

**BOARD OF COUNTY COMMISSIONERS  
LEWIS COUNTY, WASHINGTON  
BOARD MEETING MINUTES  
January 25, 2016**

The Board of County Commissioners (BOCC) for Lewis County, Washington, met in regular session on Monday, January 25, 2016, at 10:00 a.m. **P.W. "Bill" Schulte Commissioners, Gary Stamper, and Edna J. Fund** were in attendance. **Chair Schulte**, called the meeting to order, determined a quorum, and proceeded with the flag salute. **Commissioner Fund** moved to approve the minutes of the 10:00 a.m., Monday, January 11, 2016 Business Meeting. **Commissioner Stamper** seconded the motion.

**Motion carried 3-0.**

<b>Notice</b>
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**Commissioner Stamper** moved to approve Notice Agenda item one. **Commissioner Fund** seconded the motion.

- 1. Call for Bids: For the 2016 Rock Proposal. Bids are due to the Clerk of the Board on or before 11:00 a.m., February 9, 2016. Resolution No. 16-023**

**Tim Elsea, Director of Public Works**, stated this Resolution will give notice that a Call for Bids has been issued for the 2016 Rock Proposal. This contract provides for the production, delivery and stockpiling of crushed screenings for Lewis County's 3R program. This program is listed on Lewis County's previously adopted 2016 Six-Year Transportation Improvement Program. This material purchase will allow Lewis County crews to complete approximately 74.1 miles of chip seal to various county roads.

**Motion carried 3-0.**

<b>Consent</b>
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**Commissioner Fund** moved to approve Consent Agenda items two through thirteen. **Commissioner Stamper** seconded the motion.

- 2. Resolution No. 16-024 Approval of warrants and payroll for payment.**

**Suzette Smith, Auditors Office**, stated this Resolution approves 340 regular warrants for a total payment against the County in the amount of \$948,423.98. This also approves 238 payroll warrants dated January 20, 2016 are approved for a total payment against the County in the amount of \$271,573.00.

- 3. Resolution No. 16-025 Cancellation of warrants.**

**Suzette Smith, Auditors Office**, stated this for the cancelation of two warrants. Warrant #739267 was for a permit paid by the contractor resulting in a duplicate

payment. Warrant #740039 was reported lost or destroyed by the vendor. This warrant will be reissued.

**4. Resolution No. 16-026 Cancellation of taxes.**

**Laura Rider, Treasurers Office**, stated this Resolution is for the cancellation of uncollectable taxes on personal property and mineral rights. They totaled \$3,861.10.

**5. Resolution No. 16-027 Approving annual contract with Forensic Pathologists for autopsy services.**

**Dawn Harris, Coroner's Office**, stated the Resolution in question regards a Public Service Agreement (PSA) between the Lewis County Coroner's Office (LCCO) and Pacific Northwest Forensic Pathologists, P. S. This agreement is for autopsy services within Lewis County. Pacific Northwest Forensic Pathologists, P. S. will be paid a contract fee of \$76,000.00 per year payable in monthly increments of \$6,333.33. For this contract fee Pacific Northwest Forensic Pathologists, P. S. will perform seventy (70) autopsies. After seventy (70) autopsies the price per autopsy would be \$1,085.71 per case. The LCCO does get reimbursed for 40% of the cost of each autopsy, with 100% reimbursement for child/infant autopsies being the exception. This PSA is not automatically renewable each year but will be reviewed by both parties in November.

**6. Resolution No. 16-028 Approving an interlocal agreement between the Lewis County Sheriff's Office and the Mason County Sheriff's Office for use of jail facilities.**

**Wes Rethwill, Sheriff's Office**, stated this is a new interlocal agreement between the Lewis County Sheriff and the Mason County Sheriff for use of jail facilities. This interlocal agreement allows the Mason County Sheriff's Office to house 20-25 prisoners in the Lewis County Jail, care of the Lewis County Sheriff's Office. The negotiated daily, per diem rate is \$60.38. Duration of the agreement is one year, ending on December 31, 2016. This agreement contains provision for annual renewal, upon agreement of both parties.

**7. Resolution No. 16-029 Accepting and adopting the 2016 Lewis County Multi-Jurisdictional Hazard Mitigation Plan.**

**Lee Napier, Director of Community Development**, stated Lewis County, with assistance from the City of Centralia, worked jointly to update the 2016 Lewis County Multi-Jurisdictional Hazard Mitigation Plan. The purpose of this Lewis County Multi-Jurisdiction Hazard Mitigation Plan is to identify hazards, assess the potential for loss associated with the hazards, assess the vulnerability of each planning participant to different hazards, and develop sound mitigation strategies to reduce these vulnerabilities. The potential for substantial damage as a result of a disaster presents a large potential for impacts to the health, safety, and welfare of all citizens residing within the county.

**8. Resolution No. 16-030 Approving a Collective Bargaining Agreement with the Lewis County Deputies Guild representing the Sheriff's Office Operation Bureau (Deputies).**

**Archie Smith, Human Resources**, stated the contract will be a three year agreement dating from January 1, 2016 – December 31, 2018. There is a 2.5% wage adjustment for each years. The employees' Health and welfare benefits remain status quo. The employer will continue to contribute \$50 per employee per month to a VEBA plan for the duration of the contract. Other issues that were addressed during negotiation were:

- Training Reimbursement for new employees
- Clarification of take-home vehicles.
- Creation of a lateral transfer for the Operations group.
- Clarification on scope of recognition and the use of reserve deputies to perform minimal work.

**9. Resolution No. 16-031 Authorizing initial placement of casual E911 Communication Manager on the salary grid.**

**Daleyn Coleman, Human Resources**, stated due to the management vacancy in E911, Human Resources is requesting to hire a casual E911 Communications Manager. The Lewis County Salary Grid (13 Step M Grid) maximum pay for a casual employee would not be competitive to hire a skilled manager. The Administrator of Human Resources is requesting that the casual E911 Communications Manager be placed at Grade 26 on the Lewis County Salary Grid (13 Step M Grid.)

**10. Resolution No. 16-032 Bid award for the Lewis County Safety Project-Phase I, CRP No. 2174A, FA Project No. HSIP-000S(391).**

**Tim Elsea, Director of Public Works**, stated this resolution will award the Lewis County Safety Project - Phase I, CRP No. 2174A, FA Project No. HSIP-000S(391) to the lowest responsible bidder, Construction Ahead, Inc., dba Pavement Surface Control. This contract provides for the improvement of approximately 95 miles of roadway, in Lewis County by placing Flexible Guideposts as directed by the Engineer, and traffic control on various roads, and other work, all in accordance with the Contract Plans, Contract Provisions, and the Standard Specifications. A Call for Bids was made on December 12, 2015. The project was advertised for three weeks in the East County Journal and the Daily Journals of Commerce (Seattle and Portland). The project was also listed on Lewis County's website. Public Works received 9 responsive bids for this project on January 12, 2016. Construction Ahead, Inc., dba Pavement Surface Control provided the lowest responsive bid of \$71,200.00. The Engineer's Estimate for this project was \$87,360.00. The lowest responsive bid is under the Engineer's Estimate. Public Works staff recommends acceptance of the low bid provided by Construction Ahead, Inc., dba Pavement Surface Control.

**11. Resolution No. 16-033 Approving contracts with Reliable Enterprises, Housing Resource Center and Human Response Network to provide assistance to individuals who are at risk of or experiencing homelessness.**

**Danette York, Director of Health and Social Services**, stated through this grant, Lewis County contracts with local service providers to provide shelter and services to homeless and at risk persons and families in Lewis County. The amounts granted are: \$10,700 for Reliable Enterprises, \$356,216 for Housing Resource Center, and \$31,370 for Human Response Network.

**12. Resolution No. 16-034 Approving CD-MH-TC Sales and Use Tax contracts with Housing Resource Center, Centralia College, Reliable Enterprises, and Cascade Mental Health.**

**Danette York, Director of Health and Social Services**, stated this Resolution approves contracts to improve the health, stability, and welfare of Lewis County residents from 2016 through 2017. Four agencies/services providers responded to and were awarded funding via the Request for Proposals CD-MH-TC Sales and Use Tax. They will provide a range of services such as housing stabilization and case management for high utilizers of the law and justice system, parenting in recovery education, and early intervention in elementary schools. Approve resolution to contract with the following service providers at the corresponding amounts, per year, for two years: Housing Resource Center (\$60,000), Centralia College (\$30,000), Reliable Enterprises (\$65,000) and Cascade Mental Health Care (\$60,000).

**13. Resolution No. 16-037 Appointment to the Lewis County Planning Commission.**

**Lee Napier, Director of Central Services**, stated this Resolution appoints of Robert Whannell to the Lewis County Planning Commission for a four-year term beginning February 9, 2016 and ending December 31, 2019. The Lewis County Planning Commission is comprised of seven volunteers who review proposed comprehensive plans and land use regulations on behalf of the citizens of Lewis County. The Planning Commission's regularly scheduled meeting days are the second and fourth Tuesday of every month.

**Motion carried 3-0.**

<b>Hearing</b>
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**Hearing:** 6<sup>th</sup> 2015 Budget Amendment

**Chair Schulte**, called for staff report and went over the hearing process.

**Steve Walton, Budget Administrator**, stated amendments to the county budget after the end of the year are necessary when there are unanticipated or emergency

expenditures not known prior to years end. If these expenditures will cause a fund or department to exceed current budget appropriation then an amendment is required in such cases. This hearing is for the 6th 2015 Budget Amendment for Current Expense/General Fund and Other Funds. The amendment increases expenditures in the amount of \$260,079.00 and increases revenue in the amount of \$371,240.00 resulting in an increase to reserves in the amount of \$111,161.00. The hearing was noticed in the East County Journal on January 13th and 20th.

**Chair Schulte**, asked if there were any questions. There were none. He closed the question and answer portion of the hearing and opened the formal hearing.

**Steve Walton** asked that his previous comments be adopted into the record.

**Chair Schulte**, asked if there was anyone who would like to speak for or against the franchise. There was no one. He closed the hearing and asked for a motion.

**Commissioner Stamper** moved to approve Resolution No. 16-035. **Commissioner Fund** seconded the motion.

**Resolution No. 16-035 Lewis County 2015 Budget, Emergency, and Supplemental Appropriations to and transfers within current expense and Other Funds.**

**Motion carried 3-0.**

**Hearing: Franchise extension to Puget Sound Energy for construction, operation, and maintenance of water lines for the Jackson Prairie Gas Storage Project**

**Tim Elsea, Director of Public Works**, stated this Resolution extends a franchise with PSE for water lines for the Jackson Prairie Gas Storage Project through March 31, 2016. PSE has applied for a new franchise to replace their existing franchise granted in 1965, however, both the County and PSE require additional time beyond the termination date of the 1965 franchise agreement to negotiate the terms of a new franchise. To be compliant with RCW 36.55 and Lewis County Codes 5 & 12, the parties propose to extend the terms of said franchise agreement in its current format during this time of negotiation. Resolution 16-005, passed by the Board of County Commissioners on January 4, 2016, set January 25, 2016, as the date for hearing on the franchise extension. Notifications required by RCW 36.55.040 have been made since that time. PSE has signed an agreement to extend the franchise terms. This resolution extends the franchise through March 31, 2016.

**Chair Schulte**, asked if there were any questions. There were none. He closed the question and answer portion of the hearing and opened the formal hearing.

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

**Chair Schulte**, asked if there was anyone who would like to speak for or against the franchise. There was no one. He closed the hearing and asked for a motion.

**Commissioner Fund** moved to approve Resolution 16-036. **Commissioner Stamper** seconded the motion.

**Resolution No. 16-036 A hearing to consider a proposed franchise extension to Puget Sound Energy for construction, operation and maintenance of water lines for the Jackson Prairie Gas Storage Project.**

**Motion carried 3-0.**

**Hearing: Development Agreement between Benaroya Capital Company LLC and Lewis County**

**Chair Schulte**, called for staff report and went over the hearing process.

**Lee Napier, Director of Community Development**, stated we first met on this matter two week prior to this and at that time we opened the hearing and recessed to this day.

**Tim Elsea, Director of Public Works**, stated Benaroya owns property within the boundaries of the Winlock Urban Growth Area (UGA). As with other cities the County has an interlocal agreement with Winlock addressing the joint management of development within the cities UGA. Benaroya would like to construct an industrial warehouse development with office spaces and high cube warehouses on the property. The project as presented presents up to \$5,215,280 sq. ft. of building area. The County and Benaroya both agree that Benaroya proposed development would provide for economic and community benefits. In March 2014 the City approved a binding site plan with conditions. The binding site plans approved by the City was approved with conditions approval including transportation improvements for the development of the property. The primary access to this project is intended to be my means of a new roadway commonly referred to as Mickelsen parkway. Which will be constructed off of SR 505 opposite of Knowles Road. In addition to accessing the property from Mickelsen Parkway, Benaroya desires to access the property by means of multiple vehicular access points on North Military Road. Winlock High School and Middle School are both located on North Military Road between SR 505 and the desired access locations to the project. Both the City of Winlock and the County want to minimize the impact of additional truck traffic on North Military Road. The development agreement provides for up to six access will be allowed on North Military Road. All of the access except for one will be designed to limit the use of the driveways to passenger and two axle vehicles. One access to the west will be designated for truck traffic to flow across North Military Road or to turn right to go north on North Military Road. He then explained the improvement that will be made to North Military Road and the design of Mickelsen Parkway. He also explained the information in the agreement with Benaroya.

**Chair Schulte**, asked if there were any questions. There were none. He closed the question and answer portion of the hearing and opened the formal hearing.

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

**Ron Averill, Centralia**, thanked Benaroya for abiding to the concerns that we have with the High School and Middle School. He was concerned to weeks about the new design of the Road. He asked that we make sure and look at the ecological concerns on the property.

**Chair Schulte**, asked if there was anyone who would like to speak for or against the agreement. There was no one. He closed the hearing and asked for a motion.

**Commissioner Stamper** moved to approve Resolution No. 16-022. **Commissioner Fund** seconded the motion.

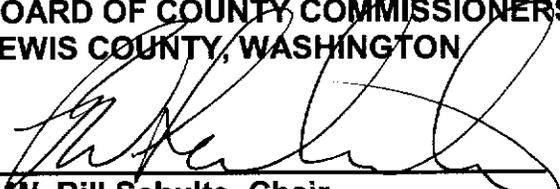
**Resolution No. 16-022 Approval of Development Agreement with Benaroya Capital Company, LLC, regarding Winlock Industrial Project.**

**Motion Carried 3-0**

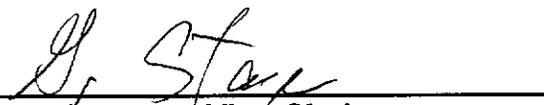
Recorder: Candy Hallom

There being no further business, the BOCC's business meeting adjourned at 10:52 am on January 25, 2016. The next public meeting will be held Monday, February 1, 2016. Please note that minutes from the BOCC's meetings are not verbatim. A recording of the meeting may be purchased at the BOCC's Office.

**BOARD OF COUNTY COMMISSIONERS  
LEWIS COUNTY, WASHINGTON**



**P.W. Bill Schulte, Chair**

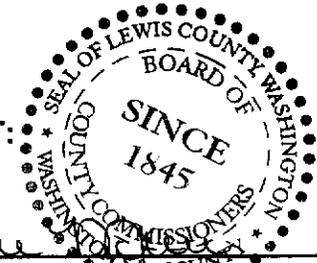


**Gary Stamper, Vice-Chair**



**Edna J. Fund, Commissioner**

**ATTEST:**



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