

MINUTES

BOARD OF COUNTY COMMISSIONERS MEETING

November 18, 2002

The Commissioners met in session in the Commissioners' Meeting Room, Administration Building, Montesano, Washington, on Monday, November 18, 2002, at 2:00 p.m. Commissioners Bob Beerbower and Dennis Morrisette were present. Also in attendance was Sandra Daniels, Clerk of the Board and Stew Menefee, Prosecuting Attorney.

MINUTES OF PREVIOUS MEETING: The minutes of the Commissioners' Meeting of November 4, 2002, were approved as submitted.

PRESENTATION:

None

BIDS:

None

HEARINGS:

Chairman Beerbower reported the process for the public hearing 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, Sheriff's Department Fund: There was a public hearing to consider Supplemental Appropriation as follows: Sheriff's Department Fund #001-032, \$26,653.00.

Chairman Beerbower asked for a staff report. Rose Elway, Budget Director, provided a staff report. She reported the Supplemental Budget request for the Sheriff's Department budget for \$26,653 is due to funding received from various agencies as follows:

- \$3,943 in funding for ballistic vests from the U.S. Dept. of Justice
- \$20,731 in funding from the Washington State Traffic Safety Commission for the collision team, helmets and Click It or Ticket Program
- \$1,206 in funding from the Rod Run Security Services for patrol overtime
- \$773 in donations from the Washington State Association of Sheriffs & Police Chiefs for breath testers

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Chairman Beerbower asked for public comment. There was no public comment and the hearing was closed. A motion was made, seconded and passed to approve **Resolution No. 02-112 – Authorizing A Supplemental Extension In The Budget Of The Grays Harbor County General Fund Sheriff's Department #001-000-032.**

(Continued from 10/28) Appeal of Planning Commission Decision: Hearing on Appeal by Bascom Pacific of the denial by the Planning Commission of his application to rezone approximately 170 acres of land from GD-5 to I-2. This was a closed record hearing and was continued from October 28, 2002. No additional testimony was accepted. The Board of County Commissioners indicated they had reviewed the Planning Commission meeting transcript. It was found that a Planning Commission board member recused himself from the hearing, and then later participated. It was determined that this was in conflict with the appearance of fairness and had occurred during the Planning Commission hearing. Mike Daniels, representing the applicant, reported that he did not receive the entire transcript. Staff member, Jane Hewitt, apologized and said that she would provide the remaining information. Commissioner Morrisette made a statement indicating that the transcript was reviewed and it was found that there was confusion regarding a Planning Commission board member recusing himself and then participating in the process. It was moved, seconded and passed to remand the matter back to the Planning Commission for public hearing.

DEPARTMENT OF PUBLIC SERVICES:

Request Approval, Acceptance of Artic Road North River Bridge Replacement Project: The Contractor, Quigg Bros., Inc., has completed the Artic Road, Little North River Bridge Replacement, M.P. 0.21 to M.P. 0.31, SA-3278 C-61060-04 contract. The total amount of the contract is \$462,585.17, which is 2.8% above the original bid. The Department of Public Services recommended acceptance of the contract which would allow release of the Retainage Bond as per Section 60.28, Revised Code of Washington. A motion was made, seconded and passed to accept the above-noted contract as completed.

Request Approval, Acceptance of 2002 Pavement Striping Contract: Work has been completed by Stripe Rite, Inc. for the 2002 Pavement Striping Contract. The Department of Public Services recommended acceptance of this contract as satisfactorily completed, which will permit the release of retainage in the amount of \$10,361.28 in accordance with the requirements of Chapter 60.28, Revised Code of Washington. A motion was made, seconded and passed to accept the above-noted contract as completed.

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Request Approval, Set Hearing Date, Intent to Vacate: A motion was made, seconded and passed to approve **Resolution No. 02-113, Resolution of Intent to Vacate (R.C.W. 36.87.010)** and setting December 16, 2002 at 2:00 p.m. as the date and time for a public hearing in the matter of Olympic View Drive Right of Way Parcel-That portion of Government Lots three (3), four (4), five (5), and six (6) of Section 17, Township 17 North, Range 6 West, W.M. in Grays Harbor County, Washington.

Request Approval, 2003 Sealing & Preleveling Program: A motion was made, seconded and passed to approve a Special Maintenance Resolution authorizing \$1,530,000 of work on 122.91 miles of prelevel and chip sealing. A road list and location map was provided.

Request Approval, Set Hearing Date, Variance from Subdivision Road Standard: December 2, 2002 at 2:00 p.m. is the date and time set for a public hearing to consider a variance from Subdivision Road Standard. Ron Golden of CC & R, LLC, 8221 NE Hazel Dell Avenue #102, Vancouver, Washington, has submitted an application for a variance from the required Subdivision Road Standards, Ordinance #190, for a proposed 4-lot subdivision. The applicant is requesting a variance to reduce the required easement for the first 75' of roadway off Diamond Drive into the subdivision from 50' to 35'. The proposed subdivision and associated roadway is located in Pacific Beach, Washington, within the northwest quarter of Section 29, Township 20N., Range 12W., W.M., Grays Harbor County, Washington. The property is further described as Assessor's parcel 749700001300.

Request Approval, Utilities Division 2003-2005 Rate Resolution: A motion was made, seconded and passed to approve **Resolution No. 02-117 – A Resolution Imposing Rates and Charges for Certain Water, Sewer, and Solid Waste Services in Grays Harbor County, Washington, Amending Resolution No. 00-113.** The solid waste rates reflect annual cost of living increases in two contracts for providing transfer, transportation, and disposal services for municipal waste throughout the county. The water and sewer system rates reflect increases in costs of electricity, insurance, and other utilities. The resolution provides for increases in the base rates over the next three years in the range of 5-7% for 2003 and 2-3% in 2004 and 2005.

Request Approval, Jail HVAC Change Order #4: A motion was made, seconded and passed to approve Change Order #4 for the Jail HVAC project. It was prepared to reflect additional work to the project that became evident after the project was out to bid. It appears that during construction in the early 1980's, the electrical service that serves both the jail and the administration building was modified to meet the expanded needs at that time. The method that was used to change to a new transformer does not meet current codes. Once this problem was identified, the County was required by the state electrical

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code to fix it. The project could not go forward without a solution. The county worked with the state electrical inspectors from the Department of Labor and Industries and the PUD to come up with a remedy to the problem that could be implemented with minimal operational impact to both buildings. The actual hookup of the new service was made on the weekend of October 5, 2002. The County proceeded with the work with Rognlins, Inc. on a time and materials basis. The work has been completed and you now can see the new transformer, metering enclosure, and asphalt patching in the east parking lot on Main Street. The cost of this work is \$45,594.40. With this added cost the County is still within the project contingency and budget is available to cover this required work. The Department of Public Services recommended approval of Change Order #4.

Request Approval, Set Hearing Date, Amendment to Water Systems Ordinance:

The Department of Public Services is in the process of obtaining approval from the State Health Department for the water plan for the Pacific Beach/Moclips water system. They are requiring the County to adopt the cross connection control program in ordinance form. The Department has been following a similar policy for several years, and the residential nature of the systems do not tend to have many cross connection problems. Typically, only certain commercial facilities are required to have and maintain such devices. The proposed ordinance follows that approach. December 16, 2002 at 2:00 p.m. is the date and time set for a public hearing to consider County Water Systems Cross Connection Control Ordinance.

Chairman Beerbower announced the following is a Board of Health item and the Board of County Commissioners serve as the Board of the Health and that Board convened.

BOARD OF HEALTH

Request Approval, Environmental Health Division Rate Resolution: A motion was made, seconded and passed to approve **Resolution No. 02-118 – Resolution Authorizing Implementation Of A Fee Schedule For Environmental Health Programs**. This resolution has been prepared to increase some of the fees charged by the Environmental Health Division to reflect increases in operational costs. This resolution provides for some increases effective January 1, 2003, and automatic increases thereafter based on the previous year's June CPI-U (Seattle-Tacoma-Bremerton).

The Board of Health adjourned and the Board of County Commissioners reconvened.

DEPARTMENTS:

MANAGEMENT SERVICES:

Request Approval, Municipal Services Agreement, Lake Quinault School District:

A motion was made, seconded and passed to approve two copies of a Municipal Services Agreement between Grays Harbor County and the Lake Quinault School District for distributing \$41,397.25 in Title II funds to the school district to establish Lake Quinault schools as the community emergency shelter for Amanda Park, Neilton and both shores of Lake Quinault. Funding will be used to upgrade the electrical system and install a 125 KW generator. Lake Quinault School District is to provide the balance of the funds.

Request Approval, Verification of Support, WSU Family Nutrition Program: A motion was made, seconded and passed to approve the Verification of Support for actual match contributions for the Family Nutrition Education Program for goods, services and travel allocated to this program for the support of the WSU Cooperative Extension Program for the fiscal year 2001-2002.

Request Approval, Closing Petty Cash Fund, Facilities Services: A motion was made, seconded and passed to approve **Resolution No. 02-114 – Closing A Petty Cash Imprest Change Fund Within The Grays Harbor County Facility Services Department.** This resolution establishes closing the petty cash imprest change fund. It is no longer necessary to keep the \$50 petty cash fund in Facility Services.

Request Approval, Set Hearing Date, Emergency Budget Appropriation, Coroner's Office: December 2, 2002 at 2:00 p.m. is the date and time set for an Emergency Budget Hearing for the Coroner's Office in the amount of \$10,000 in Professional Services to cover the anticipated expenses of autopsy costs and related services for the remainder of the year.

Request Approval, Salary Resolution, Forestry Department: A motion was made, seconded and passed to approve **Resolution No. 02-115 – Amending Resolution No. 02-05 And Fixing Compensation Of Employees From & After January 1, 2002.** This resolution reflects the promotion of the Forester II to a Forester III effective November 1, 2002. Jeff Geer has completed his third year of service in the Forester II position and per the signed agreement dated October 7, 1999 it was recommended he be promoted to Forester III.

Request Approval, Establish Sub-Fund, Recreation and Activities: A motion was made, seconded and passed to approve **Resolution No. 02-116 – Establishing A Grays Harbor County Recreational & Activities Fund #103-600-000.** This resolution

establishes a sub-fund within the Fair Fund called “Recreation and Activities” for the planning, managing and coordination of all operations and aspects for the promotion of tourism in Grays Harbor County. Tourism promotion will be consolidated with fair management in 2003 under the operation of county staff. The outside Langley contract has been cancelled as of December 31, 2002. Chairman Beerbower and Commissioner made statements announcing the appointment of Debbie Adolphsen as the Director of Grays Harbor County Tourism for 2003. Ms. Adolphsen currently serves as Grays Harbor County Fair Grounds Director. She will continue in this position, and will also assume the duties of the new position. As part of this combination of services, the Commission has authorized two positions to assist the Director with the Tourism Program. One is an Office Manager and the other will handle Tourism Promotions and Marketing. Prior to Ms. Adolphsen’s appointment as Fair Grounds Director, she served as the county’s Tourism Director as an employee of The Langley Group. The Langley Group, headed by Gil Langley, has their main offices in Kansas City, Kansas. They have provided professional guidance to the Grays Harbor County Tourism Program for the past seven years. Their current contract will expire at the end of 2002. The tourism funding is generated by Hotel/Motel users in Grays Harbor County. Those revenues fund all Tourism activities and related special projects. The Board of Commissioners believe that the time has come to localize the administration of tourism responsibilities, as well as spending more of the budgeted funds on direct advertising and prioritizing of Grays Harbor County tourism needs. Chairman Beerbower and Commissioner Morrisette expressed support of Debbie Adolphsen’s leadership of both the County Fair Grounds/Recreational Facilities and its Tourism Program and look forward to working with her to combine these programs for the benefit of the county.

HEALTH AND SOCIAL SERVICES:

Request Approval, Amendment to Contract w/State Department of Health: A motion was made, seconded and passed to approve to approve an amendment to the County’s contract with the State Department of Health. This amendment adds \$3,600 in federal funds for the Immunization and Family Planning programs. These additional funds will be used to cover the current program expenditures.

Request Approval, Interlocal Agreement w/Clark County: A motion was made, seconded and passed to approve an Interlocal Agreement with Clark County. Five RSNs have worked together to jointly purchase a software package to collect and report mental health service information. Clark County will contract with Creative Socio-Medics to build the software, install it and provide support. The total cost is \$925,000. \$450,000 in federal block grant funds has been secured from the Mental Health Division of DSHS. Grays Harbor’s share is \$114,859. Ongoing support cost will be shared among the five RSNs. The state has mandated new data requirements that necessitate this purchase.

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Request Approval, Request Property Declared Surplus: At the request of the Director of Health & Social Services, two desks and two computer hutches, valued at less than \$500 were declared surplus to county needs and transferred to the newly formed *People First* organization.

COMMISSIONERS

Set Date, Final 2003 Budget Hearing: December 2, 2002 at 2:00 p.m. is the date and time set for a public hearing to consider adoption of the Grays Harbor County 2003 Budget, and also consideration of resolutions authorizing increase in general expense fund, veteran's fund and road limit factors and Property Tax Levy Adoption for Grays Harbor County, per the requirements of RCW 84.55.

PUBLIC COMMENT:

Chairman Beerbower asked for public comment. James Rutz, resident of Hoquiam, and member of the Hoquiam Council, commented regarding the Chehalis Basin Task Force and the County serving as lead agency. He questioned the oversight of the Task Force and Roberts Rule of Order including editorial comments in the minutes. He expressed disappointment and noted it was unfair to insert editorial comments.

There was no additional public comment.

CORRESPONDENCE:

The Clerk of the Board announced an e-mail received from Stanley Trohimovich, 1521 Simpson Avenue, Aberdeen, Washington. The Clerk of the Board read the following from the e-mail:

Please enter this message into the November 18, 2002 County Commissioners meeting minutes. Subject – Notice of Fraud Against the Constitution For Your Immediate Action and Correction.

Chairman Beerbower referred the e-mail and announced that it was available to the public.

A Claim For Damages against Grays Harbor County was received from Bob A. Laughlin, Sr. and Darlene Laughlin. Chairman Beerbower referred the item to the Claims Review Committee.

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APPOINTMENT:

Mental Health Advisory Board: A motion was made seconded and passed to re-appoint Jim Sherrill to the Mental Health Advisory Board. Mr. Sherrill has expressed an interest in remaining on the Board, and Maryann Welch, Director, Public Health and Social Services Department, recommended his reappointment.

ANNOUNCEMENT:

Commissioner Morrisette commented regarding the Commissioner Appointment process. He explained County Democrats will choose three candidates to submit to the remaining commissioners. The commissioners will then have 60 days from the effective date of Commissioner Wood's resignation to pick a replacement. Since Commissioner Wood won re-election but is leaving his post before his current term expires at the end of the year, he is actually resigning twice, once effective, November 30, and again for the new term, effective January 1, 2003. No decision will be made until after January 1, 2003.

STAFF MEETINGS:

The Board held staff meetings on Monday, November 18, 2002, starting at 9:00 A.M. These staff meetings are public meetings, held in the Commissioners' Conference Room. The purpose is for information and discussion only. No decisions are made, nor any action taken at staff meetings. The Commissioners and Clerk of the Board reviewed calendars and pending daily office issues. The Board also met with the Director of Social and Health Services and Director of Public Services for information relating to agenda items. Staff meetings will be held during the week for budget review.

RESOLUTIONS:

The following resolutions were approved and signed by the Board:

- #02-112 Authorizing A Supplemental Extension In The Budget Of The
 Grays Harbor County General Fund Sheriff's Department
 #001-000-032**
- #02-113 A Resolution of Intent to Vacate (R.C.W. 36.87.010)**

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#02-114 Closing A Petty Cash Imprest Change Fund Within The Grays Harbor County Facility Services Department

#02-115 Amending Resolution No. 02-05 And Fixing Compensation of Employees From & After January 1, 2002

#02-116 Establishing A Grays Harbor County Recreation & Activities Fund #103-600-000

#02-117 A Resolution Imposing Rates and Charges For Certain Water, Sewer, And Solid Waste Services In Grays Harbor County, Washington, Amending Resolution No. 00-113

#02-118 Resolution Authorizing Implementation Of A Fee Schedule For Environmental Health Programs

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The meeting adjourned at 2:50 p.m. to Monday, November 25, 2002 at 2:00 p.m.

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

BOB BEERBOWER, Chairman

DENNIS MORRISETTE, Commissioner

Absent

DAN WOOD, Commissioner

ATTEST:

Sandra Daniels
Clerk of the Board