

**BOARD OF COUNTY COMMISSIONERS
LEWIS COUNTY, WASHINGTON
BOARD MEETING MINUTES
June 23, 2014**

The Board of County Commissioners for Lewis County, Washington, met in regular session on Monday, June 23, 2014, at 10:00 a.m. **Commissioners Edna J. Fund and P.W. “Bill” Schulte** were in attendance. Commissioner Grose was absent. **Commissioner 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, June 16, 2014. **Commissioner Fund** seconded the motion.

Motion Carried 2-0

PUBLIC COMMENT

Andy Skinner, Lewis County Historical Museum, stated on Friday, June 20, 2014, the Lewis County Courthouse was placed on the Washington State Register of Historic Places. Mr. Skinner presented a plaque and certificate to the commissioners. The nomination has been to the national board.

NOTICE

Commissioner Schulte made a motion to approve the Notice Agenda item one. **Commissioner Fund** seconded the motion.

1. **Notice: Pertaining to competitive bidding and dispensing with advertisement and notice of the Lewis County Vendor list and solicitation. Resolution No. 14-187**

Amanda Migliaccio, Auditor’s Office, stated this Resolution is for the competitive bidding dispensing with advertisement and formal sealed bidding with respect to purchases and leases under \$25,000 & Notice of Lewis County Vendor List & Solicitation. The Lewis County Vendor List is available in the Auditor’s office as well as on the website. Applications can be submitted any time.

Motion Carried 2-0

CONSENT

Commissioner Schulte made a motion to approve the Consent Agenda items two through five. **Commissioner Fund** seconded the motion.

2. Resolution No. 14-188 Approval of warrants and payroll for payment.

Commissioner Fund stated this Resolution approves 233 regular warrants for a total payment against the County in the amount of \$862,459.12. This also approves 236 Payroll/Benefits warrants dated June 20, 2014 for a total payment against the County in the amount of \$215,606.00.

3. Resolution No. 14-189 Appointment of the Budget Administrator.

Archie Smith, Human Resources Administrator, Steve Walton was a unanimous decision for the Budget Administrator position. This Resolution approves the contract agreement between Lewis County and Mr. Walton. Mr. Walton's start date will be July 1, 2014.

4. Resolution No. 14-190 Approving additional funds to the Southwest Washington Fair Office Revolving Working Account.

Michael Strozyk, Director of Central Services, stated a Resolution to authorize the transfer of additional funds to the Southwest Washington Fair's Revolving Account, one in the amount of \$1,000.00 and a second transfer in the amount of \$25,000.00 for use during the annual Southwest Washington Fair. Every year, the Southwest Washington Fair Office requests and receives a deposit of additional funds in the amount of \$1,000.00 for use in the change drawers at the fair office in support of advance ticket sales for the Southwest Washington Fair and associated concerts during the fair. These funds are usually deposited approximately two months prior to the actual fair or as tickets are scheduled to go on sale. This year, the funds are being requested as of July 1, 2014. In addition, a second transfer of funds in the amount of \$25,000.00 is deposited into the revolving working account to support gate sales, parking and other change needs during the actual Southwest Washington Fair. This year, those funds are requested as of August 4, 2014. All the above funds are to be deposited into the Southwest Washington Fair's Revenue Account at Security State Bank which is monitored by Operations Manager Michelle Stewart of the Lewis County Treasurer's Office who works at the fair during this time period. This is an annual transfer of funds to the fair which are returned to the Treasurer's Office on or before September 30, 2014.

5. Resolution No. 14-191 Approving funds for the ATM machines at the Southwest Washington Fair.

Michael Strozyk, Director of Central Services, stated in August of every year, the Southwest Washington Fair Office requests and receives an additional \$100,000.00 in funds for restocking the ATM machines that are located at the Southwest Washington Fair during the annual fair. As a result of maintaining the ATM machines, the fair

receives \$.75 per ATM transaction, which results in a revenue of approximately \$1,000.00 for the fair fund. The funds are deposited into the Southwest Washington Fair's Revenue Account at Security State Bank on or before August 8, 2014. The fund is monitored by Operations Manager Michelle Stewart of the Lewis County Treasurer's Office who works at the fair during this time period. This is an annual transfer of funds to the fair which are returned to the Treasurer's Office on or before August 31, 2014.

6. Resolution No. 14-192 Bid award for the Health Building Floors 2 and 3 Painting project.

Michael Strozyk, Director of Central Services, stated the Health Building has been identified in the Lewis County Capital Facilities Plan for replacement. With this designation, regular maintenance activities have been deferred for several years. As this replacement is not scheduled to begin until fiscally prudent, several deferred maintenance items were identified to be addressed in 2014. Painting on the 2nd and 3rd floors is one of those items. The Facilities Division solicited bids for this project and received one response from Kast Painting and Light Construction. Their bid of \$79,165 appears reasonable and includes wall cleaning, repairs to water damage on walls and ceilings, ceiling painting, low or no VOC wall paint, restoration and painting of built in cabinetry, repair and painting of both stairwells and epoxy coating on east stairs. Also, the large amount of trim in the building will be painted as well. Project has been delayed until warmer weather due to the nature of the construction. The concrete exterior walls do not hold paint well in colder weather. Now that weather is warmer, there should be no issue with painting these surfaces. It is recommended that the BOCC accept the bid from Kast Painting and Light Construction Inc. for the Health Building Floors 2 & 3 Painting Project.

7. Resolution No. 14-193 Approving Amendment No. 2 to the Office of Financial Management (OFM) Interagency Agreement No. K1097 for additional funds for the Airport Levee Project.

Tim Elsea, Director of Public Works, stated this Resolution approves Amendment No. 2 to the Washington State Office of Financial Management (OFM) Interagency Agreement No. K1097 for additional funds for the Airport Levee Project. OFM has approved additional funding in the amount of \$109,192.00 for the Airport Levee project. The Chehalis River Basin Flood Authority (Flood Authority), which Lewis County is a founding member, unanimously supported the Airport Levee Improvement Project (Airport Levee) for this OFM funding opportunity at their special teleconference meeting on July 13, 2012. OFM approved this request and obligated \$1,239,829.00 with 0% match for the Airport Levee Improvement Project. Lewis County is the Lead Agency for the Airport Levee Project. The proposed Resolution will allow Lewis County to approve Amendment No. 2 from OFM which will increase funding for the Airport Levee project by

\$109,192.00. The County shall provide services and staff, and otherwise do all things necessary for or incidental to the performance of work, described as expanding the inside width of the existing levee without increasing levee elevation or causing any measurable adverse impact or effect to complete Phase I of the Airport Levee project.

8. Resolution No. 14-194 Approving a task assignment pursuant to Inter-local Agreement No. 05-200 with Tacoma Power regarding work by county crews.

Tim Elsea, Director of Public Works, stated approving a task assignment pursuant to Inter-local Agreement 05-200 between Lewis County and Tacoma Power regarding work by county crews. Pursuant to authority of RCW 39.34.080, in conformance with RCW 43.09.210, and pursuant to the Inter-local Agreement dated July 18, 2005 (Resolution 05-200), this resolution will allow the BOCC to sign and ratify Task Assignment #2014-01 that allows Lewis County crews to perform work for Tacoma Power. Tacoma Power has requested that Lewis County crews complete one application of chipseal on the Haul Road (9,867 sq. yd.), Gus Backstrom Park (2,201 sq. yd.), and Mossyrock Park (6,000 sq. yd.) at an estimated cost of \$49,686.39, which includes labor, materials, and equipment, plus an administrative fee of \$2,484.32, for a total of \$52,170.71.

9. Resolution No. 14-195 Bid award for the Skate Creek Road S. MP 0.53 Bridge No. 12 Scour Mitigation Project.

Tim Elsea, Director of Public Works, stated this resolution will award the Skate Creek Road S. MP 0.53 Bridge No. 12 Scour Mitigation project, CRP 2159B to the lowest responsible bidder, Weber Construction, Inc. who provided the bid of \$386,609.00. The Engineer's Estimate for this project was \$388,090.00. The lowest responsive bid is below the Engineer's Estimate. Public Works staff recommends acceptance of the low bid provided by Weber Construction, Inc.

Motion carried 2-0

There being no further business, the Commissioners' public meeting adjourned at 10:17 am on June 23, 2014. The next public meeting will be held Monday, June 30, 2014.

Please note that minutes from the Board of County Commissioners' meetings are not verbatim. A recording of the meeting may be purchased at the Commissioners' office.

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

ATTEST:

F. Lee Grose, Chairman

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

Edna J. Fund, Commissioner

P.W. Schulte, Commissioner