

LEWIS COUNTY BOARD OF COUNTY COMMISSIONERS (BOCC)

Business Meeting minutes

April 6, 2020

Present: Commissioner Stamper, Commissioner Jackson (remotely), Commissioner Fund (remotely at 10:14 a.m.)

Recorder: Rieva Lester

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

PUBLIC COMMENT

No comment.

NOTICE ITEMS

Commissioner Jackson made a motion to approve Resolutions 20-108 through 20-110. Commissioner Stamper seconded.

Resolution 20-108: Issue a Request for Proposals (RFP) for a total compensation study. Proposals are due April 27, 2020.

Human Resources / Risk / PDR Director Steve Walton spoke to the resolution. He said a request is being made for a study of the county's wage and benefits packages.

Resolution 20-109: Notice of hearing for Lewis County 2020 budget emergency and supplemental appropriations to and transfers within current expense and various funds. The hearing will take place in the Commissioners' hearing room at 10 a.m. April 20, 2020. Public testimony can be given by mail, via email or by Zoom online / by phone.

County Manager Erik Martin spoke to the resolution. He said the hearing can be accessed through Zoom. He said written comments also can be submitted by mail or via email. Erik noted that the upcoming amendment will address essential matters. He clarified that anything related to COVID-19 response is considered essential, as are any amendments related to Public Works roads projects and the District 5 water system.

Resolution 20-110: Publishing the Small Works Roster for Lewis County and appointing the Public Works Director as approving authority for category changes.

Public Works Director Josh Metcalf spoke to the resolution. He said the county and agencies with which the county has interlocal agreements can contract with companies listed on the Small Works Roster.

Motion passed 2-0.

CONSENT ITEMS

Commissioner Jackson made a motion to approve minutes from the March 16, 2020, meeting as well as Resolution 20-111. Commissioner Stamper seconded.

Resolution 20-111: Approval of warrants/claims against the various county departments.

Chief accountant Suzette Smith, representing the Auditor's Office, said warrants 827,386 through 827,486 and direct disbursements numbered 1805, 1858, 1940 through 1942, 1944 through 1952, 1957, 1960 through 1966, 1968 through 1972 and 1978 through 1980 were issued for payments against the county totaling \$219,367.96.

Motion passed 2-0.

Commissioner Fund joined remotely at 10:14 a.m.

DELIBERATION ITEMS

Commissioner Jackson made a motion to approve Resolutions 20-112 through 20-120. Commissioner Fund seconded.

Resolution 20-112: The proposed acquisition of additional right of way for King Road MP 5.31 in Winlock.

Public Works Director Josh Metcalf spoke to the resolution. He said the county will need to acquire additional right of way and property rights from two property owners for a fish passage culvert project in Winlock.

Resolution 20-113: Approve a lease agreement between Washington State Department of Transportation and Lewis County for the right of way to a pedestrian trail.

Public Works Director Josh Metcalf spoke to the resolution. He said the area is at the intersection of State Route 5 and Mellen Street. Josh said the project is on the west side of Interstate 5. He said the trail will join up with Airport Road.

Resolution 20-114: Approve an agreement between Lewis County and Energy Northwest for telecommunications equipment at the Surge Tank at the Packwood Lake Hydroelectric facility and authorizing signatures thereon.

Communications / E911 Administrator Scott Smitherman spoke to the resolution. He said the agreement will allow for the county to maintain equipment at the Surge Tank at the Packwood Lake Hydroelectric facility. He said the agreement is a five-year extension of an existing contract that is set to expire.

Resolution 20-115: Approve a professional services contract between Lewis County and ESD 113.

County Manager Erik Martin spoke to the resolution. He said the county would like the school to hire a Student Assistance Navigator to provide coordination of care for youth and their families throughout ESD 113.

Resolution 20-116: List the bids received and contractor selected for the material purchase of a precast reinforced concrete split box culvert for future installation.

Public Works Director Josh Metcalf spoke to the resolution. He said the bid call was issued March 2. He said the county received one bid: a bid for \$107,261.00 from Columbia Precast Products of Woodland. Josh said the Engineer's Estimate for the project was \$73,514.80.

Resolution 20-117: List the bids received and contractors selected for the 2020 Rock Purchase.

Public Works Director Josh Metcalf spoke to the resolution. He said the county received the following four bids:

Contractor name	3-inch rock	Crushed surfacing top course
Good Crushing of Toledo	\$9.05/ton	\$9.80/ton
Winston Quarry of Mossyrock	\$10.50/ton	\$11.50/ton
Northwest Rock Inc. of Aberdeen	\$9.00/ton	\$15.00/ton
Green Dream International of Erie, PA	\$15.93/ton	\$12.96/ton

Josh said Good's Crushing was the lowest responsive bidder for Hyak Road and Tune Road at \$62,515.00. He said Winston Quarry was the lowest responsive bidder for Wilson Road at \$60,467.50.

Resolution 20-118: Approve an employment agreement between Lewis County and Janelle Kambich for Consulting Office Management and Technical Services.

County Manager Erik Martin spoke to the resolution. He said the Prosecuting Attorney's Office would like to have Janelle Kambich stay on to provide office-management and technical services following her departure.

Resolution 20-119: Approve a Memorandum of Agreement between Lewis County and Washington State University Extension.

Budget Services Manager Becky Butler spoke to the resolution. She said the agreement is for the year 2020. She said the resolution moves the salaries and benefits of two employees under Lewis County management to that of Washington State Extension.

Resolution 20-120: List the bids received and newspaper selected for Lewis County legal printing for July 1, 2020-June 30, 2021.

Clerk of the Board Rieva Lester spoke to the resolution. She said the county received the following bids:

BIDDER NAME	PRICE PER 1.20 COLUMN INCH	SAMPLE PRICE
The Chronicle	\$3.10	\$23.87
Lewis County News	\$3.00 / \$3.20 (both amounts written on submission)	\$30.60
East County Journal	\$5.75	\$44.56

Rieva said The Chronicle was the lowest responsive bidder and that the resolution would name The Chronicle Lewis County's newspaper of record for July 1, 2020, through June 30, 2021.

Motion passed 3-0.

ANNOUNCEMENTS

Commissioner Fund discussed a morning meeting with the National Guard.

Commissioner Jackson and Commissioner Fund discussed a convoy memorial held April 5 to honor fallen trooper Justin R. Schaffer, who was killed in the line of duty March 24, 2020.

Steve Walton introduced Megan Eastman, the county's new Benefits Specialist.

Eric Martin noted that the commissioners had closed the buildings to the public through April 17. He noted that Gov. Inslee on April 3 extended the statewide closures through May 4, 2020.

Ron Averill of Centralia said the senior centers expect to produce and deliver 5,000 meals per week by the end of the week.

Lewis County Treasurer Arny Davis said he will send out a press release regarding property tax deadlines.

Erik Martin said the Washington State Broadband Office is working with WSU to create "dri-fi," drive-by wifi hotspots at WSU Extension sites.

PRESS CONFERENCE

No questions from the press.

ADJOURNMENT

The BOCC Business Meeting adjourned at 10:55 a.m., with the next Business Meeting scheduled for 10 a.m. Monday, April 13, 2020, in the Commissioners' Hearing Room (Room 223).

Please note that minutes from the BOCC Business Meeting are not verbatim. A recording of the meeting may be purchased at the BOCC office, or video footage can be viewed at no charge at LewisCountyWa.gov/bocc-meetings. Video footage of BOCC meetings also is aired on Comcast Channel 3 at 10 a.m., 2 p.m., 6 p.m., and 10 p.m. daily. Video footage also can be found on the Lewis County Commissioners' Facebook page.



ATTEST:

Rieva Lester, Clerk of the Board

BOARD OF COUNTY COMMISSIONERS
LEWIS COUNTY, WASHINGTON

Gary Stamper, Chair

Edna J. Fund, Vice Chair

Robert C. Jackson, Commissioner