

Chehalis City Council
Regular Meeting Minutes
March 25, 2024
5:00 p.m.

Council Present: Mayor Ketchum, Mayor Pro Tem Lund, 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 Bateman, City Clerk; Chun Saul, Finance Director; Adam Fulbright, Fire Chief; Randy Kaut, Police Chief; Riley Bunnel, Water Superintendent; Justin Phelps, Wastewater Superintendent; Celest Wilder, Capital Projects Manager; Sally Saxton, Fiscal Analyst; Derilyn Stack, Payroll Analyst; Malissa Paulsen, Interim Community Development Director; Rebecca Gallagher, Administrative Assistant to the City 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

Councilor Kyes led the flag salute.

3. Approval of Agenda

The Chehalis Foundation presentation was moved to April 8.

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

PRESENTATIONS/PROCLAMATIONS

4. Child Abuse Prevention Month

Mayor Ketchum presented the proclamation to Kassie Jadin and Jasmine Trent of Family Education and Support Services.

5. Recognition of Chun Saul, Finance Director

Mayor Ketchum and City Manager Anderson presented the gifts and proclamation to Chun Saul in recognition of her years of service to the City of Chehalis and congratulating her on her retirement.

CONSENT CALENDAR

6. Minutes of the Regular City Council Meeting of March 11, 2024 (City Clerk)

7. Minutes of the Special City Council Meeting of March 18, 2024 (City Clerk)
8. Vouchers and Transfers—Accounts Payable in the Amount of \$360,900.22 (Finance Director)
9. Second Reading of Ordinance No. 1088-B, Amendments to Municipal Code Section 13.04.090 Water Service Meter Location (Water Superintendent)
10. Second Reading of Ordinance No. 1094-B, Amendments to Municipal Code Section 13.04.310 Meter Tests (Water Superintendent)

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

HEARINGS

11. Public Hearing and Resolution No. 05-2024, Declaration of Surplus Property, Release and Extinguish a Portion of the NW Prindle Street Sanitary Sewer Force Main Easement (Capital Projects Manager)
Capital Projects Manager Celest Wilder presented.

Mayor Ketchum opened the public hearing at 5:17 p.m.

There being no one wishing to speak on the item, Mayor Ketchum closed the public hearing at 5:18 p.m.

A motion was made by Councilor Spahr, seconded by Mayor Pro Tem Lund to approve Resolution No. 05-2024. The motion carried unanimously.

CITIZENS BUSINESS

Derek Fine provided public comment regarding the possible impacts of the upcoming Eclipse.

Eric Eisenberg provided public comment on the County's plans for a proposed Night by Night Shelter in the City of Chehalis.

Sean Swope provided public comment on the County's plans for a proposed Night by Night Shelter in the City of Chehalis.

Lisa Striedinger-Hubbard provided public comment on the need for a homeless shelter in Lewis County.

UNFINISHED BUSINESS

12. Second Reading of Ordinance No. 1093-B, Amending the 2024 Budget (Finance Director)

A motion was made by Councilor Spahr, seconded by Mayor Pro Tem Lund to approve Ordinance No. 1093-B on second and final reading.

NEW BUSINESS

13. Lodging Tax Advisory Committee Recommendations for 2024 Tourism Funds (Administrative Assistant)

Rebecca Gallagher, Administrative Assistant to the City Manager presented.
Mayor Pro Tem Lund abstained from discussion and voting.
Councilor Six abstained from discussion and voting.
Mayor Ketchum abstained from discussion and voting.

A motion was made by Councilor Spahr, seconded by Councilor McDougall to approve all LTAC funding recommendations. The motion carried unanimously with three abstaining.

14. First Reading of Ordinance No. 1091-B, Establishing an Emergency Fund AND Ordinance No. 1092-B, Establishing a Sales Tax Revenue Stabilization Fund (Finance Director)

Finance Director Chun Saul presented.

A motion was made by Councilor Spahr, seconded by Mayor Pro Tem Lund to approve Ordinance No. 1091 on first reading.

A motion was made by Councilor Spahr, seconded by Mayor Pro Tem Lund to approve Ordinance No. 1092-B on first reading.

15. Consider Award of Bid for Equalization Basin Intertie Project to Barcott Construction, LLC (Wastewater Superintendent)

Wastewater Superintendent Justin Phelps provided a brief overview.

A motion was made by Councilor Spahr, seconded by Mayor Pro Tem Lund to award the bid to Barcott Construction, LLC. The motion carried unanimously.

ADMINISTRATION REPORTS

City Manager Update

City Manager Anderson provided an update on legislation regarding graffiti mitigation utilizing drone technology and updated Council on the budget committee meeting.

COUNCILOR REPORTS/COMMITTEE UPDATES

Councilor Spahr reported attendance at the budget committee meeting.

Mayor Pro Tem Lund reported attendance at the 911 Dispatch meeting and suggested revisiting the fluoride levels in city water.

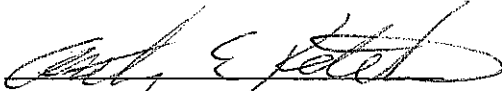
Councilor McDougall reported attendance at the 911 Dispatch, budget committee, and the Public Health and Social Services meetings as well as the Lewis County Museum dinner.

Councilor Carns reported attendance at the budget committee meeting.

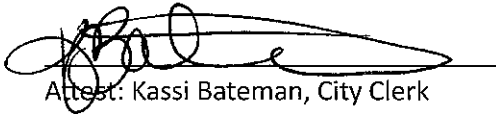
Mayor Ketchum reported attendance at the Friends of West Side Park, Chehalis Flood Authority, Industrial Commission, LEOFF-1, Ports and and Flood Strategy meetings as well as involvement in the litter clean-up, open house for the Chehalis-Centralia Airport and Lewis County Museum dinner.

ADJOURNMENT

Mayor Ketchum adjourned the meeting at 6:41 p.m.



Anthony Ketchum, Sr., Mayor



Attest: Kassi Bateman, City Clerk