

MINUTES

BOARD OF COUNTY COMMISSIONERS MEETING

February 24, 2003

The Commissioners met in session in the Commissioners' Meeting Room, Administration Building, Montesano, Washington, on Monday, February 24, 2003, 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 February 10, 2003 were approved as presented.

PRESENTATION

None

BIDS

Open Bids, Remodel & Addition to G.H. Raceway Park: There was a bid opening for a General Construction Contract, which includes electrical construction, for Remodel and Addition to Grays Harbor Raceway Park. Plans, specifications, and contract documents for the contract work were available at the office of Street Lundgren & Foster Architects, 200 South First Street, Montesano, Washington. Two sets maximum were available to each bidder upon deposit of \$75.00 per set. The deposit shall be refunded upon return of the drawings and specifications within two weeks following the bid opening provided they are unmarked and in good order. No partial sets will be issued. A walk-through for all bidders was held at the project site on February 18, 2003 at 2:00 p.m. The walk-through was not mandatory, but access to the facility was not available at other times. The Clerk of the Board opened and read the following bids received with bid bond attached:

Bill Peters Construction, Aberdeen	\$144,500
Coyle Construction, Aberdeen	\$189,800
E.E.I. Contractors, Aberdeen	\$142,081
Bowers Construction, Montesano	\$109,475
Rognlin's Inc., Aberdeen	\$162,450
Shinstine Association, Puyallup	\$168,300

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

Open Bids, Elma & Ocean Shores Transfer Stations: There was a bid opening for the construction of the following project: Grays Harbor County Elma and Ocean Shores Transit Stations – R-70-05950-10, R-70-05950-20. The work to be performed under this project consists of constructing two (2) transit stations in accordance with the plans, Special Provisions, and the 2002 WSDOT/APWA Standard Specifications for Road, Bridge, and Municipal Construction, English, Division 1 APWA Supplement. Plans and Specifications were available for review and purchase for \$50.00, non-refundable, at the office of Street, Lundgren and Foster, Architects, 200 South First Street, Montesano, Washington. The Clerk of the Board opened and read the following bids received with bid bond attached:

Flag Construction, Inc., Kent	\$341,709
E.E.I. Contractors, Aberdeen	\$355,741
Bowers Construction, Montesano	\$291,850
Rognlin's Inc., Aberdeen	\$335,200
Bailey Berg General Contractors, Lacey	\$331,608
C.A. Carey Corp., Issaquah	\$378,583

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

Open Bids, 2003 Traffic Control Devices Supply Contract: There was a bid opening for the construction of the following project: 2003 Traffic Control Devices Supply Contract, R-70-09849-00. The contemplated work to be performed under this contract consists of the fabrication and delivery of approximately 1,141 Traffic Signs, 2,000 Ft. Thermo-plastic Tape, and other related traffic related items. All materials furnished shall conform to current publications of the 2002 Standard Specifications for Road, Bridge and Municipal Construction, WSDOT; the Sign Fabrication Manual, WSDOT; the Manual on Uniform Traffic Control Devices for Streets and Highways, *Millenium Edition*, FHWA, USDOT; and the Standard Highways Signs, FHWA, USDOT. A set of plans and specifications for the project were available from the County Road Engineer's Office in Montesano, Washington, upon payment of twenty-five (\$25.00) per set, which will not be refunded. Informational copies of maps, plans, and specifications are on file for inspection in the office of the County Road Engineer, Montesano, Washington. The Clerk of the Board opened and read the following bid with bid bond attached:

Zumar Industries, Inc., Tacoma	\$66,159.00
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Chairman Morrisette referred the bid to the Department of Public Services for review and recommendation.

Open Bids, 2003 County-Wide Aggregate Stockpiling Contract: There was a bid opening for the construction of the following project: 2003 County Wide Aggregate Stockpiling Contract. The work to be performed under this contract consists of furnishing and hauling to various County Stockpiles the following: 5/8” – U.S. No. 4” Crushed Screenings: 10,825 tons; Maintenance Sand: 2,000 tons. A set of plans and specifications for the project were available from the County Road Engineer’s Office in Montesano, Washington, upon payment of twenty-five dollars (\$25.00) per set, which will not be refunded. Informational copies of maps, plans, and specifications are on file for inspection in the office of the County Road Engineer, Montesano, Washington. The Clerk of the Board opened and read the following bids received with bid bond attached:

Quality Rock Prod. Inc., Tenino

Schedule A	\$24,635.52
Schedule B	\$23,176.44
Schedule C	\$40,678.06
Schedule D	\$35,546.13
Schedule E	\$ 4,590.30
Schedule F	\$ 6,167.40
Schedule G	\$16,230.00

Bayview Redi-Mix, Elma

Schedule A	\$20,936.70
Schedule B	\$25,659.63
Schedule C	no bid
Schedule D	no bid
Schedule E	\$ 4,111.60
Schedule F	no bid
Schedule G	no bid

Northwest Rock Inc., Aberdeen

Schedule A	\$24,565.73
Schedule B	\$25,521.68
Schedule C	\$34,846.08
Schedule D	\$29,175.86
Schedule E	\$ 3,916.84
Schedule F	\$ 5,079.99
Schedule G	\$12,594.48

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

Open Bids, 2003 Emulsified Asphalt Supply Contract: There was a bid opening for the construction of the following project: 2003 Emulsified Asphalt Supply Contract. The work to be performed under this contract consists of furnishing and hauling to various County locations the following: Approximately 1775 Tons of CRS-2P Emulsified Asphalt. All materials furnished shall conform to current publications of the 2002 Standard Specifications for Road and Bridge Construction. A set of plans and specifications for the project were available from the County Road Engineer's Office in Montesano, Washington, upon payment of twenty-five (\$25.00) per set, which will not be refunded. Information copies of maps, plans, and specifications were on file for inspection in the office of the County Road Engineer, Montesano, Washington. The Clerk of the Board opened and read the following bids received with bid bond attached:

McAsphalt Industries Limited, Canada	\$463,718.75
Chevron Products Company, Seattle	\$457,728.48
U.S. Oil and Refining Company, Tacoma	\$464,429.12

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

HEARINGS

Chairman Morrisette 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, Fair Construction Fund: There was a public hearing to consider supplemental appropriation as follows: Fair Construction Fund #303-000-000 in the amount of \$190,000. Chairman Morrisette asked for a staff report. Rose Elway, Budget Director provided a staff report. Ms. Elway reported the supplemental budget request for \$190,000 in the Grays Harbor County Fair Construction Fund is for improvements to the Harbor Raceway Park. The supplemental is due to an interfund loan which will be reimbursed out of 10 year proceeds from the Brownfield Promotion 10 year lease. Ms. Elway submitted a resolution necessary to supplement and amend the budget in the Fair Construction Fund. Also included was a budget transfer resolution in the #117 Aberdeen Landfill Post-Closure fund purchasing the loan of \$190,000 as an investment. Chairman Morrisette 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. 03-18 – Authorizing A Supplemental Extension In The Budget Of The Grays Harbor County Fair Construction Fund #303-000-000** and **Resolution No. 03-19 – Transferring Items In The Grays Harbor County Aberdeen Landfill Post-Closure**

Fund #117-000-000.

DEPARTMENT OF PUBLIC SERVICES

Request Approval, 2002 CRAB Annual Certification: A motion was made, seconded and passed to approve the 2002 Annual Certification showing that Grays Harbor County has followed specific policies required by CRAB Standards of Good Practice.

Request Approval, Acceptance of Contract, RR Crossing, Guardrail Installations: The Contractor, Petersen Bros., Inc., has completed the Railroad Crossing, Guardrail Installations Project No. C-79740-03/04, Fed. Aid No. STPXP-2014(051)/(052). The total amount of the contract is \$15,844.95, which is 0.12% below the original bid. A motion was made, seconded and passed to accept the contract and allow release of retainage in the amount of \$792.24 as per Section 60.28, Revised Code of Washington. A Comparison of Quantities Sheet was provided.

Request Approval, Lease with COG: A motion was made, seconded and passed to approve the 2003 Lease Agreement with Grays Harbor Council of Governments for office space located in the Pearsall Building. The total amount of the lease for this period is \$10,100. The Chehalis Basin Fisheries Task Force also maintains an operating office in the space and has a long-standing lease arrangement with Grays Harbor Council of Governments.

Request Approval, Right-of-Entry Agreement: A motion was made, seconded and passed to approve the Right of Entry Agreement to perform work in Brady. F. Paul Easter, Director of the Department of Public Services recommended approval of the agreement.

Request Approval, Set Hearing Date, Appeal of Rezone Case: Bascom Pacific, represented by Edwards & Hagen, is appealing the Planning Commission's denial of a re-zone request pursuant to Grays Harbor County's Comprehensive Zoning Ordinance No. 241, to change the zoning designation of approximately 170-acres of land currently zoned General Development-5 (GD-5) to Industrial (I-2). A motion was made, seconded and passed to set March 17, 2003 at 7:00 p.m. as the date and time set for the hearing for Appeal of Rezone Case 2002-1117; Appeal Case #2003-0140. Chairman Morrisette announced that he is recusing himself from the hearing.

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

BOARD OF HEALTH

Request Approval, Memorandum of Understanding to Provide Food Worker Classes: A motion was made, seconded and passed to allow Doug George, Environmental Health Director to sign the Washington State University-Cooperative Extension Agreement to provide food worker classes and other applicable programs. This is a continuation of the last agreement.

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

DEPARTMENTS

HEALTH AND SOCIAL SERVICES

Request Approval, Set Hearing Date, Supplemental Budget: March 10, 2003 at 2:00 p.m. is the date and time set for a Supplemental Budget Hearing for \$1,000 in the General Fund Public Health and Social Services Department due to a mini grant received from the Seattle-King County Public Health to perform tobacco compliance checks. Funds will be used in Extra Help.

Request Approval, Contract to Facilitate Community Health Task Force: A motion was made, seconded and passed to approve a contract with Clegg and Associates for \$25,000. During 2003, Clegg and Associates will continue to facilitate the Community Health Task Force, analyze health access issues in the County, and assist with fundraising for health improvement priorities. The funding for the project is included in the contract with the Department of Health to be focused on community assessment and planning activities.

Request Approval, 2003 Interlocal Agreement w/Clark County Health Department: A motion was made, seconded and passed to approve the 2003 Interlocal Agreement between Grays Harbor County and Clark County Health Department, which is the lead agency for Region VI Omnibus AIDS funding. This Agreement provides \$78,649 for Calendar Year 2003. The bulk of this funding must be used for intervention and prevention strategies targeted to populations at high risk of developing HIV/AIDS.

Request Approval, Certification for DSHS Contracts: A motion was made, seconded and passed to approve a certification for DSHS contracts. This document essentially certifies that the County is eligible to contract with or receive federal funds through DSHS and has not been “debarred, suspended, or voluntarily excluded” from doing so.

Request Approval, Mini-Grant w/Seattle-King County Public Health District: A motion was made, seconded and passed to approve a mini-grant from the Seattle-King County Public Health District for \$1,000 to perform tobacco compliance checks. In addition, the Public Health and Social Services Department will perform 20 tobacco compliance checks through the Tobacco Settlement funding.

Request Approval, Medicare Provider Enrollment Application: A motion was made, seconded and passed to approve the Medicare Provider Enrollment Application and a letter to Medicare stating the financial responsibility as required in Section 5 of the Application. The current Medicare provider number is very limited to what can be billed and Medicare has asked the Public Health and Social Services Department to expand their services. This is not a new Application, it just updates the current Medicare provider number.

Request Approval, Declare Property Surplus: A motion was made, seconded and passed to approve the request to declare the following items surplus and donate them to Peninsula Community Health Services:

- 1 microscope
- 2 hematocrit spin machines

The total value of these items is less than \$500 due to age and condition. The Public Health and Social Services Department no longer have any use for this equipment and Peninsula has indicated they can use them in providing services to low-income people.

Chairman Morrisette referred the request to Ron Strabbing, County Treasurer.

MANAGEMENT SERVICES

Request Approval, 2003 Municipal Services Agreement, Cranberry Coast Chamber: A motion was made, seconded and passed to approve two copies of a 2003 Municipal Services Agreement between Grays Harbor County and the Cranberry Coast Chamber of Commerce. \$7,250 will be funded for advertising, publicizing and distributing information for the Cranberry Coast Chamber of Commerce.

Request Approval, Budget Transfer Resolution: A motion was made, seconded and passed to approve **Resolution No. 02-23 – Transferring Items In The Grays Harbor County Miscellaneous Fund Special Project #101-000-000** This resolution authorizes the transfer of \$175,000 in the Special Projects Fund. Grays Harbor County received \$175,000 from Sierra Pacific for the Junction City Intersection improvement in accordance with the County agreement with Sierra Pacific. Most of the CERB Rail

Minutes

Board of Commissioners – February 24, 2003

Page 8

project was completed in 2002 so budget is available in 2003. Rose Elway, Budget Director reviewed the transfer and funds are available.

Request Approval, Amendment to Fair Construction Fund/Loan Resolution 98-35:

A motion was made, seconded and passed to approve **Resolution No. 03-22 – Amending Resolution #98-35 Loaning Funds From Fund #117 Landfill Post-Closure Fund to Fund #303 Fair Construction Fund**. This resolution amends the interfund #303 Fair Construction loan from 5% annual interest rate to 3%. The amendment also extends the loan repayment life for 10 years beginning December 1, 2003. The lowered interest rate and extended life lowers the annual payment from \$68,000 to around \$59,000. Additionally, the payment date is changed from May 1 to December 1, annually. This allows revenue of \$24,000 from the annual rent of the Brownfield Promotions contract and \$1.00 per person from the World of Outlaws ticket (\$6,000 annually) to be deposited toward the annual repayment. That deposit should make approximately ½ of the loan principal and interest payment.

Request Approval, Budget Transfer Resolution: A motion was made, seconded and passed to approve **Resolution No. 03-21 – Transferring Items In The Grays Harbor County Tourism Fund #112-000-100**. This resolution is a budget transfer for the Tourism Fund to transfer \$32,127 from the ending fund balance to Professional Services for the balance remaining on the Langley Group contract. The Board had authorized this amount in December for tourism advertising but the invoice was not received until this year. Rose Elway, Budget Director reviewed the request and funds are available for this transfer.

CENTRAL SERVICES

Request Approval, Authorization to Sign Master License Agreement: A motion was made, seconded and passed to authorize Dale Gowan to sign an Inqlenet Business Solutions Tip Studio Master License Agreement for the period March 1, 2003 to February 28, 2004. This will allow Grays Harbor County to renew the TIPIX license.

AUDITOR

Request Approval, Resolution Establishing Mileage Rates for Jurors: A motion was made, seconded and passed to approve **Resolution No. 03-20 – Resolution Establishing Mileage Reimbursement Rates For Jurors In Grays Harbor County**. This resolution includes:

Section 1. Mileage reimbursement paid to jurors serving in superior and district courts within Grays Harbor County shall be allowed at a rate set equal to federal government standard mileage rates for official travel, and as provided for in Resolution No. 97-36 for County official travel.

Section 2. In no case shall mileage reimbursement to jurors be less than the rate established by RCW 43.03.060.

PROSECUTING ATTORNEY

Request Approval, Set Hearing Date, Adopt County Code: March 10, 2003, at 2:00 p.m. is the date and time set for a public hearing to consider a proposed ordinance adopting “The Grays Harbor County Code.”

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

FAIR

Request Approval, To Transport Caretaker Trailer: Effective March 1, 2003, Mearl Spracklen will move from the position of Fairgrounds Facilities Maintenance I to the Caretaker/Facilities I position at the Grays Harbor County Fairgrounds. Mr. Spracklen owns a mobile home that currently resides in a park in Hoquiam. As per Exhibit A of the Caretaker position Debbie Adolphsen, Fair and Tourism Director, requested permission to move the trailer to the Grays Harbor County Fairgrounds. The estimated expenses are approximately \$1,500. There are excess salary funds to cover the moving expenses. A motion was made, seconded and passed to approve the request to transport the caretaker trailer as outlined.

ANNOUNCEMENT:

None

PUBLIC COMMENT

Chairman Morrisette asked for public comment. There was no public comment.

CORRESPONDENCE

A Claim For Damages against Grays Harbor County was received from Debbie Irene Simpson, Gig Harbor, Washington. The claim was referred to the Risk Management Department, Grays Harbor County.

A request was received from Jack Lawson, Organizing Committee, Mt. Rainier To The Pacific Relay Hood River Valley Relay. The request is to make a permit application for the 15th annual running of the Mt. Rainier To The Pacific Relay, July 25-26th from Ashford to Ocean Shores, Washington. They have managed the event for 14 years with no accidents or injuries and will supply \$2,000,000 liability insurance as they did for 2002. The request was approved subject to review and recommendation by the Sheriff's Department, Risk Management Department and the Department of Public Services.

APPOINTMENT

Grays Harbor Noxious Weed Control Board: A motion was made, seconded and passed to appoint Ernest Nelson to the Grays Harbor County Noxious Weed Control Board for District 5. Commissioner Beerbower reported that this appointment was put on hold late last year until a replacement was made to fill the position for the District 3 County Commissioner. However, the Weed Control Board has experienced difficulty conducting meetings with a quorum. The Weed Control Board urged the Commissioners to appoint Mr. Nelson to their Board as soon as possible to allow greater flexibility in scheduling with an additional member.

Olympic Area Agency on Aging Advisory Council: The Olympic Area Agency Advisory Council recommended the appointments of Ms. Betty Wolf of Ocean Shores to fill the vacant 03A Advisory Council position for Grays Harbor County. Also, the Grays Harbor Advisory Council members recommended that Ms. Rosemary Willis be appointed as an alternate Council member. The alternate will only attend full Council meetings when a current Grays Harbor member is unable to be there. The alternate will be actively involved in any local efforts of the Grays Harbor Advisory Council. Both candidates come with excellent background and experiences to assist 03A and the 03A Advisory Council for its work for vulnerable adults in the service area. A motion was made, seconded and passed to appoint Betty Wolf of Oceans Shores to fill the vacant 03A Advisory Council position for Grays Harbor County and Rosemary Willis as an alternate Council member.

Consideration of Appointment to Fill Commissioner District #3 Position: A motion was made, seconded and passed to appoint Al Carter to fill the Commissioner District #3 position.

STAFF MEETINGS

The Board held staff meetings on Monday, February 24, 2003, 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 Public Services Director, Director of Health and Social Services and the Fairgrounds/Tourism Director. Staff meetings will be held during the week.

RESOLUTIONS

- #03-18 Authorizing A Supplemental Extension In The Budget Of The Grays Harbor County Fair Construction Fund #303-000-000**
- #03-19 Transferring Items In The Grays Harbor County Aberdeen Landfill Post-Closure Fund #117-000-000**
- #03-20 Resolution Establishing Mileage Reimbursement Rates For Jurors In Grays Harbor County**
- #03-21 Transferring Items In The Grays Harbor County Tourism Fund #112-000-100**
- #03-22 Amending Resolution #98-35 Loaning Funds From Fund #117 Landfill Post-Closure Fund To Fund #303 Fair Construction Fund**
- #03-23 Transferring Items In The Grays Harbor County Miscellaneous Fund Special Projects #101-000-000**

Minutes
Board of Commissioners – February 24, 2003
Page 12

The meeting adjourned at 2:51 p.m. to Monday, March 3, 2003 at 2:00 p.m.

BOARD OF COMMISSIONERS
for Grays Harbor County
This _____ day of _____, 2003

BOB BEERBOWER, Commissioner

DENNIS MORRISETTE, Chairman

Vacant
Commissioner, District 3

ATTEST:

Sandra Daniels
Clerk of the Board