

Chehalis City Council
Regular Meeting Minutes
February 12, 2024
5:00 p.m.

Council Present: Mayor Ketchum, Mayor Pro Tem Lund, Councilor Spahr, Councilor McDougall, Councilor Carns, Councilor Kyes.

Council Absent: Councilor Six (absent for regular meeting due to illness and technical issues with Zoom. Councilor Six was able to attend via Zoom for the executive session).

Staff Present: Jill Anderson, City Manager; Kevin Nelson, City Attorney; Lance Bunker, Public Works Director; Chun Saul, Finance Director; Adam Fulbright, Fire Chief; Randy Kaut, Police Chief; Brandon Rakes, Airport Director; Riley Bunnell, Water Superintendent; Fritz Beierle, Streets Superintendent; Malissa Paulsen, City Planner/Interim Community Development Director; Rebecca Gallagher, Administrative Assistant to the City Manager; Lilly Wall, Recreation Manager.

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

Mayor Pro Tem Lund led the flag salute.

3. Approval of Agenda

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

CONSENT CALENDAR

4. Minutes of the Regular City Council Meeting of January 22, 2024

5. Vouchers and Transfers—Accounts Payable in the Amount of \$285,362.19 (Finance Director)

6. Vouchers and Transfers—Payroll in the Amount of \$1,043,522.15 (Finance Director)

7. Contract Award Security Updates, Fencing and Gated Entry at Public Works (Public Works Director)

8. Contract Award for Louisiana Ave Traffic Splitters Concrete Project (Public Works Director)

A motion was made by Councilor Spahr, seconded by Mayor Pro Tem Lund to approve the items on the Consent Calendar as though acted on individually. The motion carried unanimously.

PUBLIC HEARINGS

None.

CITIZENS BUSINESS

None.

UNFINISHED BUSINESS

None.

NEW BUSINESS

9. **Agreement for Professional Services with SCJ, Inc. for the Comprehensive Plan Periodic Update**
(Interim Community Development Director)

Interim Community Development Manager Malissa Paulsen presented.

A motion was made by Councilor Spahr, seconded by Mayor Pro Tem Lund to authorize the City Manager to execute the agreement with SCJ, Inc. for the Comprehensive Plan Periodic Update in the amount of \$152,000. The motion carried unanimously.

10. **Renewal of the Memorandum of Understanding with the Economic Alliance of Lewis County for Infrastructure Planning, Support, and Advocacy** (City Manager)

City Manager Jill Anderson and Economic Alliance Project Manager Todd Chaput presented.

A motion was made by Councilor Spahr, seconded by Councilor McDougall to approve the Memorandum of Understanding with the Economic Alliance of Lewis County; authorize the \$20,000 budget allocation; and authorize the City Manager to sign the Memorandum of Understanding. The motion carried unanimously.

ADMINISTRATION REPORTS

City Manager Update

City Manager Anderson thanked Finance Director Chun Saul and the Budget Committee for their time and dedication and provided an update on the recruitment of the new City Manager, stating that the first review of applications will occur on February 25th.

2023 Fourth Quarter Financial Report

Finance Director Chun Saul presented an overview of the City's financial reports for the year 2023.

COUNCILOR REPORTS/COMMITTEE UPDATES

Councilor Spahr reported attending the Economic Alliance banquet, as well as the Budget Committee meeting.

Mayor Pro Tem Lund also attended the Economic Alliance banquet, as well as a Chamber board meeting.

Councilor McDougall attended the Economic Alliance banquet, Public Health and Social Services for behavioral health, a shelter meeting, the Budget Committee meeting, Friday with Friends hosted by Experience Chehalis, Lewis County Young Professionals meeting, and also met with the Lewis County Sheriff and Commissioner Brummer about strategic planning surrounding behavioral health.

Councilor Carns attended the Budget Committee meeting.

Mayor Ketchum reported attendance at the Airport's Master Plan open house, the monthly shelter meeting, a Children's event at the Lewis County Museum, a public input forum at the senior center for the Coal Creek Project, a Twin Transit Board meeting, a SWRPTO Transportation meeting, the Experience Chehalis meeting, and also picked up litter with the Chehalis Clean Team.

EXECUTIVE SESSION

PURSUANT TO:

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

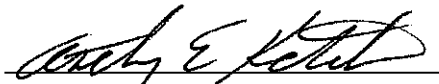
Mayor Ketchum adjourned the regular meeting and Council entered executive session at 5:47 p.m. for 50 minutes or until 6:40 p.m., allowing the public five minutes to exit.

Mayor Ketchum adjourned the executive session and reconvened the regular meeting and announced that the council would adjourn the regular meeting and reenter executive session for an additional 10 minutes or until 6:50 p.m.

Mayor Ketchum adjourned the executive session at 6:50 p.m.

ADJOURNMENT

Mayor Ketchum adjourned the meeting at 6:50 p.m.


Anthony Ketchum, Sr., Mayor


Attest: Kassie Mackie, City Clerk

