aye

Councilor Lord: Nay

Mayor Pro Tem Spahr: Aye

Mayor Ketchum: Nay

ADMINISTRATION AND CITY COUNCIL REPORTS

City Manager Update

City Manager Anderson proposed a workshop at 4:00 p.m. on July 24 to discuss water concerns in the south UGA and noted that Chehalisfest is set for the end of the month.

After a brief discussion of options to change the ordinance regarding Fireworks within Chehalis, Council decided to leave this section of the code as-is for the foreseeable future. However, Council requested information regarding applicable fines for Fireworks.

Councilor Reports/Committee Updates

Councilor Lord thanked staff for meeting with him regarding subdivision code changes.

Mayor Pro Tem Spahr commended the Economic Alliance and the efforts put forth to improve the City of Chehalis.

Councilor McDougall reported attendance at the Experience Chehalis, Night by Night Shelter meeting and volunteering at the upcoming Seattle to Portland event.

Mayor Ketchum reported attendance at the Twin Transit, Homeless Committee, Flood Authority, and County Shelter Project meetings. Mayor Ketchum also reminded the public of the upcoming Music in the Park events.

EXECUTIVE SESSION

Pursuant to RCW:


- 42.30.110(1)(i)- Litigation/Potential Litigation
- 42.30.110(1)(c)- Sale/Lease of Real Estate

Mayor Ketchum adjourned the regular meeting at 6:26 p.m. and called the executive session to order for 30 minutes or until 7:00 p.m. providing the public time to exit the building.

Mayor Ketchum adjourned the executive session and reconvened the regular meeting at 7:01 p.m.

ADJOURNMENT

Mayor Ketchum adjourned the meeting at 7:01 p.m.



Anthony Ketchum, Sr., Mayor

Attest: Kassi Mackie, City Clerk

