

**BOARD OF COUNTY COMMISSIONERS
LEWIS COUNTY, WASHINGTON
BOARD MEETING MINUTES
October 21, 2013**

The Board of County Commissioners for Lewis County, Washington, met in regular session on Monday, October 21, 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, October 14, 2013. **Commissioner Grose** seconded the motion.

Motion Carried 3-0

NOTICE

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

- 1. Notice of Hearing: Regarding a proposed Business License Ordinance for producing, processing and retailing marijuana under State Liquor Board Rules. Hearing will be held on or after 10:00 am, on November 4, 2013. Resolution No. 13-494**

Glenn Carter, Prosecutors Office, stated this is a Notice of Hearing regarding a proposed Business License Ordinance that implements the State Liquor Board rules with respect to growing, processing, and distribution of marijuana. It provides a summary of the proposed Ordinance. The proposed notice dates is November 4, 2013 in this hearing room.

Motion Carried 3-0

CONSENT

Commissioner Fund made a motion approve Consent Agenda items two through eight. **Commissioner Grose** seconded the motion.

- 2. Resolution No. 13-495 Approving warrants for payroll.**

Commissioner Grose stated this Resolution approves 1 special purpose warrant in the amount of **\$37,079.47** and 245 regular warrants in the amount of **\$1,521,648.74** for a total payment against the County in the amount of **\$1,558,728.21**. This Resolution also approves 249 payroll warrants dated October 18, 2013 for a total payment against the County in the amount of **\$228,748.00**.

- 3. Resolution No. 13-496 Approving electronic signatures on resolutions, ordinances and contracts passed by the Lewis County Board of County Commissioners.**

Karri Muir, Clerk of the Board, stated the IT Department has been working on an electronic agenda process for the past couple of years and this resolution will allow the Commissioner, Prosecutor, and Director to sign resolution, contracts, and misc. documents electronically.

4. Resolution No. 13-497 Approving a grant agreement with the City of Morton to accept funding under the Distressed Counties Fund.

Commissioner Grose stated this is a grant to the City of Morton who has applied for \$40,000 in Rural Economic Development Funds. The City of Morton is having some major issues with their water treatment facility and this is the first step in a \$15 million project.

5. Resolution No. 13-498 Approving an updated Lewis County Travel Policy.

Daleyn Coleman, Human Resources, stated the last revision to Lewis County's Travel Policy was made in June 2006. This update is to address issues that have arisen over the course of time. The following are changes that were made to the old travel policy:

- Made the policy consistent with the Fair labor Standards Act (FLSA)
- Removed the 75% first and last day rule
- Created a per meal per diem rule
- Clarified examples for better understanding of travel time
- Clarified Privately Owned Vehicle (POV) section
- Clarified Family member travel in accordance with the Risk Policy
- Created Ten-Hour Rule
- Added incidental expense language
- Added extended stay language
- Added voluntary extended stay language

6. Resolution No. 13-499 Bid award for the Fair Maintenance Shop Replacement Project.

Michael Strozyk, Director of Central Services, stated the Maintenance Shop located at the Southwest Washington Fairgrounds was severely inundated during the 2007 flood and was again impacted in 2009 flood event. Damage to the structure was estimated to be more than 50% of the value of the structure, triggering a requirement to bring the building up to current code. Current code requires the building either be raised to 2 feet above base flood elevation (BFE) or design it to be flood resistive. Raising the building in its current location is not feasible. Redesign of the building would entail replace all the components of the building below BFE with flood resistive material. As nearly the entire building is below BFE, this does not seem practicable. It has been determined that the most effective solution is to relocate the shop to the north to the Drive in Theater property, gaining approximately 4 feet in natural elevation, add 4 feet of fill material and construct a new facility in this location. Extensive discussions with the Washington Counties Risk Pool (the insurance carrier for the county) have resulted in a plan to submit project bids to the Risk Pool for evaluation and funding. A previous bid

call was made for this project but subsequent site investigations determined that site was not adequate for a pole frame type structure as was allowed in the bid. Due to this major change in specifications, it was determined that a new Bid Call with updated specifications was the best method to deal with this change. Updated plans have been developed in conjunction with Fair Maintenance staff, City of Centralia Building Department, Washington Counties Risk Pool and County staff to provide a 40' x 60' pre-engineered steel or wood framed structure to house the maintenance activities relating to the fairgrounds. A new Bid Call was made and the responses were as follows: DB&R, Inc Chehalis, WA \$309,500.00. All bids were complete and DB&R has submitted the low apparent responsible bid. It is recommended that the BOCC accept the bid from DB&R, Inc. for the SWW Fair Maintenance Shop Project.

7. Resolution No. 13-500 Approving an administrative agreement for the acquisition of additional right of way for Leudinghaus Bridge and lease agreement with Lance and Jo Ann Wrzeinski.

Tim Elsea, Public Works Director, stated Resolution 13-233, passed by the Board of County Commissioners on April 22, 2013, instructed the County Engineer to acquire right of way from Lance and Jo Ann Wrzesinski for the Leudinghaus Bridge Replacement Project. The Leudinghaus Bridge No. 87 Replacement Project is Priority No. 17 on Lewis County's Amended Six year Transportation Improvement Program adopted by the Board of County Commissioners on April 8, 2013 by Resolution 13-117. An offer dated June 17, 2013, was made to property owners, Lance and Jo Ann Wrzesinski, agreeing to pay \$206,200.00 for 5.07 acres of land including structures together with relocation benefits. The property is encumbered by two Deeds of Trust with a total payoff amount of approximately \$282,900.00. The Wrzesinskis were notified and made aware by letter dated July 5, 2013 from Epic Land Solutions of all relocation benefits for which they would be eligible. On September 6, 2013 the County met with the Wrzesinskis during which time they stated that they would not claim relocation benefits if the County's offer relieved them of their total debt on the property without damaging their credit, allowed them to retain salvage rights to the house, and they be able to occupy the house until such time that it is needed for the project. The County believes that the agreement meets all conditions of sale required by the Wrzesinskis. The Wrzesinskis have signed the agreement and is acceptable to the Public Works Department. Approval and execution by this Board will conclude this acquisition with the exception of title clearing.

8. Resolution No. 13-501 Approving contract amendment No. 1 with the Lewis County Shelter Program.

Danette York, Director of Public Health and Social Services, stated we have extended this contract through December 31, 2013 and added \$14,167.00 in funding. This extension was to get all the contracts onto a calendar year basis.

Motion carried 3-0

HEARING

- **Hearing: Withdrawal and removal of Lewis County from the Chehalis-Centralia Airport Operating Agreement-Resolution No. 13-502**

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

Glenn Carter, Prosecutors Office, stated we are here to recommend a proposed transfer of Lewis County's interest of the Chehalis Centralia Airport to the City of Chehalis making the city the sole owner of the airport. This was not the first transfer in 1961 the Airport joint venture consisted of three partners; the City of Chehalis, City of Centralia, and Lewis County. In 2004 the City of Centralia transferred its interest to the City of Chehalis and Lewis County. There are three reasons for this transfer. First, the airport is entirely within the City of Chehalis. Second, the transfer would reduce the risk profile of Lewis County. As an owner of the Airport the County is at risk in Tort, environmental violations, statutory breach of contract, and real property liabilities. As an owner of the airport the County incurs cost associated with the airport that are paid out of current expense and are not reimbursed. The County withdrawal as a joint venture should not hurt the airport financially. The airport is very successful. Neither the County and the City can tap into the income stream due to agreements entered into by the County, City, and the Federal Aviation Administration require that income be to be used for aeronautical purposes. The income stream from the airport is not available for the County or the City.

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

Glenn Carter asked that his previous comments be adopted into the record.

Jim Jansen, Chairman of the Chehalis Centralia Airport Governing Board, stated he is opposed to the transfer of ownership. He explained why he does not agree with this transfer.

Tony Ketchum, Mayor City of Chehalis, stated when there is more than one agency involved in governing something it is much harder to get things done. By this Resolution it doesn't get the County out of the Airport. It still has to be approved by the City of Chehalis. If this Resolution is approved today then the City of Chehalis will do a study to see if it is beneficial to that full ownership.

Dennis Dawes, Chehalis, stated he previously was an airport board member and one thing at that time was clear that his duty was to represent the authority that appointed me. It was not my position to get involved in the matter of the owners.

Commissioner Fund stated one thing she is not able to understand is how the County not being involved would impact Economic Development.

Jim Jansen stated should the airport degrade for lack of capital to continue to develop then we may not be able to service that kind of aircraft that promote business to come to our community.

Commissioner Grose stated it would not be in the city's interest to let the airport degrade.

Chairman Schulte stated the airport is well run and has a positive cash flow. The operations will not change. There is a benefit for the city to assume ownership and there is a benefit for the County to transfer that ownership.

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. 13-502. **Commissioner Fund** seconded the motion.

Motion carried 3-0

There being no further business, the Commissioners' public meeting adjourned at 10:43 a.m. on October 21, 2013. The next public meeting will be held Monday, October 28, 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