



# 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:** Wednesday, February 23, 2022  
**Meeting Time:** 2:30 pm

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### Call to Order

The meeting was called to order by Chehalis River Basin Flood Control Zone District Supervisor at 2:30 p.m., Wednesday, February 23, 2022. Those in attendance were:

F. Lee Grose	Chehalis River Basin FCZD Supervisor
Lindsey Pollock	Chehalis River Basin FCZD Supervisor
Erik Martin	Chehalis River Basin FCZD Administrator
Lara McRea	Interim Clerk, Board of supervisors
John Henricksen	Chehalis River Basin FCZD Advisory Committee member
Frank Corbin	Chehalis River Basin FCZD Advisory Committee member
Betsy Dillin	Project Manager, Chehalis River Basin FCZD
Matt Dillin	Project Manager, Chehalis River Basin FCZD
Edna Fund	Office of the Chehalis Basin Board member
J. Vander Stoep	Office of the Chehalis Basin Board member
Amber Smith	Lewis County Prosecutor's Office
Austin Majors	Public Information Specialist

### Verification of a Quorum

There is a quorum of two district supervisors.

### Introductions

Introductions were made.

### Approval of minutes for January 26, 2022

Supervisor Grose made a motion to approve the minutes from January 26, 2022. Supervisor Pollock seconded the motion.

Motion approved.

### Public Comment

No public comment.



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## Invoice Approvals

(Grant 17-1373 Chehalis Basin Strategy Participation)

Vendor	Date	Service	Amount
GTH	Jan 2022	Governmental affairs svcs-Jan	15,865.00
LC Administration	Jan 2022	Staff time Martin/McRea-Jan	2,623.86
HDR Engineering	Jan 2022	Eng Svcs for AMM 12.26.21--1.29.22	41,865.63
HDR Engineering	Jan 2022	Enviro Svcs 12.26.21-1.29.22	3,780.56
Kleinschmidt	Jan 2022	Eng Svcs Proj 4827002.01 (Mitigation Plan)	34,993.76
Jones & Jones	Jan 2022	Prof Svcs 1.1-1.28.22	11,086.44
Chronicle	Feb 2022	Legal Ad-RFQ for Proj Mgmt Svcs	23.22
US Army Corps of Eng	Feb 2022	WRDA Funding	25,000.00
Business Resource Cntr	Jan 2022	2021 State Auditor Reporting	380.00
		<b>TOTAL ALL EXPENSES:</b>	<b>135,618.47</b>

(Grant .09 Distressed Counties Funding)

Vendor	Date	Service	Amount
Kleinschmidt	Jan 2022	Stakeholder Engage Strategy 1.1-1.28.22	14,667.20
HDR Communications	Jan 2022	Comm support 12.26.22-1.29.22	8,348.92
Lacy & Par	Feb 2022	Tri-Fold flood flyer (mailer)	13,065.27
		<b>TOTAL ALL EXPENSES:</b>	<b>36,081.39</b>

**Grand Total of all expenses: \$ 171,699.86**

Erik Martin gave a briefing of the expenditures.

Motion made by Supervisor Grose to approve the invoices totaling \$171,699.86. Supervisor Pollock seconded the motion.

Motion approved.

## Project Management Services Contract

Erik said the district received some funding in this biennium that came through the Office of the Chehalis Basin for project management support. Betsy Dillin will be transitioning out of the flood district and focusing more on utilities and stormwater for Public Works. Erik felt that contracting those services out would be the best option. The district went out for a Request for Qualifications (RFQ) a few weeks ago and the one responded was Dillin Engineering. He noted it was the district's intent to contract with Matt Dillin to fulfill the services. Erik said the project is gaining in complexity in the amount of work the district is doing and the amount of contractors that now need to be managed.

Matt Dillin discussed his background and past work history.



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### **Office of the Chehalis Basin update**

Edna Fund noted that the Office of the Chehalis Basin board will be meeting on Thursday, March 3 starting at 9:00 am. Kim Ashmore, the Public Works Director from the City of Centralia will be giving a presentation on flooding at the upcoming meeting.

She also said there will be a webinar regarding the Skookumchuck Dam on Wednesday, March 9 starting at 6:00 pm.

### **Land Owner Engagement**

Erik said the district has been reaching out to some property owners as the district will need access to some properties that are adjacent to the Chehalis River for the hyporheic exchange project as well as other mitigation projects the district might be looking at.

Erik thanked Bob Amrine with the Lewis County Conservation District with his help on this effort. Bob has already made some connections with landowners that the district might have otherwise had difficulty connecting with. He noted working with the Conservation District in general is a great benefit for the district.

Erik also thanked Dave Fenn who is the chair of the Conservation District and also a member of the flood advisory committee. He has been helping the district understand how to best engage with landowners.

### **Social Media and Communications**

Erik reported on the flood flyer and noted it is at the printers and will be sent out within a week. He said the district would like the flyer to raise awareness and asked that people report back to the district if you receive a flyer. He would also like citizens to call the district if they have any questions about the flyer.

The group viewed the district's new website.

### **Project Update**

Betsy Dillin said the district is on track to submit more information about the project this Friday to the Dept. of Ecology and the Army Corps of Engineers. There are three submittals to include the fish passage alternatives technical memo, the airport levee wetland avoidance technical memo and the summary of the dam safety. She noted that the documents are geared towards showing how the district can avoid negative impacts that were identified in the draft EISs.

- The airport levee memo shows how you can increase the height of the levee without impacting any of the wetlands.
- The fish passage memo shows that the district is doing more design elements and to show that fish can move upstream during construction. Construction will take several years so it could potentially avoid large impacts on fish which is an important aspect of the project.
- The dam safety standards memo summarizes all of the federal standards that the district will have to abide by and to demonstrate that the facility will be built and operated very safely.

She further explained the memos.



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### **Announcements**

No announcements.

### **Adjournment**

The meeting adjourned at 2:58 p.m.

Respectfully submitted,

Lara McRea  
Interim Clerk