



Chehalis River Basin Flood Control Zone District

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

351 NW North St
Chehalis, WA 98532-1900

Chehalis River Basin Flood Control Zone District Regular Meeting Minutes

Location: Lewis County Commissioners Hearing Room, 2nd floor of the Historic Courthouse, 351 NW North St., Chehalis WA 98532
Meeting Date: Monday January 8, 2024
Meeting Time: 11:00 a.m.

Call to Order

The meeting was called to order by Chehalis River Basin Flood Control Zone District Supervisor Scott Brummer at 11:07 a.m., Monday, January 8, 2024. 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 at 11:20 a.m.
Erik Martin	HDR
Matt Dillin	Chehalis River Basin FCZD Project Manager
Ryan Barrett	Lewis County Manager and
Tammy Martin	Interim Clerk, Board of Supervisors
J. Vander Stoep	Office of the Chehalis Basin Board member

Guests included: Josh Metcalf

Verification of a Quorum

There is a quorum of two district supervisors.

Approval of minutes for December 11, 2023

Supervisor Swope made a motion to approve the minutes from December 11, 2023. Supervisor Brummer seconded the motion. **Motion approved 2-0.**

Public Comment

None

Invoice Approvals

Matt Dillin discussed the October, November and December invoices. Matt explained the services provided by each of the different vendors and how each contract will be separated on the agenda going forward. Supervisor Swope made a motion to approve the invoices totaling \$1,638,141.82 for contract 17-1373. Supervisor Brummer seconded. **Motion passed 2-0.**
Supervisor Swope made a motion to approve the invoices totaling \$219,872.47 for contract 23-1794. Supervisor Brummer seconded. **Motion passed 2-0.**
Supervisor Swope made a motion to approve the invoices totaling \$92,055.36 for contract 23-1781. Supervisor Brummer seconded. **Motion passed 2-0.**



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Matt Dillin asked the Supervisors for the authority to pay for approved invoices that have changes that result in lesser payment amount. Supervisor Swope and Supervisor Brummer said lesser amount were ok to approve, but any amount that increased over what the Supervisors had approved must be resubmitted.

Project Update

Matt Dillin discussed project updates. Matt said CAD designs are being prepared for submittal.

Erik Martin discussion

Erik Martin said his current role with HDR is not project manager. He said based on his previous roles, he can still be an asset as a reviewer and commenter within HDR for the project.

HDR is asking for an acknowledgement from the Supervisors that there would not be a conflict of interest if Erik were continue working on the project on behalf of HDR. Supervisor Brummer said Erik would no longer have any management/administrative roles within the project, but his knowledge makes him an important resource and asset.

Supervisor Swope made a motion to confirm the HDR request in waiving potential conflict in Erik Martin's work on behalf of HDR. Supervisor Pollock seconded. ***Motion Passed 3-0***

Advisory Committee Appointment and reappointments:

Supervisor Swope made a motion to approve the Advisory Board applicants as presented

Reappoint:

John Henricksen – 3-year term expiring
Charles Coddington – 2-year term expiring
Dave Mueller – 3-year term expiring
Dan Maughn – 3-year term expiring

Appoint:

Christopher Fay – 2-year term

Supervisor Pollock seconded. ***Motion passed 3-0.***

This will go before the Board as Resolution 24-001

Executive Session – Land Purchase RCW 42.30.110(1)b

At 11:36 a.m., Supervisor Brummer announced the Board would be going into executive session under RCW 42.30.110(1)(b) for 10 minutes.

At 11:46 a.m. the Board extended executive session for 10 minutes.

Ryan Barrett suggested designating staff to negotiate a land purchase agreement. Supervisor Swope made a motion to negotiate a land purchase agreement. Supervisor Pollock seconded. ***Motion Passed 3-0.***

OCB Update:

J. Vander Stoep announced Jeff Zenk as the new facilitator.



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Announcements

None

Adjournment

The meeting adjourned at 11:59 a.m.

Respectfully submitted,

Tammy Martin Interim Clerk