

Chehalis City Council
Regular Meeting Minutes
February 26, 2024
5:00 p.m.

Council Present: Mayor Ketchum, Mayor Pro Tem Lund (virtual attendance), Councilor Spahr, Councilor McDougall, Councilor Carns, Councilor Kyes, and Councilor Six.

Council Absent: None.

Staff Present: Jill Anderson, City Manager; Kevin Nelson, City Attorney; Kassi Mackie, City Clerk; 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; Madisen Lester, Court Administrator; Justin Phelps, Wastewater Superintendent; Andrew Hunziker, Facilities Manager; Celest Wilder, Capital Projects Manager; Sally Saxton, Fiscal Analyst; Allen Unzelman, Municipal Court Judge; Rachel Hunt, City Attorney

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

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

PRESENTATIONS/PROCLAMATIONS

4. Lewis County Transit Update

Joe Clark, Executive Director presented.

CONSENT CALENDAR

5. Minutes of the Special City Council Meeting of January 18, 2024 (City Clerk)

6. Minutes of the Regular City Council Meeting of February 12, 2024 (City Clerk)

7. Vouchers and Transfers—Accounts Payable in the Amount of \$420,094.41 (Finance Director)

8. Resolution No. 02-2024, Interlocal Agreement with Thurston County for Purchase of Anti-Ice

Material (Street Superintendent)

9. On-Call Engineering Services Contract Award for Airport Projects (Airport Director)

A motion was made by Councilor Spahr, seconded by Councilor McDougall to approve the items on the Consent Calendar with amendments to the January 18 and February 12 minutes. The motion carried unanimously.

HEARINGS

None.

CITIZENS BUSINESS

None.

UNFINISHED BUSINESS

None.

NEW BUSINESS

10. First Reading of Ordinance No. 1090-B, Year End Fund Balance Commitment (Finance Director)

Finance Director Chun Saul presented.

A motion was made by Councilor Spahr, seconded by Councilor McDougall to waive Council's rules requiring two readings and adopt Ordinance No. 1090-B on first and final reading. The motion carried unanimously.

11. Proposal for Drug Court (City Attorney)

City Attorney Kevin Nelson and Municipal Court Judge Allen Unzelman presented.

A motion was made by Councilor Spahr, seconded by Mayor Pro Tem Lund to authorize the City Manager to enter into an Interlocal Agreement with Lewis County for the purpose of establishing a Chehalis Treatment Court, including paying up to \$50,000.00 for case management assistance. The motion carried unanimously.

12. Consideration of the Fifth Amendment to Agreement with CCA Retail, LLC (Twin City Town Centner) (Airport Director)

Airport Director Brandon Rakes presented.

A motion was made by Councilor Spahr, seconded by Councilor Carns to approve the fifth amendment to the CCA Retail, LLC Lease Agreement and authorize the City Manager to execute the documents. The motion carried unanimously.

13. Award of Contract for Engineering and Architectural Services for the Fire Station Headquarters Project-Fire Station Programming, Revalidation and Preliminary Design (Fire Chief)

Fire Chief Adam Fulbright presented.

A motion was made by Councilor Spahr, seconded by Councilor McDougall to award the contract for engineering and architectural services for the Fire Station Headquarters Project-Phase 1 to Rice Fergus Miller, Inc. in the amount of \$39,460.81, authorize a project contingency of \$4,539.19 and authorize the City Manager to execute all project related documents, including change orders in an amount up to \$44,000.00. The motion carried unanimously.

Councilor Spahr left the meeting.

14. **Consultant Services for Development of Local Flood Strategy and Investment Plan (FSIP) for the City of Chehalis and Port of Chehalis** (Capital Projects Manager)
Capital Projects Manager Celest Wilder presented.

A motion was made by Councilor McDougall, seconded by Councilor Carns to award the contract for development of the Localized Flood Strategy and Investment Plan (FSIP) for the City of Chehalis and the Port of Chehalis to SLR International with a total not to exceed budget of \$341,840 and authorize the City Manager to execute the project related documents including change orders. The motion carried unanimously.

15. **Water Equalization Basin Intertie Project** (Wastewater Superintendent)
Wastewater Superintendent Justin Phelps presented.

A motion was made by Councilor McDougall, seconded by Councilor Six to approve the Equalization Basin Intertie Project to go out to formal bid. The motion carried unanimously.

ADMINISTRATION REPORTS

City Manager Update

Wastewater Superintendent Justin Phelps provided a brief update on negotiations with Lewis County Sewer District 4.

COUNCILOR REPORTS/COMMITTEE UPDATES

Councilor Six reported attendance at the Blue Zone event.

Councilor Kyes also attended the Blue Zone event.

Councilor McDougall reported attendance at the Blue Zone event, Housing Resource Extension, Shelter meeting, Lewis County Museum meeting and City Budget Committee meeting.

Councilor Carns reported attendance at the City Budget Committee meeting.

Mayor Ketchum reported attendance at the Museum Board meeting, Homeless Shelter meeting, SWPRTO meeting, Sewer District 4 meeting and Centralia College event.

EXECUTIVE SESSION

PURSUANT TO:


- RCW 42.30.110(1)(g)

Mayor Ketchum adjourned the regular meeting and Council entered executive session at 7:10 p.m. for 15 minutes or until 7:25 p.m.

Mayor Ketchum adjourned the executive session at 7:25 p.m.

ADJOURNMENT

Mayor Ketchum adjourned the meeting at 7:25 p.m.



Anthony Ketchum, Sr., Mayor



Attest: Kassie Mackie, City Clerk