

Chehalis City Council
Regular Meeting Minutes
May 28, 2024
5:00 p.m.

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

Council Absent: None

Staff Present: Lance Bunker, Interim City Manager; Kevin Nelson, City Attorney; Kassi Bateman, City Clerk; Nicholle Stanhope, Finance Director; Randy Kaut, Police Chief; Fritz Beierle, Streets Superintendent; Celest Wilder, Capital Projects Manager; Lilly Wall, Parks and Recreation Director; Adam Fullbright, Fire Chief; Malissa Paulsen, Interim Community Development Director; Josh McDrummond, Code Compliance Officer

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

An executive session was added for litigation/potential litigation.

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

PRESENTATIONS/PROCLAMATIONS

CONSENT CALENDAR

4. **Minutes of the Regular City Council Meeting of May 13, 2024** (City Clerk)
5. **Vouchers and Transfers—Accounts Payable in the Amount of \$815,908.10** (Finance Director)
6. **Appointment of Mayor Pro Tem Lund, Councilor McDougall and City Manager Stacy Denham as the City's Voting Delegates to the 2024 AQC Annual Business Meeting** (City Clerk)
7. **Chehalis-Centralia Airport Memorandum of Understanding (MOU) with Washington Military Department 2024** (Airport Director)

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.

PUBLIC HEARINGS

8. **Public Hearing on Resolution No. 10-2024, 2025-2030 Transportation Improvement Plan** (Public Works Director)
Capital Projects Manager Celest Wilder presented.

Mayor Ketchum opened the public hearing at 5:12 p.m.

There being no one wishing to speak, Mayor Ketchum closed the public hearing at 5:12 p.m.

CITIZENS BUSINESS

None.

UNFINISHED BUSINESS

9. **Second Reading of Ordinance No. 1097-B, Adoption of CMC 17.10 International Building Codes with Amendments to the International Residential Code** (Interim Community Development Director)

A motion was made by Councilor Spahr, seconded by Councilor McDougall to adopt Ordinance No. 1097-B. The motion carried unanimously.

NEW BUSINESS

10. **Resolution No. 10-2024, Adopting the City of Chehalis 2025-2030 Six-Year Transportation Improvement Program** (Capital Projects Manager)

A motion was made by Councilor Spahr, seconded by Mayor Pro Tem Lund to approve Resolution No. 10-2024. The motion carried unanimously.

11. **Consideration of Offer to Lease Tract 16-B at 1815 NW Louisiana Ave to Halle Properties, LLC of Scottsdale, AZ** (Airport Director)

Airport Director Brandon Rakes presented.

A motion was made by Councilor Spahr, seconded by Councilor McDougall to approve acceptance of the lease for Tract 16-B at 1815 NW Louisiana Avenue by Halle Properties, LLC to establish a Discount Tire and authorize the City Manager to execute all necessary documents. The motion was carried with Councilor Six opposing.

12. **Task Order No. 3 Create a Building Information Model and Airport Visualization Scope of Services** (Airport Director)

Airport Director Brandon Rakes presented.



A motion was made by Councilor Spahr, seconded by Councilor McDougall to approve Professional Services Agreement Task Order No. 3 with the Aviation Planning Group and authorize the Interim City Manager to execute all necessary documents. The motion carried unanimously.

13. Consider PILOT Program for Tax Exempt Buildings within Chehalis for Fire Protection Fees (Fire Chief)

Fire Chief Adam Fulbright presented.

A motion was made by Councilor Spahr, seconded by Councilor McDougall to authorize the City Manager, Fire Chief, and City Attorney to enter into negotiations with all tax-exempt entities within the City of Chehalis for the purpose of establishing an appropriate payment in lieu of taxes agreement for Fire protection services. The motion carried with Councilor Six opposing.

14. First Reading of Ordinance No. 1096-B, Historic Preservation Code Amendments (Interim Community Development Director)

Interim Community Development Director Malissa Paulsen presented.

The council requested amendments to the final ordinance that will be presented at the next regular meeting including the board member composition requirements, and property tax incentive authorizations being recommended by the commission but subject to council approval.

A motion was made by Councilor Spahr, seconded by Councilor Six to approve Ordinance No. 1096-B, amending the Chehalis Municipal Code Chapter 2.66 Historic Preservation on first reading. The motion carried unanimously.

15. First Reading of Ordinance No. 1096-B, Historic Preservation Code Amendments (Interim Community Development Director)

Interim Community Development Director Malissa Paulsen presented.

A motion was made by Councilor Spahr, seconded by Councilor Six to approve Ordinance No. 1096-B, amending the Chehalis Municipal Code Chapter 2.66 Historic Preservation on first reading. The motion carried unanimously.

16. First Reading of Ordinance No. 1098-B, Amending Chehalis Municipal Code Section 7.04.005- Update Adoption of Revised Code of Washington Criminal Statutes (City Attorney)

City Attorney Kevin Nelson presented.

A motion was made by Councilor Spahr, seconded by Councilor McDougall to waive the council rules requiring two readings and approve Ordinance No. 1098-B, on first and final reading. The motion carried unanimously.

17. Amendment to Fire Station Headquarters Project-Fire Station Programing and Revalidation and Preliminary Design (Fire Chief)

Fire Chief Adam Fulbright presented.

A motion was made by Councilor McDougall, seconded by Mayor Pro Tem Lund to approve the amendment to the Fire Station Headquarters project- allowing for additional investigation into the possible renovation of Park Street Station, not to exceed the amount of \$15,000. The motion carried unanimously.

ADMINISTRATION REPORTS

CITY MANAGER UPDATE

Interim City Manager Lance Bunker introduced Todd Turner, Water Superintendent.

Q1 2024 Financial Report

Finance Director Nicholle Stanhope presented.

COUNCILOR REPORTS/COMMITTEE UPDATES

Councilor McDougall reported attendance at the Homeless Committee, Veteran's Museum and Chehalis Budget Committee meetings.

Mayor Ketchum reported attendance at the flood authority, Industrial Commission, Agency on Aging, Chehalis Port Flood Project, museum and homeless with downtown businesses meetings.

EXECUTIVE SESSION

18. 42.30.110(1)(i)- Litigation/Potential Litigation

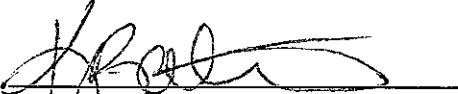
Mayor Ketchum recessed the regular meeting and called the executive session to order at 6:25 for 10 minutes after providing 5 minutes for the public to exit or until 6:40 p.m.

Mayor Ketchum adjourned the executive session at 6:40 p.m.

ADJOURNMENT

Mayor Ketchum adjourned the regular meeting at 6:40 p.m.


Anthony Ketchum, Sr., Mayor


Attest: Kassi Bateman, City Clerk

