

Chehalis City Council
Regular Meeting Minutes
October 23, 2023
5:00 p.m.

Council Present: Mayor Ketchum, Mayor Pro-Tem Spahr, Councilor Lund, Councilor McDougall, Councilor Carns, Councilor Pope, and Councilor Lord

Council Absent:

Staff Present: Jill Anderson, City Manager; Kassi Mackie, City Clerk; Kevin Nelson, City Attorney; Lance Bunker, Public Works Director; Riley Bunnell, Water Superintendent; Brandon Rakes, Airport Director; Fritz Bierle, Streets Superintendent; Celest Wilder, Engineering Tech III; Chun Saul, Financial Director; Justin Phelps, Wastewater Superintendent; Adam Fulbright, Fire Chief; Randy Kaut, Police Chief; Gina Copas, Fire Administrative Assistant; Sally Saxton, Financial Analyst

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 Lord led the flag salute.
3. **Approval of Agenda**
The agenda was amended to remove the executive session.

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

PRESENTATIONS

4. **Recognition of Councilor Lord**
Councilor Lord was presented with a plaque for his term on Council.
5. **Swearing in of Fire Captains** (Fire Chief)
Fire
6. **Proclamation: First Responder's Day** (Mayor Ketchum)
Mayor Ketchum presented the proclamation for First Responder's Day to Fire Chief Adam Fulbright and Police Chief Randy Kaut.

CONSENT CALENDAR

7. **Minutes of the Regular City Council Meeting of September 25, 2023** (City Clerk)
8. **Minutes of the Regular City Council Meeting of October 09, 2023** (City Clerk)

9. **Vouchers and Transfers- Accounts Payable in the Amount of \$786,682.45** (Finance Director)
10. **Budgeted Purchase of Fuel for Resale** (Airport Director)
11. **Drinking Water State Revolving Fund (DWSRF) Preconstruction Loan Application for the Market Street Water Main Replacement Project (11th to 21st Street)** (Water Superintendent)

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

PUBLIC HEARINGS

There were no public hearings to conduct.

CITIZENS BUSINESS

Spencer Boudreau of Longview expressed appreciation for the swift resolution regarding water at 1441 Bishop Road.

UNFINISHED BUSINESS

NEW BUSINESS

12. **Council Member Vacancy Process** (City Clerk)
Councilor Carns requested that staff prepare an ordinance amending the resident requirements for candidates. The Council was in favor of the proposed timeline for filling the District 1 seat.
13. **First Reading of Ordinance No. 1071-B, Establishing Guidelines for Cost Recovery of Fire Department Services** (Fire Chief)

A motion was made by Mayor Pro Tem Spahr, seconded by Councilor McDougall to approve Ordinance No. 1071-B on first reading. The motion carried unanimously.

14. **First Reading of Ordinance No. 1076-B, Right of Way Dedication for NW Arkansas Way** (City Manager/City Attorney)

A motion was made by Mayor Pro Tem Spahr, seconded by Councilor Lord to approve Ordinance No. 1076-B, on first reading. The motion carried unanimously.

15. **First Reading of Ordinance No. 1078-B, Authorizing Establishment of a Fund Named LEOFF-1 OPEB Trust (or Reserve) Fund** (Finance Director)

A motion was made by Mayor Pro Tem Spahr, seconded by Councilor Lord to approve Ordinance No. 1078-B on first reading. The motion carried unanimously.

ADMINISTRATION AND CITY COUNCIL REPORTS

City Manager Update

Streets Superintendent Fritz Bierle provided a verbal update on street light repairs in Chehalis.

City Manager Anderson thanked Councilor Lord for his service and reminded the Council of the special meeting on Thursday, October 26.

Councilor Reports/Committee Updates

None.

ADJOURNMENT

Mayor Ketchum adjourned the meeting at 6:24 p.m.



Anthony Ketchum, Sr., Mayor


Attest: Kassi Mackie, City Clerk