

February 27, 2012

The Chehalis city council met in regular session on Monday, February 27, 2012, in the Chehalis city hall. Mayor Pro-tem Harris called the meeting to order at 6:00 p.m. with the following council members present: Dr. Isaac Pope, Daryl Lund, Chad Taylor, and Dennis Dawes. Mayor Tony Ketchum and Councilor Bob Spahr were absent (excused). Staff present included: Merlin MacReynold, City Manager; Judy Schave, City Clerk; Brian Kelly, Assistant City Attorney; Glenn Schaffer, Police Chief; Eva Lindgren, Finance Manager; Bob Nacht, Community Development Director; Herta Fairbanks, Public Works Director; Rick Sahlin, Street Superintendent; and Dave Vasilauskas, Water Superintendent. Members of the media included Kyle Spurr from *The Chronicle* and Michael Preston from KELA/KMNT.

1. **Conduct Public Hearing on Petition to Vacate a Portion of SE Hilltop Drive.** Bob Nacht reported the agenda report had all of the particulars, and offered to answer any questions the council might have concerning the configuration, process, or anything of that nature. He noted, to date, they had not received any comments from the public on the issue.

Mayor Pro-tem Harris closed the regular meeting at 6:02:21 p.m. and opened the public hearing. There being no public comment, Mayor Pro-tem Harris closed the public hearing at 6:02:39 p.m. and reopened the regular meeting.

Mr. Nacht requested the council to direct staff to prepare an ordinance to affect the vacation as described in the petition, and bring it back to the council for consideration at the next meeting.

Councilor Pope moved that the council direct the administration to draft an ordinance for council consideration to vacate a portion of SE Hilltop Drive, as described in the petition.

The motion was seconded by Councilor Dawes and carried unanimously.

2. **Employee Service Award.** Mayor Pro-tem Harris presented Street Superintendent Rick Sahlin with a certificate of recognition and appreciation for 30 years of dedicated service to the city.

3. **Senior Programs at Twin Cities Senior Center.** Melissa Hill, Lewis County Senior Programs Assistant Director, briefed the council on the senior program at the Twin Cities Senior Center. She noted the Catholic Community Services had been providing senior programs in Lewis County since January 2010.

Ms. Hill reported the five senior centers owned by Lewis County provide four main programs, which included: a congregate lunch program (federally funded to a degree by the Older Americans Act); Meals on Wheels (home delivered meals); a transportation program (limited funding through the Older Americans Act); and the Senior Centers (primarily funded by the county and other contributions received from the city, miscellaneous donations, and fundraisers).

Ms. Hill provided the council with the latest Senior Dynamics publication, as well as some 2011 statistics regarding the number of clients who live in Chehalis that use their services; information on their budget; and a flyer describing each of their programs.

Mayor Pro-tem Harris thanked Ms. Hill, adding the services provided were very important to a lot of people in Lewis County.

4. **Consent Calendar.** Councilor Dawes moved to approve the consent calendar comprised of the following:

- a. Minutes of the regular meeting of February 13, 2012; and
- b. Claim Vouchers No. 102264-102396 and EFT No.12012 in the amount of \$244,764.05 dated February 15, 2012.

The motion was seconded by Councilor Pope and carried unanimously.

February 27, 2012

## 5. Administration Reports.

a. **January Financial Report.** Eva Lindgren talked briefly about the January financials. She noted the report did not include any of the pre-paid insurance premiums that are normally booked each month because they were still waiting on some information from Washington Cities Insurance Authority.

Ms. Lindgren reported the council should have received their 2012 budgets the previous week. She noted a copy of the budget was available for viewing on the city's website, and at the city clerk's office.

Ms. Lindgren reported the January 2012 sales and use taxes were lower than what was received in January 2011. She felt this was due to an overpayment in January 2011, which was corrected later in the year.

Ms. Lindgren didn't have any comments with regard to the utility funds, but offered to answer questions.

## 6. Council Reports.

a. **Update From Councilor Dawes.** Councilor Dawes reported he attended the Business After Hours at the Great Wolf Lodge, which was well attended. He noted on February 21 the North Lewis County Regional Fire Authority Planning Committee gave a presentation on the regional fire authority concept to the Chehalis Industrial Commission, adding they were happy to see the governments looking at the idea and wanted to know what they could do to help when it comes time.

Councilor Dawes reported the Lewis County Historical Museum's next board meeting was scheduled for March 6. They also had a Bylaws Committee meeting scheduled for Wednesday, March 7, and on March 12 they planned on having a mortgage/loan paper burning party at noon. He indicated they were also down to three or four candidates for the permanent museum director position.

Councilor Dawes felt they had turned a very bad situation into a positive situation in a little over three months, adding a lot of thanks had to go to the folks who have volunteered their time to help get things back on the right foot.

Councilor Dawes commented on some articles recently written about the training/meeting between the flood authority and the Chehalis Tribe. He noted his understanding was that it was billed as a meeting on how to get along with the Tribe, however, no one from the Tribe showed up to the meeting. Councilor Dawes found it ironic that the folks who did attend ended up getting a black eye because the meeting was closed to the public. He felt the articles served as a reminder to all of them that there are many things representatives of the city can do to violate the Open Public Meetings Act. Councilor Dawes stated, as one person from the council, he hoped that any representative of the city would excuse themselves from any similar situation in the future.

b. **Update From Mayor Pro-tem Harris.** Mayor Pro-tem Harris reported he recently attended a Chehalis Basin Partnership meeting along with Lewis County Commissioner Bill Schulte, noting it was a rather innocuous meeting.

7. **Resolution No. 4-2012, First and Final Reading - Approving the Sale of Property and Authorize the Airport Governing Chairman to Sign Quit Claim Deed for Conveyance of Property.** Lewis County Public Works Director Tim Elsea reported, on December 12, 2011, the county made a presentation to the council regarding the issue. He noted they were working with the city council, county commissioners, and the airport board to provide a sale of property and other assurances for a project that was going through.

Mr. Elsea indicated the county needed right-of-way for the Airport Road Improvement Project from National Frozen Foods; National Frozen Foods needed to ensure they had irrigation land in perpetuity, so they could keep jobs in Chehalis; and the Airport needed aviation easements. He indicated they were able to accomplish all three things with an agreement, and tonight they were asking for the city to authorize the Airport Board Governing Body Chairman to sign the quit claim deed for conveyance of property from the airport to National Frozen Foods, and to declare the 41.82 acres surplus. Mr. Elsea reported the property was purchased at the same time other property was purchased with FAA funds, but noted the piece they were requesting to surplus was not purchased with FAA funds, therefore, was not subject to any restrictions.

February 27, 2012

Councilor Dawes asked if the airport manager had the authority, or did it have to be an executive person, such as a county commissioner, board chairman, or city manager. Mr. Elsea reported they met with City Attorney Bill Hillier and their attorney, and it was determined that the city has the authority to convey the authority to the Airport Board Chair.

Councilor Taylor moved that the council adopt Resolution No. 4-2012 on first and final reading.

The motion was seconded by Councilor Pope and carried unanimously.

**8. Resolution No. 2-2012, First and Final Reading – Adopting the Chehalis Water System Plan (WSP).** Herta Fairbanks reported the administration was requesting the council to adopt the WSP, so it can be submitted to the Department of Health (DOH) for final approval. She noted DOH would not approve it until council first adopts it. Ms. Fairbanks reported, from the administration's perspective, the plan was final and upon adoption the resolution would be included as an appendix to the plan and sent to DOH. She noted they had confidence, in addition to the unofficial blessing of DOH, that approval would be granted rapidly and without any additional comments.

Ms. Fairbanks reported, since finalizing the plan, Office Manager Judi Smith had retired; therefore, they would need to make a correction to the organizational chart on page 2-3 to reflect the name of their new office manager, Nichole Paulis.

Ms. Fairbanks reported on the Capital Improvement Program in Chapter 11, noting it detailed what capital improvements the administration felt are going to be necessary for the water system between now and the end of the planning period. She noted they also looked 20 years out to see what other improvements might be necessary based on some rough estimates of projects, system demands and infrastructure age.

Ms. Fairbanks reported the plan took a little longer than anticipated, by virtue of the water system planning process and staff changes at DOH. She noted the plan would expire in 2015.

Councilor Taylor asked if there was a reason why they don't start the six-year time period from the time the plan gets adopted. Ms. Fairbanks reported it takes a lot of effort to create the plan with all of the inter-locking and inter-related pieces. She stated they could have taken the time to update the demand forecast, modeling and capital improvements, but it would have cost the city \$25,000 to \$30,000 to do it, so they made the decision to stick with what they already submitted. Ms. Fairbanks noted, once they get the 2011 plan approved, they would work towards making it more efficient the next time around.

Councilor Taylor moved that the council adopt Resolution No. 2-2012 on first and final reading, adopting the 2011 City of Chehalis WSP and direct the administration to submit the final plan to DOH for approval.

The motion was seconded by Councilor Lund and carried unanimously.

**9. Resolution No. 3-2012, First and Final Reading – Adopting the Chehalis Parks, Recreation, and Open Space (PROS) Plan.** Bob Nacht reported the PROS plan was distributed to the council prior to the last meeting for review and comment. He stated the administration was requesting the council adopt the plan by resolution.

Mr. Nacht reported the executive summary was adopted in the Chehalis Comprehensive Plan last year. He noted the plan had been sitting on the shelf over the last year going through staff review and was now being presented in an effort to support a grant application by the Chehalis Foundation.

Mr. Nacht stated there's been a lot of discussion regarding the population projections noted in the plan, and the finances required on account of those projections. He noted all the population projections used in the planning effort were mandated by the Growth Management Act, to use the Office of Financial Management population projections as adopted by Lewis County. Mr. Nacht noted the city must use those numbers. He also pointed out that within the plan there was opportunity to adjust how we deal with the issues that are articulated in the plan.

Councilor Dawes moved to adopt Resolution No. 3-2012 on first and final reading.

February 27, 2012

The motion was seconded by Councilor Pope and carried unanimously.

10. **Ordinance No. 890-B, First and Final Reading – Extending the Six-Month Moratorium on Medical Marijuana and Dispensaries.** City Manager MacReynold reported the issue before the council was prompted by a work session held during the previous meeting. He noted, initially, the council talked about a one-year moratorium; however, after further review and research by the City Attorney, it was found to be better for the city to extend the current moratorium for another six months. City Manager MacReynold encouraged council's consideration of the resolution.

Councilor Dawes moved that the council suspend the rules requiring two readings of an ordinance.

The motion was seconded by Councilor Pope and carried unanimously.

Councilor Dawes moved to pass Ordinance No. 890-B on first and final reading.

The motion was seconded by Councilor Taylor and carried unanimously.

There being no further business to come before the council, the meeting adjourned at 6:33 p.m.

---

Mayor

Attest:

---

City Clerk

**SUGGESTED MOTION**

**I move that the council approve the minutes of the regular city council meeting of February 27, 2012.**