

**LEWIS COUNTY BOARD OF COUNTY COMMISSIONERS (BOCC)**

**Business Meeting minutes**

**December 26, 2023**

Present: Commissioner Brummer, Commissioner Pollock

Absent: Commissioner Swope

Recorder: Rieva Lester

Commissioner Brummer called the meeting to order at 10:02 a.m., determined a quorum and then proceeded with the flag salute.

**PUBLIC COMMENT**

None.

**CONSENT ITEMS**

*Commissioner Pollock made a motion to approve Resolution 23-416. Commissioner Brummer seconded.*

**Resolution 23-416:** Approval of warrants/claims against the various county departments.

Chief accountant Grace Jimenez, representing the Auditor's Office, said warrants 878,895 through 879,107 and direct disbursements numbered 12254, 12268, 12294, 12350, 12375, 12425, 12408 through 12413, 12415 through 12417, 12419, 12420, 12422 through 12424, 12429, 12442, 12450, 12451, 12212, 12256, 12257, 12270, 12279, 12280, 12291 through 12293, 12298 through 12304, 12312 through 12315, 12351 through 12353, 12396, 12397, 12406, 12421, 12058, 12216, 12255, 12023, 12117, 12235, 12237, 12238, 12258, 12266 and 12393 issued the week of December 15-21, 2023, are approved for a total payment against the County in the amount of \$903,076.84. Grace noted a skip in sequence for warrants 878,818 through 878,894, which were issued on behalf of Special Purpose Districts.

*Motion passed 2-0.*

**DELIBERATION ITEMS**

*Commissioner Pollock made a motion to approve Resolutions 23-417 through 23-424. Commissioner Brummer seconded.*

**Resolution 23-417:** Ratify signature for the Building Structural Upgrades contract for the new Information Technology building.

Capital Projects Management Analyst Linda Mastin discussed the resolution. Linda said the contract with Tundra Construction covers upgrades to the new IT building and totals \$48,000 plus tax.

**Resolution 23-418:** Approve a Master Interlocal Agreement between Lewis County and Lewis County Fire District 8, and authorize signatures thereon.

Clerk of the Board Rieva Lester discussed the resolution. Rieva said the five-year master agreement covers reimbursable work the county does on behalf of Fire District 8.

**Resolution 23-419:** Establish the Lewis County Records Management Policy.

Human Resources Deputy Director Daleyn Coleman discussed the resolution. Daleyn said the resolution establishes a records management policy in accordance with the provisions of RCW 40.14.

**Resolution 23-420:** Adopt 2024 Equipment Rental and Revolving Fund (ER&R) rates for the Public Works Department.

Clerk of the Board Rieva Lester discussed the resolution. Rieva said the resolution establishes 2024 ER&R rates as outlined in the attachment.

**Resolution 23-421:** Approve the First Amendment to the Agreement of purchase and sale of water assets by and between the City of Vader and Lewis County.

Clerk of the Board Rieva Lester discussed the resolution. Rieva said the City of Vader transferred its water system to Lewis County in 2014 with the understanding that it would revert back to the city if specific requirements were met on or before Dec. 16, 2023. Rieva said the resolution would extend that deadline to Dec. 16, 2025.

**Resolution 23-422:** Approve a long-range strategic plan for Lewis County.

Clerk of the Board Rieva Lester discussed the resolution. Rieva said the resolution approves a strategic plan that outlines Lewis County's goals through 2040. She noted that one photo in the document needs to be updated.

**Resolution 23-423:** Establish the Chair and Vice Chair for the Lewis County Board of County Commissioners for 2024.



**Clerk of the Board Rieva Lester** discussed the resolution. Rieva said the resolution establishes the 2024 Chair as Commissioner Brummer and the 2024 Vice Chair as Commissioner Pollock.

**Resolution 23-424: Set Lewis County's 2024 mileage rate at 67 cents per mile effective Jan. 1, 2024.**

**Clerk of the Board Rieva Lester** discussed the resolution. Rieva said the county uses mileage rates set by the IRS. She said the mileage rate will change to 67 cents per mile effective Jan. 1, 2024. She said the change reflects a 1.5-cent-per-mile increase.

*Motion passed 2-0.*

## HEARING

**Resolution 23-425: Lewis County 2023 budget, emergency and supplemental appropriations to and transfers within current expense and other funds.**

Commissioner Brummer introduced the hearing.

Budget Administrator Becky Butler gave the staff report. Becky said the amendment reflects revenue increases totaling \$2,097,762 and expenditure increases totaling \$370,852, resulting in a \$1,726,910 decrease in the estimated ending fund balance.

Commissioner Brummer asked if there were any questions. There were no questions.

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

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

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

No one spoke.

Commissioner Brummer closed the hearing.

**Commissioner Pollock made a motion to approve Resolution 23-425. Commissioner Brummer seconded.**

*Motion passed 2-0.*

## ANNOUNCEMENTS

Lee Napier said the Permit Center will close around noon Dec. 29 to allow for system updates.

## PRESS CONFERENCE

No questions.

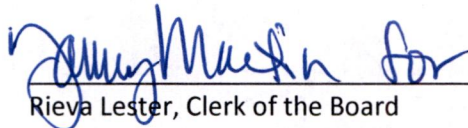
## ADJOURNMENT

The BOCC Business Meeting adjourned at 10:13 a.m., with the next Business Meeting scheduled for 10 a.m. Tuesday, January 2, 2024, in the Commissioners' Hearing Room (Room 223).

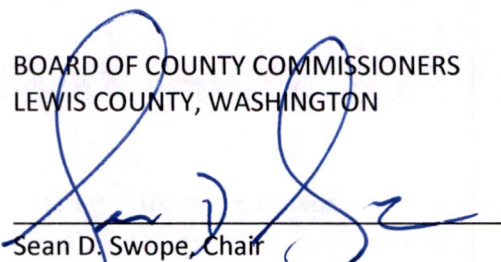
Minutes from the BOCC Business Meeting are not verbatim. The weekly Business Meeting streams live on YouTube (search for "LewisCountyWa" on YouTube or go to <https://www.youtube.com/user/LewisCountyWa/featured>). Video footage also is available at no charge at <https://lewiscountywa.gov/offices/commissioners/bocc-meetings/>.

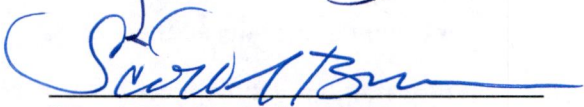


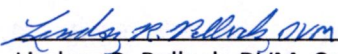
ATTEST:

  
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