

**BOARD OF COUNTY COMMISSIONERS
LEWIS COUNTY, WASHINGTON
BOARD MEETING MINUTES
January 26, 2015**

The Board of County Commissioners (BOCC) for Lewis County, Washington, met in regular session on Monday, January 26, 2015, at 10:00 a.m. **Commissioners Edna J. Fund, P.W. "Bill" Schulte, and Gary Stamper** were in attendance. **Chair Fund** determined a quorum, called the meeting to order and proceeded with the flag salute. **Commissioner Schulte** moved to approve the minutes from the 10:00 a.m. meeting held on Monday, January 12, 2015. **Commissioner Stamper** seconded the motion.

Motion Carried 3-0

PUBLIC COMMENT

Hal Washburn spoke regarding I-594. He presented a draft Resolution for the BOCC for consideration.

NOTICE

Commissioner Stamper made a motion to approve the Notice Agenda items one through six. **Commissioner Schulte** seconded the motion.

- 1. Call for Bids (re-advertisement): For the Solid Waste Tipping Floor Scale Project. Bids are due to the Clerk of the Board by 11:00 a.m. on February 24, 2015. Resolution No. 15-019**

Tim Elsea, Director of Public Works, stated this Call for Bids is a re-advertisement of the Bid Call of November 17, 2014. All bids were rejected on December 22, 2014. This contract will provide for the removal of existing scales, indicators, reader boards and load cells. The contractor will also furnish and install four steel deck platform scales and associated electronic controls. This call for bids also sets a mandatory on-site Pre-bid conference (date by request), at the Solid Waste Tipping Floor Facility, 1411 South Tower Avenue, Centralia, Washington, to allow prospective bidders to take measurements and gather additional information necessary to bid the contract. Sealed bids for the Solid Waste Tipping Floor Scale Project shall be submitted to the Clerk of the Board of Lewis County Commissioners (351 N.W. North Street, Room 210, CMS-01, Chehalis, Washington 98532), by or before 11:00 a.m. on Tuesday, February 24, 2015 and will be opened on or after 11:30 a.m. on February 24, 2015.

2. Request for Proposals: For the Lewis County Jail Camera Upgrade Project. RFQ's will be opened and read at 10:00 a.m. on February 20, 2015. Resolution No. 15-020

Michael Strozyk, Director of Central Services, stated this is a RFP requesting vendors to submit project proposals and unit pricing for the upgrade of cameras and recording systems at the Lewis County Jail. The current camera system consists of 78 Analog Cameras and 8 recorders that are at or nearing the end of their useful service life. A new digital system will expand coverage and recording capacities and allow jail staff to better document and observe the security of the jail.

3. Request for Proposals (RFQ): To provide masonry restorations and cleaning services for the Lewis County Historic Courthouse. RFPs will be opened and read at 10:30 a.m. on February 20, 2015. Resolution No. 15-021

Michael Strozyk, Director of Central Services, stated This RFP requests vendors to submit project proposals and unit pricing for the repair, tuck-pointing, caulking and cleaning of the exterior facade of the Historic Courthouse. This project is funded through the Department of Archaeology and Historic Preservation's Historic Courthouse Grant.

4. Notice: Publishing the Small Works Roster for Lewis County and appointing the Public Works Director as approving authority for category changes. Resolution No. 15-022

Tim Elsea, Director of Public Works, stated the attached resolution will allow opening the Small Works Roster to obtain applications from businesses interested in having their business placed on one or more of the rosters. The Small Works Roster allows the County and agencies holding interlocal agreements to contract with contractors on the established list for projects less than \$300,000.00. Agencies currently holding interlocal agreements are Lewis County Conservation District, Lewis County Fire District #1 (Onalaska), Lewis County Fire District #2 (Toledo), Lewis County Fire Dist. #8 (Salkum), Lewis County Fire Dist. #11 (Pe Ell), Lewis County Fire Dist. #14 (Randle), Lewis County Fire Dist. #15 (Winlock), Cowlitz-Lewis County Fire Dist. #20 (Vader-Ryderwood), and Lewis County Water District #1 (Onalaska). The Small Works Roster will remain open per RCW 39.04.155.

5. Notice: Publishing of Lewis County's On-Call Consultant Roster and appointing the Public Works Director as the approving authority for category changes. Resolution No. 15-023

Tim Elsea, Director of Public Works, stated Calling for the opening of the On-Call Consultant Roster for Architectural, Engineering and/or Professional Service assistance needs for future county projects and appointing the Public Works Director as the approving authority for changes to categories. The attached resolution will allow the opening of the On-Call Consultant Roster to obtain applications from businesses

interested in having their business placed on one or more of the rosters. The On-Call Consultant Roster allows the County to consider consultants for projects requiring architectural, engineering and/or professional services. On-Call Consultant projects shall be awarded from the On-Call Roster in accordance with the requirements of RCW 39.80.

6. Notice of Hearing: Regarding proposed action to adopt a new section to Title 10 of Lewis County Code specifying exceptions to the requirements to mark county vehicles. Resolution No. 15-024

Chair Fund stated the proposal to be heard adds a new section to the Lewis County Code (proposed LCC 1.36.020) prescribing exceptions to the marking requirements imposed by RCW 46.08.065. The proposal would be heard by the Board of County Commissioners at public hearing to be held at or about 10:00 am on February 9, 2015 in the Hearing Room of the BOCC, at 351 NW North St., Chehalis, WA 98532.

Motion Carried 3-0

CONSENT

Commissioner Schulte made a motion to approve the Consent Agenda items seven through twenty one. **Commissioner Stamper** seconded the motion.

7. Resolution No. 15-025 Approval of warrants and payroll for payment.

Chair Fund stated this approves 251 regular warrants be approved for a total payment against the County in the amount of **\$947,276.15**. This Resolution also approves 235 payroll warrants dated January 20, 2015 for a total payment against the County in the amount of **\$219,070.00**.

8. Resolution No. 15-026 Cancellation of taxes.

Laura Rider stated these are uncollectable taxes that we have worked diligently to try and get paid and have not been able to do that.

9. Resolution No. 15-027 Designation and related appointments with the Washington Counties Risk Pool.

Paulette Young, Risk Manager, stated the Washington Counties Risk Pool's (foundation) interlocal agreement and bylaws require that each member county's legislative authority appoint one Director and at least one Alternate Director from the county's officers or employees for the Pool's Board of Directors. The interlocal agreement also requires each county's BOCC to appoint an employee as the "County Risk Manager" and to maintain an active safety officer ("County Safety Officer")

10. Resolution No. 15-028 Approving the Prosecuting Attorney's Office to represent a Corrections Officer, Amber Wilson in a litigation case.

11. Resolution No. 15-029 Approving the Prosecuting Attorney's Office to represent a Corrections Officer, Jack Haskins in a litigation case.

Paulette Young, Risk Manager, spoke to items 10 and 11. Both of these Corrections Officers have been named in separate litigation cases under alleged civil rights violations. These Resolution will get them defense and indemnification.

12. Resolution No. 15-030 Salary grid adjustment for extra help and casual employees.

Steve Walton, Budget Administrator, stated the BOCC approved the 2015 salary grid through resolution 14-319 on December 1, 2014 as part of the 2015 Budget adoption. There is a need to adjust Step "E" on the extra help range of pay on the Lewis County Salary Grid (13 step M Grid) to reflect the new State minimum wage of \$9.47 effective January 1, 2015.

13. Resolution No. 15-031 Appointing Steve Mansfield as the Emergency Manager.

Archie Smith, Human Resources, stated Steve Mansfield was the finalist selected as Manager of Emergency Management. The resolution approves the employment contract between Lewis County and Mr. Mansfield. Mr. Mansfield's start date will be February 1, 2015.

14. Resolution No. 15-032 Bid award for the 2015 Rock Proposal.

Tim Elsea, Director of Public Works, stated a Call for Bids was made on December 15, 2014. The project was advertised for two consecutive weeks in The Chronicle and The Daily Journals of Commerce, Seattle and Portland. The project was also listed on Lewis County's website. There was one addendum that extended the bid opening date and changed the proposal schedules. Public Works received 2 responsive bids for this project on January 13, 2015. Sterling Breen Crushing, Chehalis, WA, provided the lowest responsive bid of \$320,502.95 (total for Schedules A and B combined). Good Crushing, Inc. provided the lowest responsive bid of \$221,134.02 for Schedule C. The total award for all three schedules combined is \$541,636.97. The Engineer's Estimate for this material supply was \$458,473.15. The lowest responsive bid is 18% over the Engineer's Estimate. Due to the current bidding climate, remote delivery sites in east Lewis County, limited chip rock availability and production time needed, Public Works staff recommends acceptance of the low bids provided by Sterling Breen Crushing and Good Crushing, Inc.

15. Resolution No. 15-033 Approving and accepting a quit claim deed from Da Paul Inc. to Lewis County for donation of property off Bunker Creek Road near Adna, WA.

Tim Elsea, Director of Public Works, stated this strip of land was created from a survey discrepancy and the property owner sees no benefit to owning the strip of property, thus the donation to the County. The Public Works Department may be able to use the donated property for possible future right of way improvements to Bunker Creek Road. The attached resolution would approve the transfer of the property described on the attached executed Quit Claim Deed from Da Paul Inc. to Lewis County. Once accepted by the County by signing this resolution the Quit Claim Deed will be recorded.

16. Resolution No. 15-034 Approving the purchase of one brush chipper.

Tim Elsea, Director of Public Works, stated Lewis County Public Works Department has determined that one brush chipper (27-195) in the fleet is in need of replacement. This was scheduled, budgeted, and approved for replacement in 2015. Vermeer Northwest offers brush chippers on state contract (#10212) which Lewis County has an interlocal agreement with. The brush chipper will be purchased with ER&R funds in the amount of \$64,570.04.

17. Resolution No. 15-035 Approving the purchase of one dump truck body and snowplow.

Tim Elsea, Director of Public Works, stated the Lewis County Public Works Department has determined that one dump truck body and snowplow (Truck 21-504) in the fleet is in need of replacement. This was scheduled, budgeted, and approved for replacement in 2015. We are purchasing this off of the State bid list in the amount of \$85,386.04.

18. Resolution No. 15-036 Approving the purchase of one new dump truck chassis.

Tim Elsea, Director of Public Works, stated this authorizes the County Engineer to sign a contract between Northend Truck Equipment Inc. and Lewis County for the purchase of one 2015 dump body and snowplow in the amount of \$85,386.04.

19. Resolution No. 15-037 Approving Contract Amendment No. 11 to the Program Agreement No. 1163-27316 with the Division of Behavioral Health and Recovery (DBHR).

April Kelley, Social Services Director, stated this contract amendment will increase funding to the current contract agreement by \$50,000 to cover over expenditures. There is a billing system that the County has no control over and the providers went over which caused use to be.

20. Resolution No. 15-038 Approving Contract Amendment No. 1 with Thurston County for Health Officer Services.

April Kelley, Social Services Director, stated Lewis County Public Health & Social Services (PHSS) contracts with Thurston County for Health Officer services. This amendment revises the term of the contract for the 2015 calendar year. It also establishes the compensation for the calendar year of 2015 and revises the insurance language of the contract..

21. Resolution No. 15-039 Approving an agreement between Lewis-Thurston-Mason Area Agency on Agency (LMTAAA) to provide congregate nutrition.

April Kelley, Social Services Director, stated this contract, #14-1130-0061-05(1), provides funding to Lewis County for the Congregate Nutrition program. Funding is provided by the LMTAAA, the Older Americans Act, Senior Citizens Services Act (SCSA), and the Nutrition Services Incentive Program (NSIP).

Motion Carried 3-0

HEARINGS

HEARING – 5th 2014 Budget Amendment

Chair Fund announced the hearing and asked for a staff report.

Steve Walton, Budget Administrator, stated hearing to approve the 5th 2014 Budget Amendment for Current Expense and other funds in the amount of \$68,000. The Hearing was noticed in the Chronicle on January 13th and 20th. Hearing on the 5th 2014 Budget Amendment for Current Expense and Other Funds and increase in expenditures in the amount of \$68,000, an increase in revenue in the amount of \$5,000 and a use of fund balance of \$63,000. The Hearing was noticed in the Chronicle on January 13th and 20th.

Current Expense Expenditure Increases:

Animal Shelter \$3,500

Coroner \$28,000

Other Funds Expenditure Increases:

Flood Authority Fund No. 122 \$5,000

Senior Services Fund No. 199 \$11,500

Facilities Fund No. 507 \$20,000

Chair Fund asked if there were any questions. There were none. She closed the question and answer portion of the hearing and opened the formal hearing.

Steve Walton asked that his previous comments be adopted into the record.

Hal Washburn, Cinebar, stated this is the second time he has been here when we are dipping into reserve funds. We seem to be spending more money than we are taking in.

Bill Schulte stated we actually have a balanced budget. We have our last of our monthly revenues that does not come in until 30 days so we have not received our December payments for Timber. We are looking at a balanced budget or a half million dollar surplus.

Chair Fund asked if anyone else would like to testify. There was none. She closed the hearing and asked for a motion.

Commissioner Schulte moved to approve Resolution No. 15-040. **Commissioner Stamper seconded.**

Resolution No. 15-040 Lewis County 2014 Budget, Emergency and Supplemental Appropriations to and Transfers within Current Expense and Other Funds.

Motion Carried 3-0

There being no further business, the Commissioners' public meeting adjourned at 10:32 a.m. on January 26, 2015. The next public meeting will be held Monday, February 2, 2015.

Please note that minutes from the BOCC's meetings are not verbatim. A recording of the meeting may be purchased at the Commissioners' Office.

**BOARD OF COUNTY COMMISSIONERS
LEWIS COUNTY, WASHINGTON**

ATTEST:

Edna J. Fund, Chair

**Karri Muir, CMC, Clerk of the Board
Lewis County Commissioners**

P.W. Bill Schulte, Vice-Chair

Gary Stamper, Commissioner