

MINUTES

BOARD OF COUNTY COMMISSIONERS MEETING

September 9, 2002

The Commissioners met in session in the Commissioners' Meeting Room, Administration Building, Montesano, Washington, on Monday, September 9, 2002, at 2:00 p.m. Commissioners Bob Beerbower, Dennis Morrisette and Dan Wood were present. Also in attendance was Sandi Daniels, Clerk of the Board. Jim Baker, Senior Deputy Prosecuting Attorney was excused.

MINUTES OF PREVIOUS MEETING: The minutes of the Commissioners' Meeting of August 26, 2002, were approved as presented.

PRESENTATION:

None

BIDS:

Mechanical Shovel Piling: There was a bid opening for the job of Mechanical Shovel Piling. The job totals 78 acres more or less. A sample contract and all the forms necessary to submit a sealed bid were available for inspection at the office of the County Forester, 310 W. Spruce, Suite 100, Montesano, Washington. The Clerk of the Board opened and read the following bids received with bid bond attached:

Tikka Construction Inc., Aberdeen	no bid
O'Connor Trucking, Inc., Hoquiam	\$9,516.00
Valley Trucking, Aberdeen	\$7,020.00
Kurt Loris, Hoquiam	\$7,800.00

Chairman Beerbower referred the bids to the County Forester for review and recommendation.

Medium Sport Utility Vehicle: There was a bid opening for the delivery of one (1) or more, Four (4) door, 4 x 4 Sport Utility Vehicle, model year 2002/03. Bid specifications were available at the Grays Harbor County, Department of Public Services, 100 West Broadway, Suite 31, Montesano, Washington. The Clerk of the Board opened and read the following bids received with bid bond attached:

Five Star Ford, Aberdeen	\$33,374.99
Duane Dewees, Aberdeen	\$34,260.15

Chairman Beerbower referred the bids to the Department of Public Services for review

Minutes

Board of Commissioners – September 9, 2002

Page Two

and recommendation.

¾-Ton Crew Cab Pickup: There was a bid opening for the delivery of one (1) or more, ¾ ton, crew cab, 4x4 pickup, model year 2002/03. Bid specifications were available at the Grays Harbor County, Department of Public Services, 100 West Broadway, Suite 31, Montesano, Washington. The Clerk of the Board opened and read the following bid received with bid bond attached:

Five Star Ford, Aberdeen	\$29,682.14
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Chairman Beerbower referred the bid to the Department of Public Services for review and recommendation.

Passenger Vehicle: There was a bid opening for delivery of one (1) or more, midsize, four (4) door sedan, six (6) cyl. vehicle/s, model year 2002/03. Bid specifications were available at the Grays Harbor County, Department of Public Services, 100 West Broadway, Suite 31, Montesano, Washington. The Clerk of the Board opened and read the following bids received with bid bond attached:

Five Star Ford, Aberdeen	\$17,585.25
Duane Dewees, Aberdeen	\$19,506.66

Chairman Beerbower referred the bids to the Department of Public Services for review and recommendation.

Utility Body w/Crane: There was a bid opening for delivery of one (1) or more, 84 inch CA, Utility body, with 3200# lift capacity, body mounted crane, model year 2002/03. Bid specifications were available at the Grays Harbor County, Department of Public Services, 100 West Broadway, Suite 31, Montesano, Washington. The Clerk of the Board opened and read the following bid received with bid bond attached:

Pacific Utility Equipment Company, Seattle	\$25,055.55
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Chairman Beerbower referred the bid to the Department of Public Services for review and recommendation.

15,000 GVWR Cab & Chassis: There was a bid opening for delivery of one (1) or more, 15,000# GVWR, 84 inch CA, regular cab & chassis truck, model year 2002/03. Bid specifications were available at the Grays Harbor County, Department of Public Services, 100 West Broadway, Suite 31, Montesano, Washington. The Clerk of the

Minutes

Board of Commissioners – September 9, 2002

Page Three

Board opened and read the following bids received with bid bond attached:

Five Star Ford, Aberdeen	\$24,022.74
Pacific Utility Equipment Company, Seattle	\$23,899.01

Chairman Beerbower referred the bids to the Department of Public Services for review and recommendation.

HEARINGS:

Chairman Beerbower reported the process for the public hearings as follows: (1) the Clerk of the Board will read the notice; (2) a staff report by County staff; and (3) an opportunity for the public to speak. The public comment section of the hearing was closed and action by the Board of Commissioners was taken.

Supplemental Appropriation, Auditor's M & O Fund: There was a public hearing to consider Emergency Appropriation as follows: Auditor's M & O Fund #102 -- \$70,000. Rose Elway, Budget Director, provided a staff report. Ms. Elway explained the County would like to purchase the old Pacific Title Building at 123 South 1st Street, Montesano, with the Auditor's Maintenance & Operating Fund to be used for storage and preservation of county public documents. The County has negotiated a price of \$200,000 with an additional approximate 3% closing costs. The Auditor's M & O Fund has an available fund balance of \$136,000 combined with the proposed \$70,000 loan covers the building purchase price and closing costs. Ms. Elway outlined the following proposed resolutions:

1. Resolution authorizing an internal county loan from Fund #117 Landfill Postclosure for \$70,000 to Fund #102 Auditor's M & O. The loan provides for 3% annual interest rate over a 10 year principal repayment.
2. \$70,000 emergency budget resolution authorizing the loan proceeds and capital expenditures for the building in Fund #102.
3. \$70,000 budget transfer resolution authorizing the loan transfer within the Fund #117 Aberdeen Landfill Postclosure.
4. \$136,000 budget transfer resolution authorizing transfer from Ending Fund Balance to Capital Building Expenditures in Fund #102.

Chairman Beerbower asked for public comment. There was no public comment and the hearing was closed. Commissioner Morrisette commented the County has been studying

the possible purchase of the building. He reported with current budget problems the Board is aware of how sensitive it is to buy any new property at this time. He explained the money has been collected by the Auditor's Office for storage and handling of files and paperwork that comes into the county. A lot of county records are being stored at the fairgrounds at this time. Purchasing this building will eliminate the need to drive to Elma to collect the files needed to conduct day-to-day business. A motion was made, seconded and passed to approve the following resolutions:

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|-----------------------------|--|
| Resolution No. 02-82 | Resolution To Loan Funds From The #117 Landfill Post-Closure Fund To The #102 Auditor's Maintenance And Operations Fund |
| Resolution No. 02-83 | Authorizing An Emergency Appropriation In The Budget Of The Grays Harbor County Miscellaneous Fund #102-000-000 Auditor's M & O |
| Resolution No. 02-84 | Transferring Items In The Grays Harbor County Aberdeen Landfill Post-Closure Fund #117-000-000 |
| Resolution No. 02-85 | Transferring Items In The Grays Harbor County Miscellaneous Fund Auditor's M & O |

(Continued from 8/26) Consider a Text Amendment to Grays Harbor Zoning Ordinance No. 241: This was a public hearing continued from August 26, 2002 to consider a text amendment to Grays Harbor Zoning Ordinance No. 241. Specifically, to add R.V. repair as a Conditional Use under the Resort Residential (R-3) zoning -- district regulations. A SEPA Determination of Non-Significance (DNS), dated July 15, 2002, was issued under WAC 197-11-340. Paul Easter, Director, Department of Public Services requested that this item be continued to October 14, 2002 to allow staff additional time to review the materials with the Planning Commission. A motion was made, seconded and passed to continue the proposed text amendment to October 14, 2002.

DEPARTMENT OF PUBLIC SERVICES:

Request Approval, Award Bid, Railroad Crossing Protection Contract: Only one bid was received for Railroad Crossing Protection Guardrails, Elma-Hicklin Road, C-79740-03, Fed Aid No. STPXP-2014(051) and Elma-Hicklin Road, C-79740-04, Fed Aid No. STPXP-2014(052). The bid was submitted by Petersen Brothers, Inc. of Sumner, Washington for \$15,863.80. This bid is \$3,038.80 (24%) above the Engineer's Estimate. The Department of Public Services recommended that the contract be awarded to

Minutes

Board of Commissioners – September 9, 2002

Page Five

Petersen Brothers, Inc. A motion was made, seconded and passed to award the above referenced contract to Petersen Brothers, Inc. of Sumner, Washington.

Request Approval, Local Agency Agreement No. 3, RR Crossing Protection Project:

A motion was made, seconded and passed to approve three (3) copies of Supplemental Agreement No. 3 for Railroad Crossing Protection Guardrails, Elma-Hicklin Road, C-79740-03, Fed Aid No. STPXP-2014(051) and Elma-Hicklin Road, C-79740-04, Fed Aid No. STPXP-2014(052). The Department of Public Services requested the agreement be executed to adjust the federal matching funds for construction.

Request Approval, CRP Resolution, Hoffman Road: A motion was made, seconded and passed to approve a CRP Resolution to pave Hoffman Road, C-50880-01. The Department of Public Services received several complaints about dust being generated by traffic on Hoffman Road from the five (5) residences. Approval of this CRP Resolution authorizes the county to pave this county road.

Target Zero Grant Program Guidepost Installation Project: WSDOT authorized funding for preliminary engineering and construction of the Target Zero Grant Program Guidepost Installation Project, Project No. C-01045-10, FED AID No. POMVIP-2014(057) per letter of October 19, 2001. The contract plans and specifications are now complete, and WSDOT has authorized the county to proceed with construction of the project. The Department of Public Services requested authorization to advertise for bids on the following dates, September 12 and 26, 2002, with bid opening to be 2:00 p.m. on October 7, 2002. A motion was made, seconded and passed to grant authorization to advertise for bids on September 12 and 26, 2002, with bid opening on October 7, 2002 at 2:00 p.m.

Request Approval, Jail HVAC Project Change Orders #1 and 2: A motion was made, seconded and passed to approve Jail HVAC Project Change Orders #1 and #2. Change Order #1 provides for a cost savings to the county for changes in the scope of work on certain items that have been negotiated with the contractor including changes in how the new control system is implemented and crane time. The cost savings is approximately \$45,000. In addition, there is a revised plan for providing handicapped shower facilities and building a ramp to replace stairs in the jail basement at an additional cost of \$24,500. Change Order #2 reflects added work to the original contract, including electrical code requirements, new security measures for the control room, relocation of piping in the hallway leading to the visitation area, and additional concrete work in the lobby area.

Request Approval, Set Hearing Date and Adopt Resolution of Intent to Vacate: A motion was made, seconded and passed to approve **Resolution No. 02-81 – Resolution**

Of Intent To Vacate and set a hearing date of October 14, 2002 for the proposed vacation.

DEPARTMENTS:

FORESTRY:

Request Approval, Timber Contract Completion: Menasha Corporation has satisfactorily completed all the terms and conditions of the contract for the Rainey Creek No. 4 Timber Sale, TBR9908. The Department of Forestry recommended that the county accept the contract as complete and release the Performance Bond as posted by Menasha Corporation for this sale. A motion was made, seconded and passed to accept the contract as complete and release the Performance Bond as posted by Menasha Corporation for this sale.

MANAGEMENT SERVICES:

Request Approval, Set Hearing Date, Supplemental Appropriation: September 30, 2002 at 2:00 p.m. is the date and time set for a supplemental budget hearing for \$500,000 in the Grays Harbor County Facilities Capital Fund due to a grant received from the State of Washington Department of Corrections for a heating and vent upgrade project.

Request Approval, Budget Transfer: A motion was made, seconded and passed to approve **Resolution No. 02-86 – Transferring Items In The Grays Harbor County Facilities Capital Fund #301**. Rose Elway, Budget Director, reported the budget transfer allows moving the heating and roof projects into one category. \$250,000 will be moved from Juvenile Heating/Roof, \$400,000 from Jail Roof and \$150,000 from Administration Building Roof/HVAC to the HVAC Construction Jail. The Juvenile and Administration building HVAC and roof projects will not be completed this year and need to be transferred in order to complete the Jail HVAC construction.

TREASURER:

Request Approval, Sale of Surplus Property: The County Treasurer received a request from the City of Aberdeen for the sale of a parcel of surplus tax title property. They, in turn, had been approached by the Aberdeen Neighborhood Housing Service in their search for a building site to be used by the carpentry class at Grays Harbor College. As has been done in the past, the college will construct a home on the site, which will ultimately be sold to individuals with a low to moderate income level. This parcel was acquired by foreclosure of tax lien in 2001. County tax records show the foreclosure liens totaled \$19,724.74. The majority of that lien, \$18,004.41, was derived from a

Minutes

Board of Commissioners – September 9, 2002

Page Seven

\$12,516.12 city abatement lien and its associated late charges. The assessed value of the property is currently listed at \$13,650. The County Treasurer recommended the County waive the collection of delinquent interest (\$410.75) and offer the parcel to the City of Aberdeen for the sum of \$13,825.70. As part of the sale agreement, the city would waive collection of the abatement by the County and receive a credit of \$12,516.12 toward the purchase price. The net sale price to the city would be \$1,309.58 plus costs of \$26.00. The County Treasurer believes this is of benefit to the public and recommended the agreement with the City of Aberdeen be approved to complete this transaction. A motion was made, seconded and passed to approve the agreement with the City of Aberdeen as described.

AUDITOR:

Request Approval, Payroll and Payables for August: A motion was made, seconded and passed to approve Payroll and Payable for the month of August 2002. Total Claims - - \$3,477,215.39; Total Salary -- \$1,902,629.93 for a monthly total of \$5,379,845.32 for the month of August.

The Clerk of the Board announced the following item received after the agenda:

Request Approval, 2002 One Time Only Interlocal Agreement w/Montesano

Chamber of Commerce: A motion was made, seconded and passed to approve two copies of the 2002 One Time Only Interlocal Agreement between Grays Harbor County and the Montesano Chamber of Commerce in the amount of \$768. Funding will be used for the promotion of tourism.

PUBLIC COMMENT:

Chairman Beerbower asked for public comment. Stanley Trohimovich, resident of Hoquiam, made comments regarding official oath of office. Mr. Trohimovich reported on requirements for Utah State officer's oath of office. Mr. Trohimovich noted his objection to the County Payroll and Payable for August.

Stan Blunt, resident of Aberdeen, commented on cutting wood. He asked questions regarding the appointments listed on the Agenda for the week of September 9, 2002. He discussed the issue of illegal aliens.

Jim Benedict, resident of Montesano spoke in support of the World of Outlaws and the racetrack at the County fairgrounds. He commented on the amount of money spent in the County as a result of the races.

CORRESPONDENCE:

The Clerk of the Board announced the following correspondence received:

A letter received from James B. Ray notifying Brian Shea of his resignation from the Planning Commission. Mr. Ray expressed appreciation to the County administration for the opportunity to serve and expressed his compliments to the planning staff for the excellent way the planning system is organized.

A letter from Cranberry Coast Chamber of Commerce regarding the Cranberry Harvest Festival 2002 Parade and permission to detour traffic. The Annual Cranberry Harvest Festival in Grayland is scheduled for October 12th and 13th. All parade entrants will line up at the Grayland Community Hall between 7 and 8 p.m. The parade should start at approximately 8 p.m. Traffic Control will be supplied by Grays Harbor and Pacific County Sheriff's Offices, Volunteer Traffic personnel provided by Grays Harbor County, Washington State Patrol and the Shoalwater Bay Tribal Police. A motion was made, seconded and passed to approve subject to review and recommendation by the Department of Public Services, Risk Management and the Sheriff's Department.

APPOINTMENT:

None

ANNOUNCEMENT:

None

RESOLUTIONS:

The following resolutions were approved and signed by the Board:

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|---------------|--|
| #02-81 | Resolution of Intent to Vacate |
| #02-82 | A Resolution To Loan Funds From The #117 Landfill Post-Closure Fund To The #102 Auditor's Maintenance & Operations Fund |
| #02-83 | Authorizing An Emergency Appropriation In The Budget Of The Grays Harbor County Miscellaneous Fund #102-000-000 Auditor's M & O |

Minutes

Board of Commissioners – September 9, 2002

Page Nine

**#02-84 Transferring Items In The Grays Harbor County Aberdeen
Landfill Post-Closure Fund #117-000-000**

**#02-85 Transferring Items In The Grays Harbor County
Miscellaneous Fund Auditor's M & O**

**#02-86 Transferring Items In The Grays Harbor County Facilities
Capital Fund #301**

Minutes
Board of Commissioners – September 9, 2002
Page Ten

The meeting adjourned at 2:58 p.m. to Monday, September 16, 2002 at 2:00 p.m.

BOARD OF COMMISSIONERS
for Grays Harbor County
This _____ day of _____, 2002

BOB BEERBOWER, Chairman

DENNIS MORRISETTE, Commissioner

DAN WOOD, Commissioner

ATTEST:

Sandi Daniels
Clerk of the Board