

**BOARD OF COUNTY COMMISSIONERS  
LEWIS COUNTY, WASHINGTON  
BOARD MEETING MINUTES  
March 10, 2014**

The Board of County Commissioners for Lewis County, Washington, met in regular session on Monday, March 10, 2014, at 10:00 a.m.. **Commissioners Edna J. Fund and Bill Schulte** were in attendance. Commissioner **F. Lee 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, March 3, 2014. **Commissioner Fund** seconded the motion.

**Motion Carried 2-0**

<b>NOTICE</b>
---------------

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

1. **Notice of Hearing: Amending the 2014 Annual Construction Program and Six-Year Transportation Improvement Program (TIP). Hearing will be held on or after 10:00 am on Monday, March 24, 2014. Resolution No. 14-086**

**Tim Elsea, Director of Public Works**, stated this is a notice that we are going to amend the TIP to increase the funding for the Bishop Road Improvement Project and the Skate Creek Road Project. Neither of the projects has increased in scope. They need an increase in budgeting due to project cost increases.

**Motion Carried 2-0**

<b>CONSENT</b>
----------------

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

2. **Resolution No. 14-087 Approval of warrants and payroll for payment.**

**Commissioner Schulte** stated this Resolution approves 306 regular warrants be approved for a total payment against the County in the amount of **\$998,830.87**. This also approves **192** Payroll/Benefits warrants and 449 automatic deposits dated March 5, 2014 is approved for a total payment against the County in the amount of **\$3,331,032.01**.

3. **Resolution No. 14-088 Establishing the Vader Water System Utility Fund No. 420.**

**Suzette Smith, Auditors Office**, stated Lewis County Superior Court order No. 10-2-01449-5 approved the transfer agreement and directed the transfer of title to the Water System from the City of Vader to Lewis County. Section 10 of the Addendum to Extend the Closing Date set the effective date of the transfer as midnight on April 30, 2014. This

resolution will establish the Vader Water System Utility Fund 420, a Proprietary Enterprise fund type, within Lewis County Government.

**4. Resolution No. 14-089 Approving an inter-local agreement between Lewis County Fire District No. 1 (Onalaska) for radio repair and maintenance services.**

**Doug Carey, Facilities Manager**, stated this agreement will allow for our Radio Services Division to provide radio repair and maintenance services to Fire District #1 (Onalaska) on an “as needed” basis. In exchange for this service, Fire District #1 agrees to the following services and rate structure.

**5. Resolution No. 14-090 Approving a professional service agreement with French & Associates, LTD.**

**Lee Napier, Director of Community Development**, stated French & Associates were selected by the Chehalis River Basin Flood Authority (Flood Authority) as the consultant to provide professional services to complete a floodplain management analysis report for jurisdictions in the Chehalis River Basin (Basin). The objective of the project is to identify ways to improve floodplain management programs. Improved programs can result in reduced flood issues, lower flood insurance premiums, reduction in damage to repetitively flooded properties and protection of the natural floodplain function in the Basin. The Flood Authority discussed and approved the scope of work provided to them during their February 20th meeting. At their request, Lewis County, acting as the fiscal agent, will prepare, execute and manage this contract.

**6. Resolution No. 14-091 Approving a Collective Bargaining Agreement with the Teamsters Union representing the Sheriff’s Office Correction Sergeants.**

**Daleyn Coleman, Human Resources**, stated the contract will be a two-year agreement dating from 01/01/2014 to 12/31/2015. For the duration of the contract, the Employer Health and Welfare percentages were left unchanged –the employer contribution for 2014 is \$1312.66. There is a 3% COLA on base wage for the year 2014 retroactive to January 1, 2014, and a 2% COLA on base wage for 2015. The contract now includes the position of Corrections Lieutenant, formerly a non-represented position. Employer assignment of supervisory personnel to conduct internal investigations was clarified. Firearms Instructor and FTO Supervisor were moved from an hourly stipend to monthly stipend. The group has access to a VEBA plan and basic housekeeping procedures were not listed as changes. These types of items generally are spelling errors, grammatical errors, seniority, and other items of similar nature.

**7. Resolution No. 14-092 Bid award for the surplus timber on county-owned right of way near Randle, WA.**

**Tim Elsea, Director of Public Works**, stated Resolution 14-024 called for sealed bids on surplus timber on County-owned property located at 8911 U.S. Highway 12 near Randle,

WA, to be opened on February 25, 2014. Six bids were received and the high bidder is Double Mountain Development in the amount of \$52,252.00, which is above the minimum bid amount. Double Mountain Development has agreed to obtain any necessary permits and furnish the County a certificate of insurance of not less than \$1,000,000.00. The resolution accepts the bid, and directs the Public Works Department to accept the \$52,252.00 payment from Double Mountain Development, then issue a bill of sale.

**8. Resolution No. 14-093 Preserving rights to Lewis County for Mickelsen Parkway right of way.**

**Tim Elsea, Director of Public Works**, Mickelsen Land & Timber and Mickelsen Properties conveyed right of way to Lewis County for Mickelsen Parkway by deeds and easements dated March 12, 2009. These documents contained provisions wherein the granted property would revert to the owners if road construction did not commence within 5 years of the date of execution of the documents and were not completed within 3 years after commencement of construction. No road construction has occurred and the owners now desire to preserve the rights granted by extending the period of time for commencement of road construction and have signed a document that would preserve the granted rights by extending the period for commencement of road construction for one additional year from the date of this resolution.

**9. Resolution No. 14-094 Approving a local agency agreement and federal aid prospectus with the Washington State Department of Transportation for the Bishop Road Improvement projects.**

**Tim Elsea, Director of Public Works**, stated this project is listed as priority number 9 in Lewis County's 2014-2019 Six-year Transportation Improvement Program. The project is funded through the Surface Transportation Program at 86.5% or \$692,000.00 with a 13.5% matching requirement from the County at \$108,000.00. This funding allocation was approved by the Transportation Strategy Council Board and entered into the meeting record on February 19, 2013. Approval of this Resolution will authorize the Chairman of the Board of County Commissioner to sign a Local Agency Agreement and Project Prospectus for reimbursement of construction expenses for this federally funded project.

**10. Resolution No. 14-095 Approving contracts with ESD 113, Community Allied Behavioral Health, Fresh Start, and the Eugenia Center.**

**Danette York, Director of Health and Social Services**, stated this Resolution approves contracts between Lewis County and ESD113, Community Allied Behavioral Health, Fresh Start, and Eugenia Center. The purpose of these contracts is to make funding available to chemical dependency treatment providers in the local community for services to be delivered to low income families in Lewis County. The Division of Behavior Health and Recovery Services contracts with county governments to coordinate, subcontract, and monitor treatment programs at the local level. Lewis County contracts with qualified community service providers for these services under the Division of Behavior Health and Recovery Services implementation guidelines and certification. The total amount of the

contract is \$527,954.00 that will be subcontracted out. These contracts are for the time period of July 1, 2013 through June 30, 2014.

**Motion Carried 2-0**

<b>Hearing</b>
----------------

**Commissioner Fund** announced the hearing and went over the procedures. She asked staff for a report.

**Becky Sisson, Budget Office**, stated she was requesting approval of the 1<sup>st</sup> 2014 Budget Amendment-Resolution 14-096. Notice of this Public Hearing was published in the East County Journal on February 26th and March 5th. The following is a summary of the changes affected by this budget amendment resolution.

- \$50,191 for sick and vacation payouts
- \$110,925 in salaries and benefits
- \$147,263 for adjustments to grants and contracts
- \$280,100 for capital projects
- \$273,560 for the new Vader Water System Utility Fund 420
- \$875,000 for the purchase of wetland mitigation credits
- \$150,000 for unemployment and other insurance claims
- \$52,290 for professional services, training, travel, Interfund professional services and other miscellaneous expenditures
- \$93,759 in transfers out from Current Expense to other funds

I will provide the total change of the amendment and that portion that only affects the Current Expense Fund, which is the county operating fund. A more detailed description of each line item is available at the front of the room. The total budget amendment for all funds was noticed as:

**Revenue Increase \$309,373**  
**Expenditure Increase \$952,108**  
**Decrease in Fund Balance \$(642,735)**

Changes since the noticed amount resulted in a total increase in expenditures of \$1,080,980 and an increase of \$110,840 in revenue.

The new total of this budget amendment for all funds is:

**Revenue Increase \$420,213**  
**Expenditure Increase \$2,033,088**  
**Decrease in Fund Balance \$(1,612,875)**

The Current Expense portion of this amendment is:

**Revenue Increase of \$13,000**  
**Expenditure Increase of \$223,235**  
**Decrease in Fund Balance \$(210,235)**

**Commissioner Fund** asked if anyone would like to speak and there were none. She closed the question-and-answer period and opened the formal hearing

**Becky Sisson** asked that her previous comments be adopted into the record.

**Commissioner Fund** asked if anyone would like to speak and there were none. She closed the formal hearing and asked for a motion.

**Commissioner Schulte** moved to approve Resolution No. 14-096. **Commissioner Fund** seconded the motion.

**Resolution No. 14-096 Lewis County 2014 Budget, Emergency and Supplemental Appropriations to and Transfers within Current Expense and Other Funds.**

**Motion Carried 2-0**

There being no further business, the Commissioners' public meeting adjourned at 10:19 a.m. on March 10, 2014. The next public meeting will be held Monday, March 17, 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