

County Manager Update

February 22, 2021

11:16 a.m.

Present: Commissioner Stamper, Commissioner Pollock, Commissioner Swope, County Manager Erik Martin, Chris Panush, Steve Wohld, Becky Butler, Josh Metcalf, Lara McRea, Tailor Albright, Doug Carey, Katie Conradi, Lee Napier

Guest: Edna Fund

Recorder: Rieva Lester

Budget

No updates.

Skate Creek Park

County Manager Erik Martin said the BOCC in 2020 had indicated Lewis County would accept a roughly 175-acre surplus property from state parks. He said the state will meet in April to discuss the proposal.

Commissioner Stamper said he is in favor of taking over the property.

Commissioner Pollock asked if the county has resources to manage the land.

The group discussed the merits and concerns of the county taking over the property.

The commissioners directed staff to look at potential costs associated with taking over the property.

Internal Services update

Personnel Authorization Form (PAF) Administrative Assistant: Steve said the mailroom clerk, who is a 14M, is retiring. He said he'd like to reclassify the position as an administrative assistant role at a 16. Steve said he would provide the current job description as well as proposed job description.

The commissioners said they'd like departments' PAFs to be vetted by the County Manager before BOCC sign-off. They said they'd continue to have the electeds work with Erik before presenting the request to the BOCC. The group said PAF packets will be provided in advance for future requests.

IT projects: Steve said "rally kits" are being installed to streamline technology in county conference rooms.

Capital projects: Steve said the bond is scheduled to be funded at the end of March.

Tentative SWW Fair plans: Steve said Lewis County Together is being transitioned to the area Chambers. He said Fiona Velazquez is working to continue the Lewis County Outdoor Recreation (LCORT) group and that Pat Slusher is working on the fair commission and fair advisory committee. Steve discussed a proposed letter regarding the use of the fairgrounds.

The commissioners directed Rieva Lester to distribute materials related to scheduling events at the fairgrounds.

Meeting adjourned at 12:08 p.m.