

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

**Business Meeting minutes**

**April 27, 2020**

Present: Commissioner Stamper, Commissioner Fund (remotely), Commissioner Jackson

Recorder: Rieva Lester

Commissioner Stamper called the meeting to order at 3 p.m., determined a quorum and then proceeded with the flag salute.

**PUBLIC COMMENT**

None.

Commissioner Jackson made a motion to add to the agenda the following two items: Resolution 20-136, regarding a notice of hearing for the proposed acceptance of the Water-Sewer District 5 transfer agreement, and Resolution 20-141, regarding an amended interlocal agreement with the City of Vader for District Court services.

Commissioner Fund seconded.

Motion passed 3-0.

Commissioner Jackson made a motion to authorize the Chair to sign proclamations on behalf of the Board of County Commissioners during the county's Stay Home, Stay Healthy building closures.

Commissioner Fund seconded.

Motion passed 3-0.

Commissioner Jackson made a motion to approve an addendum to Lewis County's contract with Lewis County Public Health Officer Dr. Rachel Wood.

Commissioner Fund seconded.

JP Anderson explained that the proposed addendum provides additional compensation. He said it updates Dr. Wood's contract to include a provision to pay her \$50 an hour for time spent over eight hours per week during the COVID -19 response. Lewis County Deputy Prosecuting Attorney Kevin McDowell said the provision would continue until the COVID-19 emergency ends or Dec. 31, 2020, whichever comes first. Kevin said the provision also requires that Dr. Wood track all of her time spent working for Lewis County.

Motion passed 3-0.



## NOTICE ITEMS

*Commissioner Jackson made a motion to approve Resolutions 20-136 through 20-139. Commissioner Fund seconded.*

**Resolution 20-136:** Notice of Hearing for the proposed acceptance of the Lewis County Water-Sewer District #5 Transfer Agreement in accordance with RCW 36.94.330. The hearing will take place May 11, 2020.

Public Works Director Josh Metcalf spoke to the resolution. He said the hearing on the transfer of Lewis County Water-Sewer District #5 will take place on May 11.

**Resolution 20-137:** Issue a Request for Proposals (RFP) to provide annual cultural resources services for projects including Federal Highway Administration (FHWA) funded projects and Lewis County Transportation Improvement Program (TIP) projects. Proposals are due to the Public Works Director by 5 p.m. May 29, 2020.

Public Works Director Josh Metcalf spoke to the resolution. He said the contract will be for two years. He said the work will continue several projects, including those for the 2019 County Safety Program, the Harrison Avenue Improvements Project, Centralia Alpha Road Improvements project and the Lewis County Fire District 3 Fire and Emergency Facility Phase II Construction Project. Josh said the county's current contract expires at the end of the year.

**Resolution 20-138:** Issue a request for proposals (RFP) to retain professional service agreement to provide tire disposal services. Proposals are due to the Solid Waste Services Manager due to Solid Waste by 3 p.m. May 22, 2020.

Solid Waste Services Manager Greg spoke to the resolution. He said the RFP is for tires collected at the transfer station. Greg discussed the different types of tires the center processes annually.

**Resolution 20-139:** Notice of Public Hearing and proposed action to ratify Ordinance 1317, a moratorium upon certain building permits within the boundaries of Water-Sewer District #5. The hearing will take place May 18, 2020.

Community Development Director Lee Napier spoke to the resolution. She said the commissioners will review the ordinance later during the day's meeting and that the after-the-fact hearing to ratify it will take place on May 18, 2020.

*Motion passed 3-0.*



## CONSENT ITEMS

*Commissioner Jackson made a motion to approve minutes from the April 20, 2020, meeting as well as Resolution 20-140. Commissioner Fund seconded.*

**Resolution 20-140:** Approval of warrants/claims against the various county departments.

Chief accountant Suzette Smith, representing the Auditor's Office, said warrants 828,113 through 828,248 were issued in April for payments against the county totaling \$704,981.21.

She noted a skip in sequence for warrants 828,035- 828,112, which were issued on behalf of Special Purpose Districts.

*Motion passed 3-0.*

## DELIBERATION ITEMS

*Commissioner Jackson made a motion to approve Resolutions 20-141 through 20-143 as well as Ordinance 1317. Commissioner Fund seconded.*

**Resolution 20-141:** Approve an amended interlocal agreement between the City of Vader and Lewis County for District Court services.

DPA Amber Smith spoke to the resolution. She said the agreement was signed roughly six months ago. She said there have been issues regarding 200 or so older cases out of Vader. She said the interlocal would allow those cases to be resolved.

**Resolution 20-142:** Approve an increase of Veterans Relief Fund Assistance due to the COVID-19 pandemic through the end of 2020.

Public Health and Social Services Director JP Anderson spoke to the resolution. He said the amendment would increase rental assistance from \$750 to \$1,500, food vouchers from \$450 to \$900 and utilities assistance from \$450 to \$900. He said the funding comes from property taxes. He said the change received unanimous support.

**Resolution 20-143:** Appoint Steve Wohld as the Chief of Internal Services.

County Manager Erik Martin spoke to the resolution. He said Steve Wohld has been serving as Chief of Internal Services for a while and that the appointment is effective April 1.



**Ordinance 1317:** Approve Ordinance No. 1317 to renew the moratorium upon certain building permits within the boundaries of Water-Sewer District #5.

Community Development Director Lee Napier spoke to the resolution. She said the current moratorium was set to expire May 4, 2020. She said Ordinance 1317 extends the moratorium for six months beginning May 4, 2020. Erik Martin said it's possible the moratorium can be lifted in the future after Lewis County takes over the Water-Sewer District.

*Motion passed 3-0.*

## COVID-19

Erik Martin said the county has learned of an additional new COVID-19 case: an individual in their 30s. Erik said the county now has 29 confirmed cases, including three fatalities.

Erik said that if COVID-19 is listed as a contributing factor on a death certificate, the death is considered a COVID-related death.

JP Anderson said there were an estimated 24,000 to 62,000 flu-related deaths nationwide between Oct. 1, 2019, and April 4, 2020.

Erik and Becky Butler discussed a memo on the agenda for the following day. Becky noted that the county does not yet have numbers on sales tax revenue.

Larry McGee discussed a "tool kit" being created to help area businesses prepare for an eventual reopening of services.

Erik Martin discussed work to identify needs – floor stickers, plexiglass, gloves, etc. – for offices and departments as they prepare to reopen to the public.

Susie Palmateer discussed steps the courts have taken place in preparation for reopening to the public.

Commissioner Jackson left at 3:54 p.m. and returned at 3:57 p.m.

The group discussed how to prepare for a return to regular services. Lee Napier stressed a need to focus on:

- County employees
- Facilities
- The public

JP Anderson said the Department of Commerce will be the point agency of guidance for area businesses.

Josh Metcalf said the county's supply chain appears to be drying up.

Josh said Andy has created kits to distribute to area nursing homes, etc.

Josh said hand sanitizer and cleaner spray continue to be hard to find. He said FEMA will not provide the 25 percent in funding it had said it would.



Commissioner Jackson left at 4:07 p.m.

## ANNOUNCEMENTS

Commissioner Fund and Becky Butler discussed requesting the state ease unfunded mandates.

Ron Averill discussed the Lewis County Seniors' efforts to provide area meals to local seniors.

Larry McGee provided an update on federal funding.

Dr. Lindsey Pollock thanked the county for its efforts to go virtual so the public can stay involved in the commissioners' meetings.

Josh Metcalf said the county's free voucher program for Solid Waste has been delayed.

## PRESS CONFERENCE

No questions from the press.

## ADJOURNMENT

The BOCC Business Meeting adjourned at 4:18 p.m., with the next Business Meeting scheduled for Monday, May 4, 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](http://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  
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Edna J. Fund, Vice Chair  
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Robert C. Jackson, Commissioner



