



# Chehalis River Basin Flood Control Zone District

*Erik P. Martin, P.E., District Administrator*

*351 NW North St  
Chehalis, WA 98532-1900*

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## Chehalis River Basin Flood Control Zone District Regular Meeting Minutes

**Location:** Lewis County Commissioners Hearing Room, 2<sup>nd</sup> floor of the Historic Courthouse, 351 NW North St., Chehalis WA 98532  
**Meeting Date:** Monday December 11, 2023  
**Meeting Time:** 11:00 a.m.

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### Call to Order

The meeting was called to order by Chehalis River Basin Flood Control Zone District Supervisor Scott Brummer at 11:00 a.m., Monday, December 11, 2023. Those in attendance were:

Scott Brummer	Chehalis River Basin FCZD Supervisor
Sean Swope	Chehalis River Basin FCZD Supervisor
Lindsey Pollock	Chehalis River Basin FCZD Supervisor
Erik Martin	Chehalis River Basin FCZD Administrator
Matt Dillin	Chehalis River Basin FCZD Project Manager
Ryan Barrett	Lewis County Manager
Tammy Martin	Interim Clerk, Board of Supervisors
John Henricksen	Chehalis River Basin FCZD Adv. Committee Member
J. Vander Stoep	Office of the Chehalis Basin Board member
Edna Fund	Office of the Chehalis Basin Board member
Josh Metcalf	Public Works Director

Guests included Chad Taylor from The Silver Agency and Jeremy Ashbeck, citizen.

### Verification of a Quorum

There is a quorum of three district supervisors.

### Approval of minutes for November 6, 2023 & December 4, 2023

Supervisor Swope made a motion to approve the minutes from November 6, 2023 & December 4, 2023. Supervisor Pollock seconded the motion. **Motion approved 3-0.**

### Public Comment

No comments.

### Invoice Approvals

Supervisor Pollock made a motion to approve the revised agenda. Supervisor Swope seconded. **Motion passed 3-0.**

Matt Dillin discussed the October and November invoices. Matt explained the services provided by each of the different vendors. There was an error on the agenda regarding the date of services and the agenda was revised during the meeting.



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Motion made by Supervisor Swope to approve the invoices totaling \$615,522.38 and \$501,330.45. Supervisor Pollock seconded. **Motion passed 3-0.**

## **Project Update**

Matt Dillin discussed project updates. Matt said there is a lot of work being doing by the team to meet the goal of submitting a revised project description in Q1 2024.

## **Hearings**

Resolutions 23-002 and 23-003 has errors and will not be signed by the Supervisors until the errors are corrected.

Supervisor Brummer introduced the hearing.

District Administrator Erik Martin gave the staff report.

Supervisor Brummer asked if there were any questions. There were no questions.

Supervisor Brummer then closed the question-and-answer portion of the hearing.

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

Supervisor Brummer asked if anyone wanted to speak for or against the resolution.

There were no comments

Supervisor Brummer closed the hearing.

***Supervisor Pollock made a motion to approve Resolution 23-002 Supervisor Swope seconded.***

***Motion passed 3-0.***

District Administrator Erik Martin gave the staff report.

Supervisor Brummer asked if there were any questions. There were no questions.

Supervisor Brummer then closed the question-and-answer portion of the hearing.

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

Supervisor Brummer asked if anyone wanted to speak for or against the resolution.

There were no comments

Supervisor Brummer closed the hearing.

***Supervisor Pollock made a motion to approve Resolution 23-003 Supervisor Swope seconded.***

***Motion passed 3-0.***

## **District Administrator Update**

Erik Martin offered to tender his resignation as Administrator for the Chehalis River Basin Flood Control Zone District. Erik has taken a new position with HDR and wants to avoid any possible conflict of interest that may arise by staying on as the District Administrator.

Supervisor Swope made a motion to terminate a contract with Perteet for Erik Martin's services. Supervisor Pollock seconded. **Motion passed 3-0.**

Supervisor Brummer read the RCW regarding the District Administrator position to the group. Supervisor said due to the workload of the Public Works Director, he would like to appoint a temporary District Administrator and has elected to appoint the current county manager Ryan Barrett as the current District Administrator of



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the Flood Control Zone District. Supervisor Pollock would like to see a timeframe established. Supervisor Brummer suggested a 3-month timeframe to establish a permanent administrator. The supervisors asked to evaluate the administrative assistant position.

Supervisor Pollock made a motion to appoint Ryan Barren as interim District administration until March 31, 2024. Supervisor Swope seconded the motion. **Motion passed 3-0.**

## **Project Updates**

John Henrickson gave an update on the grassroots efforts of One Voice Lewis County.

## **OCB Updates**

Edna Fund said approximately 3,820 people sign up to receive river gauge information. During the last OCB meeting, the Skookumchuck reservoir gauge was discussed. All future OCB meetings will now be held at the Fairfield Inn building at Grand Mound.

## **Announcements**

None

## **Adjournment**

The meeting adjourned at 12:03 p.m.

Respectfully submitted,

Tammy Martin Interim Clerk