

LEWIS COUNTY BOARD OF COUNTY COMMISSIONERS (BOCC)

Business Meeting minutes

July 25, 2023

Present: Commissioner Swope, Commissioner Brummer, Commissioner Pollock

Recorder: Rieva Lester

Commissioner Swope called the meeting to order at 10 a.m., determined a quorum and then proceeded with the flag salute.

PUBLIC COMMENT

Rieva Lester noted that Debbie Aust had submitted written public comment.

Peter Lahmann discussed the Digital Navigator Program, which provides phones and tablets for veterans. Peter also invited the public to the museum's July 29 blueberry pancake breakfast fundraiser.

Cynthia Mudge recapped the recent Seattle-to-Portland (STP) bike ride and provided information regarding upcoming ribbon-cutting events.

Carol Brock of Fire District 1 thanked the commissioners for approving the Combined User Committee's request to put a 911 sales tax on the ballot.

CONSENT ITEMS

Commissioner Pollock made a motion to approve minutes from the July 18, 2023, Business Meeting as well as Resolution 23-227. Commissioner Brummer seconded.

Resolution 23-227: Approval of warrants/claims against the various county departments.

Chief accountant Grace Jimenez, representing the Auditor's Office, said warrants 872,348 through 872,620 issued in July 14 for payments against the county totaling \$2,105,357.82. Grace noted a skip in sequence for warrants 872,301 through 872,347 and 872,621 through 872,639, which were issued on behalf of Special Purpose Districts.

Motion passed 3-0.

DELIBERATION ITEMS

Commissioner Brummer made a motion to approve Resolutions 23-228 through 23-235 and Resolution 23-237. Commissioner Pollock seconded.

Resolution 23-228: Approve Emergency Housing Fund (EHF) Contract #24-4619D-114 between the Washington State Department of Commerce Housing Division, Homelessness Assistance Unit (HAU) and Lewis County.

Public Health and Social Services Director Meja Handlen discussed the resolution. Meja said the agreement provides funding up to \$675,000.

Resolution 23-229: Approve Consolidated Contract #CLH31017 Amendment #13 between the Washington State Department of Health (DOH) and Lewis County.

Public Health and Social Services Deputy Director John Abplanalp discussed the resolution. John said the amendment reflects the start of the state's new fiscal year and increases funding by \$1,477,365.

Resolution 23-230: Declaration of surplus personal property.

IT Director Matt Jaeger discussed the resolution. Matt said the county is disposing of surplus property and also has donated desktops and laptops to the Boistfort Fire Department.

Resolution 23-231: Establish a Small Public Works Roster process to award Public Works contracts; a Consulting Services Roster for architectural, engineering and other professional services; and a Vendor Roster for goods and services not related to Public Works contracts.

Chief accountant Grace Jimenez, representing the Auditor's Office, discussed the resolution. Grace said the county is contracting with MRSC to have it provide roster services.

Resolution 23-232: Provide department heads authority to execute certain contracts.

Clerk of the Board Rieva Lester discussed the resolution. Rieva said the resolution sets the amounts to which department heads have authority to bind the county for agreements.

Resolution 23-233: Establish the Lewis County Procurement Policy.

Chief accountant Grace Jimenez, representing the Auditor's Office, discussed the resolution. Grace said the resolution updates the county's procurement policy.

Resolution 23-234: Listing of bids and contractor selected for the Rainier Block Site Improvements Project, #31-2309.

Capital Projects Manager Doug Carey discussed the resolution. Doug said the agreement allows for the addition of sidewalks and other infrastructure at the Rainier Building. Doug said the resolution awards the contract to Midway Underground of Toledo.

Resolution 23-235: Submit an authorizing proposition to the voters of Lewis County to fix and impose a Sales and Use tax of two-tenths of 1 percent pursuant to RCW 82.14.420 to be used solely for the purpose of providing funds for costs associated with the operations of 911 emergency communications systems and facilities.

911 Communications Director Jenn Libby-Jones discussed the resolution. Jenn discussed the two-tenths of the Combined User Committee requested the county propose to voters in the fall.

Resolution 23-237: Reappoint Bryan Merryman and appoint Wallace Rosa as regular members of the Lewis County Water Conservancy Board.

Clerk of the Board Rieva Lester discussed the resolution. Rieva said the resolution extends Bryan Merryman and Wallace Rosa's terms on the Water Conservancy Board while also moving Wallace Rosa from an "alternate" position to a "regular" position.

Motion passed 3-0.

HEARING

Resolution 23-236: Lewis County 2023 budget, emergency and supplemental appropriations to and transfers within current expense and other funds.

Commissioner Swope introduced the hearing.

Budget Administrator Becky Butler gave the staff report. Becky said notice about the hearing was published in The Chronicle July 13 and 20. Becky outlined changes in the proposed amendment since the date of publication. Becky said the amendment reflects expenditure increases totaling \$2,835,647 and revenue increases totaling \$1,466,403 for a decrease in ending fund balance totaling \$1,369,244.

Commissioner Swope asked if there were any questions. There were none.

Commissioner Swope then closed the question-and-answer portion of the hearing.

Becky asked that her previous comments be adopted into the record.

Commissioner Swope asked if anyone wanted to speak for or against the resolution.

No one spoke.

Commissioner Swope closed the hearing.

Commissioner Brummer made a motion to approve Resolution 23-236. Commissioner Pollock seconded. Motion passed 3-0.

ANNOUNCEMENTS

Becky discussed the county's new procurement process using OpenGov.

Commissioner Swope discussed an upcoming visit to tour a facility providing Housing and Essential Needs (HEN) services in Aberdeen.

Commissioner Pollock discussed an upcoming County Roads Administration Board meeting.

Peter Lahmann invited the public to a Labor Day picnic planned for Sept. 4 at Stan Headwall Park.

PRESS CONFERENCE

No questions.

ADJOURNMENT

The BOCC Business Meeting adjourned at 10:25 a.m., with the next Business Meeting scheduled for 10 a.m. Tuesday, July 31, 2023, in the Commissioners' Hearing Room (Room 223).

Minutes from the BOCC Business Meeting are not verbatim. The weekly Business Meeting streams live on YouTube (search for "LewisCountyWa" on YouTube or go to <https://www.youtube.com/user/LewisCountyWa/featured>). Video footage also is available at no charge at <https://lewiscountywa.gov/offices/commissioners/bocc-meetings/>.



ATTEST:

Rieva Lester, Clerk of the Board

BOARD OF COUNTY COMMISSIONERS
LEWIS COUNTY, WASHINGTON

Sean D. Swope, Chair
Scott J. Brummer, Vice Chair
Lindsey R. Pollock, DVM, Commissioner