



# 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, 2<sup>nd</sup> floor of the Historic Courthouse, 351 NW North St., Chehalis WA 98532  
**Meeting Date:** Wednesday, March 22, 2023  
**Meeting Time:** 2:30 pm

---

### **Call to Order**

The meeting was called to order by Chehalis River Basin Flood Control Zone District Supervisor Scott Brummer at 2:31 p.m., Wednesday, March 22, 2023. Those in attendance were:

Scott Brummer	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
Kate Chatterton	Interim Clerk, Board of Supervisors
J. Vander Stoep	Office of the Chehalis Basin Board member
John Henricksen	Chehalis River Basin FCZD Adv Committee Member
Nic Scott	Lewis County Public Information Specialist
Barbara Russell	Lewis County Deputy Prosecuting Attorney

### **Verification of a Quorum**

There is a quorum of two district supervisors.

### **Introductions**

Introductions were made.

### **Approval of minutes for February 22, 2023**

Supervisor Brummer made a motion to approve the minutes from February 22, 2023. Supervisor Pollock seconded the motion.

Motion approved 2-0.

### **Public Comment**

No comments.



# Chehalis River Basin

## Flood Control Zone District

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

351 NW North St  
Chehalis, WA 98532-1900

### Invoice Approvals

(Grant 17-1373 Chehalis Basin Strategy Participation)

Vendor	Date	Service	Amount
GTH	2/28/2023	GOV'T AFFAIRS FEB 2023/John Robinson	\$12,760.00
LEWIS COUNTY ADMINISTRATION	3/14/2023	STAFF TIME FEB MARTIN/MCREA	\$2,293.71
HDR ENGINEERING INC (AMM)	3/15/2023	ENG SVCS 1.29-2.26 (AMM)	\$245,714.69
HDR ENGINEERING INC (ENVIRO)	3/15/2023	ENVIRO SVCS 1.29-2.26.23 (Enviro)	\$32,980.47
KLEINSCHMIDT	3/6/2023	PROF SVCS 1/28-2/24/23	\$71,953.26
DILLIN ENGINEERING	3/1/2023	PROFESSIONAL ENG SVCS 2.01-2.28.23	\$9,702.00
JONES & JONES	3/8/2023	PROF SVCS 1.28-2.24.23	\$2,320.00
STOEL RIVES LLP	3/3/2023	PROF SVCS THRU 2/28/23	\$3,209.50
JOSEPH B WALKER	3/17/2023	PROFESSIONAL ENG SVCS 2.15-3.17.23	\$4,000.00
		<b>TOTAL ALL EXPENSES:</b>	<b>\$384,933.63</b>

(Grant .09 Distressed Counties Funding)

Vendor	Date	Service	Amount
HDR Communications	Feb 2023	Comm support	\$3,175.12
		<b>TOTAL ALL EXPENSES:</b>	

**Grand Total of all expenses: \$ 388,108.75**

Erik Martin and Matt Dillin gave a briefing of the expenditures. Matt gave a more detailed breakdown of HDR's and Kleinschmidt's invoices. The group discussed some of the consulting fees listed on the invoices and the expertise and quality of people that are contracted with the District. Matt and Erik informed the Board of Supervisors that future design work is expected to increase over the next biennium. Matt and Erik offered to invite HDR and Kleinschmidt staff to present to the Board of Supervisors so they can be more informed about the planned work. Erik Martin said that HDR Communications is still on hold.

Supervisor Pollock made a motion to approve the invoices totaling \$388,108.15. Supervisor Brummer seconded the motion.

**Motion passed 2-0.**

### Administrator succession planning

Erik Martin stated that he submitted a contract for review on Friday. Erik said that his new company suggested more hours to ensure that he doesn't cut himself short. Jay Vander Stoep discussed the budget breakdown and that maintaining Erik's status and knowledge is important, rather than asking that of the new County Manager. Erik said that he is more than willing to give detailed notes and monthly check-ins with supervisors to ensure transparency. Commissioner Brummer said he is concerned what citizens may think, but understands the value. Commissioner Pollock said that trying to start the project over would cost much more than the contract. Commissioner Brummer asked how this may impact the overall budget, Erik said that he believes they could work it into the grant funding. Erik also suggested that they utilize the .09 funds in some way. Barbara said that she believes the .09 funds would support flooding as a use for funding. John said that the advisory committee voted to approve the scope of work. Commissioner Brummer said that it appears that there



# Chehalis River Basin

## Flood Control Zone District

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

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

are extra hours that may not be used, but they may be used because of good progress, but they may not be fully utilized.

Commissioner Pollock made a motion to authorize the assignment of administrator succession planning with contract as presented from Perteet and authorized the District Chair to sign pending review and approval from legal. Commissioner Brummer seconded.

2-0

### **Project Update**

Matt Dillin said HDR is currently collecting geotechnical data at the minimization alignments and that the HDR geotechnical team will be onsite collecting data for the next several weeks. HDR is also getting their full design team together to develop a detailed scope and schedule for the upcoming work that was approved by the Office of Chehalis Basin for the next biennium. Erik and Matt said that once the schedule is ready, they would like to invite the HDR team to this meeting to present the upcoming work to the Board of Supervisors. Matt said that Kleinschmidt is working to update the mitigation plan. Kleinschmidt is also participating in interagency meetings with Ecology and USACE staff. The meetings are helping the District to align its mitigation to directly address the impact concerns of the agencies. HDR and Kleinschmidt will be advancing the upstream minimization alignment. The District team has begun meeting with NMFS engineers to develop a permanent fish passage design that follows the new NMFS guidance. Erik said there is a meeting next week with the Office of Chehalis Basin, the Tribes, USACE, and Ecology to discuss the project schedule.

### **Announcements**

No announcements.

### **Adjournment**

The meeting adjourned at 3:18 p.m.

Respectfully submitted,

Kate Chatterton for Interim Clerk Tammy Martin