

APPENDIX A

MEMORANDUM OF AGREEMENT

Between

WASHINGTON STATE UNIVERSITY EXTENSION

And

LEWIS COUNTY

County will reimburse WSU for professional WSU Extension Services for the period of January 1, 2026, through December 31, 2026:

Number:		Reimbursement Amount:
1	County Director	\$8,154.12
1	4-H Extension Faculty	\$0
1	Garden Program Coordinator	
	A) 20 hours per week funded by Lewis County	\$29,922
	B) 20 hours per week funded by Lewis County Solid Waste	\$29,922
1	Administrative Assistant	\$67,424.88
	Total	\$135,423.00

Vicki McCracken, Associate Dean Date
and Director of Extension
WSU Extension

Lindsey R. Pollock, Chair Date
Board of County Commissioners
Lewis County

Katy Roberts Date
Assistant Director
Office of Research Support and Operations

MEMORANDUM OF AGREEMENT

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WASHINGTON STATE UNIVERSITY EXTENSION

And

LEWIS COUNTY

FEDERAL FUNDING FORM

The following funds will be provided under this Memorandum of Agreement for the period January 1, 2026, through December 31, 2026, to provide an Extension program.

Federal Funds

Non-Federal Funds \$ 135,423.00

TOTAL FUNDS \$ 135,423.00

It is understood that non-Federal funds provided by the County in support of this agreement may be identified by WSU as match for Federal capacity program (Hatch Act, Smith-Lever Act, etc.) funds received by WSU to support Extension activities.

Vicki McCracken, Associate Dean Date
and Director of Extension
WSU Extension

Lindsey R. Pollock, Chair Date
Board of County Commissioners
Lewis County

Katy Roberts Date
Assistant Director
Office of Research Support and Operations

APPENDIX B

Agreement Between Lewis County Solid Waste and Washington State University Lewis County Extension

This agreement between Lewis County Solid Waste, a division of the Public Works Department, and the Washington State University Lewis County Extension, outlines responsibilities and funding for a Master Recycler/Composter (MRC) volunteer program, an educational program which will provide training opportunities for citizens interested in recycling and composting. Those volunteers trained through this program will be required to provide volunteer in-service to the greater Lewis County communities under the supervision of the Utility and/or WSU Lewis County Extension office in promoting recycling and composting.

Lewis County Solid Waste Utility agrees to:

- 1) Solid Waste will pay wages for the WSU Lewis County Master Recycler Composter Coordinator. Wages will not exceed 2,080 hours per two-year contract.
- 2) If an East End satellite office is agreed upon by both parties, Solid Waste will be responsible for locating the office space. Solid waste will also pay for office supplies and the coordinator's mileage from the WSU Lewis County Extension's Chehalis Office to the program's East End satellite office.
- 3) Assist in the organization and promotion of the program, and related events and projects.
- 4) Attend, and assist with, on-going volunteer training classes and community workshops throughout Lewis County.

Washington State University Lewis County Extension agrees to:

- 1) Plan, organize and secure locations for all volunteer training classes, arrange for guest training speakers, workshop speakers for outreach education, coordinate tours, as appropriate to the program goals.
- 2) Recruit volunteers for training sessions and coordinate activities for volunteers to complete in-service hours, provide application process documents, screen all applicants through the WSU, and monitor in-service hours through a database.
- 3) Develop on-line training opportunities to recruit new volunteers and support existing volunteers.
- 4) Work with volunteers to develop the Floral Park sustainability park and maintain it.
- 5) Provide Solid Waste Utility with quarterly billing statements reflecting actual staff time and other expenditures related to Master Recycler/Composter program. Monthly reports detailing the hours recorded will be provided to the Utility Manager.
- 6) Provide office space, supplies, phone, and a computer for the coordinator.

This agreement takes effect upon signature by the Director of Public Works Department and the Director of the WSU Lewis County Extension, and will remain in effect through June 30, 2027, unless terminated earlier by mutual agreement. This agreement is subject to grant funding by the Department of Ecology.

Geoff Soderquist, PE, Director
Lewis County Public Works

Date

Christina Sanders, Interim Director
WSU Lewis County Extension

Date