

**BOARD OF COUNTY COMMISSIONERS
LEWIS COUNTY, WASHINGTON
BOARD MEETING MINUTES
December 16, 2013**

The Board of County Commissioners for Lewis County, Washington, met in regular session on Monday, December 16, 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 Grose** moved to approve the minutes from the 10:00 a.m. meeting held on Monday, December 9, 2013. **Commissioner Fund** seconded the motion.

Motion Carried 3-0

Employee Recognition

The BOCC recognized Cheryl McGee for 20 years of service to Lewis County

The BOCC recognized Larry Unzelman for 40 years of service to Lewis County.

NOTICE

Commissioner Fund made a motion to approve the Notice Agenda items one & two. **Commissioner Grose** seconded the motion.

- 1. Request for Qualifications: For an inmate telephone system. RFQ's are due to the Clerk of the Board no later than 4:00 p.m, on January 9, 2014. Resolution No. 13-567**

Kevin Hanson, Jail Administrator, stated this is for a request for qualification for an inmate telephone system in the jail. The current system has been in place for 15 years and with the new technology we need to update the system.

- 2. Notice: Pertaining to competitive bidding dispensing with advertisement and formal sealed bidding with respect to purchases and leases under \$25,000. Resolution No. 13-568**

Suzette Smith, Auditors Office, stated this allows us to obtain telephonic quotes from three responsible bidders rather than having to publish sealed bids.

Motion Carried 3-0

CONSENT

Commissioner Grose made a motion to approve the Notice Agenda items three through eleven. **Commissioner Fund** seconded the motion.

3. Resolution No. 13-569 Approval of warrants for payment.

Commissioner Grose stated this Resolution approves 233 regular warrants in the amount of \$680,025.01.

4. Resolution No. 13-570 Approving an agreement between Lewis County and Centralia College.

Dick Larman, Lewis County EDC, stated this agreement is with Centralia College at Morton in partnership with the Fire Mountains Art Council to further their partnership on improvements to the theater in Morton.

5. Resolution No. 13-571 Amending the County's Section 125 Cafeteria Plan.

Larry Grove, Auditors Office, stated this has to do with unreimbursed this would IRS Notice 213-71 provides for a carryover of \$500 of any amount remaining unused in a health Flexible Spending Account (FSA) as of the end of the Plan year. It appears reasonable to amend the County's Section 125 Cafeteria Plan, which has a health FSA, to replace the current "grace period" with the new carryover provision.

6. Resolution No. 13-572 Reclassifying the Crime Victim/Witness Assistance Fund No. 637 to a special revenue fund and establishing Crime Victim/Witness Assistance Fund No. 137.

Larry Grove stated the County's Crime Victim/Witness Assistance Fund No 637 was established as an agency fund in 1982. With Governmental Accounting Standards Board (GASB) Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions, there is now an accounting principle for restricted use revenues. Based on GASB 54, It is now appropriate to reclassify the activity for the County's Crime Victim/Witness Assistance program as a County Special Revenue Fund. Therefore it appears reasonable to reclassify agency fund No 637 as a special revenue fund and to establish Crime Victim/Witness Assistance Fund No 137.

7. Resolution No. 13-573 Closing the Special Revenue Fund, Sheriff's Airplane Fund No. 162.

Larry Grove stated the Sheriff's airplane was sold in 2013; therefore, it appears reasonable to close the Special Revenue Fund, Sheriff's Airplane Fund No 162, and to transfer any residual cash to the Criminal Drug Investigation Fund No 160, which is administered by the Sheriff.

8. Resolution No. 13-574 Closing the Debt Services Fund, 1992 Bond Replacement Fund No. 202.

Larry Grove, stated, the 1992 Limited Tax General Obligation (LTGO) Bonds were refunded by the 1999 LTGO Refunding Bond issue. It appears reasonable to close the Debt Service Fund 1992 Bond Redemption Fund No 202.

9. Resolution No. 13-575 Closing the Debt Service Fund, 2003 Debt Service Fund No. 203.

Larry Grove stated the 2003 Limited Tax General Obligation (LTGO) Bonds were refunded by the 2012 LTGO Refunding Bond issue. It appears reasonable to close the Debt Service Fund 203 and to transfer any residual cash into the 2012 Debt Service Fund No 212.

10. Resolution No. 13-576 Closing the Debt Service Fund, 1999 Debt Service Fund No. 204.

Larry Grove stated the 1999 Limited Tax General Obligation (LTGO) Bonds were refunded by the 2009 LTGO Refunding Bond issue. It appears reasonable to close the Debt Service Fund, 1999 Debt Service Fund No 204.

11. Resolution No. 13-577 Approving a collective bargaining agreement with AFSCME 1341-S.

Archie Smith, Human Resources, stated this is a one year agreement dating from January 1, 2014 through December 31, 2014. This is mostly a role over contract.

Motion carried 3-0

HEARING: 3rd 2013 Budget Amendment
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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 to approve a resolution for the 3rd 2013 budget amendment for the Current Expense Fund and other various county funds. Increasing expenditures in the amount of \$705,508 with revenue offset in the amount of \$397,115 and decreasing fund balance in the amount of \$308,393.

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. 13-578. **Commissioner Grose** seconded the motion.

Resolution No. 13-578 Lewis County 2013 Budget, Emergency and Supplemental Appropriations to and Transfers Within Current Expense and Other Funds.

Motion Carried 3-0

HEARING: Ordinance 1252-Group B Public Water Systems

Sue Kennedy, Public Health, stated Ordinance 1252 adopts Lewis County Code 8.55 Group B Public Water Systems to adopt new State design standards and oversight of the Group B water systems.

Commissioner Grose stated this Ordinance came about because the State eliminated the oversight for the Group B water system. To protect the health of our citizens we need to do something to allow an inspection process.

Sue Kennedy stated currently in Lewis County there are 342 Group B public Water supplies and they serve 5 to 7,000 people in our County.

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

Commissioner Grose and Sue Kennedy asked that their 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 1252. **Commissioner Fund** seconded the motion.

Ordinance 1252: Adoption of Lewis County Code Chapter 8.55 Group B Public Water Systems

Motion Carried 3-0

HEARING: Amending Lewis County Countywide Planning Policies

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

Lee Napier, Director of Community Development, stated they are asking the BOCC to approve the 2013 Countywide Planning Policies (CWPP) amendment which have only minor amendments.

Stan May, Community Development, stated CWPP establish a framework from which county and city comprehensive plans are developed and adopted. CWPP's are adopted in cooperation with the cities located within the county. Each year the Lewis County CWPP's are reviewed by the Planned Growth Committee (PGC). The PGC then forwards its recommendations to the Planning Commission for eventual adoption by the Board of County Commissioners. The PGC had no substantive changes to recommend although staff requested a minor update to clarify the appendices. Staff recommended that the process used by the PGC be revised and incorporated into the document. Staff also recommended that county population allocations, county population estimates and county population projections from the Washington Office of Financial Management, be incorporated into the document. Language referencing the two appendices was added or modified to reflect the change. No further changes were recommended.

Lorene Ehinger asked for further clarification of the planning policy.

Lee Napier stated the questions being asked are not part of the changes in the current amendment and asked if it would be best to work with Ms. Ehinger after the meeting to explain the policy.

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

Lee Napier and Stan May asked that their previous comments be adopted into the record.

Lorene Ehinger spoke against the approval of this Resolution.

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. 13-579. **Commissioner Grose** seconded the motion.

Resolution No. 13-579 Amending Lewis County Countywide Planning Policies.

Motion Carried 3-0

<p>HEARING: Establishment of a new road crossing the Chehalis River named Mays Road and Changing the terminus of Hatchery Road-Order of Establishment No. 2013-01</p>
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Chairman Schulte announced the hearing and went over the procedures. He asked staff for a report.

Tim Elsea, Public Works Director, stated In the matter of accepting the establishment of a new road crossing the Chehalis River herein named Mays Bridge Road and changing the terminus of Hatchery Road.

Larry Unzelman, Public Works, stated on July 29, 2013, the Board of County Commissioners passed Resolution 13-428, declaring their intention to establish a new road crossing the Chehalis River and changing the terminus of Hatchery Road. The resolution ordered and directed the County Engineer to make an examination of such proposed road layouts and, if necessary, a survey thereof, acquire all necessary right of way and to report upon such project. On November 7, 2013, the County Road Engineer filed his report in writing with the Board setting forth all things required by law to be set forth in the engineers report. Resolution 13-523, passed November 18, 2013, set December 16, 2013 on or after the hour of 10:00 A.M. in the Commissioners Hearing Room on the 2nd floor of the Historical Courthouse, Chehalis, WA as the time and place for the hearing on the report of the Engineer, and notice of the hearing was published and posted as required by law. This proposed Order of Establishment would accept the establishment of a new road crossing the Chehalis River, name it Mays Bridge Road, and change the terminus of Hatchery Road.

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

Tim Elsea and Larry Unzelman, asked that their 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 Order of Establishment No. 2013-01. **Commissioner Fund** seconded the motion.

Order of Establishment No. 2013-01- In the Matter of Accepting the Establishment of a new Road Crossing the Chehalis River, Herein Named Mays Bridge Road, and Changing the Terminus of Hatchery Road.

Motion Carried 3-0

There being no further business, the Commissioners' public meeting adjourned at 11:09 a.m. on December 16, 2013. The next public meeting will be held Monday, December 30, 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:

P.W. Schulte, Chairman

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

F. Lee Grose, Commissioner

Edna J. Fund, Commissioner