

**BOARD OF COUNTY COMMISSIONERS
LEWIS COUNTY, WASHINGTON
BOARD MEETING MINUTES
November 15, 2010**

The Board of County Commissioners for Lewis County, Washington met in regular session on Monday, November 15, 2010, at 10:00 a.m. **COMMISSIONERS P.W. SCHULTE, RON AVERILL 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, November 8, 2010. **Commissioner Averill** seconded the motion.

Motion carried 3-0

Lewis County Employee of the Quarter and Employee "Above & Beyond" Award

Commissioner Averill announced the Employee "Above & Beyond":

Beth McEwen- Clerk's Office

Earlier this year, we received a money order in the Treasurer's office without any ID on the money order and no return address on the envelope. We couldn't identify that the money belonged to our office so we contacted Beth McEwen in the Clerk's Office to see if it might belong to them. Of Course without any identification they were also perplexed. Rather than shrug her shoulders, Beth turned herself into a detective. Detective McEwen went to work by contacting the post office to see if she could identify which post office issued the money order. The local post office wouldn't work with her, so Beth emailed the county wide list. Sherry from the Sheriff's office contacted Beth. Sherry's sister works within the postal system; her sister helped Beth track down the post office, the money order came from. It was a small post office and when Beth contacted them, they said the person who purchased the money order was a regular and they would watch for him. When he came in the postal service gave him the message to call Beth. Beth then found out that the money order belonged to district court. And all was resolved. It took Beth's bulldog attitude to go above and beyond rather than let the payment flounder in suspense.

Commissioner Averill announced the Employee of the Quarter.

Crystal Partee-Clerk's Office

Crystal never hesitates to step in and take over any job that needs to be done and puts her own work aside. She never complains about her own job not getting done and I am sure she has spent many hours on her overtime to complete her duties and obligations. She always has a smile on her face and is the first one to pick up the slack wherever needed.

In dealing with a public that more often than not is dealing with private as well as legal life crises, Crystal exudes a very calming demeanor. She can fill in for any of the diversified jobs and is often called upon to do so while also completing her own duties that include payroll, scheduling, budgeting, and maintaining the office equipment so the office can keep running. Her professionalism shines through.

You would really have to work side by side with Crystal to believe all she does. She has the knowledge to fill in for any of the Deputy Clerks when the need arises and she does so willingly. She represents our office in such a positive way she creates a working atmosphere in which we feel valued as employees and where we are treated with dignity and respect.

Rose Bowman, Treasurer, explained the raffle for United Way. Kim Amrine, Public Work was the winner of the Great Wolf gift certificate.

NOTICE

Commissioner Averill made a motion to approve Notice Agenda items one through three. **Commissioner Grose** seconded the motion. Candace Hallom read the items into the record.

**1. Notice of Hearing: Regarding adoption of Countywide Planning Policies
Hearing will be held on or after 10:00 am, on November 29, 2010.**

Robert Johnson, Community Development, stated Countywide Planning Policies are a requirement under the Growth Management Act. The County first adopted the policies in 1995 and these policies have been subsequently amended at various times, the last being in 2008. This proposal is for a public hearing concerning amendments to the Countywide Planning Policies. Under the Growth Management Act the Countywide Planning Policies serve as the framework with which all jurisdictions prepare their comprehensive plans and implementing development regulations. The County has chosen a process to collaborate with the Cities called the Planned Growth Committee. The Planned Growth Committee meets on a regular basis to review the Countywide Planning Policies and the population allocation set forth from the Office of Financial Management. This year the Planned Growth Committee made various recommendations to the Countywide Planning Policies specifically to policies relative to economic development and economic development in a subarea. The language from the Planned Growth Committee was taken to the Planning Commission who reviewed the changes and made recommendation to adopt. The intent is to have a public hearing and then to adopt by resolution the amended Countywide Planning Policies.

Commissioner Grose stated this allows for the development of the South County Regional Plan, this does not approve a South County Regional Plan.

2. Notice of Hearing: Regarding a vacation of an unnamed strip of right of

way off Fircrest Road, Napavine, WA. Hearing will be held on or after 10:00 am, on January 3, 2011. Resolution No. 10-287

Larry Unzelman, Public Works, stated vacations are processed pursuant to provisions of RCW 36.87 and LCC 12.15. Resolution 08-288, passed by the BOCC on October 6, 2008, declared its intent to vacate an unnamed strip of right of way off Fircrest Road, and instructed the County Engineer to examine the road and report his opinion on the vacation, as required by RCW 36.87.010. There are two properties that abut the unnamed strip of right of way and the property owners have requested the vacation of said strip. Utility companies known to serve the area have been notified, and have acquired necessary easements. Part of the two year period between 2008 and the present was time allowing the Utilities to get their Easements in place. The County Engineer has prepared his report on the matter which is hereby submitted recommending the vacation of this particular right of way. Passing the attached resolution would set a hearing date of January 3, 2011 for consideration of the matter. RCW 36.87.150 requires publication at least once a week for two consecutive weeks preceding the date fixed for the hearing, in the county official newspaper and that a copy of the notice be posted for at least twenty days preceding the date fixed for hearing at each termini of the county road or portion thereof proposed to be vacated. Affidavits attesting to said publication and postings will be filed with the Clerk of the Board when these two processes have been completed.

Commissioner Averill stated Fircrest Road was originally going to go East and West, but takes an angle going South, so what was originally going to be the Road is being vacated.

3. Notice of Hearing: Regarding a vacation of portion of Washington Way No. 893. Hearing will be held on or after 10:00 am, on January 3, 2011. Resolution No. 10-288

Larry Unzelman, Public Works, stated Resolution 03-477, passed by the BOCC on December 22, 2003, declared its intent to vacate a portion of Washington Way, and instructed the County Engineer to examine the road and report his opinion on the vacation, as required by RCW 36.87.010. Considerable time has passed since the above referenced resolution ordered the Engineer to report on this issue. The delay in reporting is due to circumstances of the property owner requesting the road vacation, which included time to negotiate with Bonneville Power Administration who requires access over the road, and also with a property owner adjacent to the road. They have an easement in place that will allow Bonneville Power to continue to access the power lines. That negotiation and the negotiation with one of the property owners took some time. The vacation request has been shortened by 150 feet to exclude the roadway adjacent to one property owner not in favor of the vacation adjacent to his property. None of the six remaining property owners adjoining this portion of Washington Way have objected to the vacation. There appears to be utilities within the portion of right of way and an easement will be reserved as provided by statute. The County Engineer has prepared his report on the matter,

which is hereby submitted. Passing the attached resolution would set a hearing date for consideration of the matter. RCW 36.87.150 requires publication at least once a week for two consecutive weeks preceding the date fixed for the hearing, in the county official newspaper and that a copy of the notice be posted for at least twenty days preceding the date fixed for hearing at each termini of the county road or portion thereof proposed to be vacated.

Motion carried 3-0

CONSENT

Commissioner Grose made a motion to approve Consent Agenda items four through nine. **Commissioner Averill** seconded the motion. Candace Hallow read the items into the record.

4. Resolution No. 10-289 Approval of warrants for payment.

Commissioner Averill stated this resolution approves 175 warrants issued by the Auditor's Office for a total of \$724,297.40.

5. Resolution No. 10-290 In the matter of an easement to Qwest Corporation for telecommunication facilities.

Larry Unzelman, Public Works, stated Qwest Corporation has requested an easement for telecommunications over a 3' x 3' portion of the Southwest Washington Fairgrounds property. They propose to install a guy and anchor on the easement to strengthen a pole located on the adjacent city street right of way. The installation of the guy and anchor will not interfere with current or planned operations at the fairgrounds. The easement is granted for mutual benefit as it will benefit the fairgrounds and other nearby customers.

6. Resolution No. 10-291 Approving contract amendment #2 with the Division of Behavioral Health and Recovery Services for prevention funding.

Danette York, Health and Social Service, stated the Division of Behavioral Health and Recovery Services (DBHR) contracts with Washington counties to coordinate, sub-contract, and administer chemical dependency treatment, prevention, and ancillary services. The department did not contract prevention to Counties for the second year of the biennium because they were pending a re-organization to the State prevention structure. That re-organization did not take place as quickly as they had anticipated so they are now issuing this amendment to increase the addition of prevention funding by \$35,766.00 for the 2010-2011 grant.

Commissioner Averill stated not much has changed other than adding additional funding.

7. Resolution No. 10-292 Approving an inter-local with the Cowlitz/Wahkiakum Council of Governments (CWCOG) for a professional services contract to facilitate public outreach for the South County Subarea Plan.

Robert Johnson, Community Development, stated Lewis County has been planning in the south county area for over two years, preparing a South County Subarea Plan. Barb Kincaid was the lead planner, but is now employed by the CWCOG. The Board desires to complete the subarea plan and requested a contract for her services so that continuity could be maintained during the last critical phase of the Subarea Plan preparation, including public outreach. With Barb Kincaid's departure from Lewis County, the Planning Division does not have adequate, trained staff to complete the Subarea Plan and maintain critical timelines. The CWCOG has agreed to a contract for services based on salary and benefits for Ms. Kincaid's services. The agreement is anticipated to end at the end of 2010, and will not exceed \$10,000.

Commissioner Averill stated this is to the benefit of both the County and the CWCOG. We work with the CWCOG on two other areas; The Economic Development Agency Funding and in the transportation area. We already have a good relationship with them and they were very willing to assist us in this need.

8. Resolution No. 10-293 Approving the establishment of the Capital Projects Fund: Vader Water System Improvements Construction Fund No. 306.

Dawna Truman, Budget, stated she is here to discuss Resolution No. 10-293 which approves a new fund for Lewis County: Vader Water System Improvements Construction Fund No. 306. This fund will track and account for all revenue and expenditure for capital construction in the Vader Water System.

Commissioner Averill state this is the establishment of the fund, because this money is for a specific purpose we cannot just melt it into the rest of our funds.

9. Resolution NO. 10-294 Authorizing a cash flow loan from Current Expense Fund No. 001, Vader Water System Improvements Construction Fund No. 306.

Dawna Truman, Budget, stated the reason we want a cash flow loan is because these are grant reimbursable projects and we need to spend the money prior to receiving the revenue back from the grant.

Commissioner Averill stated when working with Government funds many time you have to spend money and then apply for reimbursement. The money is there and approved but we have to spend money in order to get reimbursed.

Commissioner Grose stated the amount drawn out of this account will only be that which is necessary to pay the bills.

Motion carried 3-0

HEARING

Hearing: 2011-2016 Six-Year Transportation Improvement Program and 2011 Annual construction Program.

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

Tim Elsea, Public Works, stated pursuant to RCW 36.81.121, all Cities and Counties are required to prepare, adopt and submit a Six-Year Transportation Improvement Program. Copies of this program are to be furnished to WSDOT, CRAB, and the Transportation Improvement Board. The requirements for the Annual Construction Program are contained in WAC 136.16. This part of the WAC is intended to provide for an evaluation of compliance with the county forces construction limit outlined in RCW 36.77.065. We have presented this proposed 2011-2016 STIP at the monthly Mayors meeting with the BOCC on October 1, 2010, at the Planning Commission meeting on October 12, 2010, and at the Lewis County Transportation Strategy Council meeting on October 18, 2010.

Mike Kroll, Public Works, stated the STIP is pursuant to an RCW, the Annual Construction Program is pursuant to a WAC. We developed the program using a priority array consisting of; pavement management software called mobility; public and maintenance supervisors input: the Lewis County Bridge Report; and the previous STIP.

Commissioner Averill stated when doing a STIP we are talking about projects that are spread out over six years. Since we do this every year 2011 is the important year of this particular plan. Even though we are passing this it may be amended over the course of the year. He asked what are we looking at spending in 2011?

Mike Kroll replied the 2011 construction program includes countywide pavement preservation, annual construction program, and flood repair projects totaling \$8,990,000.00. Of that, \$4,890,000.00 will come from Federal Funding sources and the remaining from local funding.

Commissioner Schulte stated he is surprised to see four items on the list that are said to be carry overs to 2011 but are anticipated being completed in 2010.

Mike Kroll stated on the Annual Construction Report we have to report to CRAB of funds spent for construction during that year and we anticipate some of the billings to carry over into 2011.

Chairman Schulte 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.

Tim Elsea asked that their previous comments be adopted into the record.

Commissioner Averill stated this is one of the more important programs that we do. The County is fortunate that by property taxes, each of the residents of the unincorporated area of the County contribute to road construction, bridge repair, and other projects that appear in the STIP. We need to take this seriously; there are over 1,000 miles of road for which the County is responsible. We are looking for people to know what is in this plan and to know what we are doing.

Tim Elsea stated when you take projects to the public for input the projects only get better. If you go to the public with an open mind, they are the ones that know the floods in the area, traffic patterns, or that you can't see a certain direction in the morning due to the sun light.

Chairman Schulte asked if there are any other statements for public testimony. There were none. He closed the hearing and asked for a motion to approve Resolution No. 10-295.

Commissioner Averill made a motion to approve Resolution 10-295. **Commissioner Grose** seconded the motion. Candace Hallom, read the item into the record.

Resolution No. 10-295 Adoption of 2011 Annual Construction Program and Six-Year Transportation Improvement Program for the year 2011-2016.

Motion carried 3-0

There being no further business, the Commissioners' public meeting adjourned at 10:51 a.m. on November 15, 2010. The next public meeting will be held Monday, November 22, 2010, 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

Clerk of the Board
Lewis County Commissioners

Ron Averill, Commissioner

F. Lee Grose, Commissioner