

## MINUTES

### BOARD OF COUNTY COMMISSIONERS MEETING

May 12, 2003

The Commissioners met in session in the Commissioners' Meeting Room, Administration Building, Montesano, Washington, on Monday, May 12, 2003, at 2:00 p.m. Commissioners Bob Beerbower, Dennis Morrisette and Al Carter were present. Also in attendance was Sandra Daniels, Clerk of the Board and Jennifer Wieland, Prosecuting Attorney.

**MINUTES OF PREVIOUS MEETING:** The minutes of the Commissioners' Special Meeting of April 28, 2003 at 6:00 p.m. were approved as presented with Chairman Morrisette abstaining.

The minutes of the Commissioners' Meeting of May 5, 2003 were approved as presented.

#### **BIDS**

None

#### **HEARINGS**

**Application for Variance from Subdivision Road Standards, Case #0569:** There was a public hearing to consider the following: Thomas Weber has submitted an application for a variance from the County Subdivision Road Standards, Ordinance #190, for a conditionally approved 2-lot Short Subdivision. The applicant is requesting a variance from the required private roadway Standard B 28-foot gravel surfacing top course and any provision of private roadway standard B inconsistent with allowing the existent roadway (Koala Lane) to be accepted as adequate. The variance would allow the applicant to utilize an existent 60-foot two-way right-of-way, with 20-foot graveled driving surface. The roadway is known as Koala Lane.

The subject variance, subdivision and roadway are located in Pacific Beach, WA, at or just south of Pacific Beach, WA, within the northwest quarter of Section 29, Township 20N., Range 12W. W.M., Grays Harbor County, WA. The property is further described as Assessor's parcel #749700000200.

Chairman Morrisette asked for a staff report. Curt Crites, Grays Harbor County Planner provided a staff report. Mr. Crites reported that the applicant and the Board of County Commissioners received the following information and requested that it be entered into the record:

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1. Hearing date request.
2. Staff report containing findings of fact, conclusions and staff recommendations.
3. Application for variance and supporting letter.
4. Site plan, vicinity map and aerial photo.
5. Photographs from the site visit.
6. Notice of public hearing and mailing list.
7. Excerpt of Ordinance #190 (private subdivision road standards).

Chairman Morrisette asked for public testimony. Janet Kessell, with Summit Land Planning Services, PO Box 6234, Olympia, Washington, reported that she represents the applicant. Ms. Kessler stated that she is testifying for Application for Variance from Subdivision Road Standards, Case #2003-0569 and Application for Variance from Subdivision Road Standards, Case #2003-0570. She explained the application and stated the request is for relief from requirement to upgrade existing private road (Koala Lane) resulting from desire to subdivide into two lots (Short Plat Subdivision #2002-1566). Precedent has been set for this variance as it has been previously granted to several property owners within the Plat of Haskin Park. Koala Lane currently has 60-foot of right-of-way with a 20-foot gravel driving surface. The existing condition of this road is more than adequate to serve the current and future lots within Haskin Park. Chairman Morrisette asked for further public testimony. There was no additional testimony and the hearing was closed. A motion was made, seconded and passed to approve Application for Variance from Subdivision Road Standards, Case #2003-0569.

**Application for Variance from Subdivision Road Standards, Case #0570:** There was a public hearing to consider the following: Thomas Weber has submitted an application for a variance from the County Subdivision Road Standards, Ordinance #190, for a conditionally approved 4-lot Short Subdivision. The applicant is requesting a variance from the required private roadway Standard B 28-foot gravel surfacing top course and any provision of private roadway standard B inconsistent with allowing the existent roadway (Koala Lane) to be accepted as adequate. The variance would allow the applicant to utilize the existent 60-foot two-way right-of-way and the existent 60-foot one-way right-of-way, both with 20-foot graveled driving surfaces. The roadway is known as Koala Lane.

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The associated subdivision and roadway are located in Pacific Beach, WA, at or just south of Pacific Beach, WA, within the northwest quarter of Section 29, Township 20N., Range 12W. W.M., Grays Harbor County, WA. The property is further described as Assessor's parcel #749700001000.

Chairman Morrisette asked for a staff report. Curt Crites, Grays Harbor County Planner provided a staff report. Mr. Crites reported that the applicant and the Board of County Commissioners received the following information and requested that it be entered into the record:

1. Hearing date request.
2. Staff report containing findings of fact, conclusions and staff recommendations.
3. Application for variance and supporting letter.
4. Site plan, vicinity map and aerial photo.
5. Photographs from the site visit.
6. Notice of public hearing and mailing list.
7. Excerpt of Ordinance #190 (private subdivision road standards).

Mr. Crites stated that staff recommended approval of the request. Chairman Morrisette asked for public testimony. Janet Kessell, with Summit Land Planning Services, PO Box 6234, Olympia, Washington, reported that she represents the applicant. Ms. Kessler explained the application and stated the request is for relief from requirement to upgrade existing private road (Koala Lane) resulting from desire to subdivide into four lots (Short Plat Subdivision #2002-1568). Precedent has been set for this variance as it has been previously granted to several property owners within the Plat of Haskin Park. Koala Lane currently has 60-feet of right-of-way with a 20-foot gravel driving surface. The existing condition of this road is more than adequate to serve the current and future lots within Haskin Park. Chairman Morrisette asked for further public testimony. There was no additional testimony and the hearing was closed. A motion was made, seconded and passed to approve Application for Variance from Subdivision Road Standards, Case #2003-0570.

Chairman Morrisette requested that the following item listed later on the agenda be considered at this time.

## **COMMISSIONERS**

**Decision, Metropolitan Parks District Question:** Chairman Morrisette asked for comment or discussion from the Board of County Commissioners. Commissioner Beerbower expressed appreciation to Mike Bruner for his work on the project. He commented that not all questions were answered and he made a motion to decline the request. Commissioner Carter made statements and seconded the motion to deny the request. Chairman Morrisette commented and passed the motion to deny the request by the City of Montesano that the Board of Commissioners place on the ballot for consideration by the voters within the boundaries of the proposed district, the proposed creation of a Metropolitan Park District (MPD).

## **HEARINGS**

**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 \$24,000.00. Chairman Morrisette asked for a staff report. Rose Elway, Budget Director provided a staff report. Ms. Elway reported that the Supplemental Budget Request for \$24,000.00 is in the Fair Construction Fund. Funds have been committed by the State 4-H Director for \$19,000 and \$5,000 has been raised by the local 4-H project group. Chairman Morrisette asked for public comment. There was no public testimony and the hearing was closed. A motion was made, seconded and passed to approve **Resolution No. 03-43 – Authorizing A Supplemental Extension In The Budget Of The Grays Harbor County Fair Construction Fund #303-000-000.**

**Continued from 4/28 – Right-of-Way Vacation:** There was a public hearing to consider that Grays Harbor County has initiated a right of way vacation pursuant to R.C.W. 36.87.010 regarding the following road: Vacating all Right of Way North of Main Street and South of Parcel #201220130100 between (1) the Easterly 90' of Block 5 and Lot 8 of Block 4 (2) between Lot 1 Block 4 and Lot 8 Block 3 and (3) between Lot 1 Block 3 and Lot 9, Lot 1 and alley in Block 2 all in the Plat of Pacific Beach Townsite Volume 3 page 43 records of Grays Harbor County situated in Section 20 Township 20N Range 12 W.W.M. Any person desiring to express their views or request additional information could contact John R. Kirkwood, Administrative Engineer, Department of Public Works, 100 W. Broadway, Suite 31, Montesano, Washington. Chairman Morrisette asked for a staff report. Kevin Varness, Assistant Director of Public Services, provided a staff report. Mr. Varness reported that the Department of Public Services was originally contacted by Jim Hatton, Commissioner of Fire District #8, about purchasing County right-of-way where their old fire station sits. Jim Baker, Senior Deputy Prosecuting Attorney was consulted. His opinion is that the County can only vacate this right-of-way. Then the Fire District and abutting property owners can negotiate a private

settlement between them. The Department of Public Services recommended 1<sup>st</sup> Street be vacated. While researching 1<sup>st</sup> Street, they noticed that 2<sup>nd</sup> and 3<sup>rd</sup> Street were County roads, with no beneficial use to the public.

Mr. Varness reported that the department is recommending two resolutions. One to vacate First Street north of Main Street in downtown Pacific Beach. This proposal was initiated to address the historic fire district garage that has been sitting on County road right-of-way for many years. A new facility has been constructed further north of Pacific Beach along the state highway and near Moclips. There has been discussion regarding what to do with the old facility. Mr. Varness reported that currently the old garage is rented to a third party and rent is being received. At this time there is not a problem with the building being on County road right-of-way. He reported that there would be ongoing discussion to develop a long-term plan for the issue. Mr. Varness discussed the water line issue involving the street. Second and Third Streets have been determined to be commonly used by the North Beach Business Association and other community groups during seasonal festivals and they would like to have those remain as public right-of-ways so that they could continue to use the streets. Mr. Varness discussed drainage problems and the best way to handle those problems. Mr. Varness reported that the Department of Public Services recommended to not approve the resolution for Second and Third Streets and to table the resolution for First Street until a long-term solution can be reached regarding the fire district.

Chairman Morrisette asked for public testimony. There was no public comment and the hearing was closed. A motion was made, seconded and passed to deny the Vacation of Second and Third Street and continue a decision regarding First Street to allow additional time for resolution.

## **PRESENTATION**

None

## **DEPARTMENT OF PUBLIC SERVICES**

**Request Approval, Set Date, Open Bids, Neilton Water Improvements:** Plans and specifications for the water system improvements at Neilton have been completed and improved. The project is being funded by a Community Development Block Grant. The estimated cost of the project is \$490,000. The project consists of construction of a 26 foot concrete water reservoir, a 20 x 16 foot pump house, a booster pumping system, well pumps, and installation of approximately 3800 feet of waterline piping, and power and telephone extensions at the project site. June 23, 2003 at 2:00 p.m. is the date and time set for a bid opening for the Neilton Water Systems Improvements.

**Request Approval, Contracts for Juvenile Detention Center Roof Project:** The bids for roof replacement were opened on April 7, 2003. The bid was awarded by the Board to Lupo Construction on April 28, 2003. The contracts for the project have been prepared to proceed with construction. The contract price is \$87,637.94 for the composition roof alternative. The Department of Public Services recommended approval of the contracts. Work is expected to begin next week, weather permitting. A motion was made, seconded and passed to approve the Construction Contracts with Lupo Construction, Aberdeen, for the Juvenile Detention Center Roof Replacement.

**Request Approval, Fairgrounds Racetrack Grandstand Tower Project:** The Grandstand Tower Project has been completed by Bowers Construction of Montesano. The occupancy permit has been received, and Brownfield Promotions is occupying the building. The contracted obligation to Brownfield Promotions was May 21, 2003, for this phase of the project. Final contract price is \$144,654.14. The Department of Public Services recommended acceptance of the project and authorization to proceed with project close out. A motion was made, seconded and passed to accept the Fairgrounds Racetrack Project Grandstand Tower project and proceed with project close out.

**Request Approval, 2003 Pavement Striping Contracts:** A motion was made, seconded and passed to approve three (3) sets of contract documents for the 2003 Pavement Striping Contract, S-02080-00 project, which was awarded to the low bidder, Stripe Rite, Inc., of Auburn, Washington. The Department of Public Services recommended execution of this contract.

**Request Approval, Set Date, Open Bids, Culvert Replacement Projects:** A motion was made, seconded and passed to approve two (2) CRP Resolutions to replace the following failed culverts:

1. Fairway Park Road Culvert Replacement, C-53370-01
2. Geissler Road Culvert Replacement, C-58410-11

Also, a bid advertisement for the 2003 Culvert Supply Contract and setting a bid opening at 2:00 p.m., June 2, 2003, and to close these roads during daylight hours when installing these culverts was approved.

**Request Approval, Road Name Change:** The Department of Public Services proposed a resolution changing the name of Hicklin Road (RR Underpass) to Hicklin Branch Road. It was recently brought to the attention of the Public Works Department by 911 that there is some confusion in regards to having duplicate Hicklin Road names within the same Fire District. By changing the road name, further confusion will be avoided. There are

currently no residences on this road. A motion was made, seconded and passed to approve **Resolution No. 03-44 – Changing Hicklin Road (RR Underpass) to Hicklin Branch Road.**

## **DEPARTMENTS**

### **MANAGEMENT SERVICES**

**Request Approval, Set Date, Emergency Budget Hearing:** A motion was made, seconded and passed to set May 19, 2003 at 2:00 p.m. as the date and time for an emergency budget hearing in the Prosecutor's Office for \$9,500. The emergency budget request is due to the increase in criminal professional services due to a recent arson trial and a murder trial to be tried in July of this year.

### **FAIR**

**Request Approval, Contract for Tourism Marketing:** A motion was made, seconded and passed to approve a professional services agreement with Debi Tracy for Tourism Marketing Services. The agreement is for public relations assistance in tourism projects including developing new brochures, a photo library, news releases, and newsletter format. Services will be used on an as needed basis and can be terminated at any time. The professional services agreement has been reviewed by Jim Baker.

### **HEALTH AND SOCIAL SERVICES**

**Request Approval, Amendment/Extension Timeshare Contract w/PCI Software, Inc.:** A motion was made, seconded and passed to approve an amendment and extension to the Timeshare Contract between the County and PCI Software, Inc. PCI provides software support for the mental health client database that is required by the state. The amendment extends the contract through September 30, 2003. All dollars to pay for this support are derived from State Mental Health Program funds.

**Request Approval, Amendment to Contract w/State D.O.H.:** A motion was made, seconded and passed to approve an Amendment to the County's Contract with the State Department of Health. This Amendment carries over \$21,029 of unspent 2002 funding for Bioterrorism Preparedness Planning Activities into 2003 for a total of \$46,029 through August 30, 2003. Additionally, the due date for submission of an emergency response plan is changed to October 31, 2003.

**Request Approval, Three Amendments to State DSHS/Mental Health Division**

**Contracts:** A motion was made, seconded and passed to approve three Contract Amendments related to mental health services:

1. The Contract with the State DSHS/Mental Health Division is amended to add \$24,128 to funding for Fiscal Year 2003.
2. The same Contract is also amended to extend the time period through July 31, 2003.
3. The General Terms and Conditions Contract that governs the mental health services is extended through July 31, 2003.

**Request Approval, Amendment to Agreement w/Clegg & Associates:** A motion was made, seconded and passed to approve an Amendment to the County's Agreement with Clegg and Associates. The amendment adds \$15,000 and extends the contract through August 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 \$15,000 to extend this work has been provided through a grant from the Washington Health Foundation.

**Request Approval, Amendment to State D.O.H. Contract:** A motion was made, seconded and passed to approve an Amendment to the County's contract with the State Department of Health. This amendment increases the contract by \$30,681. The additional funding is for the Family Planning, Immunization, WIC, Tobacco, and Drinking Water Programs.

**ANNOUNCEMENT**

Chairman Morrisette announced that the woodcarving would be dedicated on Monday, June 2, 2003 at the 2:00 meeting. The artist will be present for the dedication.

**PUBLIC COMMENT**

Chairman Morrisette asked for public comment. James Sterling, Montesano resident, commented regarding the proposed Metropolitan Park District issue.

Dale Hensley, resident of Central Park, commented regarding the proposed Metropolitan Park District issue. There was no further public comment.

## **CORRESPONDENCE**

The Clerk of the Board announced the following correspondence received:

A Projection of Income From State Forest Board Lands was received from Doug Sutherland, Commissioner of Public Lands, Department of Natural Resources. The correspondence was referred to Larry Smith, Director of Forestry and Rose Elway, Budget Director.

A request for permission to use County roads was received from Jack Brodhead. On May 25, 2003, he will be promoting the Vance Creek Bicycle Race. The course will run along Lambert Road to the Satsop Development Park, down to Workman Creek, to Hokanson Road, and back to the Development Park. It will be run all day with races consisting of multiple laps. The registration and race starts will take place at Vance Creek Park. He will provide insurance and letters to local residents along the course explaining the races. He will also provide lead cars, follow cars, and corner workers with flags and signage. There will be radio communication for everyone involved. A motion was made, seconded and passed to approve the request subject to review by the Sheriff's Department, Risk Management and the Department of Public Services.

A request for permission to use County roadways was received from Mark Norberg. As the Wellness Coordinator at Weyerhaeuser Cosmopolis Pulp Mill he is planning the annual bicycle poker ride. This year, again, Schafer State Park facility has been chosen for the starting and finishing point. The ride will start at the park and continue on West Schafer Park Road, onto East Satsop Road with the turn around point at Satsop Fire Department #2 Station. Heading back on East Satsop Road, returning back to the park where a picnic will be held. Four checkpoints are set up to the side of the road for the riders to draw their cards. Approximately 10-12 sandwich boards are along the course warning motorists that bicycle riders are on the roads. There are normally 40-50 people in this event. Starting time is 10:00 a.m. and will last to about 12:00 noon. The date is set for Saturday, June 28, 2003. The Grays Harbor Amateur Radio Club is at each checkpoint and they provide a sweep truck. Bicycle helmets are strongly recommended. Both Mason and Grays Harbor County lines will be crossed and a letter will be sent to each County. A motion was made, seconded and passed to approve the request subject to review by the Sheriff's Department, Risk Management and the Department of Public Services.

### **APPOINTMENT**

**Reappointment, Board of Equalization:** A motion was made, seconded and passed to reappoint Max Muller, 945 Middle Satsop Road, Montesano, to the Board of Equalization. The new term begins June 2003 and expires June 2006.

### **STAFF MEETINGS**

The Board held staff meetings on Monday, May 12, 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 and the Director of Health and Social Services. Staff meetings will be held during the week.

### **RESOLUTIONS**

The following resolutions were approved and signed:

- |               |  |
|---------------|--|
| <b>#03-43</b> | <b>Authorizing A Supplemental Extension In The Budget Of The Grays Harbor County Fair Construction Fund #303-000-000</b> |
| <b>#03-44</b> | <b>Changing Hicklin Road (RR Underpass) to Hicklin Branch Road</b>   |

### **ORDINANCES**

None

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The meeting adjourned at 2:51 p.m. to Monday, May 19, 2003 at 2:00 p.m.

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

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BOB BEERBOWER, Commissioner, District 1

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DENNIS MORRISETTE, Chairman

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ALBERT A. CARTER, Commissioner, District 3

ATTEST:

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Sandra Daniels  
Clerk of the Board