

LEWIS COUNTY BOARD OF COUNTY COMMISSIONERS (BOCC)

Business Meeting minutes

October 5, 2020

Present: Commissioner Stamper, Commissioner Fund, Commissioner Jackson

Recorder: Rieva Lester

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

PUBLIC COMMENT

No comments.

PRESENTATIONS

Commissioner Fund made a motion to approve two proclamation: one proclaiming Oct. 4-10, 2020, as Fire Prevention Week and the other proclaiming October as Lewis County Disaster Preparedness & Lewis County Alert Awareness Month. Commissioner Jackson seconded.

Proclaiming Oct. 4-10, 2020, as Fire Prevention Week.

Emergency Management Deputy Director Andy Caldwell read the proclamation into the record. He and Commissioner Fund discussed the need for fire safety.

Proclaiming October as Lewis County Disaster Preparedness & Lewis County Alert Awareness Month.

Emergency Management Deputy Director Andy Caldwell read the proclamation into the record. Andy discussed the need to have a disaster evacuation plan in place and to have a 72-hour "go bag" and a two-week emergency kit.

Motion passed 3-0.

CONSENT ITEMS

Commissioner Jackson made a motion to approve minutes from the September 28, 2020, meeting as well as Resolution 20-349. Commissioner Fund seconded.

Resolution 20-349: Approval of warrants/claims against the various county departments.

Financial Analyst III Grace Jimenez, representing the Auditor's Office, said warrants 833,200 through 833,211 and 833,242 through 833,426 were issued between Sept. 25 and Oct. 1 for payments against the county totaling \$1,006,022.42. She said payroll/tax deposit warrants numbered 795,794 through 795,795 and Automatic Deposits 16,721 through 17,328 also were approved for payments totaling \$1,728,573.57. Grace noted a skip in sequence for warrants 833,212 through 833,241, which were issued on behalf of Special Purpose Districts.

Motion passed 3-0.

DELIBERATION ITEMS

Commissioner Fund made a motion to approve Resolutions 20-350 through 20-354. Commissioner Jackson seconded.

Resolution 20-350: Authorize placement of a Casual Accounting Specialist on the Lewis County Salary Grid (13 Step M Grid) for Non-Union Help.

HR Generalist Daleyn Coleman spoke to the resolution. She said the position will fall under the Budget department.

Resolution 20-351: Approve a professional services contract between Lewis County and Lewis County Work Opportunities.

Public Health and Social Services Director JP Anderson spoke to the resolution. He said the agreement will provide \$57,000 to allow for services to individuals with developmental disabilities.

Resolution 20-352: Authorize the Chair to sign the Community Rating System Annual Recertification Document.

Community Development Director Lee Napier spoke to the resolution. She said the recertification is for February 2019 to September 2020. Lee said Lewis County has a CRS rating of 5. Commissioner Fund noted that the rating helps secure lower flood insurance rates.

Resolution 20-353: Approve a \$175,000 .09 ("Distressed Counties") grant agreement with Lewis County Public Utility District (PUD) #1 for the "Engineering Analysis & Report to Support Winlock Industrial Park and Surrounding Area" project.

County Manager Erik Martin spoke to the resolution. He said the grant will provide funding for future power needs.

Resolution 20-354: Approve a \$1.7 million .09 ("Distressed Counties") grant agreement with the City of Winlock for the Winlock Industrial Park Sewer Extension project.

County Manager Erik Martin spoke to the resolution. He said the grant will help with sewer line work. Commissioner Stamper thanked Dan Rich for his help with the EDC.

Motion passed 3-0.

HEARINGS

Resolution 20-355: Approving a franchise to City of Winlock to install, construct, operate and maintain water line facilities in Lewis County road rights of way.

Commissioner Stamper introduced the hearing.

Real Estate Services Manager Martin Roy gave the staff report. Martin said the proposal is to expand an existing franchise to cover 16 square miles. He said the franchise will be for five years.

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

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

Martin asked that his previous comments be adopted into the record.

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

No one spoke.

Commissioner Stamper closed the hearing.

Commissioner Jackson made a motion to approve Resolution 20-355. Commissioner Fund seconded.

Motion passed 3-0.

Ordinance 1321: Establish authority for the Lewis County Manager.

Commissioner Stamper introduced the hearing.

Deputy Prosecuting Attorney Cullen Gatten gave the staff report. He said Ordinance 1321 outlines the powers and functions of the County Manager, as the board is allowed to delegate under RCW 36.16.070.

Cullen said the ordinance outlines the County Manager's authorities, to include:

- Supervise administrative departments under the BOCC.
- Execute and enforce all ordinances and state statutes not assigned to other elected officials.

- Present to the commission any reports which he or she may deem necessary.
- Present annual budgets.
- Determine the organizational structure of and assign duties to administrative departments.
- Sign or cause to be signed on behalf of the county all deeds, contracts and instruments not otherwise reserved to others by this ordinance or state law.
- Conduct collective bargaining on behalf of the county.
- Recommend policies including, but not limited to, base pay, incentive and premium compensation.
- Manage properties owned by the county.

County Manager Erik Martin thanked the commissioners for clarifying the job and expectations of the County Manager position. Erik said he will continue to consult with the commissioners on major decisions.

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

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

Cullen Gatten and Erik Martin asked that their previous comments be adopted into the record.

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

No one spoke.

Commissioner Stamper closed the hearing.

Commissioner Jackson made a motion to approve Ordinance 1321. Commissioner Fund seconded.

Motion passed 3-0.

COVID-19

JP Anderson said the county had 11 new cases Oct. 3 and three new cases Oct. 4. He said there were no new outbreaks at the congregate sites over the weekend. JP said Health continues to work with IPAC and the area school districts to map out the best way schools can safely reopen.

JP Anderson said the county may be able to join an existing contract for contact tracing at no charge. Commissioner Fund noted that constituents with school-specific questions need to reach out to their school districts. JP Anderson echoed that sentiment. Erik Martin said he discussed cyber-coverage with Toledo School District Superintendent Chris Rust on Oct. 2 and that Chris indicated Toledo now has verified that all of Toledo's students have internet access.

JP said he would reach out to superintendents to gauge internet access countywide. He said parents who had reached out to the county in the past are now reaching out to their school districts in the wake of changes to Health Officer Dr. Wood's recommendations.

Erik discussed a COVID-19 Forum follow-up meeting that had been proposed. The commissioners agreed to invite the school districts to provide updates during the commissioners' Thursday updates.

Commissioner Fund suggested compiling links to area school districts on either the Health website or BOCC website.

ANNOUNCEMENTS

Ron Averill said the Farm Bureau plans to hold its annual meeting.

PRESS CONFERENCE

No questions from the press.

ADJOURNMENT

The BOCC Business Meeting adjourned at 11:03 a.m., with the next Business Meeting scheduled for 10 a.m. Monday, October 12, 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