

**Lewis County Board of County Commissioners
Public Works Update
April 12, 2017**

Present: Commissioner Edna Fund, Commissioner Gary Stamper, Commissioner Bobby Jackson, Erik Martin, Paulette Young, Lara Seiler, recorder

Start 10:51 am

Tort Claim-

Paulette discussed a tort claim in the amount of \$1.2 million. The date of the incident was October 18, 2016 on Leonard Rd.

Paulette left meeting at 11:00

ADMINISTRATION

Flood Control Zone District-

Erik noted that there will be another FCZD team meeting today. He then discussed Perteet Engineering and how Kirk Holmes had formed a flood control zone district in the past. Discussion was held about Kahle Jennings working on the project. The board noted their concern about getting this project going.

Strategic Planning Effort-

Erik shared a timeline map that was created at a strategic planning meeting held by Paula Dillard with the Public Works managers. Erik noted he would like our planning efforts to tie into the county's strategic plan.

North Lewis County Industrial Access-

A TAC meeting will be held on Thursday, May 4th. Project recommendations will then be given to the steering committee.

Personnel Investigation-

Erik said that he has an employee that is out on administrative leave and HR is doing the investigation.

Org Chart Discussion-

Erik discussed adding a Fleet Manager to Public Works Department. He presented a draft org chart that included a Fleet Services Division and Traffic Services Division along with a budget impact for a Fleet Manager. Edna asked if the structure was common with other counties around the state and Erik noted that it was. Gary asked if this will fast track some of the work that is not getting done at Motor Pool. Erik said it will give offices like the Sheriff a direct contact to deal with any issues instead of finding Erik. It will also give someone a full time job to work on efficiencies, inventory, policies and work with staff. Bobby asked what the timeframe would be to get someone hired and Erik said whatever the board feels is appropriate but he would like to get someone asap. Erik also discussed adding a Traffic Engineer (grade 29) to the organization. The currently budgeted Maintenance and Traffic Engineer (Grade 32, .25 FTE) would be removed from ER&R and a Traffic Engineer would be budgeted in roads. The effect to roads would be a \$2,500 increase. The duties that Mike Kroll does will report to the Traffic Engineer. Erik noted we are still working on the structure of the org chart. He

discussed the ER&R fund balance and the need to justify the fund balance with hard numbers. He noted there should be a reserve for fuel and disasters but the balance may not need to be as high as it is or has been. Once the fund balance is reconciled we could possibly see a rate reduction for the departments. Erik said we will bring back more data on the ER&R fund balance.

TRAFFIC ENGINEERING & OPERATIONS

WATV-

Erik had a meeting with the Prosecutor's and Sheriff's Office. Rob had strong feelings about roads that he didn't want to consider for WATV use. GIS will produce more maps and highlight areas they want to look at.

Roadeo-

The equipment roadeo is scheduled for Friday May 19th. Edna said she had this on her calendar.

Area 5 Shop Addition-

Currently under SEPA review.

APWA-

The American Public Works Association is having their national convention and roadeo in Florida this year. Erik would like to attend and will use the training/travel budget from the National Association of County Engineer's (NACE) for the trip.

Gary left 12:00 pm.

REAL ESTATE

PSE Franchise-

A meeting was held recently with PSE and there are sole negligence issues. PSE will come back with a proposal.

ENGINEERING/CONSTRUCTION

Project Updates

Hwy 603-

Erik noted that this project is underway.

Borst Ave-

An alternatives workshop was held on Tuesday, April 11th at Centralia City Hall and four options were discussed. The two preferred options were moving forward for a public input process.

Hwy Safety Grant-

Award will be made on Monday, April 17th.

Graf Rd Acquisition-

Erik said this project may happen next year.

UTILITY

Vader Reservoir-

Erik noted that may be an issue with the funding from the Dept. of Commerce. Part of the CDBG grant requirement is that the county post the solicitation on the Office of Minority & Women's Business Enterprises (OMWBE) website. OMWBE cannot find any record of it. Public Works will wait to hear from the Dept. of Commerce regarding reimbursement.

Vader Water Rates-

The new water rates are effective April 1st and will reflect on the June billing.

SOLID WASTE

Transfer Station Host Fee Agreement-

Erik noted that Larry is working on an appraisal for the landfill.

Landfill Operations Agreement-

The agreement has been approved and Rob Hill currently has the agreement to sign. After signatures are received the county will be in control of the landfill.

Free Residential Voucher Program-

The free residential voucher program starts on May 1st.

Rate changes-effective May 1st-

Erik noted that a sign is up and flyers are posted regarding the Solid Waste rate changes that take effect on May 1st.

Meeting recessed at 12:18 pm until 2:00 pm.