

MINUTES

BOARD OF COUNTY COMMISSIONERS MEETING

December 23, 2002

The Commissioners met in session in the Commissioners' Meeting Room, Administration Building, Montesano, Washington, on Monday, December 23, 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 December 16, 2002 were approved.

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.

Emergency Appropriation, Juvenile Department: There was a public hearing to consider Emergency Appropriation as follows: Juvenile Department Fund #001-000-026 in the amount of \$20,900.00. Chairman Beerbower asked for a staff report. Rod Herling, Administrator, Grays Harbor County Juvenile Court, reported the request is due to the retirement of one of the Probation Officers, Ed Schumacher. Mr. Shumacher is requesting that his last working day be December 31, 2002 rather than January 31, 2003 as previously indicated in the budget planning meetings. 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. 02-143 – Authorizing An Emergency Appropriation In The Budget Of The Grays Harbor County General Fund Juvenile Department #001-026.**

Supplemental Appropriation, Public Health & Social Services: There was a public hearing to consider a Supplemental Appropriation as follows: Public Health and Social

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Services Fund #001-000-029 in the amount of \$4,725.00. Chairman Beerbower asked for a staff report. Maryann Welch, Director of Public Health and Social Services, provided a staff report. Ms. Welch reported the additional funding was received through the state Consolidated Contract and the Southwest Washington Health District. Funding will be used for supplies. 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. 02-144 – Authorizing A Supplemental Extension In The Budget Of The Grays Harbor County General Fund Public Health and Social Services Department #001-000-029.**

Supplemental Appropriation, District Court: There was a public hearing to consider a Supplemental Appropriation as follows: District Court Fund #001-000-024 in the amount of \$1,800.00. Chairman Beerbower asked for a staff report. Karen Fournier, Court Administrator, District Court, provided a staff report. Ms. Fournier reported the supplemental budget request in the amount of \$1,800 in the District Court office is due to an increase in traffic infraction revenue collections as a result of unanticipated caseload increase this year. District Court will be eliminating the need for sheriff deputies to deliver reports to the Aberdeen Office and will therefore be faxing materials to District Court. The increased fax materials from the sheriff's office has exceeded the performance of the six year old fax machine in District Court and they are requesting the purchase of a new fax machine. This is also a step toward consolidating the courts. 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. 02-145 -- Authorizing A Supplemental Extension In The Budget Of The Grays Harbor County General Fund District Court #001-000-024.**

DEPARTMENT OF PUBLIC SERVICES

None

DEPARTMENTS

AUDITOR

Request Approval, Authority to Sign Contract, Elections Support Contract: The vendor for Grays Harbor County has bought other election companies and are now in the process of consolidating the products they support. It is therefore necessary at this time to change over from the B-Cubed ballot setup system to their Unity ballot setup system. The cost of the Unity upgrade is \$116,395; however, because the County has only had the B-Cubed system for about 5 years they are willing to give a credit for the full amount of Unity. They are doing this as a gesture of goodwill and to encourage the County to get

off a system they do not want and cannot continue to support. There are training and support conversion direct costs to pay of \$10,800 (not including state and local taxes). Since the majority of this amount is already budgeted for this year, Vern Spatz, County Auditor, requested support in authorizing the \$4,000 budget transfer presented by the Budget Director for the Election Reserve Fund. He requested authorization to enter into an agreement with the election vendor. A motion was made, seconded and passed to approve the agreement with the election vendor.

Request Approval, Budget Transfer, Elections Reserve Fund: A motion was made, seconded and passed to approve **Resolution No. 02-146 – Transferring Items In The Grays Harbor County Election Reserve Fund #116-000-000**. This resolution authorizes a \$4,000 transfer in the Election Reserve Fund to update the County Ballot Definition System. The funds will be used for equipment, software and training support to the system upgrade. Rose Elway, Budget Director, has reviewed the request and funds are available for this transfer.

HEALTH & SOCIAL SERVICES

Request Approval, Application for Meeting Room Use: A motion was made, seconded and passed to approve an application for the Public Health and Social Services Department to use the Montesano Timberland Regional Library meeting room. The Human Services Advisory Board will be using the room on Saturday, January 25, 2003, for their annual retreat. Use of the room is free.

MANAGEMENT SERVICES

Request Approval, Municipal Services Agreement Extension: A motion was made, seconded and passed to approve two copies of a Municipal Services Agreement Extension between Grays Harbor County and the Lake Quinault School District. Grays Harbor County entered into a Municipal Services Agreement for the distribution of Title III funds to the Lake Quinault School District. \$41,397.25 will be used to upgrade the electrical system and install a generator. This Agreement will expire December 31, 2002. The Superintendent has informed the County that the generator has been ordered but will not be delivered until the middle of January. This will require the original agreement to be extended into 2003.

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

Request Approval, WSU Extension, Memo of Agreement: A motion was made, seconded and passed to approve the Verification of Support for actual match

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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 4th quarter.

COMMISSIONERS

Sign Indigent Defense Contract, As Awarded On December 16th Meeting: The Indigent Defense contracts were awarded on the December 16th meeting as following:

1. Kyle Imler awarded the Grays Harbor District Court I Indigent Defense Contract.
2. Cotton Law Firm awarded the Grays Harbor District Court II Indigent Defense Contract.
3. Kyle Imler awarded the Juvenile Court Contract for representation of Minors charged with criminal offenses.
4. Tamara Darst awarded the Juvenile Court Contract for representation of Minors in Dependency Proceedings.
5. Steve McNeill awarded the Juvenile Court Contract for representation of Parents in Dependency Proceedings.

A motion was made, seconded and passed to sign the contracts as outlined above.

ANNOUNCEMENT

Appointment of 19th District House Representative: The Clerk of the Board announced a Resolution Filling Vacant House Position In 19th Legislative District was approved and signed on December 17, 2002. The Joint Boards of County Commissioners for Cowlitz County, Wahkiakum County, Pacific County, and Grays Harbor County convened in joint session and appointed Brian Blake to fill the vacant position of Representative for the 19th Legislative District.

The Clerk of the Board announced that the next Board of County Commissioner meeting will be January 6, 2003.

PUBLIC COMMENT

Chairman Beerbower asked for public comment. Vern Spatz, County Auditor, announced that former County employee, Bill Oldham, retired under disability, passed away on Friday, December 20th. Mr. Spatz expressed appreciation to the Department of Public Services for loaning an employee to assist the Auditor's office during a period of not having adequate staffing.

CORRESPONDENCE

None

APPOINTMENT

None

STAFF MEETINGS

The Board held staff meetings on Monday, December 23, 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 met with the Director of Health and Social Services and with the Director of Utilities. Staff meetings will be held during the week.

RESOLUTIONS

The following resolutions were approved and signed by the Board:

**#02-143 Authorizing An Emergency Appropriation In The Budget Of
The Grays Harbor County General Fund Juvenile Department
#001-026**

**#02-144 Authorizing A Supplemental Extension In The Budget Of The
Grays Harbor County General Fund Public Health and Social
Services Department #001-000-029**

**#02-145 Authorizing A Supplemental Extension In The Budget Of The
Grays Harbor County General Fund District Court #001-000-
024**

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**#02-146 Transferring Items In The Grays Harbor County Election
Reserve Fund #116-000-000**

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The meeting adjourned at 2:25 p.m. to Monday, January 6, 2003 at 2:00 p.m.

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

BOB BEERBOWER, Chairman

DENNIS MORRISETTE, Commissioner

Vacant
Commissioner, District 3

ATTEST:

Sandra Daniels
Clerk of the Board