

**Chehalis River Basin Flood Control Zone District
Special Meeting
Minutes**

**Lewis County Commissioners Hearing Room
2nd floor of the Historic Courthouse
351 NW North St
Chehalis WA 98532**

Meeting Date: December 10, 2019

Meeting Time: 1:30 pm

I. Call to Order

The meeting was called to order by Chehalis River Basin Flood Control Zone District Supervisor Edna Fund at 1:31 p.m., Tuesday, December 10, 2019. Those in attendance were:

Edna J. Fund	Chehalis River Basin Flood Control Zone District Supervisor
Robert Jackson	Chehalis River Basin Flood Control Zone District Supervisor
Erik Martin	Chehalis River Basin Flood Control Zone District Administrator
Amber Caulfield	Civil DPA, Lewis County Prosecutor
Josh Metcalf	Lewis County Public Works Director
Ralph Mancini	Chronicle Reporter
Lara McRea	Interim Clerk, Board of Supervisors

II. Verification of a Quorum

There is a quorum of two district supervisors. Supervisor Stamper is absent.

III. Introductions

Introductions were made.

IV. Approval of Minutes for October 23, 2019

Motion made by Supervisor Jackson to approve the minutes of October 23, 2019. Supervisor Fund seconded the motion. Motion approved.

V. Public Comment

No comments.

VI. Invoice approvals

Invoice Approvals (Grant 17-1373 Chehalis Basin Strategy Participation)	
• Payment to Gordon, Thomas, Honeywell for Oct 2019 Govt Affairs Svcs	\$ 14,365.00
• Payment to LC Public Works, Staff time for Oct 2019	\$ 4,277.69
• Payment to Lewis County Administration, Staff time for Oct 2019	\$ 2,314.86
• Payment to HDR Engineering Svcs 9.29.19-10.26.19	\$ 42,430.41
Total of all expenses:	\$ 63,387.96

Motion made by Supervisor Jackson to approve the invoices totaling \$63,387.96. Supervisor Fund seconded the motion.

Erik gave a briefing of the expenditures.

Motion approved.

VII. 2019 Budget Amendment-CANCELED

Erik noted that the district had noticed a 2019 budget amendment hearing for the second phase of the Comprehensive Flood Hazard Management Plan (CFHMP). The hearing is cancelled because the district has not received the final contract for funding yet. The award amount is being budgeted in 2020 as the work will start then.

VIII. Resolution No. 19-010 Public Hearing to adopt the 2020 budget for the Chehalis River Basin Flood Control Zone District

Supervisor Jackson made a motion to approve Resolution No. 19-010. Supervisor Fund seconded the motion.

Erik reported that the hearing pertains to the recommendation to adopt the 2020 Chehalis River Basin Flood Control Zone District budget as indicated in Resolution No 19-010. Notice of this public hearing was published in the Chronicle on November 28th and December 5th and in the East County Journal on November 27th. Erik noted that revenues will be budgeted at \$957,656 and expenditures will be budgeted at \$957,656. Erik reviewed the breakout of budgeted expenditures.

Supervisor Fund introduced the hearing.

Supervisor Fund opened the question-and-answer portion of the hearing.

Erik asked if there were any questions regarding the budget.

Ralph Mancini from The Chronicle, asked is this budget was part of the county budget. Erik noted this budget is separate as the district is a separate legal entity. He noted that the commissioners are also the supervisors of the district.

Supervisor Jackson asked if I-976 would affect the districts funding. Erik couldn't say if it would affect the district but if it did, it would be an indirect correlation.

Supervisor Fund closed the question-and-answer portion of the hearing.

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

Supervisor Fund asked if anyone wanted to speak for or against the resolution. There were no comments.

Supervisor Fund closed the hearing and asked for a motion.

Supervisor Jackson made a motion to approve Resolution No. 19-010 Public Hearing for the 2020 Budget. Supervisor Fund seconded. Motion approved.

Moved and seconded.

IX. Announcements

Erik presented a public disclosure request that was received by the district on December 5th. He asked that the supervisors review their electronic devices and physical records to see if they have any responsive records. Amber noted that she is available if the supervisors had any questions regarding the request or if they need clarification on what a record was.

X. Adjournment

Supervisor Jackson made a motion to adjourn, Supervisor Fund seconded the motion. Motion passed.
Meeting adjourned at 1:46 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Lara McRea". The signature is written in black ink and is positioned to the left of the printed name.

Lara McRea
Interim Clerk