

LEWIS COUNTY BOARD OF COUNTY COMMISSIONERS (BOCC)

Business Meeting minutes

December 23, 2025

Present: Commissioner Brummer, Commissioner Pollock

Absent: Commissioner Swope

Recorder: Rieva Lester

Commissioner Brumer called the meeting to order at 10:03 a.m., determined a quorum and then proceeded with the flag salute.

2025 TOUR OF LIGHTS

County Manager Ryan Barrett presented awards for the 2025 Tour of Lights Christmas contest:

- **BOCC:** The Butler Did It
- **911:** Not-So-Silent Nights
- **Assessor's Office:** Christmas Parcels
- **HR / PDR:** Getting Lit
- **Sheriff's Office:** Arrest Ye Merry Gentlemen
- **Clerk's Office:** Santa Paws is Coming to Town
- **Community Development:** Rockete-ing Around the Christmas Tree
- **Juvenile:** Country Christmas
- **The Fair Office:** Only the Grinch Would Serve Jello in Eggnog

And the winner of the 2025 Notable Nutcracker: Community Development.

PUBLIC COMMENT

None.

NOTICE ITEM

Commissioner Pollock made a motion to approve Resolution 25-377. Commissioner Brummer seconded.

Resolution 25-377: Issue a Request for Proposals (RFP) to solicit qualified providers to deliver Animal Shelter Operations Services in Lewis County. Proposals are due electronically through OpenGov (<https://procurement.opengov.com/portal/lewiscountywa>) by 2 p.m. Feb. 2, 2026.

Public Health and Social Services Director Meja Handlen discussed the resolution. Meja discussed the collaboration that went into the RFP.

Motion passed 2-0.

CONSENT ITEMS

Commissioner Pollock made a motion to approve minutes from the December 16, 2025, Business Meeting as well as Resolution 25-378. Commissioner Brummer seconded. Motion passed 2-0.

DELIBERATION ITEMS

Commissioner Pollock made a motion to approve Resolutions 25-379 through 25-382 and 25-384 through 25-389. Commissioner Brummer seconded.

Resolution 25-379: Ratify a professional services agreement between PPC Solutions and Lewis County for the 2026 Law and Justice Center Security Services.

County Manager Ryan Barrett discussed the resolution. Ryan said the 2026 contract for security services reflects an increase over the previous year's contract.

Resolution 25-380: Approve Geoff Soderquist, Public Works Director, as Applicant Agent and Robin Saline, Public Works Contract Administrator, as the Alternate Applicant Agent/Contact for open, federally declared disasters and any future disasters that may occur between Dec. 1, 2025, and Dec. 31, 2026.

Public Works Director Geoff Soderquist discussed the resolution. Geoff said the resolution establishes the county's applicant agent for federal disasters through December 2026.

Resolution 25-381: Close the internal service fund Radio Services Fund No. 5200.

Chief Accountant Grace Jimenez discussed the resolution. Grace said changes to operations of the Radio Services department have eliminated the need for an internal service fund.

Resolution 25-382: Extend the existing interfund loan from REET II Fund No. 3120 to the Homeless Shelter Capital Fund No. 3500.

Chief Accountant Grace Jimenez discussed the resolution. Grace said the Homeless Shelter capital project is nearing the closeout phase and requires an extension of the cash-flow loan.

Resolution 25-384: **Approve a 2.7% increase to the salary schedules for Non-Represented employees effective Jan. 1, 2026.**

County Manager Ryan Barrett discussed the resolution. Ryan said the resolution approves cost-of-living adjustments for non-represented employees.

Resolution 25-385: **Approve updates to the Lewis County Employee Handbook to align with 2026 collective bargaining agreements and county policy.**

County Manager Ryan Barrett discussed the resolution. Ryan said the resolution updates the employee handbook to align with changes made through recent CBAs.

Resolution 25-386: **Approve Public Defender contracts for Superior, Juvenile and District Courts for the 2026 calendar year.**

Budget Administrator / Risk Director Becky Butler discussed the resolution. Becky said the resolution approves 2026 contracts for indigent defense.

Resolution 25-387: **Approve a financial contribution agreement between Lewis County and Timber River Connections for senior nutrition program support during calendar year 2026.**

Budget Administrator / Risk Director Becky Butler discussed the resolution. Becky said the resolution approves funding for Timber River Connections to provide nutrition for the poor and infirm.

Resolution 25-388: **Approve a personal services agreement with Robert K. Weidner.**

Clerk of the Board Rieva Lester discussed the resolution. Rieva said the resolution approves a \$17,500 contract with Robert Weidner for 2026 lobbying services.

Resolution 25-389: **Approve Addendum A to Resolution 25-340 to capture levy information submitted by junior taxing districts on or after Dec. 1, 2025.**

Clerk of the Board Rieva Lester discussed the resolution. Rieva said the resolution captures levy certifications and corrections submitted by junior taxing districts on or after Dec. 1.

Motion passed 2-0.

Commissioner Pollock made a motion to approve Resolution 25-383. Commissioner Brummer seconded.

Resolution 25-383: Award contract for Three Tower Modifications project to Day Wireless for remediation at Cooks Hill, Hopkins and Baw Faw sites.

Capital Infrastructure Specialist Matt Patana discussed the resolution. Matt said that although the project is not funded by a grant, the next phase is, making the timing of the contract award crucial.

Motion passed 2-0.

HEARINGS

Resolution 25-376: Lewis County 2025 budget, emergency and supplemental appropriations to and transfers within current expense and other funds. (This is the continuation of a hearing that was recessed on Dec. 16, 2025.)

Commissioner Brummer introduced the hearing.

Budget Administrator / Risk Director Becky Butler gave the staff report.

Becky said the amendment reflects expenditure increases totaling \$2,315,788 and revenue increases totaling \$1,545,509, resulting in a decrease in the estimated ending fund balance in the amount of \$770,279.

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 25-376. Commissioner Brummer seconded. Motion passed 2-0.

Resolution 25-390: Approve a franchise to Cardinal FG Company to install, construct, operate and maintain water facilities in Lewis County road rights of way.

Commissioner Brummer introduced the hearing.

Real Estate Services Manager Kimberly Edminster gave the staff report. Kimberly said the agreement allows Cardinal to construct, operate and maintain water facilities in county road rights of way.

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

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

Kimberly 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 25-390. Commissioner Brummer seconded. Motion passed 2-0.

Resolution 25-391: Adopt a Revised 5-year Homelessness Services Plan for 2025-2030.

Commissioner Brummer introduced the hearing.

Consultant Eric Eisenberg and Public Health and Social Services Director Meja Handlen gave the staff report. Eric and Meja provided an overview of the plan as well as details about the extensive outreach and reviews related to its development. Eric noted that the commissioners could postpone their decision regarding the plan because Commerce had granted the county an extension until February 15, 2026, to accept additional public and stakeholder input. He and Meja also noted that the plan can be amended as needed.

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

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

Eric and Meja asked that their previous comments be adopted into the record.

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

No one chose to speak.

Commissioner Brummer closed the hearing.

Commissioner Pollock made a motion to approve Resolution 25-391. Commissioner Brummer seconded. Motion passed 2-0.

ANNOUNCEMENTS

Commissioner Brummer noted that there would be no Business Meeting on Dec. 30.

PRESS CONFERENCE

No questions.

ADJOURNMENT

The BOCC Business Meeting adjourned at 10:45 a.m., with the next Business Meeting scheduled for 10 a.m. Tuesday, January 6, 2026, 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
Rieva Lester, Clerk of the Board

BOARD OF COUNTY COMMISSIONERS
LEWIS COUNTY, WASHINGTON

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Scott J. Brummer, Chair

Lindsey R. Pollock, DVM
Lindsey R. Pollock, DVM, Vice Chair

Sean D. Swope
Sean D. Swope, Commissioner