

March 12, 2012

The Chehalis city council met in regular session on Monday, March 12, 2012, in the Chehalis city hall. Mayor Ketchum called the meeting to order at 5:33 p.m. with the following council members present: Terry Harris, Bob Spahr, Daryl Lund, Chad Taylor, and Dennis Dawes. Councilor Pope was absent (excused). Staff present included: Merlin MacReynold, City Manager; Bill Hillier, City Attorney; and Judy Schave, City Clerk.

1. **Executive Session.** Mayor Ketchum announced the council would be in executive session pursuant to RCW 42.30.110(1)(g) – public employee review for approximately 30 minutes and there would be no decision following conclusion of the executive session.

Mayor Ketchum closed the executive session at 5:55 p.m. and announced the council would take a five minute recess before opening the regular meeting at 6:00 p.m. Additional staff included: Glenn Schaffer, Police Chief; Bob Nacht, Community Development Director; Lilly Wall, Recreation Manager; Eva Lindgren, Finance Manager; Peggy Hammer, Human Resources Administrator; and Herta Fairbanks, Public Works Director. Members of the media included Kyle Spurr from *The Chronicle*.

2. **Presentations.** Mayor Ketchum presented Larry McGee with a certificate and key to the city in recognition of his ongoing volunteer efforts and commitment to the community, serving as Chair of the Chehalis Community Renaissance Team (CCRT). Mayor Ketchum also presented CCRT Vice Chair Allyn Roe with a certificate of appreciation for his service and work on the committee, as well.

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

- a. Minutes of the special work session of February 21, 2012, and the regular meeting of February 27, 2012;
- b. Claim Vouchers No. 102397-102509 in the amount of \$88,141.43 dated February 29, 2012; and Payroll Vouchers No. 35431-35499, Direct Deposit Payroll Vouchers No. 2943-3014, and Electronic Federal Tax Payment No. 108 in the amount of \$670,404.22 dated February 29, 2012; and
- c. Award rock, gravel, and asphalt bids for the various materials to the bidders as recommended.

The motion was seconded by Councilor Spahr and carried unanimously.

4. **Administration Reports.**

a. **Briefing on Surplus of Old Wastewater Treatment Plant (WWTP).** Herta Fairbanks reported Wastewater Superintendent Patrick Wiltzius prepared a Request for Proposals (RFP) that will be sent out to see what kind of response they get back. She noted they were looking for a scrapping firm to surplus items of value on the property. The firm would need to provide the city with a lump sum payment for the scrap, or a price per ton or pound that they intend to pay the city for the scrap. Ms. Fairbanks reported there were a number of different kinds of surplus at the old plant, including buildings, wood, metal, concrete, and other miscellaneous that could be of interest to various firms. She noted if they receive any reasonable proposals they would proceed and bring something back to the council for their consideration.

Councilor Spahr reported, over the years, there have been discussions about possibly utilizing that area for storm water cleanup. Ms. Fairbanks noted the land could possibly be used for mitigation purposes, and that option would be explored when they get to the point where the land is actually able to be put into a mitigation bank, or something to that affect. She stated it was basically a decommissioned wastewater plant and there was not a lot of opportunity in its current state, other than to start the process of exploring what the possibilities are.

Councilor Harris noted the city uses one of the buildings to house some of the holiday decorations. He stated he was shocked to see the current condition of the site, adding it looked terrible and needed to go away.

b. **Resignation of Flood Authority Representative.** City Manager MacReynold reported he received a call from the city's flood authority representative, Julie Balmelli-Powe, to report she would be resigning as the city's representative on the Chehalis River Basin Flood Authority. He noted Ms. Balmelli-Powe would attend the meetings later in the week, but the council would need to appoint someone to represent the city in the future.

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Mayor Ketchum stated, if someone on the council would like to be appointed, or if they know of someone of Ms. Balmelli-Powe's caliber they should pass those names along to the administration, so they could be contacted.

Councilor Taylor reported he would be willing to go back on the committee until they find someone to take his place again. He noted it was nice having Ms. Balmelli-Powe representing the city because she didn't have any political agenda.

c. **Temporary Council Voucher Approval Committee Appointment.** City Manager MacReynold asked if one of the council members would be willing to temporarily fill in for Councilor Pope on the voucher approval committee. Councilor Spahr volunteered to fill in for Councilor Pope during his absence.

5. **Council Reports.**

a. **Update From Councilor Spahr.** Councilor Spahr reported he went to the Daytona 500 a couple of weeks ago, but unfortunately it got rained and he was already on his way home when they ran it. He did, however, get to see the Daytona 300.

Councilor Spahr gave a quick update on Councilor Pope, noting he was recovering nicely and should be back in time for the next meeting.

b. **Update From Councilor Dawes.** Councilor Dawes reported he and Councilor Lund attended the official mortgage burning for the loan that the Lewis County Historical Museum received from Security State Bank, that was recently paid off. He noted it was a big milestone for the museum, adding they are now able to pay their bills and are standing on good solid footing.

Councilor Dawes reported the museum had a meeting last week to interview individuals for the permanent museum director position. He noted there would be an announcement once the final decision was made. Councilor Dawes indicated they were also planning some events in May, to include the 100 year celebration of the museum's building (the former Chehalis train depot) and the Historic Train Depot in Centralia, which were both built in 1912.

Councilor Dawes reported the North Lewis County Regional Fire Authority Planning Committee planned to get back to their normal schedule in a couple of weeks, adding their next meeting was scheduled for Wednesday, March 21.

c. **Update From Councilor Harris.** Councilor Harris reported he recently attended a CCRT meeting, adding it was a wonderful organization and the city was fortunate to have the people that are on that committee. He suggested they were also lucky to have Mr. McGee who was kind enough to step up and take charge, and Mr. Roe who works very hard, as well.

Councilor Harris reported the holiday decorations committee would be setting up a meeting once Chamber Executive Director Jim Valley returns to work and is feeling better. He thanked the CCRT committee for the faith they had in him to get something done for the 2012 holiday season.

Councilor Harris reported he also attended the Miss Lewis County Scholarship Pageant on Saturday, March 10.

6. **Ordinance No. 891-B, First Reading – Vacating a Portion of SE Hilltop Drive.** Bob Nacht reported they held a public hearing on the proposed vacation, adding there were no comments for or against it. He noted, historically, when they present vacations of excess right-of-way they actually sell it as real property under the process; however, in this particular case, they looked at the cost per square foot of the adjacent property that it would attach to (assessed with the Lewis County Assessor's Office). Mr. Nacht indicated the numbers in the ordinance were based on the cost per square foot of the adjacent property that it would attach to, once vacated. He noted the market values were also part of the ordinance.

Councilor Spahr moved to pass Ordinance No. 891-B on first reading.

The motion was seconded by Councilor Taylor and carried unanimously.

7. **Resolution No. 5-2012, First and Final Reading – Surplus of City Property.** Police Chief Glenn Schaffer reported the department had four vehicles to surplus. He indicated three were former police cars that had been replaced over the years, noting they had held on to two with the intention of converting them into training cars for emergency vehicle operation

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training, but the cost was too prohibitive. Chief Schaffer reported the fourth vehicle was the old van used for animal control over the past few years, which was decommissioned for a smaller vehicle that actually gets miles to the gallon.

Councilor Dawes moved to adopt Resolution No. 5-2012 on first and final reading.

Councilor Taylor seconded the motion.

Councilor Spahr noted, to some, the vehicles might not be that old and inquired as to the number of miles on them. Chief Schaffer reported, generally, they don't turn them over until they have between 100,000 and 120,000 miles on them. He noted that might not be bad for a personal vehicle, but 120 was a lot of miles for a police vehicle. Councilor Spahr asked where the vehicles would be auctioned. Chief Schaffer reported they had a couple of options, but they were also looking at the possibility of trading the vehicles in on others that actually run.

The motion carried unanimously.

8. **Lodging Tax Advisory Committee (LTAC) Recommendation – Request for Tourism Funding.** Councilor Harris reported the LTAC voted unanimously to support two requests for funding and offered to answer any questions the council might have.

Councilor Harris moved to approve the recommendation of the LTAC to award \$5,000 to Pope's Kids Place Jazz in July event.

The motion was seconded by Councilor Taylor and carried unanimously.

Councilor Harris moved to approve the recommendation of the LTAC to award \$9,000 to the Chehalis Community Development Department for Phase 1 of the conceptual ball field improvement master plan for Recreation Park.

The motion was seconded by Councilor Taylor and carried unanimously.

9. **Proposed Changes to Council Districts.** City Manager MacReynold reported every time there's a census done the districts have to be looked at. He noted Mr. Nacht had been working with Lewis County to generate the data needed to do an analysis of the council districts.

Mr. Nacht reported, historically, they have tried to keep the difference between the highest and lowest population in all of the council districts to be less than 10 percent. He noted the analysis showed almost 14 percent. Mr. Nacht stated the administration was proposing some changes, as described in the agenda report, and were working with the county on the easiest way to do it with the least amount of disruption to any of the districts. He noted the areas they were proposing to move from one district to another were geographically isolated and did not affect the resident addresses of any of the current councilors.

Councilor Dawes moved that the council direct the administration to develop an ordinance for council consideration changing the council districts as described in the agenda report.

The motion was seconded by Councilor Harris and carried unanimously.

10. **Authorize the Administration to Apply for Recreation/Conservation Office (RCO) Grant for the Outdoor Swimming Pool Redevelopment.** City Manager MacReynold reported they've had quite a few discussions with the representatives from the Chehalis Foundation about the effort they are making to find funding to fund significant improvements at the outdoor pool at Recreation Park.

Mr. Nacht reported the agenda identified the circumstances they are looking at to apply for the RCO grant. He noted the application required that the city, as the owner of the property, be the applicant for the grant. Mr. Nacht indicated the Foundation had been instrumental in putting the grant together and would continue to be instrumental to make sure it works.

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Mr. Nacht reported the RCO grant would eventually require a budget adjustment, and requested that the council authorize the administration to proceed.

Mr. Nacht introduced Chehalis Foundation President Tim Saylor to talk about an upcoming fundraiser. Mr. Saylor reported on March 31, at 2pm and 7pm, and on April 1, at 2pm, they planned a special showing of the movie "Shrek" at the Historic Chehalis Theatre. Mr. Saylor hoped the event would raise some money for the pool upgrades, adding entrance into the movie would be by donation only.

Mr. Saylor thanked the council for their support, and Mr. Nacht and Lilly Wall for the excellent job that they do.

Councilor Dawes asked if our chance of getting the grant was better because we already had matching funds. Mr. Nacht stated, in conversations with the RCO grant representative, it certainly was a factor, but he didn't know how heavily it would weigh on the analysis of the applications. He stated it certainly can't hurt that we already have the match in hand, but the match was going to be a requirement for all grant applications.

Councilor Dawes felt the idea of the grant was to be able to give it out and see it used, rather than give it out and have it returned because the local match couldn't be met.

Mr. Nacht reported the grant writer the Foundation was working with was in direct communication with the RCO grant people, and if there were any nuances that they can provide in the application, they would certainly be included. He noted the Foundation was actively involved and keeping on top of it.

Councilor Lund reported J. Vander Stoep was the big push behind the event at the Historic Chehalis Theatre and he hoped Mr. Vander Stoep would be encouraged to sell popcorn at the event. He suggested people might come just to watch Mr. Vander Stoep sell refreshments, suggesting it might raise the ante a bit. Mr. Nacht reported there would be a plethora of concessions at the event.

Councilor Harris moved that the council authorize the administration to apply for a grant to the State Recreation and Conservation Office for repairs to the outdoor swimming pool.

The motion was seconded by Councilor Spahr and carried unanimously.

City Manager MacReynold recognized Mr. Nacht for the work he's done on the grant application, and all of the other things revolving around our ball fields and swimming pool. He also recognized Recreation Manager Lilly Wall for the incredible job that she does for the recreation program, adding she's made a huge difference in our community for a long time.

There being no further business to come before the council, the meeting adjourned at 6:35 p.m.

Mayor

Attest:

City Clerk