

**BOARD OF COUNTY COMMISSIONERS
LEWIS COUNTY, WASHINGTON
BOARD MEETING MINUTES
January 7, 2013**

The Board of County Commissioners for Lewis County, Washington met in regular session on Monday, January 7, 2013 at 10:00 a.m. **Commissioners F. Lee Grose, Bill Schulte, and Edna J. Fund** were in attendance. **Chairman Grose** 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, December 17, 2012. **Commissioner Fund** seconded the motion.

Motion Carried 3-0

PUBLIC COMMENT

Chairman Grose asked for public comment and there was no comment.

NOTICE

Commissioner Schulte moved to approve Notice Agenda items one through three. **Commissioner Fund** seconded the motion. Candace Hallom, Administrative Assistant, read the items into the record.

1. Call for Bids: For the purchase of one truck cab and chassis. Bids will be open on or after 11:30 am on January 29, 2013. Resolution No. 13-001

Tim Elsea, Director of Public Works, stated The Road Maintenance Services division of the Lewis County Public Works Department has determined that one Lowboy truck cab & chassis (A-82) in the fleet is in need of replacement and was scheduled, budgeted, and approved for replacement in the year 2013. A Call-for-Bids has been prepared and bids are due by 11:00 am on January 29, 2013, to the Clerk of the Board of County Commissioners. Bids will be publicly opened at 11:30 am on January 29, 2013 at the Commissioners Meeting Room, 351 NW North St. Room 223, CMS-01 Chehalis, Washington 98532. The advertising for the Call-for-Bids will be done by Lewis County pursuant to Washington State and County Codes.

Commented [EM1]: Are we opening bids at the BOCC meeting or at another assigned time?

2. Notice: Publishing the cost and brief description of construction projects by County Forces in excess of \$10,000, pursuant to RCW 36.77.070. Resolution No. 13-002

Tim Elsea, Director of Public Works, stated per RCW 36.77.070, "If the Board of County Commissioners determines that any construction should be performed by County Forces, and the estimated cost of the work exceeds ten thousand dollars, it shall cause to be published in one issue of a newspaper of general circulation in the county, a brief description of the work to be done and the county road engineer's estimate of the

cost thereof." In this case, the work to be done is the County Forces construction projects in 2013.

C.R.P. NO.	NAME OF PROJECT	COUNTY FORCES COSTS
2165	2013 Countywide 3R Program	\$1,000,000
2046	Countywide Paths & Trails	\$10,000
2166	2013 Countywide Misc. Safety & Guardrail	\$75,000
2159	Countywide Bridge/Road Bank Protection	\$75,000
2137	Swofford Road Rehabilitation	\$15,000
1937	King Road Rehabilitation	\$25,000
TOTAL		\$1,200,000

3. Notice of Hearing: Regarding nonexclusive franchise to Lightspeed Networks, Inc. to construct, operate, and maintain a telecommunication network on County road right of ways. Hearing will be held on or after 10:00 am on January 28, 2013. Resolution No. 13-003

Tim Elsea, Director of Public Works, stated LightSpeed, Inc. has requested a franchise for the construction, operation and maintenance of a fiber optic network on various county road rights of way in Lewis County. The Company currently operates in Oregon and plans to expand its fiber optic network into Washington. The Company provides network services to State and local governments, schools, hospitals, wholesale opportunities, and businesses. The specific roads requested for use are identified in the franchise document and include portions of Big Hanaford Road, Reynolds Ave, Harrison Ave, Jackson Hwy, Forest Napavine Rd E, Frost Road, Henriot Road, Jackson Highway S., Rupp Road, Mandy Road, and S. Military Road. A map is also attached to the franchise document indicating the road segments requested for use. The franchise is proposed for a 5 year term. This resolution will set January 28, 2013 as the date for hearing on the franchise and call for required postings and publications by RCW 36.55.040.

4. Notice of Hearing: Regarding the proposed vacation of portions of various roads in Lewis County. Hearing will be held on or after 10:00 am on February 4, 2013. Resolution No. 13-004

Tim Elsea, Director of Public Works, stated Resolution 12-305, passed by the BOCC on October 1, 2012, declared its intent to vacate portions of J.A. Boyd Road, J.W. Isbell Road and Winston Creek Road or O.W. Wallace Road and instructed the County Engineer to examine the roads and report his opinion on the vacation, as required by RCW 36.87.010. The property owners at the west end (approximately 383.75 feet) of the right of way are not in favor of vacating the right of way adjoining their property. All property owners abutting the remaining approximately 2,586 feet of the right of way have signed the petition requesting the vacation. The proposed vacation has been shortened to exclude the westerly 383.75 feet of the right of way. Utility companies

known to service the general area have been notified. There is a telecommunications facility on the extreme north end of the right of way. Reserving the northerly 10 feet from the vacation will add to the present travelled Boyd Road and retain the location of this facility within county right of way. It is unclear as to if this road was ever open for County or Hwy purposes and we have not found any evidence that it has been and recommend going forward with the vacation of this road.

Motion Carried 3-0

CONSENT

Commissioner Fund moved to approve Consent Agenda item five. **Commissioner Schulte** seconded the motion. Candace Hallom, Administrative Assistant, read the item into the record.

5. Resolution No. 13-005 Appointing the Board of County Commissioners Chairperson and Vice-chairperson for 2013.

Commissioner Fund stated this Resolution appoints Commissioner Bill Schulte as the Chairperson of the Board of County Commissioners and Commissioner Grose as Vice-Chairperson.

Motion Carried 3-0

Commissioner Grose moved to approve Consent Agenda items six through fourteen. **Commissioner Fund** seconded the motion. Candace Hallom, Administrative Assistant, read the items into the record.

6. Resolution No. 13-006 Approval of warrants and payroll for payment.

Commissioner Grose stated this Resolution approves 22 Special Purpose warrants (Vader Water System) for \$21,418.55 and 814 warrants issued by the Auditor's Office for \$2,657,960.44 for a total of \$2,679,378.99. Also approves 396 warrants for net withdrawal on payroll totaling \$3,488,156.12

7. Resolution No. 13-007 Cancellation of warrants.

Commissioner Grose stated this is a cancellation of warrants to Michael J McCormick for a check that was lost in the amount of \$5,270.50. This will cancel the check and allow it to be reissued.

8. Resolution No. 13-008 Approving medical rates for non-union County Employees for 2013.

Archie Smith, Human Resources, stated this Resolution is establishing a medical contribution rate for health and welfare benefits at \$865.88 for all non-union employees for the 2013 calendar year.

9. Resolution No. 13-009 Approving an inter-local agreement with Lewis County Fire District No. 13 (Boistfort) for computer and software maintenance services.

Michael Strozyk, Director of Central Services, stated this is an approval of an inter-local agreement with LCFD #13 for computer and software services. We perform software services for the small agencies with the Spillman System. This agreement will expire at the end of 2014 and is the small agency agreement which sets a base rate in 2013 of \$110.00 to include two hours of labor. All labor in excess of that will be billed out at \$55.00 per hour and \$80.00 per hour for overtime.

10. Resolution No. 13-010 Approving a memorandum of understanding with Handlen Consulting to provide vocational services.

April Kelly, Social Services, stated this contract is for High School Transition services for students in the Lewis County Special Education Coop. This contract runs from November 2012 - December 2013 and the total contract allocation is \$39,000.00. Previously this contract was help by ESD 113 but due to a grant received from the ARC of Washington it was determined a better fit to contract directly with the individual contractor in order to continue the services.

11. Resolution No. 13-011 Approving the CHG contracts with the Lewis County Shelter Program, White Pass Community Services, the Salvation Army, and the Human Response Network.

Tara Smith, Social Services Manager, stated this is a two year grant that comes from the Department of Commerce for emergency shelter services. The total amount for 2012 was \$116,118.00 and for 2013 it is \$116,117.00. This funding, that is going out to the four agencies, is used for rent assistance for people who would otherwise become homeless.

Lewis County Shelter Program	\$85,085.00
White Pass Community Services	\$55,400.00
The Salvation Army	\$28,750.00
Human Response Network	<u>\$63,000.00</u>
	\$232,235.00

12. Resolution No. 13-012 Approving the collaboration with the cities and Lewis County to work on potential service changes and cost savings through collaboration and partnership(s).

Lee Napier, Director of Community Development, stated this Resolution directs the Community Development Director to work with the City Managers to engage in a collaborative review of potential cost savings through partnerships. Representatives of the cities within Lewis County and the County have met to discuss current economic conditions throughout Lewis County. The current condition is not predicted to show positive change in the foreseeable future. The citizens of Lewis County continue to struggle with high unemployment, reductions in governmental revenues, and increased operational costs. The resolution contains an outline of recommended tasks and a time frame in which to complete the work. The review process would begin in 2013, with an expectation to report back to the elected officials in a joint meeting of the county and the councils no later than September 30, 2013.

Merlin MacReynold, Chehalis City Manager, stated this is a very positive step and is about collaboration. The hope is we will learn a lot more about each other and be able to figure out how to provide service cheaper and maintain service levels in spite of the economy.

13. Resolution No. 13-013 Approving a personal service agreement with WHPacific for airport planning services related to updating the South Lewis County Airport master plan.

Lee Napier, Director of Community Development, stated this Resolution ratifying acceptance of the statement of qualifications from WHPacific and authorize the Director of Community Development to execute a contract with WHPacific for the services necessary to update the master plan and layout plan of the South Lewis County Airport. The South Lewis County Airport is a Federal Aviation Administration (FAA) funded general purpose airport. It receives non-primary funding as authorized by Congress. To continue receiving federal funding, the County must revise the airport master plan and airport layout plan every five years. The planning effort, drafting and approval of the airport master plan, and airport layout plan is anticipated to take approximately nine months to one year. Once completed, the county will be eligible to receive funding for other FAA supported projects. The contracted work is eligible for reimbursement from FAA at 90%. Washington State Department of Transportation's Aviation Division will pay 2.5% and the county is responsible for the remaining 7.5% of the costs. To assist the county in preparation of the above updates, a request for qualifications was approved on July 9, 2012 and later published. Three statements were received and opened on July 23, 2012. A panel representing the county reviewed the qualifications and scored each of the respondents. The recommendation was that WHPacific met all qualifications and best-met the needs of the County together with consistency with the published RFQ. A contract, including scope of work, schedule and payment has been negotiated between WHPacific and Lewis County which must be approved by the Board.

14. Resolution No. 13-014 Approving an inter-agency agreement with WA State University.

Sheila Gray, WSU Extension Director, stated this agreement is for extension outreach educational programs to community residence within Lewis County.

Motion Carried 3-0

There being no further business, the Commissioners' public meeting adjourned at 10:29 am on January 7, 2013. The next public meeting will be held Monday, January 14, 2013, at 10:00 a.m.

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:

P.W. Schulte, Chairman

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

F. Lee Grose, Commissioner

Edna J. Fund, Commissioner