

## MINUTES

### BOARD OF COUNTY COMMISSIONERS MEETING

June 16, 2003

The Commissioners met in session in the Commissioners' Meeting Room, Administration Building, Montesano, Washington, on Monday, June 16, 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. Jim Baker, Prosecuting Attorney was excused.

**MINUTES OF PREVIOUS MEETING:** The minutes of the June 2, 2003 meeting and the June 9, 2003 meeting were approved.

#### **BIDS**

None

#### **HEARINGS**

None

#### **PRESENTATION**

**Weyerhaeuser Company Presentation:** Debbie Adolphsen, Director of the Grays Harbor County Fairgrounds, introduced Sue Isler from Weyerhaeuser Company and Dave Pursell, 4-H Rabbit and Poultry Superintendent. Sue Isler reported that the Weyerhaeuser Company Foundation has awarded a grant in the amount of \$13,275 to the Grays Harbor County Fair. \$3,275 is for renovation of the Rabbit and Poultry Barn and \$10,000 is for improvements to the Pavilion and the outdoor arena. On behalf of Weyerhaeuser Ms. Isler presented a check to Mr. Pursell for \$3,275 and a check to Debbie Adolphsen for \$10,000. The Board of Commissioners expressed appreciation for the support and grants.

#### **DEPARTMENT OF PUBLIC SERVICES**

**Request Approval, Supplemental Agreement, Elma/Ocean Shores Transit Station Transit Project:** A motion was made, seconded and passed to approve three (3) copies of the Consulting Supplemental Agreement with Street, Lundgren and Foster for designing new transit stations at Elma and Ocean Shores. This agreement extends the completion date to December 31, 2003 and increases the maximum amount payable by \$875.00 to cover increased insurance costs. The Department of Public Services recommended the supplemental agreement be extended.

**Request Approval, Supplemental Agreement, Cougar Smith Road Middle Satsop**

**Bridge Replacement Project:** A motion was made, seconded and passed to approve three (3) copies of the Consulting Supplemental Agreement with CES, Inc. for designing the replacement bridge on Cougar Smith Road over the Middle Satsop River. This agreement extends the completion date to December 31, 2004 to allow for the additional time required for due process regarding project permitting. The Department of Public Services recommended the supplemental agreement be extended.

**Request Approval, Execution of Agreement w/Whisler Communications:**

The Grays Harbor County Public Services Department, ER&R Division has worked with Grays Harbor Communications E-911 and Whisler Communications on the proposed agreement to allow for the use of certain premises at Beacon Hill and Neilton Point. The agreement provides a mutual benefit to all parties. A motion was made, seconded and passed to approve the agreement with Whisler Communications as described. The Department of Public Services recommended the agreement be approved after final approval by all parties and review by the Prosecuting Attorney's office.

**Request Approval, Administrative Offer Summary DNR Easement, Aberdeen**

**Gardens Bridge Replacement Project:** A motion was made, seconded and passed to approve one (1) administrative offer summary on the Aberdeen Gardens Road Bridge Replacement CRP 51240-01, county road project. With concurrence and authorization the County's right-of-way agent will proceed with negotiations to purchase the necessary easement rights.

**Request Approval, Administrative Offer Summary Elma-Hicklin Road Project:**

A motion was made, seconded and passed to approve four (4) administrative offer summaries on the Elma-Hicklin Road Project CRP 79740-02, county road project. With concurrence and authorization the County's right-of-way agent will proceed with negotiations to purchase the necessary easement rights.

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

**Request Approval, 2003 Culvert Supply Contract:** A motion was made, seconded and passed to approve four (4) sets of contracts for the 2003 Culvert Supply Contract that was awarded to Washington Culvert Company, Inc. for the amount of \$14,551.23. The Department of Public Services recommended approval of this contract.

## **DEPARTMENTS**

### **FAIR**

**Request Approval, Proceed with Construction at Fairgrounds:** Funds have been secured through grants and fund raising by the Grays Harbor 4-H Council to build a new 4-H Dog Building at the Grays Harbor County Fairgrounds. Funds have also been secured through grants and fund raising by the Grays Harbor Fair Equine Committee to build a covered entrance into the Pavilion arena. Labor for construction of the new structures will be performed by volunteers. A Memorandum of Agreement between the Grays Harbor 4-H Council and Grays Harbor County to cover construction of the new structures was proposed. The 4-H Council has approved and signed the agreement. The Fairgrounds Director recommended the agreement be approved. A map of the location for the new building and covered entrance was presented. Plans will be drawn by architect Mac McCutcheon for the Dog Building. Plans have already been drawn and are in place for the covered entrance to the Pavilion arena. A motion was made, seconded and passed to approve the Memorandum of Agreement between the Grays Harbor 4-H Council and Grays Harbor County as described.

**Request Approval, Authorization to Sign Entertainment Contracts:** The Grays Harbor County Fair requested authorization to sign entertainment contracts with “Jamie’s Rock-n-Roll Legends”, “West Side of Chicago” and Brownfield Promotions, Inc. Also permission to sign a contract with Lackey Sound & Light Inc. to provide the lights and sound for the Les Schwab Stage and Montesano Farm & Home Stage.

Jamie’s Rock-n-Roll Legends will include Rod Steward, Cher, Billy Joel, and Stevie Nicks. Fairgoers will be entertained by these Las Vegas style impersonators. Jamie’s Rock-n-Roll Legends are sponsored by Sunny 102 radio and will perform on Friday, August 8<sup>th</sup>.

“West Side of Chicago” bills itself as the Northwest’s Premier Retro Horn Band. There are 9 members in this Twin Harbors musical group, and they pride themselves in performing accurate cover versions of songs by Chicago, Blood Sweat & Tears, Ides of March and other “horn rock bands” of the 70’s and 80’s. “West Side of Chicago” also sponsored by Sunny 102 Radio perform on Friday, August 8<sup>th</sup>.

Brownfield Promotions, Inc. will present car races on Saturday, August 9<sup>th</sup> and motorcycle races on Sunday, August 10 during the Fair. Both events will be included in the total fair entertainment package and offered free of charge to fairgoers. Last year’s fair car race was one of the largest in attendance for the year. Motorcycle races are a new feature this year.

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Lackey Sound & Light, Inc. provided the best bid for services based on price, equipment, staff provided and past experience with fair entertainment. A motion was made, seconded and passed to approve the request as described.

## **HEALTH & SOCIAL SERVICES**

### **Request Approval, Rental Application & Agreement, Information**

**Session/Developmentally Disabled:** A motion was made, seconded and passed to approve a rental application and agreement for the Department to use the Rotary Log Pavilion in Aberdeen. On June 24, there will be a day-long planning session for local agencies that provide services to people with developmental disabilities. The planning meeting is funded through the State grant from DSHS.

### **Request Approval, Agreement w/City of Hoquiam for Services/RUAD Program:** A

motion was made, seconded and passed to approve an Agreement with the City of Hoquiam. Through this Agreement, Hoquiam will be reimbursed for law enforcement services to perform party emphasis patrols and liquor purchase age compliance checks. These activities are part of the RUAD (Reduce Underage Drinking) Grant from the Washington State Patrol and these federal grant funds will be used to reimburse the overtime costs for officers involved in these activities.

### **Request Approval, Program Agreement w/DSHS for 2001-2003 Biennium:** A

motion was made, seconded and passed to approve a new Program Agreement between the County and the DSHS Division of Developmental Disabilities for the 2001-2003 biennium. Funds are contracted to several local agencies to provide services. This new Agreement reflects a reduction of \$38,000 from current funding to reflect the fact that some Day Program funding is now paid directly to clients.

### **Request Approval, Rural Health Care Division of FCC to Bid, Telecommunications**

**Services:** A motion was made, seconded and passed to approve a document that will allow the Rural Health Care Division of the Federal Communications Commission to go out to bid on behalf of the Public Health and Social Service Department for reduced-rate telecommunications services. This will be a benefit related to the line charge paid for video-conferencing equipment. The FCC will accept bids to determine the lowest rate. The Public Health and Social Services Department is eligible for discounted rates as a rural healthcare provider.

**Request Approval, Amendment to Program Agreement w/DSHS:** A motion was made, seconded and passed to approve an amendment to the County's Program Agreement with the State DSHS which provides funding for the Department to complete in-home nursing evaluations of children with special medical, developmental or

behavioral problems. DSHS refers children for this evaluation to determine whether a parent qualifies for an exemption from Work First rules. The amendment extends the Agreement through September 30, 2003. In the four years, the Department has had this Agreement, they have not received any referrals, but this mechanism would allow the work to proceed if necessary.

**Request Approval, Amendment to Contract w/ARC:** A motion was made, seconded and passed to approve an amendment to the County's contract with ARC of Washington. This amendment adds \$13,006 which ARC will use to increase its community information, training and planning activities targeted to people with developmental disabilities, their families and support network.

**Request Approval, Amendment to Contract w/Morningside Services:** A motion was made, seconded and passed to approve an amendment to the County's contract with Morningside. This agency provides supported employment services for individuals with developmental disabilities and the amendment reflects a change in the per hour rate to be paid for these services.

### **MANAGEMENT SERVICES**

**Request Approval, Resolution Amending Resolution #03-37, Public Health & Social Services Investigation Fund:** A motion was made, seconded and passed to approve **Resolution No. 03-53 – Amending Resolution #03-37 – Establishing An Investigation Fund In The Offices Of Public Health & Social Services.** This resolution amends the resolution "Establishing An Investigation Fund" in the Public Health & Social Services Fund. This resolution will increase the Investigation Fund for alcohol and tobacco compliance checks from \$75.00 to \$200.00.

**Request Approval, Set Date, Supplemental Appropriation, Sheriff's Fund:** June 30, 2003 at 2:00 p.m. is the date and time set for a public hearing to consider a Supplemental Budget request in the Sheriff's Department budget for \$17,977 in funding received from the US Department of Justice, the Washington Traffic Safety Commission and donations from the West Region Emergency Medical Services. \$12,852 in funding from the Local Law Enforcement Block Grant will be used for a new copier in the squad room and other patrol-related equipment. \$2,125 in funds from the Washington Traffic Safety Commission will be used for traffic safety supplies such as helmets and car seats and \$3,000 will be used for patrol overtime on the Click It or Ticket program.

**Request Approval, Resolution Amending Resolution #98-06, Petty Cash Fund/Fair:** A motion was made, seconded and passed to approve **Resolution No. 03-52 – Amending Resolution #98-06 – Establishing A Petty Cash And Change Fund Account In The**

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**Fair Fund #103-000-000.** This resolution amends Resolution #98-06 – Establishing A Petty Cash and Change Fund Account in the Fair Fund”. This resolution will increase the Petty Cash by \$100 and the Change Fund by \$500 to accommodate the increase in weekend activities.

**Request Approval, Business Associate Agreement, Disability Board:** A motion was made, seconded and passed to approve two copies of a Business Associate Agreement between Grays Harbor County and the Disability Board. The Disability Board provides disability benefits and has knowledge of retired employee medical and health records. This agreement is a result of the new HIPAA requirements dealing with employee privacy rules for the confidentiality of personal healthcare information. The Disability Board is agreeing to follow the county's adopted HIPAA policies for employee confidentiality of records.

**Request Approval, 2003 One-Time-Only Interlocal Agreement, Black Hills Wranglers:** A motion was made, seconded and passed to approve two copies of a 2003 Interlocal Agreement between Grays Harbor County and the Blackhill's Wranglers in the amount of \$500. Funding will be used for the promotion of tourism for the Blackhill's Wranglers event.

**Request Approval, Budget Transfer, Special Projects Fund:** A motion was made, seconded and passed to approve **Resolution No. 03-51 – Transferring Items In The Grays Harbor County Miscellaneous Fund Special Projects #101-00-000.** The Department of Community Trade and Economic Development Public Works Trust Fund (PWTF) Loan for the Grays Harbor Vehicular Ferry Feasibility Study expires June 6, 2003. PWTF Board cannot issue another extension to this project loan because it is now under the control of the Community Economic Revitalization Board (CERB). The Public Works Trust Fund loan principle of \$148,500 and interest of \$1,500 are due at close out. A detailed recap report on the financial activity of the PWTF Loan was provided. The Special Projects Fund budget had allocation to continue the project. It is now necessary to transfer the project budget to a principle and interest repayment lines within the budget. This resolution is necessary to transfer \$150,000 in funds to close out the PWTF loan on the vehicular ferry.

## **TREASURER**

**Request Approval, Negotiated Sale Agreement, City of Aberdeen:** A motion was made, seconded and passed to approve a “Negotiated Sale Agreement for Tax Title Property” for the sale of Parcel 028200801200 (Lot 12 & S 20' of Lot 11, Blk 8 Highland Home Stewarts Addition). This document was presented by the City of Aberdeen in behalf of Aberdeen Neighborhood Housing, Inc. As part of this three party transaction,

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Neighborhood Housing has agreed to build a new low income housing unit on this site. The construction will be a project of the carpentry class at Grays Harbor College. By entering into this agreement, the County will sell this parcel for the lowest allowable price under state statutes and the county code, the property tax lien at the time of foreclosure. The City in turn has agreed to waive collection of a \$4,731.99 abatement certified to the county tax rolls. The end result is a net sale to the City for \$1,871.66. Ron Strabbing, County Treasurer indicated that this sale is in the best interest of all involved. It will provide work experience for the college carpentry class, add a new low income housing unit to the community, clear the outstanding liens and return this parcel to the tax rolls – including the value of new construction. Mr. Strabbing recommended this sales agreement be adopted. He will forward the materials to the city for signature and prepare the necessary paperwork to effect the sale.

### **SHERIFF**

**Request Approval, Declare Property Surplus:** A motion was made, seconded and passed to grant permission to surplus two copy machines:

Sharp SF-8570, serial #2050135Y

Sharp SF-2027, serial #60213242

Both machines were recycled from other areas to the squad room and both are no longer usable. Sheriff Whelan requested that these machines be surplus.

### **COMMISSIONERS**

**Request Approval, Sign Contract, County Printing Bid:** A motion was made, seconded and passed to approve two (2) copies of Grays Harbor County printing contract for the period of one year dated July 1, 2003 through June 30, 2004.

### **PUBLIC COMMENT**

Chairman Morrisette asked for public comment. Tom Schoch, resident of 2835 Sumner Avenue, Hoquiam provided information regarding the apprenticeship program/set aside. Mr. Schoch asked the Board to consider again. There was no further public comment.

### **ANNOUNCEMENT**

None

### **CORRESPONDENCE**

The Clerk of the Board announced the following correspondence received:

1. A letter from Jack Brodhead, Race Coordinator, promoting and coordinating two bicycle races, one on July 20<sup>th</sup> and one on July 27<sup>th</sup> of 2003. The first will be a time trial that will run along the South Bank Road from Hokanson Road to the Gerrard Creek area near Oakville. The second, on the 27<sup>th</sup>, will use the same Fuller Hill area course, through the Satsop Development Park, that was approved for the Memorial Day weekend as the Vance Creek race. All insurance waivers and rules, as well as the rules of USA Cycling, the rules governing body, will be strictly enforced. 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.
2. A Claim For Damages against Grays Harbor County was received from Gail and Maxine Campbell. The Claim was referred to the Claims Review Committee.
3. A Claim For Damages against Grays Harbor County was received from Roger and Gail Telsey. The Claim was referred to the Claims Review Committee.

### **APPOINTMENT**

None

### **STAFF MEETINGS**

The Board held staff meetings on Monday, June 16, 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 Fairgrounds and the Public Services Director. Staff meetings will be held during the week.

### **RESOLUTIONS**

The following resolutions were approved and signed:

- #03-51            Transferring Items In The Grays Harbor County Miscellaneous Fund  
Special Projects #101-000-000**

**#03-52          Amending Resolution #98-06 Establishing A Petty Cash And Change  
Fund Account In The Fair Fund #103-000-000**

**#03-53          Amending Resolution #03-37 Establishing An Investigation Fund In  
The Offices Of Public Health & Social Services**

**ORDINANCES**

None

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The meeting adjourned at 2:45 p.m. to Monday, June 23, 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