

LEWIS COUNTY BOARD OF COUNTY COMMISSIONERS (BOCC)

Business Meeting minutes

December 7, 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

None.

NOTICE ITEMS

Commissioner Fund made a motion to approve Resolutions 20-437 and 20-438. Commissioner Jackson seconded.

Resolution 20-437: 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 or after 10 a.m. Dec. 21.

Budget Administrator Becky Butler discussed the resolution. She said the amendment would increase expenditures in the amount of \$2,313,512, offset with an increase in revenue in the amount of \$2,436,420 and an increase of fund balance of \$122,908. She noted that the figures could change.

Resolution 20-438: The proposed vacation of a portion of the Loren LaBree Road No. 328. The hearing will take place in the Commissioners' Hearing Room at or after 10 a.m. Jan. 4, 2021.

Real Estate Services Manager Martin Roy discussed the resolution. He said a property owner has requested the vacation of the portion of Loren Labree Road.

CONSENT ITEMS

Commissioner Jackson made a motion to approve minutes from the November 30, 2020, meeting as well as Resolution 20-439. Commissioner Fund seconded.

Resolution 20-439: Approval of warrants/claims against the various county departments.

Chief accountant Suzette Smith, representing the Auditor's Office, said warrants 835,842 through 835,930 and direct disbursements numbered 2824 through 2827, 2834, 2835, 2854 through 2857, 2868, 2869 and 2871 in November and December for payments against the county totaling \$2,117,784.37.

She noted a skip in sequence for warrants 835,816 through 835,841, which were issued on behalf of Special Purpose Districts.

Motion passed 3-0.

DELIBERATION ITEMS

Commissioner Fund made a motion to approve Resolutions 20-440 through 20-445. Commissioner Jackson seconded.

Resolution 20-440: Allocate Coronavirus Relief Funds through the Department of Public Health & Social Services to Lewis County School Districts for costs incurred during the COVID-19 emergency and the safe reopening of schools.

Budget Administrator Becky Butler spoke to the resolution. She said the commissioners had agreed to allocate \$40 per student to help with distance learning, cleaning, etc.

Resolution 20-441: Approve a Memorandum of Understanding between Lewis County and Housing Resource Center to provide rapid rehousing and prevention services in the amount of \$267,193.

Public Health & Social Services Director JP Anderson spoke to the resolution. He said the funds will help those who are homeless or at risk at becoming homeless. He said the contract is for Nov. 1, 2020, to Sept. 30, 2022.

Resolution 20-442: Approve an agreement between Lewis County and Lewis Gather Church to provide funds for coordinated entry and homeless prevention services in the amount of \$150,000.

Public Health & Social Services Director JP Anderson spoke to the resolution. He said the funds will help provide services to reduce homelessness in Lewis County. He said the contract is for Nov. 1, 2020, through June 30, 2022.

Resolution 20-443: Approve an agreement between Lewis County and Lewis County Gospel Mission to provide funds for hygiene services in the amount of \$11,235.

Public Health & Social Services Director JP Anderson spoke to the resolution. He said the funds will help provide services to those who are homeless. He said the contract is for Nov. 1, 2020, through June 30, 2022.

Resolution 20-444: The proposed vacation of a portion of the Branch of E. J. Lentz Road No. 405A.

Real Estate Services Manager Martin Roy discussed the resolution. He said the resolution authorizes the county to determine whether it should keep the road.

Resolution 20-445: Appoint Heidi Buswell to the Lewis-Mason-Thurston Area Agency on Aging (LMTAAA) Advisory Council.

Commissioner Stamper spoke to the resolution. He said Heidi Buswell also serves on the Toledo School Board.

Motion passed 3-0.

HEARINGS

County Manager Erik Martin explained that the commissioners would hold two hearings covering three resolutions.

Resolution 20-446: Adopt the Annual Budget of Lewis County for the calendar year of 2021.

Commissioner Stamper introduced the hearing.

County Manager Erik Martin gave the staff report.

Erik thanked the electeds, county staff, the public and the Citizens Budget Committee for their participation in the budget process.

Erik reviewed the timeline followed for the budget as well as the meetings that took place over the year to set the 2021 budget. He outlined the impacts of unfunded mandates, underfunded mandates and the fallout from COVID-19.

Erik said notice of the hearing was published in the Chronicle on Nov. 17 and 24 and in the East County Journal on Nov. 18 and 25. He said a public informational meeting was held Nov. 12. He said the proposed budget sets the revenue at \$114,643,685 and the expenditures at \$122,628,352. He noted that the budget is balanced using \$7,984,667 in reserves.

Erik outlined increases reflected in the budget and noted that the resolution includes two additional actions:

- Provides budget appropriations for salaries and benefits in direct correlation to staffing levels. He noted that the appropriations may not be transferred to other budget line items without the approval of the Board of County Commissioners.
- Adopts the Capital Facilities 10-Year Project List as recommended by the CFP Committee.

Budget Administrator Becky Butler reviewed the typical savings in salaries that take place annually due to vacancies. She also noted that revenues typically come in higher than anticipated because the county estimates revenues conservatively.

Citizens Budget Committee member Paul Crouner expressed his appreciation for the county's efforts.

Commissioner Stamper asked if there were any questions.

There were no questions.

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

Erik Martin and Becky Butler asked that their previous comments be adopted into the record.

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

Frank Corbin said he was please to return to the Citizens Budget Committee.

Commissioner Stamper closed the hearing.

Commissioner Jackson made a motion to approve Resolution 20-446. Commissioner Fund seconded.

Motion passed 3-0.

Commissioner Jackson left at 10:43 a.m.

Resolution 20-447: Make a Declaration of Substantial Need for purposes of setting the limit factor for the property tax levies for the General and Roads Funds in 2021.

Resolution 20-448: Set the Property Tax budgets and levies for both the Current Expense and Road Fund for 2021.

Commissioner Stamper introduced the hearing for the two resolutions.

County Manager Erik Martin gave the staff report. He outlined the following: Under state law, the county may only increase its property tax levy by 1 percent in a given year, and local governments with a population of 10,000 or more are limited to the lesser of 1 percent or the rate of inflation (IPD). However, if inflation falls below 1 percent, the county may adopt a resolution of "substantial need," allowing it to increase the levy (or bank the excess capacity) up to the full 1 percent. This year the IPD is .602 percent.

Erik said Resolution 20-448 would establish the levy for the General Fund and the Road Fund. He said the proposed levies reflect a 0 percent increase over the previous year's amounts.

Becky said the county levied the full 1 percent the previous year.

Erik said the resolution sets the county's General levy at \$14,120,000 and the County Road levy at \$13,000,000.

Commissioner Stamper asked if there were any questions.

There were no questions.

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

Erik and Becky 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 Fund made a motion to approve Resolution 20-447. Commissioner Stamper seconded. Motion passed 2-0.

Commissioner Fund made a motion to approve Resolution 20-448. Commissioner Stamper seconded. Motion passed 2-0.

COVID-19

JP Anderson said the county saw roughly 70 new cases over the weekend. He said the number of hospitalizations is becoming a real concern.

JP discussed the plan for distributing the first waves of vaccines. JP said the antigen tests have not been accounted for in the state data like the regular COVID-19 nasal swab tests have. He said antigen tests will soon be included in the totals.

ANNOUNCEMENTS

The group discussed the anniversary of the Pearl Harbor attack.

PRESS CONFERENCE

No questions.

ADJOURNMENT

The BOCC Business Meeting adjourned at 10:58 a.m., with the next Business Meeting scheduled for 10 a.m. Monday, December 14, 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