

**BOARD OF COUNTY COMMISSIONERS
LEWIS COUNTY, WASHINGTON
BOARD MEETING MINUTES
March 14, 2011**

The Board of County Commissioners for Lewis County, Washington met in regular session on Monday, March 14, 2011, at 10:00 a.m. **COMMISSIONERS RON AVERILL, P.W. "Bill" Schulte, and F. LEE GROSE** were in attendance. **Chairman Averill** 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, March 07, 2011. **Commissioner Schulte** seconded the motion.

Motion carried 3-0

NOTICE

Commissioner Schulte made a motion to approve Notice Agenda item one. **Commissioner Grose** seconded the motion. Candace Hallom read the item into the record.

1. **Notice: Regarding the closure of Rosebrook Road to all through traffic from April 11, 2011 to July 22, 2011. Resolution No. 11-077**

Larry Unzelman, Public Works, stated this notice is for the repair of a slide located at mile post 0.57 on Rosebrook Road. This is included in the County's Six Year Transportation Improvement Plan and will necessitate closing the road between North Fork Road and Middle Fork Road to through traffic during the period of work. The closure will be from April 11, 2011 to July 22, 2011, starting at 7:00 A.M. on the first day of closure and ending 5:00 P.M. on the last day of the closure. The road will be open from either side up to the point of closure and there are alternate routes around the area of closure. The Public Works Department will post the required advisory signs on both sides of the closure, and will notify 911 Communications and the local fire department of the closure.

Motion Carried 3-0

CONSENT

Commissioner Grose made a motion to approve Consent Agenda items two through eleven. **Commissioner Schulte** seconded the motion. Candace Hallom read the items into the record.

2. **Resolution No. 11-078 Approval of warrants for payment.**

Chairman Averill stated this approves 218 warrants and 4 special warrants (Vader Water System) issued by the Auditor's Office for a total of \$1,150,860.41.

3. Resolution No. 11-079 Approving the purchase of an asphalt distributor with Bearcat Manufacturing.

4. Resolution No. 11-080 Approving the purchase of a truck chassis with Western Peterbilt Incorporated.

Tim Elsea, Director of Public Works, spoke on agenda items three and four stating Public Works has an asphalt distributor and a chassis that has been slated for removal from the fleet that will be replaced by a new asphalt distributor and truck chassis. They are requesting to replace the asphalt distributor with a Bearcat asphalt distributor through sole source purchasing. We have gone through Municipal Research Services Center (MRSC), the State of Washington GA-Office of State Procurement, and the Lewis County Auditor to ensure we are purchasing sole source correctly. The price for the asphalt distributor is \$83,662.00. For the purchase of the truck chassis we are piggybacking on the City of Seattle's bid for a purchase price of \$125,150.00. This will be one unit once purchased.

5. Resolution No. 11-081 Approving a Local Agency Agreement and Federal Aid Prospectus with WSDOT for the County Road Safety Program.

Rod Lakey, Public Works, stated this project is number 25 on the 2011-2016 Six-year Transportation Improvement Program adopted via Resolution No. 10-295 on November 15, 2010. The County Road Safety Program project qualified for federal funding as part of the Highway Safety Improvement Program (HSIP), which includes the High Risk Rural Roads Program (HRRRP) funding as well. Lewis County was awarded \$1,525,000.00 as part of this program and there is no local match required for these funds. Safety improvements are scheduled to begin construction in 2011 and be completed by December of 2013.

6. Resolution No. 11-082 Approving an agreement with the State Department of Ecology for a Community Litter Cleanup Program.

Mark Bronson, Solid Waste, stated Lewis County has received funding from the Washington State Department of Ecology Community Litter Cleanup Program for the State Fiscal Year 2011-2013. The State will provide up to \$51,311.00 of funding during the period July 2011 to June 2013. The agreement provides funding to clean approximately 3500 miles of county and state roads and 225 illegal dump sites during the two year program period. The agreement expects to remove 160,000 pounds of litter from roads and 8,900 pounds of litter from illegal dump sites. Over 11,800 man-hours will be devoted to the program.

7. Resolution No. 11-083 Approval of Declaration of Emergency and Declaration of Disaster forms.

Ross McDowell, Sheriff's Office, stated this approves the adoption of revised Declaration of Emergency and Declaration of Disaster forms which will standardize and expedite the application process for declarations issued by the BOCC. These declaration forms were mutually developed between the Sheriff's Office, Emergency

Management Division, Public Works, Public Health, Prosecutors Office, and the Board of County Commissioners. They comply with current laws, regulations and policies and replace previous forms that were developed over ten years ago.

8. Resolution No. 11-084 Adoption of procedures for conducting emergency work.

Ross McDowell, Sheriff's Office, stated this approves the procedure which will standardize and expedite the application process for declarations issued by the BOCC. These procedures were mutually developed between the Sheriff's Office, Emergency Management Division, Public Works, Public Health, Prosecutors Office, and the Board of County Commissioners. They comply with current laws, regulations and policies and replace previous policy (Resolution 98-040) that was developed over ten years ago. This will provide for consistency in our process.

9. Resolution No. 11-085 Approving an employment agreement for the Risk and Safety Management Administrator.

Chairman Averill stated this approves an Employment Agreement between the Lewis County Board of County Commissioners (BOCC) and the Lewis County Risk and Safety Management Administrator. There are five directors and two administrators who work directly for the BOCC under contract. The contract sets forth the term, duties, compensation (Grade 28, Step H), and reimbursement of expenses, professional development, termination of employment, severance pay, death or disability, indemnification, amendment, and other conditions.

10. Resolution No. 11-086 Approving an amended Employment Agreement for the Human Resource Administrator.

Chairman Averill stated this approves an amended Employment Agreement between the Lewis County Board of County Commissioners (BOCC) and the Lewis County Human Resources Administrator. There are five directors and two administrators who work directly for the BOCC under contract. The contract sets forth the term, duties, compensation (Grade 28, Step M), and reimbursement of expenses, professional development, termination of employment, severance pay, death or disability, indemnification, amendment, and other conditions.

11. Resolution No. 11-087 Approving funding from Fund 198 (Stadium Funds) to agencies for tourism related activities.

Chairman Averill stated this approves the 2011 funding from the Lewis County Stadium (Lodging Tax) Fund (Fund 198) in the amount of \$214,500.00. Funds from the Stadium Fund are used in promoting tourism related activities in Lewis County. The county receives a distribution of two percent of the state retail sales tax on lodging in Lewis County. Agencies are eligible to apply to Lewis County for a portion of these funds if they have a project or activity promoting tourism. This resolution approves funding for 14 agencies.

Motion Carried: 3-0

HEARING

Hearing: 2010 6TH BUDGET AMENDMENT

Chairman Averill announced the hearing and asked for a staff report.

Dawna Truman, Budget Director, stated The 6th 2010 budget amendment has been published in the East County Journal on March 2nd and 9th. Below is a summary of the changes affected by this budget amendment resolution.

CURRENT EXPENSE:

Revenue: \$7,317

Expenditures: \$33,227

Fund balance: \$(25,910)

Auditor: 16,489 Increasing expenditures, increasing revenue and use of fund balance for Sick and vacation payout and excess retirement for employee who retired in 2010. Also increasing revenue by \$7,317 for budgeting and accounting fees. *Changed to noticed amount (increased expenditures by \$738.)*

Coroner: 16,000 Increasing expenditures and use of fund balance for an increase in intergovernmental professional services due to dispatch costs and an increase in Professional services/ medical due to an increase in autopsies.

Chairman Averill asked if there were any more questions. There were none. He closed the question and answer portion of the hearing and opened the formal hearing.

Dawna Truman asked that her previous comments be adopted into the record.

Chairman Averill thanked the Budget and Fiscal office for the good job they do. He stated it is an unknown process in the budgeting world where you need to have a budget before spending money. We try to plan that out as well as we can at the beginning of the year but unfortunately there are always things that come up during the course of the year that are not anticipated.

Chairman Averill asked if there were any other statements for public testimony. There were none. He closed the hearing and asked for a motion.

Commissioner Schulte made a motion to approve Resolution 11-088.

Commissioner Grose seconded. Candace Hallom read the item into the record.

Lewis County 2010 Budget, Emergency and Supplemental Appropriations to and Transfers Within Current Expense. Resolution No. 11-088

There being no further business, the Commissioners' public meeting adjourned at 10:27 am on March 14, 2011. The next public meeting will be held Monday, March 21, 2011, 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:

Ron Averill, Chairman

Clerk of the Board
Lewis County Commissioners

P.W. Schulte, Commissioner

F. Lee Grose, Commissioner