

July 23, 2012

The Chehalis city council met in regular session on Monday, July 23, 2012, in the Chehalis city hall. Mayor Ketchum called the meeting to order at 6:01 p.m. with the following council members present: Terry Harris, Dr. Isaac Pope, Daryl Lund, and Dennis Dawes. Councilors Spahr and Taylor were absent (excused). Staff present included: Merlin MacReynold, City Manager; Brian Kelly, Assistant City Attorney; Judy Schave, City Clerk; Glenn Schaffer, Police Chief; Kelvin Johnson, Fire Chief; Bob Nacht, Community Development Director; Eva Lindgren, Finance Manager; Herta Fairbanks, Public Works Director; and Patrick Wiltzius, Wastewater Superintendent. Members of the media included Kyle Spurr from *The Chronicle*.

1. **Post Car Show Cruise.** Chris Rohr, President of the Chariots Car Club, stated they would like to run a post car show cruise after the car show on Saturday, July 28. Mayor Ketchum thought it was a good idea and suggested Mr. Rohr work out the details with the city manager and police chief.

2. **Public Hearing on Petition to Rezone Property from Commercial to R-3 Multi-Family Residential.** Mr. Nacht reported, in March, the city received a petition to rezone certain property on NW Arizona Street. He noted the petitioner, Rick Hamilton, was available to speak to any questions the council might have regarding the application. Mr. Nacht reported the draft minutes from the public hearing held by the Chehalis Planning Commission were included in the agenda packet, noting there was very little dialog at that meeting.

Mayor Ketchum closed the regular meeting and opened the public hearing at 6:05 p.m.

Mr. Hamilton stated the property in question was zoned commercial and did not allow for any resident type facilities. He reported he was asking to have the property rezoned to allow the opportunity for someone to build a home or duplex on the property. Mr. Hamilton reported he realized that the property is located in a flood zone, but didn't believe that was going to be an issue. He thanked the council for their time and consideration of the matter.

Mayor Ketchum closed the public hearing and reopened the regular meeting at 6:06 p.m.

Councilor Pope moved that the council direct the administration to draft an ordinance for the council's consideration to rezone the subject property from General Commercial to Multi-Family R-3 Residential.

The motion was seconded by Councilor Dawes and carried unanimously.

3. **Recognition for Raising Funds for New Automated External Defibrillator (AED).** Councilor Pope recognized members of the Chehalis Fraternal Order of Eagles, past State President Charlene Butterfield and Secretary Doug Ashmore, for their participation and support in getting an AED for city hall. Also recognized for their involvement were University of Washington student Denver Niiles and Lewis County Bowling Association representative Rich Bunker.

Mr. Niiles presented the poster he created that summarized the project. He noted their goal was to raise funds for a defibrillator, and to raise awareness on the use of AEDs.

Councilor Lund stated he also wanted to thank Mr. Bunker for his contributions to the city, noting rumors were he had put in many, if not hundreds, of hours working on the ballfields for the kids.

4. **Presentation of Award.** Mayor Ketchum presented Wastewater Superintendent Patrick Wiltzius with the 2011 Outstanding Performance Award from the Washington State Department of Ecology. He noted the award recognized the exemplary effort and work accomplished by the employees at the wastewater treatment plant.

Mr. Wiltzius reported each month they collect and report over 700 values to DOE, and of those 700 numbers, 400 have a numerical limit. He noted last year was the first time in the city's history that the department was able to accomplish the task of no permit violations. Mr. Wiltzius stated it was his team's achievement and they were proud to be serving the citizens of Chehalis.

5. **Chehalis Renaissance Update.** Chehalis Community Renaissance Team (CCRT) Chair Larry McGee and Co-chair Allyn Roe updated the council on some of the projects the team has been working on.

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Mr. Roe reported they currently had two large sub-committees in place: the Children's Museum Committee; and the newly developed Marketing Committee. He noted they were finalizing plans for a six-month pilot project beginning in February to test the viability of a larger full-scale children's museum in the community.

Mr. Roe reported the airport picked up the landscaping project for the roundabout on Louisiana Avenue, adding it was in the plans since day one, but they were having a hard time funding it.

Mr. Roe reported six wayfinding kiosks were recently installed at various locations throughout the city to supplement the larger vehicle wayfinding signs put up a little over a year ago. He noted they had a little money left in the budget and plan to build a mobile kiosk to take around to community events.

Mr. Roe reported Lewis County Economic Development Council Director Dick Larman brought to their attention some legislation that funded a CERB grant program. He noted they met with city staff to determine if there were any opportunities to apply for one of the grants. Mr. Roe reported they didn't find any that fit in the Renaissance plan; however, they were able to identify a couple of other opportunities throughout the city that would allow the city to be the applicant.

Mr. McGee reported on the study for the business incubator project, noting they had not come to the conclusion yet of whether they should go forth with the plan or not. He noted they were trying to be honest to the mission of giving it an objective look to see if it makes sense.

Mr. McGee reported the subject of holiday decorations remained active, with Councilor Harris leading that effort. He stated they recently had a preliminary meeting on design guidelines, which was one of the things recommended in Tom Beckwith's report.

Mr. McGee reported on the Chehalis Avenue beautification project, noting the public works department had it well under control. He stated their next checkpoint would be when they get to the 90 percent level of design, to make sure all the input that came from the study is incorporated.

Mr. McGee reported Patty Kaija led an amazing effort to overhaul the islands in the downtown area. He noted a number of the planted islands had been sponsored by individuals and challenged the councilmembers to consider sponsoring an island themselves.

Mr. McGee talked briefly on the new marketing program, led by David Hartz. He stated Mr. Hartz was doing a remarkable job and has provided great leadership. Mr. McGee provided the council with a copy of the new brochure and rack card recently produced by the committee, noting they would be placed in a variety of locations in and around Chehalis and will be made available electronically, as well. He reminded the council that the cards and brochures were paid for with funding that comes through the "Friends of the Renaissance."

Mr. McGee reported he recently received a call from someone who wants to remain anonymous, who would like to help fund the marketing program to an even higher level than what was planned.

Mayor Ketchum stated the cards and brochures were very nice, and that they really appreciated what the CCRT was doing to help Chehalis move forward.

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

- a. Minutes of the regular meeting of July 9, 2012;
- b. Claim Vouchers No. 103541-103674 in the amount of \$217,463.17 dated July 13, 2012;
- c. Award bid for SE Prospect Watermain Replacement to Iversen and Sons, Inc., in the amount of \$205,505.64; and
- d. Adopt Resolution No. 11-2012 on first and final reading – surplusing city property.

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The motion was seconded by Councilor Pope and carried unanimously.

**7. Administration Reports.**

a. **Second Quarter and June Financial Report.** Eva Lindgren reported on the June financials, noting the total general fund tax revenues were within \$29,893 of what was projected. She noted the sales and use tax revenues were about \$20,000 short from what they were in 2011, but felt they would still meet the projected \$3 million that was budgeted.

Ms. Lindgren reported any of the significant variances on the other reports were addressed in the notes.

b. **Second Quarter Sales and Use Tax Report.** Ms. Lindgren reported there was still a lot of volatility with regard to sales and use taxes. She noted there was .2 percent variance over last year for the month of July.

City Manager MacReynold stated he was pleased that the city had not begun to see a decline in property tax revenue. He noted the departments continue to watch their pennies, and in most cases, the expenditures were under budget.

c. **Council Work Session Rescheduled.** City Manager MacReynold reported the council work session schedule for July 30 had been moved to August 6. He noted the Cowlitz Wahkiakum Council of Governments scheduled a special workshop on July 30 to discuss "Improving the Economic and Fiscal Health of Our Communities." City Manager MacReynold encouraged the council members to attend the CWCOC's workshop, noting it would set the stage for when they meet the following week to talk about the city's 2013 budget.

**8. Council Reports.**

a. **Update From Councilor Dawes.** Councilor Dawes reported on two fundraisers coming up at the Lewis County Historical Museum: the blueberry pancake breakfast on Saturday, July 28, and the Pie Social on Sunday, July 29.

Councilor Dawes reported he attended the Business After Hours at Riverside Golf Club on Thursday, July 19, adding it was a nice facility and they had done a lot of nice improvements over the last few years.

On July 18, Councilor Dawes attended the North Lewis County Regional Fire Authority Planning Committee meeting, noting it was well attended and they were actually starting to get into some of the meat and potatoes of the issue. He suggested the numbers were very preliminary, but it was encouraging to see things starting to move.

**9. Ordinance No. 897-B, Second and Final Reading – Approving Interfund Loan Between the Water and Wastewater Funds.**

Councilor Harris moved to pass Ordinance No. 897-B on second and final reading.

The motion was seconded by Councilor Pope and passed 5-1 with Councilor Lund voting against the motion.

10. **Ordinance No. 896-B, Second and Final Reading – Amending the 2012 Budget.** Ms. Lindgren reported she included a spreadsheet in the agenda packet that highlighted any changes made since first reading.

Councilor Harris moved to pass Ordinance No. 896-B on second and final reading, as amended.

The motion was seconded by Councilor Dawes and carried unanimously.

11. **Street Repairs.** Councilor Lund wondered if they should make a policy with regard to chip sealing the roads. He suggested some roads in town were being chip sealed when perhaps they didn't need it, while others that really needed it were not being done.

Councilor Dawes suggested it would nice to start crack sealing our roads, noting the city needs to do what we can with what we have to build a little life into our roads.

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Councilor Harris reported he happened to get stuck behind the street oiler the other day and noticed it seemed to be having a heck of a time moving, and asked if that was the county's equipment. City Manager MacReynold indicated it was the city's oiler. Councilor Harris stated that might explain why the chip seal work done on Louisiana Avenue last year didn't take well. City Manager MacReynold reported it wasn't the same oiler they used last year, adding the weather conditions last year were just very negative for doing chip seal.

Public Works Director Herta Fairbanks reported the city purchased the oil spreader from Lewis County at the beginning of the year for around \$60,000. She stated they knew when they purchased it that there were some kinks in it and would require some maintenance. Ms. Fairbanks reported it worked eminently better than what the city had before, and it was fully digitized. She suggested if the city were to purchase the same piece of equipment elsewhere in its current condition, it would be on the order of \$120,000.

Ms. Fairbanks reported crack sealing was definitely on their list of priorities, but they were constrained by the budget. She noted they have two street employees and are only able to do the street oiling projects by virtue of being able to hire seasonal labor. Ms. Fairbanks stated National Avenue was definitely on their high-priority list; however, the costs to do what needs to be done are far outside the city's pocketbook at this time.

Ms. Fairbanks reported on the chip seal program, noting the street superintendent has a list of all of the city streets and has it mapped out so that each year they capture significant sections of the city. She indicated they try to capture the most critical areas first and do all of the streets in that particular area that can receive chip seal.

Ms. Fairbanks reported the crew was working hard and doing a great job. She stated, despite the new oiler having issues, they were thrilled with the results they are getting from it and were looking forward to its long productive life.

There being no further business to come before the council, the meeting adjourned at 6:48 p.m.

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Mayor

Attest:

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City Clerk

**SUGGESTED MOTION**

**I move that the council approve the minutes of the regular city council meeting of July 23, 2012.**