

**BOARD OF COUNTY COMMISSIONERS  
LEWIS COUNTY, WASHINGTON  
BOARD MEETING MINUTES  
December 2, 2013**

The Board of County Commissioners for Lewis County, Washington, met in regular session on Monday, December 2, 2013 at 10:00 a.m. **Commissioners Bill Schulte, Edna J. Fund, and F. Lee Grose** were in attendance. **Chairman Schulte** determined a quorum, called the meeting to order and proceeded with the flag salute. **Commissioner Fund** moved to approve the minutes from the 10:00 a.m. meeting held on Monday, November 25, 2013. **Commissioner Grose** seconded the motion.

**Motion Carried 3-0**

<b>PROCLAMATION</b>
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**Commissioner Grose** made a motion to approve the Proclamation Agenda item one. **Commissioner Fund** seconded the motion. Commissioner Fund read the proclamation into the record.

- 1. Proclamation: Proclaiming December 4, 2013 as “Elder Abuse Awareness Day”.**

**Motion Carried 3-0**

<b>NOTICE</b>
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**Commissioner Fund** made a motion to approve the Notice Agenda items two through four. **Commissioner Grose** seconded the motion.

- 2. Notice of Hearing: Regarding the 3<sup>rd</sup> 2013 Budget Amendment for current expense and various funds. Hearing will be held on or after 10:00 am, Monday, December 16, 2013. Resolution No. 13-549**

**Lara Seiler, Budget Office**, stated Resolution #13-549 is a notice of a public hearing for the 3<sup>rd</sup> 2013 budget amendment. Notice of the public hearing will be published in the East County Journal on December 4 and 11, 2013. The hearing will be held on December 16, 2013.

The total budget amendment for all funds will be noticed as:

Revenue: \$342,915  
Expenditures Increased: \$600,308  
Decrease in Fund Balance: \$257,325

The change in fund balance uses previously received revenue that was not appropriated in the original 2013 budget.

- 3. Notice of Hearing: Regarding the adoption of Ordinance 1252 amending Lewis County Code (LCC) Chapter 8.55 Water Supplies and Group B Public Water Systems. Hearing will be held on or after 10:00 am, Monday, December 16, 2013. Resolution No. 13-550**

**Danette York, Director of Public Health and Social Services**, stated the Notice of Public Hearing which will inform citizens of adoption of amended Lewis County Code Chapter 8.55 Group B Public Water Systems. This Code was created and needs to be adopted by the County since Washington State Board of Health eliminated all oversight requirements at the state level. This Notice will be published in the East County Journal on December 4, 2013, and in the Chronicle on December 7, 2013. The Commissioners will meet on Monday, December 16, 2013, on or after 10:00 am for a public hearing to adopt the amended Lewis County Code Chapter 8.55 Group B Public Water Systems.

**4. Notice of Hearing: Regarding a non-exclusive franchise to Kenneth E S Barnes to construct, operate and maintain water system facilities on road rights of way in Mineral, WA. Hearing will be held on or after 10:00 am, Monday, January 6, 2014. Resolution No. 13-551**

**Larry Unzelman, Real-estate Service Manager**, stated Kenneth E S Barnes owns a small public water system in Mineral. The system occupies portions of Lincoln Avenue, Front Street, and an alley. Mr. Barnes has made application for a franchise authorizing use of these rights of way and has signed a franchise with a five-year term. This resolution would set a hearing date for January 6, 2014 to consider the matter and call for notice and publication as required by RCW 36.55.040.

**Motion Carried 3-0**

<b>CONSENT</b>
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**Commissioner Grose** made a motion to approve the Consent Agenda items three through five. **Commissioner Fund** seconded the motion.

**5. Resolution No. 13-552 Approval of warrants for payment.**

**Commissioner Grose** stated this Resolution approves 4 special purpose warrants in the amount of \$200.31 and 202 regular warrants in the amount of \$422,069.76 for a total against the County in the Amount of \$422,270.07.

**6. Resolution No. 13-553 Approving an agreement with the Washington State Office of Public Defense for Public Defense Improvement Funds.**

**Commissioner Grose** stated this is an annual grant for public defense improvement funding.

**7. Resolution No. 13-554 Approving an inter-local agreement with Lewis County Fire District No. 14 (Randle) for radio repair and maintenance services.**

**Michael Strozyk, Director of Central Services**, stated this is a standard contract that we make available to the agencies for assistants through our radio services division to maintain their portable and mobile radios. This contract will expire at the end of

December 2014. We bill \$50 per hour and \$75 per hour for overtime. We also collect \$0.56 per mile for travel time.

**Motion carried 3-0**

<b>HEARING: Adoption of the 2014 Budget</b>
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**Chairman Schulte** announced the hearing and went over the procedures. He asked staff for a report.

**Lara Seiler, Budget Office**, stated Resolution #13-555 is requesting the adoption of the 2014 Final Budget. Copies of the resolution are available at the front of the room. RCW Chapter 36.40 provides requirements for the budget process for counties. The preliminary budget was submitted to the BOCC and the Auditor on September 3<sup>rd</sup> 2013. Budget meetings were held in September which allowed each elected official and department director to discuss their individual budgets with the Commissioners. These meetings concluded on September 30<sup>th</sup>. A notice of this hearing was published on November 13 and 20, 2013 in the East County Journal and November 14 and 21, 2013 in The Chronicle. Copies of the Preliminary budget were placed at the Centralia College locations in Morton and Centralia as well as Timberland Regional Libraries in Chehalis, Centralia, Winlock, Salkum, Randle and Packwood on September 25. The Preliminary budget is also on the Lewis County website. This is the second of two hearings to take public comment and questions on next year's budget. The first budget hearing was held on Monday, October 7, 2013. There was also an evening presentation of the preliminary budget on November 18, 2013 at 5:30 pm here in the courthouse. The Final budget sets Current Expense revenue at **\$31,334,229** and expenditures at **\$34,731,281**. The total revenue for all funds is budgeted at **\$96,921,233** and expenditures **\$102,827,247**. Also attached to this resolution is the 2014 salary grid for non-union employees. During the collective bargaining process this 2014 salary grid may also be adopted for union employees.

Budget appropriations for 2014 salaries and benefits are provided in direct correlation to current staffing levels and may not be transferred to operation budgets; and operation budgets may not be used for salary and benefit changes without express consent of the Board through resolution.

**Chairman Schulte** asked if anyone would like to speak. There were none. He closed the question and answer period and opened the formal hearing.

**Lara Seiler** asked that her previous comments be adopted into the record.

**Ron Averill, Centralia**, asked that his comments from the previous budget hearing be included with today hearing.

**Chairman Schulte** asked if anyone would like to speak. There were none. He closed the formal hearing and asked for a motion.

**Commissioner Grose** moved to approve Resolution No. 13-555 **Commissioner Fund** seconded the motion.

**Resolution No. 13-555 Adopting the Annual Budget of Lewis County for the Calendar Year of 2014.**

**Motion Carried 3-0**

<b>HEARING: Property Tax Budget for the General Levy and Road Levy</b>
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**Lara Seiler, Budget Office**, stated Resolution #13-556, establishing the property tax budget for both the general levy and road levy as well as a property tax levy shift for 2014.

This resolution will create three actions;

1. It sets a budget amount.
2. Increases the County General levy and the Roads levy by 1% over the previous year (as allowed by Ref 747).
3. Allows for a shift from the Roads fund.

The budget amount sets a limitation that will only allow the county to collect up to the amount set by this resolution. For this reason the budget amount is set higher than anticipated revenue in case new information is received after the adoption of this resolution. This resolution sets the County's regular levy budget at \$11,700,000 and the County Road levy budget at \$11,200,000. This resolution also sets an increase of 1.0% for both the County General levy and County Road levy over the previous years certified levy collections. This is an increase of \$114,569.88 for the County General levy and an increase of \$112,201.42 for the County Roads levy. These dollar amounts are calculated using the previous years certified levy amount times 1.0%. A shift of the County Road levy to the Current Expense Fund is allowed by RCW 84.52.043; the shift from the County Road levy does not reduce the levy capacity of any other taxing districts. The revenue shift from the County Road Fund to Current Expense will be \$17,000 and will be transferred to Social Services for use by their DUI program. This resolution will also approve this property tax shift for 2014.

**Chairman Schulte** asked if anyone would like to speak. There were none. He closed the question and answer period and opened the formal hearing.

**Lara Seiler** asked that her previous comments be adopted into the record.

**Chairman Schulte** asked if anyone would like to speak. There were none. He closed the formal hearing and asked for a motion.

**Commissioner Fund** moved to approve Resolution No. 13-556 **Commissioner Grose** seconded the motion.

**Resolution 13-556 Property tax Budget for Levy for Both the Current Expense and Road Funds as Well as a Property Tax Levy Shift for 2014.**

**Motion Carried 3-0**

**HEARING: 2014 Budget for the Chehalis/Centralia Airport**

**Lara Seiler**, Budget Office, stated the Board of County Commissioners has approved Resolution 13-502 and the City of Chehalis has approved Resolution 14-2013 providing for the withdrawal of the County from the Joint Operations Agreement and for the transfer of the County's interest in the Chehalis-Centralia Airport to the City effective January 1, 2014. The City of Chehalis, once it becomes the sole owner of the Airport, will have the discretion and authority to revisit and readjust the proposed budget and other matters affecting the Airport. If and when the withdrawal and transfer take place, the County will no longer have authority over the Chehalis-Centralia Airport and the City of Chehalis will have sole authority over and responsibility for the budget of the Airport. The 2014 budget would appropriate revenue in the amount of \$1,477,903 for a total expense in the amount of \$1,710,146.

**Ron Averill, Centralia** asked why we are doing a budget for the airport when all the agreements have been done for the transfer of ownership.

**Glenn Carter, Prosecutors Office**, answered all that we have done is approved the form of the agreements and the approval of signing the agreements at such time that all of the contingencies have been fulfilled. We still need FAA approval for the transaction and the closing will not take place until later this month. There are still contingencies that could preclude the transaction.

**Chairman Schulte** asked if anyone would like to speak. There were none. He closed the question and answer period and opened the formal hearing.

**Lara Seiler** asked that her previous comments be adopted into the record.

**Chairman Schulte** asked if anyone would like to speak. There were none. He closed the formal hearing and asked for a motion.

**Commissioner Grose** moved to approve Resolution No. 13-557 **Commissioner Fund** seconded the motion.

**Resolution No. 13-557 A Resolution to Approve the 2014 Budget for the Chehalis Centralia Airport**

**Motion carried 3-0**

**HEARING: 2014 Vader Water System Agency Fund 623**

**Chairman Schulte** announced the hearing and went over the procedures. He asked staff for a report.

**Lara Seiler, Budget Office**, stated this hearing is for the purpose of taking public comment on and to adopt Resolution **#13-558** for Fund 623 which is the 2014 Vader Water System budget. A notice of this hearing was published on November 13th and 20th in the East County Journal and November 14th and 21st in the Chronicle. The City of Vader water system was put into receivership on October 29, 2010. Lewis County became responsible for the care and maintenance of the system on January 1, 2011. The county views Fund 623 as an outside agency fund so it is adopted separately from the regular county budget. This resolution would approve the 2014 budget for the Vader Water System agency fund 623.

<b>Revenue</b>	<b>\$ 270,000</b>
<b>Expenditures</b>	<b>\$ 271,473</b>
<b>Decrease in Fund Balance</b>	<b>\$ (1,473)</b>

**Chairman Schulte** asked if anyone would like to speak. There were none. He closed the question and answer period and opened the formal hearing.

**Lara Seiler** asked that her previous comments be adopted into the record.

**Chairman Schulte** asked if anyone would like to speak. There were none. He closed the formal hearing and asked for a motion.

**Commissioner Fund** moved to approve Resolution No. 13-558 **Commissioner Grose** seconded the motion.

**Resolution No. 13-558 A Resolution for the Vader Water System Fund 623 to Approve the 2014 Adopted Budget.**

**Motion carried 3-0**

<b>HEARING: Ordinance 1250 Amending LCC Chapter 8.45</b>
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**Chairman Schulte** announced the hearing and went over the procedures. He asked staff for a report.

**Danette York, Director of Health and Social Services**, stated adoption of Amended Lewis County Code Chapter 8.45 Solid Waste Rules and Regulations to Conform with State Regulations WAC 173-350 was revised in March 2013. Pursuant to WAC 173-350-700(2), all local health departments are required to adopt ordinances implementing revisions within one year of the effective date of the revised WAC. A Notice of Public Hearing was published in the East County Journal on November 20, 2013, and in the Chronicle on November 23, 2013. Ordinance 1250 amends Lewis County Code 8.45 to

revise and clarify regulations pertaining to the operation of compost facilities, establish limits on physical contaminants, require facility supervisors to have documentation of proper training, and add a section capturing statutory permit exemptions, just to name a few. On November 18, the Board of County Commissioners passed Resolution 13-524 which fixed December 2, 2013, at or after the hour of 10:00 a.m., as the time and place for the hearing to consider Ordinance 1250 amending Lewis County Code 8.45 when and where all persons may appear and be heard upon the amendment of this county code.

**Chairman Schulte** asked if anyone would like to speak. There were none. He closed the question and answer period and opened the formal hearing.

**Danette York** asked that her previous comments be adopted into the record.

**Chairman Schulte** asked if anyone would like to speak. There were none. He closed the formal hearing and asked for a motion.

**Commissioner Grose** moved to approve Ordinance 1250 **Commissioner Fund** seconded the motion.

**Ordinance 1250 Adoption of Amended Lewis County Code Chapter 8.45 Solid Waste Rules and Regulations to Conform with State Regulations.**

**Motion carried 3-0**

<b>HEARING: Ordinance 1251 Amending LCC Chapter 8.50</b>
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**Chairman Schulte** announced the hearing and went over the procedures. He asked staff for a report.

**Danette York, Director of Public Health and Social Services,** stated Washington State revised Food Service Regulation, WAC 246-215, became effective 5/1/2013. We need to amend our local code as it references the WAC. A Notice of Public Hearing was published in the East County Journal on November 20, 2013, and in the Chronicle on November 23, 2013. Ordinance 1251 amends Lewis County Code 8.50 pertaining mainly to reference dates and administrative meetings. On November 18, the Board of County Commissioners passed Resolution 13-525 which fixed December 2, 2013, at or after the hour of 10:00 a.m., as the time set for the hearing to consider Ordinance 1251 amending Lewis County Code 8.50 when and where all persons may appear and be heard upon the amendment of this county code. The only revisions made within our Local County Code are those within the State Code changes except we did make one minor change to clarify the difference between requirements to have an administrative meeting with the local health jurisdiction.

**Chairman Schulte** clarified we are doing all of these changes now because they are changes required by the State to be done before the end of the fiscal year.

**Chairman Schulte** asked if anyone would like to speak. There were none. He closed the question and answer period and opened the formal hearing.

**Danette York** asked that her previous comments be adopted into the record.

**Chairman Schulte** asked if anyone would like to speak. There were none. He closed the formal hearing and asked for a motion.

**Commissioner Fund** moved to approve Ordinance 1251 **Commissioner Grose** seconded the motion.

**Ordinance 1251 Adoption of Amended Lewis County Code Chapter 8.5 Food Service Regulations to Conform with State Regulations.**

**Motion carried 3-0**

There being no further business, the Commissioners' public meeting adjourned at 10:41 p.m. on December 2, 2013. The next public meeting will be held Monday, December 9, 2013.

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:**

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P.W. Schulte, Chairman

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

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F. Lee Grose, Commissioner

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Edna J. Fund, Commissioner